

City Mgr.

CITY OF KENT
HEALTH BOARD MEETING
May 20, 2008
KENT CITY HEALTH DEPARTMENT OFFICES
325 S. DEPEYSTER STREET
KENT, OH 44240
Phone (330) 678-8109 Fax (330) 678-2082



AGENDA

- I. MINUTES April 8, 2008 Meeting

- II. REPORTS
 - A. Statistical Report for April 2008
 - B. Expenditures & Encumbrances for April 2008
 - C. Commissioner's Report for April 2008
 - D. Quarterly Report Town Hall II for Jan., Feb., March, 2008

- III. OLD BUSINESS
 - A. Draft for 2007 yearly report
 - B. Adopt-A-Spot

- IV. NEW BUSINESS
 - A. Standard Operating Procedures for Board

- V. EXECUTIVE SESSION

- VI. ADJOURN MEETING

If you require assistance to attend this meeting, please contact the Health Department at (330) 678-8109.

JBF/trr

cc: Health Board
City Manager
Clerk of Council
Health Staff
Chairman of Health & Public Safety
Mayor
News Media
Post
File

Kent City Health Department
 325 S. Depeyster Street
 Kent, Ohio 44240
 HEALTH BOARD MINUTES
 April 8, 2008

Members Present

John Gwinn
 Chris Woolverton
 Tom Bialke
 Susan Roxburgh
 Jack Amrhein
 Pam Freeman

Others Present

John Ferlito
 Tracy Radovic
 John Bradshaw
 Dr. Anthony Bartholomew

John Gwinn called to order the Health Board meeting of April 8, 2008 at 5:35 p.m.

The minutes from the March 11, 2008, meeting were distributed and reviewed by the Health Board Members prior to the meeting. John Gwinn requested an amendment to page 3, first paragraph. The reference to the Community Health Status Report should be indicated as a "Draft" report. The Public Health Foundation draft report covers all counties throughout the country. Additionally, the inaccurate information pertaining to communicable diseases in Portage Co. were reported to the Public Health Foundation.

Motion: A motion was made by Susan Roxburgh and seconded by Jack Amrhein to approve the minutes of the March 11, 2008 with noted amendments. The motion passed.

Statistical Report for March 2008

Chris Woolverton stated that Tattoo parlor licenses are listed under misc. income and feels it should be separated with its own line item. It was explained that the statistical report was originally set up to mirror Finance and accounting lines and Tattoo licensing does not have its own revenue account code. It can be separated out on the statistical report but money collections for finance/budget purposes it will continue to fall under misc./other.

Expenditures and Encumbrances for March 2008:

<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>AMOUNT</u>
Treasurer, State of Ohio	FSO Transmittal fees to ODH for February 2008	\$2,978.00
Treasurer, State of Ohio	RFE Transmittal fees to ODA for February 2008	\$812.00
Vehicle Maintenance	Repairs/service of Lab vehicle	\$305.93
Vehicle Maintenance	Repairs/service of Health Vehicle	\$458.86
Robinson Mem. Hospital	Lab Service for medically indigent resident of Kent	\$14.50
Kent City Schools	Reimbursement for Vending Licenses for Stanton and Roosevelt – discontinued vending	\$56.00
	TOTAL	\$4,625.29

Programs, reflect some amount personnel and equipment costs for the items that have a \$0.00 - Animal Bites; Septic Hauling; and Schools.

Susan Roxburgh requested that someone involved in opening the new federal indigent health clinic in Kent, attend the next Health Board Meeting.

**Large section of the April 8, 2008 Health Board Meeting
tape recording was inaudible.**

Health Officer Evaluation procedure and assignments were discussed. The Board members will fill out a questionnaire, the Health Officer will fill out a questionnaire, it will be collected and collated by a volunteer evaluation committee. Chris Woolverton will collect (by mail) and assemble the questionnaires and summarize them for Board Review

Since the Health Committee meeting will be held From May 12, through May 14, 2008, The Next Health Board Meeting will need to be held the following week, on **May 20, 2008.**

Adjourn

Motion: A motion was made Pam Freeman and seconded by Susan Roxburgh to adjourn the meeting of April 8, 2008.

Approved:

John Gwinn, President

John Ferlito, Secretary

KENT HEALTH DEPARTMENT STATISTICAL REPORT 2008

	Apr 08	YTD 2008	April 07	YTD 2007
HEALTH DEPT. \$ COLLECTED				
FamAbuse fund	\$ 417.00	\$ 1,666.50	\$ 355.50	\$ 1,672.50
Vital Stats	\$ 2,085.00	\$ 8,332.50	\$ 1,777.50	\$ 8,362.50
Child Abuse	\$ 834.00	\$ 3,333.00	\$ 711.00	\$ 3,345.00
State VS	\$ 1,390.00	\$ 5,555.00	\$ 1,185.00	\$ 5,575.00
B Perm Rev	\$ 9.00	\$ 51.50	\$ 19.50	\$ 51.50
B Perm State	\$ 45.00	\$ 257.50	\$ 97.50	\$ 257.50
Food Estab.	\$ 372.40	\$ 9,892.80	\$ 0.00	\$ 8,627.40
Food Service	\$ 526.00	\$ 35,715.00	\$ 315.00	\$ 34,720.00
FSO Vending	\$ 0.00	\$ 980.00	\$ 0.00	\$ 1,092.00
Home Sewage	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Housing	\$ 5,195.00	\$ 16,620.00	\$ 8,220.00	\$ 16,365.00
Swim Pools	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
SolWst(Trks)	\$ 300.00	\$ 315.00	\$ 180.00	\$ 180.00
Tattoo Parlors	\$ 0.00	\$ 300.00	\$ 0.00	\$ 400.00
*Misc(Xerox, etc.)	\$ 0.00	\$ 3.00	\$ 50.90	\$ 157.75
Septic Service	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
ST Subsidy	\$ 0.00	\$ 20.00	\$ 0.00	\$ 0.00
TOTAL COLLECTED	\$ 11,173.40	\$ 83,041.80	\$ 12,911.90	\$ 80,806.15
TO STATE				
FamAbuse fund	\$ 404.49	\$ 1,629.46	\$ 344.83	\$ 1,622.31
Food Estabs	\$ 28.00	\$ 140.00	\$ 0.00	\$ 896.00
Burial Permits	\$ 45.00	\$ 257.50	\$ 97.50	\$ 257.50
Child Abuse	\$ 808.98	\$ 3,258.93	\$ 689.67	\$ 3,244.65
State VS	\$ 1,390.00	\$ 5,555.00	\$ 1,185.00	\$ 5,295.00
Food Service	\$ 28.00	\$ 4,004.00	\$ 28.00	\$ 2,968.00
Food Vendors	\$ 0.00	\$ 198.00	\$ 0.00	\$ 262.00
Swim Pools	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Wells	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL	\$ 2,704.47	\$ 15,042.89	\$ 2,345.00	\$ 14,545.46
TOTAL ASSETS				
	\$ 8,468.93	\$ 67,998.91	\$ 10,566.90	\$ 66,260.69
+Admin fee to Vital Stats	\$ 37.53	\$ 149.99	\$ 32.00	\$ 150.54
-3% FamAbuse	\$ 12.51	\$ 50.00	\$ 10.67	\$ 50.19
-3% ChildAbuse	\$ 25.02	\$ 99.99	\$ 21.33	\$ 100.35

1st Quarter of 2008
Clinical Services Provided to Kent Resident

January 2008

Gender	Age	Diagnosis	Ward
M	27	Intake-New Patient	4
F	33	Intake-New Patient	3
F	34	Asthma	6
F	34	Depression	2
F	34	Sinusitis-IPP	6
F	36	Annual Gynecology Exam	4
M	36	Eczema	4
M	42	Chronic Back Pain	1
F	43	Hypothyroidism	5
F	46	Asthma	3
F	46	Diabetes Mellitus	2
F	46	Spinal Stenosis	1
M	47	Diabetes Mellitus & Hypertension-IPP	1
M	47	Diabetes Mellitus-IPP	5
M	50	Diabetes Mellitus-IPP	5
M	50	Intake-New Patient	4
M	51	Anxiety Disorder-IPP	2
M	51	Dyslipidemia-IPP	1
M	51	Dyslipidemia-IPP	3
F	51	Dyslipidemia-IPP	6
M	51	Hypertension	1
F	52	Annual Gynecology Exam	3
M	52	Hypertension	3
F	52	Hypertension	3
F	52	Hypertension-IPP	4
F	52	Hypertension-IPP	4
M	52	Intake-New Patient	3
M	52	Intake-New Patient	3
F	53	Asthma-IPP	3
F	53	Hypertension	3
M	54	Intake-New Patient	3
F	55	Depression-IPP	1
F	55	Diabetes Mellitus 2	5
M	55	Hypertension & Hypothyroidism-IPP	1
F	56	Diabetes Mellitus	3
F	58	Hypertension	3
F	59	Hypertension & Hypothyroidism	6
F	61	Annual Gynecology Exam	6
F	61	Hypertension	5
F	62	Diabetes Mellitus	5
F	63	Diabetes Mellitus & Hypertension	1
F	63	Diabetes Mellitus & Hypertension-IPP	4
F	64	Bronchitis	4
M	64	Bronchitis	1
M	64	GERD	1

Ward Totals for January 2008

Ward 1	10
Ward 2	3
Ward 3	11
Ward 4	7
Ward 5	6
Ward 6	5
Grand Total	42

February 2008

Gender	Age	Diagnosis	Ward
M	22	Asthma	6
F	26	Acne	6
F	26	Depression-IPP	6
F	28	Dermatitis	6
F	33	Asthma	1
F	33	Allergic Rhinitis	3
F	39	Intake-New Patient	4
F	41	Intake-New Patient	2
F	45	Intake-New Patient	2
F	46	Hypertension	2
M	49	Diabetes Mellitus	3
F	49	Intake-New Patient	2
F	49	Sinusitis	3
F	50	Hypertension	4
F	50	Hypertension-IPP	4
F	51	Diabetes Mellitus & Depression	4
F	51	Hypertension & Diabetes Mellitus	6
F	51	Hypertension & Dyslipidemia-IPP	3
M	51	Hypertension & Hypertension-IPP	2
M	51	Hypertension & Hypertension-IPP	2
F	52	Asthma-IPP	3
F	52	Depression-IPP	3
F	52	Hypertension	3
M	52	Hypertension & Diabetes Mellitus	3
F	53	Depression	3
F	53	Allergic Rhinitis	5
F	55	Hypertension & Dyslipidemia	1
F	58	Hypertension & Dyslipidemia	6
F	59	Dyslipidemia-IPP	6
F	59	Dyslipidemia-IPP	6
F	59	UTI - Urinary Tract Infection	6
F	61	Dyslipidemia	1
F	64	Bronchitis	2
M	64	Bronchitis	1
M	64	Diabetes Mellitus & Dyslipidemia-IPP	1
M	64	GERD-IPP	1
M	64	Sinusitis	4
F	87	Dementia-IPP	4

Ward Totals for February 2008

Ward 1	6
Ward 2	6
Ward 3	8
Ward 4	7
Ward 5	1
Ward 6	8
Grand Total	36

March 2008

Gender	Age	Diagnosis	Ward
M	32	Intake-New Patient	5
F	33	Depression & GERD	3
M	33	Intake-New Patient	1
F	34	Acne	6
F	34	Acne-IPP	6
F	34	Asthma	6
F	36	Allergic Rhinitis	1
M	36	Annual Gynecology Exam	6
F	36	Annual Gynecology Exam	1
F	41	Diabetes Mellitus & Hypertension	4
F	43	Dyslipidemia	2
F	43	Dyslipidemia-IPP	3
F	46	Asthma & Allergic Rhinitis	3
F	46	Depression-IPP	2
M	48	Arthritis	3
F	48	Diabetes Mellitus 2 & Hypertension	2
F	48	Diabetes Mellitus 2 & Hypertension-IPP	2
F	49	Allergies-IPP	2
M	51	Chronic Back Pain	4
M	51	Hypertension & Diabetes Mellitus	2
M	51	Hypertension & Diabetes Mellitus	3
F	52	Hyperlipidemia	2
F	52	Hyperlipidemia-IPP	2
F	53	Asthma	5
M	54	Dyslipidemia	3
F	56	Chronic Obstructive Pulmonary Disease	6
F	56	Chronic Obstructive Pulmonary Disease-IPP	6
F	56	Diabetes Mellitus	3
F	56	Xerosis	3
F	58	Plantar Fasciitis	2
F	59	Hypertension	2
F	61	Intake-New Patient	1
F	62	Diabetes Mellitus	4
F	63	Asthma & Hypertension	1
F	63	Asthma & Hypertension-IPP	4
M	64	Diabetes Mellitus & Hypertension	4

Ward Totals for March 2008

Ward 1	4
Ward 2	9
Ward 3	9
Ward 4	6
Ward 5	2
Ward 6	5
Grand Total	35



CITY OF KENT, OHIO

DEPARTMENT OF LAW

May 19, 2008

State Representative Kathleen Chandler
77 South High Street, 10th Floor
Columbus, Ohio 43215-6111

Re: My File No. 935

Dear Representative Chandler:

Last year, the Kent City Council had me forward a request to you to explore allowing cities in Ohio to implement a "beer" tax. This would be a tax on each glass / bottle / pitcher of alcohol sold within the City.

We actually got positive feedback from the cities of Columbus and Oxford. Yet, to date, we have heard nothing from you, not even an acknowledgment that you received any letter.

Did you receive the request?
Have you done anything?
What, if anything, is going on?

Very truly yours,

James R. Silver
Law Director

JRS/sl

cc: Matt Fredmonsky
Dave Ruller, City Manager



Fire Hydrant Flushing

Why Flush Fire Hydrants?

The city flushes fire hydrants to clean out iron deposits in the water lines, to verify the hydrants are working properly, and to assure continued high quality drinking water. Fire hydrant flushing also provides the Fire and Water Departments with valuable information about water volume and fire flow.



What Takes Place During Fire Hydrant Flushing?

During the testing process, a city operator opens each hydrant to its maximum flow. The flow stirs up iron deposits and settlements and removes them from the system. The operator cleans and lubricates accessible operating parts, checks the operation of the hydrant and valve, and records any deficiencies for repair.

How Often Are Hydrants Flushed?

The city flushes the entire system once a year, generally beginning in June. Before testing, fire hydrant flushing schedules are published in the Record Courier Newspaper and on the city's web page. Businesses that may be adversely affected by the testing, such as doctor's offices, restaurants, and hair salons, receive the schedule by mail or in person.

Will Hydrant Flushing Affect Your Water?

During the flushing process, you may experience some water discoloration, especially when work is being done in your immediate neighborhood. Once the hydrant flushing is complete, the water quality will return to normal.

What Precautions Should You Take?

Before doing laundry or other projects that may suffer from discolored water, make sure the water is running clear. It's also a good idea to keep a pitcher of clean water in the refrigerator.

What If I Still Get Rust Stains?

Call the City Maintenance Division at (330) 673-1688 and they can provide a chemical agent that can help wash out the rust.



CITY OF KENT, OHIO

DEPARTMENT OF PUBLIC SERVICE

930 OVERHOLT RD., 2ND FLOOR, KENT, OHIO 44240 (330) 678-8105 FAX (330) 673-1893
www.kentohio.org

PRESS RELEASE

May 20, 2008

2008 Fire Hydrant Flushing

City of Kent Central Maintenance Division will begin the annual fire hydrant flushing program June 2nd, 2008. Flushing will take place Tuesday through Friday, from 2:00AM to 7:00AM through the end of June.

Hydrants are flushed each year to clean and maintain the quality of the water lines, to inspect fire hydrants, and to maintain water pressure. This year Central Maintenance crews will conduct flow tests on the entire system during the flushing program.

When crews are flushing, you may experience a discoloration of the water in your household. This discoloration does not indicate that the water is unsafe but may have a displeasing appearance and can stain laundry. Because of the possible discoloration, the City recommends that the following procedure be followed during and after the time of flushing before washing clothes:

- Run a glass of water from your tap (allow water to run for 3 to 5 minutes before filling the glass);
- Check the glass for clarity. If clear, clothes may be washed.

PLEASE NOTE: Although the crews are scheduled to flush on your street, flushing on nearby streets may also discolor your water. Therefore, checking the water (as stated) before washing clothes should be practiced during the entire flushing schedule.

To notify resident's City crews will be placing signs in strategic locations the day before crews are to begin flushing in that area.

Hydrant flushing is scheduled to take place as follows:

2008 FIRE HYDRANT FLUSHING SCHEDULE

SECTION #1 JUNE 2, 2008

Summit Street from S. Lincoln to the KSU Stadium, Loop Road, Athena, Artemis, Olympus, Fraternity Circle, Hickory Mills, Campus Center, Whitehall Blvd., Summit Gardens, University Town Homes.

SECTION #2 JUNE 3, 2008

Morris Road from Summit Street to Allerton, including Mae Street, Oak Street, School Street to Lincoln Street, Berkeley, Avondale, Allerton, Rellim Street to Lincoln Street, Bowman Street to Lincoln Street, Valleyview from Morris to Lincoln, Lincoln Commons Subdivision.

SECTION #3 JUNE 4, 2008

Kent State University Campus

SECTION #4 JUNE 5, 2008

State Route 59 from Luther Avenue east to Railroad Overpass, including Horning Road from State Route 59 to Rhodes Road. Rhodes Road from Horning to State Route 59, Luther Avenue, Elmwood, Oakwood, Woodhill, Frances, Overlook, Birchwood Circle, Franklin Hills and The Willow Ridge Subdivision, Holly Park, Dale Drive, Ryan's Place Apartments, Acme Plaza.

SECTION #5 JUNE 9, 2008

Downtown, Main Street from Luther to and including Franklin Avenue, Summit Street from Lincoln to Franklin including Willow Street from Summit to Crain, Kentway, Tonkin Court, Day Street, College Avenue, College Court, Erie Street, Wilson from Main to Crain, Linden, Sherman, University, Lincoln from Summit to Crain, Highland Avenue, Crain from Luther to Water Street, Brady Street, Portage Street, Columbus, Water Street from Summit to Lake Street.

SECTION #6 JUNE 10, 2008

Lake Street from Crain Avenue Bridge to the City Limits including Costley Court, Lock Street, Starr Avenue, Marvin Street, Willow Street from Crain to Lake, Gatun, Edgewood, Woodside, Miller Avenue, Steele, Doramor, Dandel, Harvey/Wilson from Crain to Lake, Burr Oak, Lake Street Apartments, Mason, King, Davey, Graham, Walter, Anna, Perry, and Virginia Avenue.

SECTION #7 JUNE 11, 2008

S. Water Street from Summit to the City Limits including Franklin Avenue from Summit to Meloy Road, Vine Street, Depeyster Street from Summit Street South, Willow Street Ext., Lincoln Street from Rellim South, Morris Road from Allerton South, Campus Center Drive from Booster Station to Devon Place to S. Water Street, Chadwick, Ivan, Beryl, Rellim Drive from Lincoln to Water, Bowman from Lincoln to Water, Valleyview from Lincoln West, School Street from Lincoln to Franklin, Elm Street from Vine to Franklin, Oak Street from Vine to Franklin, Hall Street from Vine to Franklin, Williams Street from Vine to Franklin, Cherry Street from Water to Franklin, University Plaza, Jordon Court Apartments, Currie Hall, Statesman, Benjamin, and Sunnybrook, and Indian Valley Apartments Complex.

SECTION #8 JUNE 12, 2008

All Streets West of Franklin Avenue including Mogadore Road from Stow Street to Howe Road, Overholt Road, Enterprise Way, Cherry Street from Franklin to State Route 261, Plum Street, Harris Street, Dodge Street, Elm Street, Oak Street, Maple Street, Walnut Street, Pine Street, Cedar Street, St. Clair Avenue, and Martinel Drive.

SECTION #9 JUNE 16, 2008

N. Mantua Street from Fairchild North to the City Limits, Fairchild from N. Mantua to Majors Lane including Cuyahoga, Hudson Road, Randall Drive, Harold, Stinaff Street and Ext., Longcoy Avenue, Carthage, Wolcott Avenue, Riverside Court, Grant Street, Pleasant Avenue, Orchard Street, Standing Rock Avenue, River Bend East and West Subdivision, Davey Tree Complex, Roosevelt High School, Stanton Middle School, Needham, Allen, Delores, Robert Drive, Whetstone, Rollins Circle, Nottingham Circle, Clarksview Circle.

SECTION #10 JUNE 17-18, 2008

W. Main Street from bridge to Longmere including River Street, Gougler Avenue, Mantua Street from Haymaker Pkwy. to Fairchild, Woodard Avenue, Rockwell Street, Earl Avenue, Park Avenue, Pioneer Avenue, Pearl Street, Prospect Street, Whittier Drive, Lowell Drive, Chestnut Street, Grove Avenue, Short Street, Forest Drive, Bryce Rd, Majors Lane from Fairchild to Bryce Way, Stow Street, from Main to Mogadore Road, and Haymaker Pkwy. from Longmere to River Street.

SECTION #11 JUNE 19, 23, 2008

W. Main Street from Longmere to Deidrick Road including Sunrise, Sheri, Colleen, Gale Drive, N. Francis, Admore, Middlebury, Manchester, Paulus, Janet, Tallmadge Avenue, Leroy, Longmere Drive, Leonard, Meredith, Norwood, Gardenview, Elna Avenue, Jessie Avenue, Munroe Falls-Kent Road, Roosevelt, Ada, Hughey Drive, Beech Drive, Yacavona, Akron Blvd., Judith, Hampton Drive, Eton Road, Meadow Drive, Emich, Lower Drive, Marilyn Street, Overbrook, Laurel, Brentwood, Chelton, Irma, Garrett Street, Parmalee, Louise, and Deidrick Road.

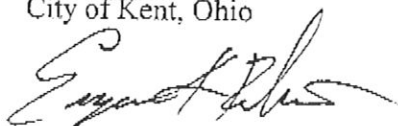
SECTION #12 JUNE 24, 25, 26, 2008

Fairchild Avenue from Majors Lane to Newcomer Road including Spaulding Drive, Silver Meadows Blvd., Suzanne, Garth, Denise, Carol Drive, Silver Meadows Apartment Complex, Evergreen, Spruce Place, Pinewood Place, Forest Lakes Subdivision, Shady Lakes Drive, Kent Quality Care Center, Fieldstone Subdivision, The Lakes of Franklin Mills Subdivision, White Oak Hills Subdivision, Cottage Gate Subdivision, Erin Drive, Kevin, Allen Drive, Verona Avenue, Adamle Drive, Deleone, and Michaels Drive.

**PLEASE REMEMBER THESE DATES ARE SUBJECT TO CHANGE,
LOOK FOR SIGNS PLACED IN YOUR AREA THE DAY BEFORE
FLUSHING WILL OCCUR.**

If you have any problems or questions regarding the flushing, please call the Service Department at 330-678-8105.

City of Kent, Ohio



Eugene K. Roberts
Director of Public Service



CITY OF KENT, OHIO

DEPARTMENT OF SAFETY

LCDR John William Ackerman, USN (Ret.)
The Lakes at Franklin Mills Condominium Association
943 Edgewater Cir.
Kent, OH 44240

May 22, 2008

Dear Mr. Ackerman,

Your letter regarding traffic safety in the Fairchild Ave. neighborhood was recently reviewed by the City of Kent's Traffic Engineering and Safety Committee. It was on a committee agenda as a follow-up to previous discussion regarding traffic safety in the Fairchild Ave. area. The committee had resolved to further investigate the safety improvements that may be necessary due to the continuing development.

I am enclosing a copy of the notes from that recent meeting that outline some of the issues the city is trying to address. These enable the city to take those steps that may be called for and are legally appropriate. There are a series of standards that must be met in order to meet the legal requirements of an "engineer's warrant," which is required to enable the installation of a traffic signal. These steps are also critical since the installation of a traffic signal requires a substantial amount of expense. As such, it is important that the city staff also consider other conditions or improvements that may aid in improving traffic safety although they may appear to be of a less significant nature.

As you review the report, you will see that the Engineering Division has added a new engineer whose specific expertise is traffic engineering. This staff member has been tasked to examine some of the areas of the city with the greatest traffic safety concern in order to identify any necessary improvements.

As you can see from reviewing the notes, the city staff continues to give serious consideration to all areas of serious safety concern. The areas adjacent to your development will continue to be given significant consideration. If you have further questions, please feel free to contact me directly at the number below.

Respectfully,

William Lillich
Safety Director
2008032