

MINUTES OF BOARD OF HEALTH MEETING
March 7, 2012

Meeting was called to order by Chair Kraft at 6:02 p.m.

Board of Health Members Present: Chair Kraft, Supervisor Peer, Supervisor Bostwick (left at 7:05 p.m.), Dr. Peterson, Dr. Winter, Dr. Best, and Ms. Wade.

Board of Health Members Absent: Supervisor Thompson and Mr. Rooney.

Staff Members Present: Karen Cain – Health Officer; Tim Banwell – Environmental Health Director; Janet Zoellner – Nursing Director; Sancee Siebold - Nursing Supervisor South Office; Deborah Erickson – Nursing Supervisor North Office; and Geri Waugh – Account Clerk.

Others Present: Mike Flesch – City of Beloit; Susan Knueppel, Paul Benjamin – Rock County Planning Department; Eugene Dumas – Rock County Corporation Counsel Office; Roger Anclam – Chair, Town of Turtle; Bill Steinke; and Harry Mathos – City of Beloit.

Adopt Agenda

Chair Kraft stated item 6.A.1 will be moved up to after item 4, Citizen Participation on the agenda. Supervisor Bostwick made a motion to adopt the agenda as amended. Ms. Wade seconded the motion. MOTION APPROVED.

Approval of Minutes 2/1/12

Supervisor Peer made a motion to approve the minutes of the 2/1/12 Board of Health meeting. Dr. Winter seconded the motion. MOTION APPROVED.

Citizen Participation

Chair Kraft distributed mailings to the Board members from the National Association of Boards of Health.

Chair Kraft welcomed all persons present for the meeting.

Environmental Health

Administrative Appeal on the Denial to Issue a Rock County Sanitary Permit to Susan Knueppel

Mr. Banwell stated he would give the Board members background information on why the health department denied the sanitary permit to Susan Knueppel.

Rock County Health Department denied a sanitary permit to Susan Knueppel at 1528 E. Colley Road, Beloit, because the property is within the sewer service area of the City of Beloit, and the City of Beloit has determined public sewer is available to this property. The Knueppels are building a barn on this property and want to have a convenience bathroom installed in the barn. As public sewer is available to this property, the health

department has a memorandum of understanding with Rock County Planning Department that the health department will not issue a sanitary permit and the property will connect to City of Beloit public sewer service. The Knueppels have requested an appeal to the denial of the sanitary permit.

Mr. Banwell went on to explain the purpose of the memorandum of the understanding with Rock County Planning Department. This agreement states “a sanitary permit shall not be issued for an onsite sewage treatment system unless the sewer service area municipality, in this case Beloit, indicates that public sewer is not currently available to the subject land parcel”. This agreement between these two agencies allows the municipality to have control over the sewer service area to review the availability of public sewer to the property before a sanitary permit can be issued for construction of an onsite wastewater treatment system. If the municipality determines public sewer is available, then a sanitary permit cannot be issued and the property owner will be required to connect to the public sewer.

The health department received a letter from the City of Beloit stating public sewer is available to this property. The City of Beloit will not charge a connection fee for this property, and annexation to the City of Beloit would not be required at this time. There would be a monthly sewer fee charged by the City of Beloit. Annexation to the City of Beloit would be required only when their current private sewage system fails.

Mr. Dumas then explained he is present to be available to answer any legal questions the Board members may have concerning this hearing.

Ms. Knueppel stated they are building an indoor riding arena on their property and wish to install a convenience bathroom in it. Connecting to their existing septic system is cost-prohibitive due to the distance and elevations involved. Very little waste would be produced with this bathroom, as it is for private—not public use so installing a new onsite sewer treatment system is financially impractical for them. They had originally requested a variance to install a holding tank, which requires a sanitary permit, which the health department denied because their property is within the sewer service area of the City of Beloit. Ms. Knueppel stated she is requesting the Board of Health to overturn the decision denying a sanitary permit, and grant a variance to allow her to install a holding tank.

Mr. Mathos from the City of Beloit stated the monthly sewer charge would be approximately \$39.57 for a non-metered city rate, which is typically seven units of use. If they choose to have a meter, a water meter would be set up that would measure the actual water usage, which more than likely would be less than the non-metered rate.

Mr. Flesch from the City of Beloit stated a 30-inch interceptor city sewer is already in place adjacent to the Knueppel’s property, in the ditch line on the same side of the road.

Mr. Anclam from the Town of Turtle stated if the Knueppels hook up to City of Beloit sewer for this planned bathroom, and their existing private sewage system for their home fails, then they would have to annex to the City of Beloit. Currently, because of the boundary line agreement in place, residents in town islands like the Knueppels have the right to repair or replace a failing septic system. The Knueppels have no desire to hook up to City of Beloit public sewer.

Mr. Dumas stated the intent of the Rock County Public Health Ordinance, Section 13.23(3)(f) is clear in that if public sewer is reasonably available and it’s in a sewer service area, then a sanitary permit should not be issued.

Mr. Banwell made a clarification concerning the need for a sanitary permit. The health department issues a sanitary permit whether a holding tank or a small conventional private sewage system is installed. If they decide they wish to install a holding tank, they have to request a variance from the Board of Health

Dr. Peterson made a motion to grant a sanitary permit to Ms. Knueppel to install a holding tank. Chair Kraft asked if there was a second. The motion was not seconded, so the motion died for lack of a second.

Chair Kraft then asked if there was a motion someone wished to bring forward. Dr. Winter made a motion to uphold the denial of the sanitary permit to the Knueppels. Ms. Wade seconded the motion. Chair Kraft stated all in favor, please say aye. Six Board members said aye. Chair Kraft asked if anyone was opposed. Dr. Peterson stated he opposed. MOTION APPROVED.

Unfinished Business

None at this time.

New Business

Administrative Division

Approval of Bills/Transfer of Funds

Ms. Wade made a motion to approve the Health Department bills for the month of February, 2012 in the amount of \$20,280.17; and bills for the Prescription Drug Collection Grant in the amount of \$379.10. Supervisor Peer seconded the motion. MOTION APPROVED.

Health Department Report

Ms. Cain stated Craig Knutson appreciated the sympathy card the Board of Health sent to him in memory of his father.

WALHDAB: Ms. Cain stated mention was made at the meeting today concerning discussion in Human Services Departments statewide for combining Human Services and Health Departments, especially in the smaller counties. There is some interest for this to be done, and some of the Human Services Departments would like a State mandate to merge both departments. Most health officers are opposed to this merger.

Animal Control in Rock County: Mr. Banwell gave a summary of the visit to Dane County Animal Control on 2/16/12:

1. The Dane County Health Department has responsibility for these functions:
 - Enforce statutory and local ordinance requirements for animal bites, animals running at large, licensing, rabies control, and abuse and neglect.
 - Answer animal nuisance calls (limited response to wildlife).
 - Animal Services 2012 Budget is \$1,027,744; the Humane Society contract is \$370,000. Revenue is \$243,000 from dog licenses and \$784,744 from tax levy.
2. The Dane County Humane Society houses animals brought by Dane County Health Department and bills for the following services:
 - Admitting

- Custodial Care
 - Impound Euthanasia
 - Rabies Observations
 - Rabies Test Preparation
3. Clear separation between the Sanitarians and the Animal Services staff in Madison. It was clear if an Animal Services issue came up when a Sanitarian was performing their duties, they would call Animal Services. It was also clear that Animal Services staff do not do Sanitarian work, and called Sanitarians if they found issues in their area of expertise.
 4. A clear separation of responsibilities has been established between the County Health Department and the Dane County Humane Society. A formal Memorandum of Understanding details policy and fees.
 5. The Dane County Humane Society received an estimated \$397,000 for services provided to the Dane County Health Department in 2011.
 6. The Dane County Humane Society has resources and policies not available to local government:
 - Volunteer staff complete most of the day-to-day operations
 - A large part of the Humane Society budget revenue is from donations (60%)
 - Animals are released nationwide to animal rescue societies
 - Animals are kept longer than the legal minimum time period of 10 days

Points to be considered for Rock County Animal Control:

- Try to improve communication between Rock County Humane Society and local units of government
- It would appear that Rock County handling an animal control ‘shelter’ would be cost-prohibitive
- There may be alternatives to building an animal control facility
- An avenue to pursue would be finding another private organization to take on the shelter duties and/or animal control responsibilities
- Dog and cat license fees in Rock County could be source of revenue to fund an animal control program

Dr. Peterson commented that Dane County Humane Society raised the funds to build their facility – no tax funds were used. In 2011, over 7,000 animals were taken in, and they had a 95% adoption rate for dogs. They have 7 radio-dispatched mobile units for their animal control program.

Alternative Work Schedule for Health Department: Dr. Winter asked about the status of the alternative work schedule for health department staff. Ms. Cain stated Mr. Banwell and Ms. Zoellner are in the process of developing the work schedule, and then Ms. Cain will need to obtain both Craig Knutson’s and Human Resources’ approval before the alternative work schedule can be implemented. The tentative target date for the start of the alternative work schedule is July 1, 2012.

Public Health Nursing

Findings of the National Seminar on the Future of Public Health Nursing

Ms. Zoellner stated she attended the Robert Wood Johnson Foundation (RWJF) Forum on the Future of Public Health Nursing on February 7-8, 2012 at the RWJF headquarters in Princeton, New Jersey. The forum was convened by RWJF, in collaboration with the National Network of Public Health Institutes (NNPHI), as a planning step for future programming aimed at strengthening the current and future public health workforce. The goal of the forum was “...to better understand the current roles of public health nurses (PHN) in improving health, how those roles are evolving in the changing environment, and the multiple implications of change for

future PHN practice and education”. Approximately 50 individuals attended the forum, and Ms. Zoellner stated she was one of four individuals present from Wisconsin. The primary topics of the seminar included enumeration of the PHN workforce, new strategic priorities, refined competencies, academic needs, and challenges in PHN practice across the country. Ms. Zoellner expressed her thanks to Ms. Cain for giving her the opportunity to attend this forum. The Robert Wood Johnson Foundation paid for Ms. Zoellner’s travel expenses for this forum.

Communications and Announcements

None at this time.

Adjournment

Dr. Peterson made a motion to adjourn the meeting. Ms. Wade seconded the motion. MOTION APPROVED. Meeting adjourned at 7:35 p.m.

Respectfully submitted,

Geri Waugh, Recorder
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