

**BOARD OF HEALTH MEETING
CITY OF DE PERE, WISCONSIN – November 16, 2015**

The Board of Health of the City of De Pere, Wisconsin met in regular session in the Riverview Conference room at City Hall, on Monday, November 16 at 5:00 p.m.

1. Roll call was taken and the following members were present: Mike Donovan, Pat Finder-Stone, Jim Kneiszel, Dr. Michael McHenry, Dennis Hibray, Dr. Richard Erdman and Chrystal Woller. Also present was Rob Cleek.

2. Approval of Minutes from 05-18-15

Pat Finder-Stone made a motion seconded by Jim Kneiszel to approve the minutes and place on file. Upon vote, motion passed unanimously.

3. Approval of Minutes from 09-21-15

Dennis Hibray made a motion, seconded by Pat Finder-Stone to approve the minutes and place on file. Upon vote, motion passed unanimously.

4. Draft Beekeeping Ordinance

Judy Schmidt-Lehman and Chrystal met and reviewed statewide ordinances and developed a draft ordinance for the City of De Pere. A lot of the language in the De Pere ordinance will be consistent with others in the state. A motion was made by Jim Kneiszel, seconded by Mike Donovan to open the meeting up for discussion. Upon vote, motion passed unanimously. Rob Cleek, a De Pere citizen interested in bee keeping, had comments on some of the wording of the ordinance, including excluding African bees, on how neighbors would be notified, and providing proof of bee keeping training. The limitation of the ordinance was discussed as it applies to one bee hive per parcel, and whether schools and businesses should be included. Fees are consistent with other ordinances, and will not completely cover staff time. Mike Donovan made a motion, seconded by Jim Kneiszel to bring the meeting back to regular order. Upon vote, motion passed unanimously. Jim Kneiszel made a motion, seconded by Pat Finder-Stone to make the following amendments in the ordinance; that the Board of Health rewrite some of the ordinance to make it generic on the number of queen bees allowed, A-6 would change to exclude Africanized honey bees, B-4 would strike last sentence, which deals with fees. Annual fee would be \$30.00 initially and \$10.00 annually thereafter. Upon vote, motion passed unanimously. Dennis Hibray made a motion, seconded by Pat Finder-Stone to eliminate the area in C-9 where it addresses keeping the hives painted. Upon vote, motion passed unanimously. Jim Kneiszel questioned whether it was in other ordinances that the telephone number has to be readable from 25 ft. away. Chrystal said that this item was copied from other ordinances. Contact information is available on the application. Mike Donovan made a motion, seconded by Jim Kneiszel to eliminate this item, phone number (C-10). Vote was 4-1 to strike the phone number. Mike Donovan, seconded by Jim Kneiszel made a motion to reopen the meeting to the public. Property line language was discussed. Mike Donovan, made a motion, seconded by Jim Kneiszel to go back to regular order. Upon vote, motion passed unanimously. Mike Donovan, seconded by Jim Kneiszel made a motion, accept the ordinance with the changes referenced. Upon vote, motion passed unanimously. This ordinance will be on the December 1st Council Meeting Agenda.

5. Health Department Fee Schedule

Judy Schmidt-Lehman will take this fee schedule to the Council in December. The recommendation is a 5% increase in fees. DHS (Department of Health Services Restaurant/Mobile Restaurant) fees cannot be increased because of a state law. The general public health fees were rounded up. Pat Finder-Stone made a motion, seconded by Jim Kneiszel to accept the Fee Schedule as presented and place on file. The only change would be to the renewal fee for beekeeping which would need a line added for \$10.00. Upon vote, motion passed unanimously.

6. YTD Communicable Disease Report

Most common communicable disease is chlamydia. The blastomycosis case is related to all of the cases on the Wolf River. Jim Kneiszel made a motion, seconded by Dennis Hibray to accept and place on file. Upon vote, motion passed unanimously.

7. Sanitarian Update

There is 1 change of operator in progress; there have been 6 DATCP inspections, 17 DHS food inspections, 3 HASAP plans have been reviewed, 4 DHS hotel inspections. Training was done with the state inspector for weights and measures, which included 12 scales, 50 products and 1 scanner system. There was 1 restaurant complaint, 4 total for the year. Some discussion was had with the street department regarding a water main break procedure. The health department will now be notified of scheduled water main maintenance issues. If there is a water main break, the department will be emailed in a timely manner. Several temporary events were held. Jim Kneiszel made a motion, seconded by Dr. Michael McHenry to accept and place on file. Upon vote, motion was passed unanimously.

8. Health Hazard Report

2 health hazard complaints were made since the last Board of Health Meeting – 1 pet urine odor in an apartment complex, and 1 noise complaint in a residence. Dale could not find source of noise in several trips to the residence.

9. Outreach/Prevention Activities

Activities Include:

- Outreach letter to businesses for flu vaccine administration
- Remembering When National Scholarship Training in Orlando
- Poverty In-service at Lambeau Field – Kickoff for Health Improvement Plan
- Handwashing presentation at West De Pere Elementary School
- QPR Suicide Prevention Presentation at De Pere High School
- Walk Children to School day
- Urban Orchard Project
- Hosted 2 Med Students from St. Norbert's College
- Mass Flu Clinics held in October
- NBC 26, Channel 5, Radio – stories on viral meningitis, influenza
- Healthy Tailgating at Kress Library

10. Public Comment on Matters not on Agenda

NA

11. Future Agenda Items

DATCP Changes

12. Adjournment

Upon motion by Dr. Michael McHenry, seconded by Dennis Hibray, the Board of Health unanimously adjourned at 6:30pm.

Respectfully Submitted,

Julie Switzer

Health Department Office Assistant