

**BOARD OF HEALTH MEETING
CITY OF DE PERE, WISCONSIN – September 25, 2017**

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, September 25th at 5:15 p.m.

Roll call was taken and the following members were present: Pat Finder-Stone, Ryan Jennings, Dennis Hibray, Casey Nelson, Deborah Armbruster, Sara Lornson and Kelly Burke. Also present was Ron Manning, a De Pere citizen. Dr. Michael McHenry arrived at 5:24 pm. Dale Schmit arrived at 5:25 pm. Missing was Dr. Richard Erdman.

1. Approval of May 15, 2017 Meeting Minutes

Pat Finder-Stone made a motion, seconded by Ryan Jennings to approve the minutes of the May 15, 2017 Board of Health Meeting. Upon vote, motion passed unanimously.

Discussion: Request was made to have an extra column added to the communicable disease report containing data going back 1 year from the date of the Board of Health meeting to be used for comparison to current data. This will be added for the next Board of Health meeting.

Item # 2 and 3 on the agenda were deferred awaiting the arrival of Dale Schmit

4. Emergency Preparedness Grant Update

Deborah Armbruster reported that in the past De Pere has been contracted with the Brown County Health Department paying between \$21,000 and \$22,000 a year for Preparedness services from Brown County. Deborah recommended that we reduce the involvement of Brown County to supervisory services for \$7,000 per year and increase the De Pere public health nurse, Sara Lornson, from 24 hours a week to 32 hours a week within the Emergency Preparedness Grant, to take on more preparedness duties. Deborah Armbruster (De Pere Director of Public Health) and Sara Lornson have met with the following individuals to discuss the new arrangement: Al, Derrick, Rich (De Pere Fire Chief Assistant), Anna (Brown County Health Officer), Steve Johnson (Coordinator), Jared (Emergency Preparedness for Brown County). All agreed on the new arrangement with Sara. Meeting dates for this are being discussed / arranged.

Motion to accept this recommendation was made by Pat Finder-Stone, seconded by Casey Nelson. Upon vote, motion passed unanimously.

2. Review of Noise Level Analysis Done 6-1-2017 at 345 Main

Dale Schmit reported the readings taken at 345 Main on Thursday, June 1st. At 9:25 pm, the reading in Mr. Manning's apartment was at 55 decibels on the alley side near neighbors speaker mount. Continuous monitoring was performed. At 9:35 pm, Dale moved inside the stairwell. The reading was 56 decibels. Then, Dale moved to a location by the front window. At his location, there were some spikes in decibels, mostly related to traffic noises. Dale spoke with Mike, who runs the neighboring business, The Green Room, to explain that his results were near the ordinance restrictions. Mike has not made any modifications to his business at this point. Dale explained that for every doubling of distance away from the source, noise drops by 3 decibels. Per Casey Nelson, doubling sound as perceived by the human ear is a 10 decibel increase.

The motion was made by Ryan Jennings to open the meeting to the public. The motion was seconded by Casey Nelson, and upon vote approved unanimously.

At this time, Ron Manning, a De Pere citizen, came forward. Mr. Manning distributed a packet to attendees. He explained that De Pere's Noise Ordinance (Chapter 146) does not address common wall scenarios. Our current ordinance is based on lot lines, and sets a common wall as a lot line. Mr. Manning explained that the objectives of our noise ordinance are not met in a common wall scenario. He cannot comfortably live in his residence due to the noise and thus his quality of life is decreased,

peace is disturbed, and property value is degraded in his residence and business. As an example to the Board of Health, Mr. Manning explained that the speaking in the meeting was 60 decibels as recorded by Mr. Manning on his iPhone. This is the same level as in his home and commercial space. Mr. Manning explained that lot line noise levels will not be loud inside a residence in an adjacent property or neighboring property due to exterior walls, but this is not the case in a common wall scenario. Mr. Manning stated that a common wall is not protected from noise as non-common wall properties are. Mr. Manning referenced the ordinance of Ithaca, NY, which does address common wall properties. He explained that adding a paragraph to an ordinance could address the common wall scenario. He provided a written example of the Noise ordinance used by Ithaca, which uses indoor levels in the receiving property when the source property is a common wall. Mr. Manning presented written requests in his packet that he asked the Board of Health to address at a later date: 1. please explain how the protection offered in Chapter 146 is equal for all residents in De Pere in common wall versus non common wall properties 2. If lot line is intended to be applied in common wall scenarios, explain why chapter 146's measurement directions allow the measurement to be taken on either side of the lot line 3. As allowed by Chapter 146 (146 -8(c)), he requests the noise measurements to be taken within the Green Room and ordinance enforcement for violations be implemented when demonstrated.

Mr. Manning addressed the previous recommendation of mediation by a city appointed Police Detective with his neighbor, Mike. The Detective established ground rules for mediation. Mr. Manning inquired if entering mediation would preclude him from pursuing ordinance modification. The detective responded that he would not be going into mediation with an open mind, so they did not go that route. Mr. Manning would be open to mediation going forward.

Motion was made by Dr. Michael McHenry to return to previous meeting. Motion was seconded by Casey Nelson.

Deborah Armbruster interjected that Mr. Manning's residence may actually be 2 walls, not a common wall, so we need to determine that first. The possibility of a Noise Study was discussed at a previous meeting, and the De Pere Health Department would have to allot \$8,000 towards a noise study, which at the May meeting was put on hold. Discussion was made about possible noise grants, but no one was aware of any.

Mediation would be the cheapest option going forward. The recommendation was made by Dennis Hibray to stop discussion and have Debbie Armbruster and Dale Schmit research alternatives available for mediation, and research ordinances /studies already completed.

3. Sanitarian Update

Dale Schmit reported that there have been 5 chicken complaints in the last month. The complaints were that the chickens were either unpermitted or not in compliance of the permit. Dale also reported on Agent Contracts. He is having a conference call with the state in November. The outcomes will be presented at the next meeting. Dale is going through standardization this week. He will submit paperwork next week. He is going to eight facilities and will be evaluated on his inspections; how he asked the questions and if the inspection was completed properly. Standardization is part of our agent contract. Standardization going forward will be visiting 2 places per year. It has been 3 years since Dale has gone through this process. The FDA has recently made significant changes to the rules of how standardization is done.

5. Staffing Updates

Kelly Burke started last Thursday. She is our new Office Assistant working 32 hours per week. She will be here Monday, Wednesday and Fridays working 8:00 am – 4:30 pm and Tuesdays and Thursdays working 8:00 am – 12:00 pm. Sara Lornson will go from 24 hours a week to 32 hours a week, beginning January 1st. Her hours will be Monday through Thursdays with Friday off.

6. DRAFT 2018 Board of Health Budget

Ryan Jennings made a motion to approve the budget. The motion was seconded by Dr. Michael McHenry. Comments: Deborah Armbruster would like to see the board members utilize the money in the BOH account for in-services to benefit the members, giving them an understanding what BOH members do. One suggestion is attending the WALHDAB meetings. Upon vote, motion passed unanimously.

7. DRAFT 2018 Health Department Budget

Deborah Armbruster asked if there were any questions on the budget. Ryan Jennings asked about a budget increase of \$107,000 for salary. Deborah Armbruster reported that there is an increase for Sara's salary which is taken out of the preparedness grant. Then, there is an hourly salary decrease of \$104,000 because the nurses were going to be hourly, but instead are remaining salary. Ryan Jennings made the motion to approve the budget. The motion was seconded by Pat Finder-Stone. Discussion: The 2018 salary budget is \$257,000. It was \$247,500 at in 2017. There was some question as to the way the budget and grants are being reported. Our expenses show grant money received. Grants are very specific as to how the moneys can be spent. We do not have a person dedicated to look for new grants. Casey Nelson would like to see a Hepatitis C grant if one exists. There is a 1.5% increase in the budget for 2018. Finance and the City Council will still need to approve the Budget. Upon vote, the budget was approved unanimously.

8. TSPOT Agreement Renewal with St. Norbert College

This agenda item does not need to be discussed. It is ongoing and not a new item.

9. STI Testing Agreement with St. Norbert College

Chrystal Woller asked for an arrangement between St. Norbert College and the City of De Pere allowing their students to have STI testing using our fee exempt status for WSLH to perform the tests. This process would allow testing to be done without the student using their parents insurance. This would help to get more people tested and the Communicable Disease numbers would be lowered. De Pere will not receive the test results directly and will not do the assessment and treatment. St. Norbert will use our fee exempt status. There will not be transfer of funds. A move to approve the agreement was made by Ryan Jennings. It was seconded by Casey Nelson. Upon vote, the agreement was approved unanimously.

10. Update on Relationship with Brown County Public Health Division and De Pere Health Department

Deborah Armbruster reported that she left Brown County on good terms. She assisted in the hiring of her replacement, Anna. The transition went well with no disconnect. She currently works well with Brown County.

11. Update on Vaccine For Children State Funded Program Status

The De Pere Health Department is able to do mass vaccination clinics under the preparedness grant without checking insurance. The Health Department is able to do school clinics, but we may only do influenza and TDaP beginning October 1st. The Health Department will be doing a mass clinic at Fox View this week where we will offer influenza, TDaP, and Meningitis. The Health Department works with the schools as to what they feel comfortable offering their students (based on what school nurses are comfortable with).

12. Reminders

Deborah Armbruster encouraged everyone to come to our Community Health Assessment. She would like to have everyone be influential in our priorities for the next three years.

13. Public Comment on Matters Not on the Agenda

Thursday is the last farmers Market from 3-7 pm by George Street (the old bridge approach).

14. Future Agenda Items

Pat Finder-Stone is concerned about the blank pages in the agenda/ packet, she has 13 blank pages. It would save the City money not printing and sending out those pages. Pat recommends we decrease our agenda to not have the extra pages. Deborah Armbruster will check into this. We use a program (Minute Traq) that automatically generates these pages, and is not sure if there is a way around this.

Casey Nelson reported on his proposed ordinance on discrimination which would add protections for gender identity and gender expression to our antidiscrimination protections in housing, employment and public accommodations. The suicide rate in transgender is unbelievable. One of the biggest factors in suicides/ attempts is discrimination or not being welcome in the community. This will be discussed at the Finance meeting on October 10th. Casey would like this to be an agenda item in November. Casey has been reviewing 2 studies on this topic.

Casey would like to add a pharmacy program for our older adults. This would be in conjunction with our Remembering When program, in which we do home visits. His suggestion is that elderly adults could request or be referred and he or another pharmacist would review their medication list for them by going into their home and work with them on expired medications and storage of medications. This could be tied in with students at the Medical College. Informational clinics could also be done at the Community Center.

Pat Finder-Stone added that she is concerned about falling. Falls are the second leading cause of death in the elderly. She would like to see education to the builders regarding installing grab bars. Grab bars apparently are not required in building codes. Pat will be exploring this further.

15. Adjournment

Upon motion by Casey Nelson, seconded by Dr. Michael Mc Henry, the Board of Health unanimously adjourned at 7:19 pm.

Respectfully Submitted,
Kelly Burke
Health Department Office Assistant