



Public Meeting Room - Story County Administration (900 6th Street) – Nevada, Iowa*

1. CALL TO ORDER

Paul Toot, Chair; Dr. John Paschen, Vice-Chair; Dr. John Kluge; Dr. Glenda Dvorak; Mark Speck

2. CONSENT AGENDA

All items listed under the consent agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time the Board votes on the motion.

- Approval of Agenda
- Approval of Minutes

2.I. October 7, 2014 Draft Minutes

Documents: [BOH_MINUTE_100714.PDF](#)

2.II. Adopt Meeting Schedule For Calendar Year 2015

Documents: [2015_MEETINGSCHEDULE_CALENDAR.PDF](#)

2.III. 2015 Holiday Schedule

Documents: [HOLIDAY SCHEDULE 2015.PDF](#)

3. PUBLIC FORUM

This is the time for members of the public to offer comments concerning matters not scheduled to be heard before the Board of Health.

4. AGENCY AND DEPARTMENTAL REPORTS

- Youth and Shelter Services; Denise Denton
- Mary Greeley Medical Center; Eileen Mullan
- Story County Environmental Health; Margaret Jaynes

5. PUBLIC HEARING ITEMS

6. ADDITIONAL ITEMS

6.I. Discussion And Consideration Of A A Ban On The Use Of Vaping Devices In Public Spaces Ordinance

Documents: [PROPOSED E-CIGARETTE DRAFT ORDINANCE.PDF](#)

6.II. Discussion And Consideration Of 2015 Environmental Health Department Budget

Documents: [2016 BUDGET FOR BOH.PDF](#)

6.III. Election Of Officers For Calendar Year 2015

7. COMMENTS

- Staff
- Board

8. ADJOURNMENT



Minutes

DATE: October 7, 2014

CALL TO ORDER: 2:00 p.m.

PLACE: Administration Building, 2nd Floor

Paul Toot, BOH Chair
Dr. John Paschen, Vice-Chair
Dr. John Kluge
*Dr. Glenda Dvorak
Mark Speck
*Absent

ADJOURNMENT: 2:56 p.m.

OTHER PEOPLE PRESENT: Denise Denton, Nichole Triplett, Jennifer Schmidt, Eli Bratsch-Prince, Terri Olinger

STAFF PRESENT: Margaret Jaynes; Environmental Health Director, Matt Cory; Environmental Specialist, Cathy Bazylinski; Environmental Specialist, Kristin Cook; Recording Secretary

Chair Paul Toot called the meeting to order.

CONSENT AGENDA: (All items listed under the consent agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time the Board votes on the motion.)

- Approval of Agenda
- Approval of Minutes
 - *August 5, 2014*
 - *September 9, 2014*

APPROVAL OF CONSENT AGENDA ITEMS (MCU)

MOTION: Speck

SECOND: Kluge

PUBLIC FORUM: Opened 2:02 p.m. – Closed 2:02 p.m.

AGENCY AND DEPARTMENTAL REPORTS

YOUTH AND SHELTER SERVICES; YSS

Denise Denton

Ms. Denton provided Board members with information regarding a proposed Ordinance that would prohibit the use of E-cigarette products inside public spaces and buildings. Ms. Denton reviewed a number of stated which have already approved such a ban.

Mr. Eli Bratsch-Prince

Mr. Bratsch-Prince asked the Board to support the proposed Ordinance to the Board of Supervisors.

BOARD COMMENTS

Mr. Paul Toot stated he would like to discuss the proposed Ordinance with the County Attorney. Mr. Toot also stated that the City of Ames is not currently supporting such an Ordinance and that the City of Ames has asked the County Board of Health to not take action at this time.



Mr. Speck asked for clarification as to the City of Ames stance on the topic. Mr. Toot stated that the City of Ames would like to be the ones to make the decision regarding such an approval or denial.

Board members discussed the usage and products in E-cigarettes.

Mr. Toot proposed placing the item on the December Board of Health agenda for Discussion and Consideration.

AGENCY AND DEPARTMENTAL REPORTS

MARY GREELEY MEDICAL CENTER

Terri Olinger

Ms. Olinger provided Board members with a budget update. Ms. Olinger also stated that billing is currently behind as the new online billing program was implemented recently and not yet up to date.

Ms. Olinger gave an update to illness and communicable diseases:

July:

- E. Coli
- Lyme

August:

- Malaria
- Salmonella
- Lyme

Misc:

- 1 Dengue Fever, influenza A, and Chikungunya in September
- First October case of influenza A diagnosed on October 6
- Few cases of children with enterovirus were hospitalized in MGMC
- MGMC Infection Control, Public Health, ISU, McFarland Ames Fire and Ames PD have been in contact to discuss Ebola threat

Ms. Olinger provided updates to the Lead Program, Emergency Preparedness, Senior Clinics, Immunization billing and clinics, and Mental Health Clinics as follows:

Lead Program

Two elevated lead levels reported in August. One home visit made in Ames. The other home visit was made in September in Roland. IDPH is transitioning from Stellar to Healthy Homes Lead Poisoning surveillance system.

Emergency Preparedness

New grant year FY14-15

Fit (MASK) Testing begins October 1st

United Way Day of Caring Vaccination exercise took place on Friday, September 5th. Twenty-six employees from McFarland Clinic signed up to be trained for point of dispensing.

Story County HERC has changed its name to CBS-HELPS and has added an additional member with the next meeting scheduled for October 17th.

Senior Clinics

The new calendar of clinics activated at of August 1st. Flu vaccination clinics are being coordinated with senior health



clinics.

Immunization Billing

Billing has gone live and like any new process, the kinks are being worked out along with clinic processes.

Immunization Clinics

Adult and Kids immunization clinics are busy due to school starting
School immunization audits begin in October

Mental Health Clinics

Seven Story County residents receive injections through office visits at Mary Greeley Medical Center.

BOARD COMMENTS

Dr. Paschen provided Ms. Olinger with an appropriate hospital contact.

AGENCY AND DEPARTMENTAL REPORTS

STORY COUNTY ENVIRONMENTAL HEALTH

Margaret Jaynes

Ms. Jaynes reviewed current numbers of well (21) and septic permits (74). Ms. Jaynes also reviewed current pool, tattoo, and tanning inspections, facilities, and fees collected and outstanding.

Ms. Jaynes gave an overview of outstanding enforcement cases:

- Fourteen outstanding notice of violations
 - 8 septic
 - 1 well
 - 4 Crestview
 - 1 lead
- Four outstanding binding agreements; zero are overdue
- 21 complaints in 2014
 - RV park near Story City discharging gray water
 - Crestview sewage x 2
 - Pesticides, land application
 - Vacant house in Maxwell
 - Sheldahl sewage
 - Gray water discharging to pond
 - Odor from pig farm
 - Junk, dumping, septic

Ms. Jaynes gave an update to staff trainings and meetings:

Margaret

- Iowa Water Association training
- Local Emergency Planning Committee
- Interagency Review Team

Matt

- EAC
- Iowa Water Association training
- MAPPS meeting



Kristin

- Administrative Assistant Certification

Ms. Jaynes also stated that there are currently eight open lead cases. Ms. Jaynes also stated that one open case has been turned over to the EPA for a disclosure violation.

Ms. Jaynes stated that HHLPSS still has many glitches. Ms. Jaynes went on to give an overview of Marshalltown receiving a HUD \$3.4 million grant to continue lead based paint hazard control work in their participating jurisdiction and that Story County has been added to their service area.

Ms. Jaynes gave an update to the Hickory Grove Watershed Project stating that three new systems have been installed with a possible three more yet this season. Ms. Jaynes also stated that paperwork is being finalized with the State as well.

Ms. Jaynes reviewed the violations at the Crestview Mobile Home Park on the west side of Ames. Ms. Jaynes also stated that the DNR will be involved with the water quality issues. Mr. Toot also reviewed additional violations on the property.

Ms. Jaynes stated that all County buildings were tested for radon. Ms. Jaynes stated that all but two buildings were within health radon limits, which will be tested further.

Ms. Jaynes gave an update to the following miscellaneous items:

- Tjelmeland finishers CAFO update
- Septic installation within Nevada city limits
- Woodview Drive connecting to Ames sewer
- OSWAP, which is a low interest loan for septic systems is now offered at Great Western Bank in Nevada

BOARD COMMENTS

Board members discussed steps of condemning a building.

Board members and staff discussed outstanding septic Notice of Violations and next steps. Mr. Toot and Ms. Jaynes will work with Ms. Jessica Reynolds, Assistant County Attorney, to issue citations.

Board members and staff discussed elevated Lead level cases and the Marshalltown HUD grant monies to mitigate the lead levels.

Dr. Kluge questioned whether staff is seeing many plastic septic tank failures. Ms. Jaynes reviewed staff's findings of such.

PUBLIC HEARING ITEMS:

None

ADDITIONAL ITEMS

Discussion and Consideration of Purchase of Mapsmart Recon Software Solution

Margaret Jaynes

Matt Cory

Mr. Cory gave an overview of the Mapsmart device and software stating that the device will measure multiple distances from one location rather than having to relocate a device to each needed measurement distance. Mr. Cory went on the



explain that the device would be plugged into the computer and all the measurement points would automatically upload to the computer with the measurements.

Ms. Jaynes stated that the cost would be \$3,000. Ms Jaynes also explained that this device would save staff time. Ms. Jaynes also stated that staff has taken in more revenue due to the new Pool, Tattoo, and Tanning inspections.

Ms. Jaynes also stated that the staff computers are being updated and new computer screens are needed for the update.

BOARD COMMENTS

Mr. Toot questioned if the money is currently in the budget to purchase the device.

Motion: Move to approve the purchase of Mapsmart Recon Software Solution device and software. (MCU)

Motion: Paschen

Second: Kluge

ADDITIONAL ITEMS

Training on Iowa's Open Meetings and Public Records Law

Paul Toot

Mr. Toot reminded Board members of the upcoming training.

BOARD COMMENTS

None

COMMENTS:

Staff

None

Board

None

ADJOURNMENT: 3:12 p.m.

2015 Meeting Schedule

Story County Board of Health

All meetings will begin at 2:00 p.m. and will be held at the
 Story County Administration Building
 900 6th Street, Nevada, Iowa 50201

**IDPH now requires each County Board of Health to hold
 no less than 6 BOH meetings per year**

Meeting Date/Location (1st Tuesday of the month)	Submittal Deadline for Agenda	Agenda Posted Online & Around Building
February 3 Public Meeting Room 2nd Floor	January 23	January 29
April 7 Public Meeting Room 2nd Floor	March 27	April 2
June 2 Public Meeting Room 1st Floor	May 22	May 28
August 4 Public Meeting Room 2nd Floor	July 24	July 30
October 5 Public Meeting Room 2nd Floor	September 25	October 1
December 1 Public Meeting Room 2nd Floor	November 20	November 26

***All submittals must be received on the deadline date. No exceptions.**

Meeting Cancellation-A regular meeting may be canceled due to a lack of agenda items, scheduling conflicts, emergency conditions, or inclement weather. It is the responsibility & prerogative of the Chair of the BOH to cancel such meeting, & the Chair will notify the Environmental Health Director or his/her designee who will assume responsibility for notifying the media & persons affected by the cancellation, posting notice of the cancellation as appropriate, & rescheduling the meeting as appropriate. In the event that a scheduled meeting is canceled, the Chair may schedule a special meeting of the items scheduled to be conducted at the canceled meeting shall be deferred until such rescheduled meeting.

**2015 HOLIDAY CALENDAR
(STORY COUNTY PERSONNEL POLICIES)
(PPME LABOR AGREEMENTS)**

New Year's Day	Thursday, January 1, 2015
President's Day	Monday, February 16, 2015
Memorial Day	Monday, May 25, 2015
Independence Day	Friday, July 3, 2015
Labor Day	Monday, September 7, 2015
Veteran's Day	Wednesday, November 11, 2015
Thanksgiving Day	Thursday, November 26, 2015
Friday after Thanksgiving	Friday, November 27, 2015
Two days at Christmas	Thursday, December 24, 2015 Friday, December 25, 2015
Two hours on New Year's Eve	Thursday, December 31, 2015

STORY COUNTY ORDINANCE # _____

**STORY COUNTY ORDINANCE PROHIBITING
THE USE OF NICOTINE DELIVERY SYSTEMS/VAPING DEVICE
PRODUCTS IN PUBLIC SPACES AND PLACES OF EMPLOYMENT.**

BE IT ENACTED by the Board of Supervisors, Story County, Iowa, that the Story County Ordinance Prohibiting the use of Nicotine Delivery/Vaping Device Systems in public spaces and places of employment is hereby enacted as set out in full hereafter, to be codified as Chapter ____ of the Story County Code of Ordinances.

Repealer: All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Severability Clause: If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of either the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

Effective Date: This ordinance shall be in effect after its final passage, approval and publication as provided by law.

Considered _____, _____, and _____ 2014.

Passed and approved this _____ day of _____, 2014.

Published in the Ames Daily Tribune on _____.

Story County Ordinance # _____

STORY COUNTY BOARD OF SUPERVISORS

Chairperson

Supervisor

Supervisor

ATTEST

Story County Auditor and Secretary to the Board of Supervisors

CHAPTER _____
STORY COUNTY ORDINANCE PROHIBITING
THE USE OF NICOTINE DELIVERY/VAPING DEVICE SYSTEMS IN PUBLIC
SPACES AND PLACES OF EMPLOYMENT

TABLE OF CONTENTS

	Justification
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JUSTIFICATION:

Electronic cigarette devices have not been approved by the Food and Drug Administration (FDA) for smoking cessation and are currently unregulated by the FDA. Most devices contain nicotine, a highly addictive substance. Although the long-term effects of electronic cigarette devices require further study, the FDA has found that some devices contain toxins and carcinogens and has expressed concerns about their safety. Use of electronic cigarette devices, particularly in places where smoking is prohibited, may interfere with smokers' attempts to quit by making it easier for them to maintain their nicotine addiction. Children and youth who experiment with electronic cigarettes may become addicted to nicotine and ultimately switch to smoking cigarettes.

The use of electronic cigarette devices may be visually similar to the smoking of cigarettes, and has already been observed in locations where smoking is prohibited, creating concern and confusion that threatens to interfere with enforcement of the Smoke-Free Air Act. The use of electronic cigarette devices in places where smoking is prohibited may increase the social acceptability and appeal of smoking, particularly for youth, potentially undermining the enormous progress that has been made over the years in discouraging smoking.

Therefore prohibiting the use of electronic cigarette devices in public places and places of employment will protect the health of the citizens of Story County, facilitate enforcement of the Smoke-Free Air Act, and protect youth from observing behaviors that could encourage them to smoke.

XX.1 DEFINITIONS

E-cigarette means any electronic oral device, such as one composed of a heating element and battery or electronic circuit, or both, which provides a vapor of nicotine or any other substances, and the use or inhalation of which simulates smoking. The term shall include any such device, whether manufactured, distributed, marketed, or sold as an e-cigarette, e-cigar, and e-pipe or under any other product, name, or descriptor.

Nicotine Delivery System means any oral device, such as one composed of a heating element, battery, cartridge and/or electronic circuit, which provides a vapor of nicotine or any other substances, and the use or inhalation of which simulates smoking. The term shall include any such device, whether manufactured, distributed, marketed, or sold as an e-cigarette, e-cigar, e-pipe, or under any other product name or descriptor, and shall include any component parts of such devices. The term "Nicotine Delivery System" does not include any cessation product specifically approved by the United States Food and Drug Administration for use in treating nicotine or tobacco dependence.

Place of employment means an area under the control of a public or private employer, including work areas, auditoriums, classrooms, conference rooms, elevators, employee cafeterias, employee lounges, hallways, meeting rooms, private offices, restrooms, temporary offices, vehicles, and stairs. A private residence is not a place of employment unless it is used as a licensed child care, adult day care, or health care facility.

Public Space means an area which the public enters. Some examples of public places are publicly owned buildings, vehicles, or offices; bars, child care and adult day care. Any facilities subject to licensure by the department of human services, including those operated in private homes; convention facilities; educational facilities, both public and private; facilities primarily used for exhibiting a motion picture, stage, drama, lecture, musical recital, or other similar performance; financial institutions; health care facilities; hotels and motels, including all rooms that are rented to guests; laundromats; any common areas in apartment buildings, condominiums, mobile home parks, retirement facilities, nursing homes, and other multiple-unit residential facilities; private and semiprivate nursing home rooms; museums, libraries, galleries, and aquariums; polling places; professional offices; public transportation facilities, including buses, trains, airplanes and similar aircraft, taxicabs and similar vehicles such as town cars and limousines when used for public transportation, and ticket, boarding, and waiting areas of public transit facilities, including bus and train stations and airports; reception areas; restaurants; retail food production and marketing establishments; retail service establishments; retail stores, rooms, chambers, places of meeting or public assembly, including school buildings; shopping malls; sports arenas; theaters; and waiting rooms.

Publicly owned building, vehicle, or office means a place or vehicle owned, leased, or rented by any state or political subdivision, or by any agency supported by appropriation of, or by contracts or grants from, funds derived from the collection of taxes.

Retailer means any place of business holding a retail sales tax permit.

Use means smoke or smoking as defined as:

Smoke shall mean the gases, particles or vapors released into the air as a result of combustion, electrical ignition or vaporization, including from an electronic smoking device, when the purpose of the combustion, electrical ignition or vaporization is human inhalation of the gases, particles or vapors. Smoke does not mean the combustion of material solely for olfactory purposes that does not contain any tobacco or nicotine or the emissions from a product specifically approved by the United States Food and Drug Administration for use in mitigating, treating or preventing disease.

Smoking means inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, or pipe, or any other lighted or heated tobacco or plant product intended for inhalation, in any manner or in any form. Smoking also includes the use of an e-cigarette which creates a vapor, in any manner or any form, or the use of any oral smoking device for the purpose of circumventing the prohibition of smoking in this ordinance.

XX.2 USE PROHIBITED

Use as defined in Section XX.1 shall be prohibited in all places as defined in “*Public Spaces*” and “*Publicly owned building, vehicle, or office*” as well as where the smoking of tobacco is prohibited by local, state, or federal law.

XX.3 USE PERMITTED

The use of electronic smoking device is permissible:

- a) in a business establishment in which the exclusive purpose of the business is the sale or use of electronic smoking devices, and/or tobacco and hookah establishments provided that the business does not sell or allow the consumption of alcoholic beverages or food on the premises and does not permit any person under the age of 18 to be present or enter the premises at any time, unless accompanied by the person’s parent or legal guardian; and
- b) at a theatrical production site, if the use of an electronic smoking device is an integral part of the story in the theatrical production.

XX.4 ENFORCEMENT

Any peace officer, public health officer or private citizen who witnesses a violation of this Chapter may file a report of violation with the Story County Public Health Department. Violations of this Chapter shall be enforced as county infractions pursuant to Chapter ____ of the Story County Code of Ordinances. Infractions shall be prosecuted in the name of the person(s) listed on the retail sales tax permit. In addition to the penalties provided in this Chapter, injunctive relief intended to prevent further violations of this Chapter may be sought.

XX.5 PENALTIES

Any person convicted of committing a county infraction based upon Section ____ of this ordinance shall be fined as follows:

First offense: **\$50?**

Second offense within one year of a first offense: **\$75**

Third and subsequent offenses within two years of a second offense: **\$150?**

Each violation of this ordinance constitutes a separate offense. Convictions for violations of this ordinance and any failure to pay the fines or costs associated with such convictions shall be reported to the Story County Clerk of Court.

XX.6 JURISDICTION

This ordinance shall be in effect throughout Story County, Iowa except in incorporated areas where a Municipal Ordinance exists regulating Nicotine Delivery Systems

PROJECTED REVENUES FY-2016
DEPARTMENT 23: ENVIRONMENTAL HEALTH (SANITARIAN)

01000 - General Basic 03000 - Physical Health & Social Services

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY-16 SUBTOTAL	FY-16 PROJECTED REVENUE	FY-15 RE-ESTIMATED REVENUE	FY- 12 13 14 AVERAGE actual received
01000 03000 8490 23	Miscellaneous	0	0	0	0
01000 03000 2624 23	Well Testing & Abandonment Hold the same as last year Re-estimate FY15 - increase to reflect actual grant contract amount	36,000	36,000	36,000	16,670
01000 03000 2682 23	Local Government Payments None anticipated	0	0	0	1,847
01000 03000 2710 23	Other State Grants IDNR Contract - pumper vehicle inspection (Story & Marshall Counties) 4 companies X \$150 plus \$50 for two additional vehicles IDNR Contract - site inspection fee of \$7 per 1,000 gallons septage land applied \$7/1000gallons X 650,000 gallons	700 4,550	5,250	4,510	4,586
01000 03000 2710 23 28	Watershed Improvement Hickory Grove Re-estimate FY15 - one time revenue from Story Soil & Water Conservation District	0	0	10,000	0
01000 03000 3310 23	Sewage/Septic Permit New septic permits 80 X \$140 County site reviews 65 X \$100 Repair septic permits 15 X \$25 Comment: 90 septic septic applications by Dec. 1, 2014	11,200 6,500 380	18,080	18,080	15,867
01000 03000 3320 23	Water Well Permits DNR fee, collected by county, and paid to IDNR quarterly (40 X \$25) County fee which covers site review and well permit (40 X \$125) Comment: 31 well permits by Dec. 1, 2014	1,000 5,000	6,000	7,500	6,192
01000 03000 5390 23	Other Health Fees Pool inspection program as per IDPH fee schedule Tattoo inspection program 5 establishments X \$250 Tanning device inspection program 80 beds X \$33 Radon test kits 50 X \$5 Time of transfer inspections for wells (50 well inspections X \$50)	11,700 1,250 2,640 250 2,500	18,340	18,340	3,596
01000 03000 5500 23	Photocopy/FAX Fees	0	0	0	0
01000 03000 8480 23	Fuel Tax Refunds	0	0	0	0
TOTALS		83,670	83,670	94,430	48,757

Approved by the Board of Health Date:

Prepared by: Margaret Cemashko Jaynes 11/26/14

**FY-16 BUDGET REQUEST
DEPARTMENT 23: ENVIRONMENTAL HEALTH (SANITATION)**

03020

ACCOUNT NUMBER	ACCOUNT DESCRIPTION/NARRATIVE	FY-16 SUBTOTAL	FY-16 PROJECTED EXPENSE	FY-15 RE-EST EXPENSE	3 YEAR ACTUAL AVERAGE
01000-03020-100-23-8	Salaries, Pay Plan Staff Salaries, Pay Plan Staff Environmental Health Director salary \$61,258. Increase of 2.25% recommended by BOS. Environmental Specialist salary \$47,309. Increase of 2.25% recommended by BOS. Environmental Specialist salary \$44,105. Increase of 2.25% recommended by BOS. Office Coordinator (50/50 share with P&D) . \$34,060/2= \$17,030. Increase of 2.25% recommended by BOS.	62,640 48,370 45,100 17,410	173,520	168,400	156,556
01000-03020-100-23-9	Extra Help (non-budgeted grant requiring temp help)	0	0	0	8,149
01000-03020-104-23	Overtime Pay none anticipated, comp time given in lieu of overtime pay	0	0	0	9
01000-03020-106-23	Taxable Fringe Benefits Taxable meal costs during out of town travel that is not overnight (12 meals X \$10) Reimbursement to Environmental Specialist's cell phone and data plan (\$10 for phone and \$10 for data plan monthly)	120 240	360	360	210
02000-03020-110-23	FICA (combined for all staff)	14,800	14,800	14,800	13,792
02000-03020-111-23	IPERS (combined for all staff)	17,200	17,200	17,200	15,823
01000-03020-113-23	Employer's Flex Benefits (three FTEs) \$575/month \$575 X 12 months X 3.5 FTE	24,150	24,150	24,150	22,988
01000-03020-120-23	Board of Health Mileage for board members (200 miles X \$0.50) Supplies (miscellaneous)	100 50	150	150	129
01000-03020-250-23	Vehicle Fuels/Maintenance 2007 Dodge Durango fuel (8,000 miles @ 16mpg; \$3.50/gal, 500 gallons fuel) Durango scheduled maintenance (4 oil/filter changes, tire rotate, fluids, battery, cleaning) Unscheduled maintenance (just a guess) Current odometer: 90,000	1,750 175 500	2,430	2,000	1,322
01000-03020-260-23	Office Supplies General field/office supplies (paper, pens, gloves, cleansers, desk equipment) - estimate Purchase scanner/copier at \$600 shared 50/50 with P&D Toner for 6 months Color ink cartridges (3) for Env. Health printer, replace twice annually (6 X \$ 60) Field clothing (3 staff X \$200) Re-estimate FY15 Add TruPulse Laser software	500 300 600 360 600	2,360	5,000	2,390
01000-03020-400-23	Legal Notices Publication of notices (regulation changes, AFO publications, position advertisements, BOH). Keep same as last year.	150	150	150	109
01000-03020-412-23	Postage & Mailing Mailing test kits, reports, AFO notification, certified mail, etc. Comment: at the end of October, we are at 30%; hold the same as last year.	900	900	900	603
01000-03020-413-23	Employee Mileage & Expenses Personal vehicle use (3,000 total miles X \$0.50) Comment: only used 50% of budgeted amount last year - using P&D vehicle as back up more. Decrease line by 25%.	1,500	1,500	2,000	1,358
01000-03020-414-23	Communication Services Monthly phone costs for 4 phone lines (382-7240, 7241, 7242, 7252); includes Windstream, Century Link, Lightedge Solutions. Hold at current pricing. \$260 average/month (July-October 2014) Verizon Wireless FY13 - actual use \$990 , hold; covers Sanitarian's cell phone and Department's I-Pad	3,120 990	4,110	3,770	1,682

DEPARTMENT 23: ENVIRONMENTAL HEALTH (SANITATION)

03020

ACCOUNT NUMBER	ACCOUNT DESCRIPTION/NARRATIVE	FY-16 SUBTOTAL	FY-16 PROJECTED EXPENSE	FY-15 RE-EST EXPENSE	3 YEAR ACTUAL AVERAGE
01000-03020-422-23	Education & Training Iowa Environmental Health Association-Annual conference (\$90 x 3 people) Iowa Onsite Wastewater Association -Annual conference (\$115 x 3 people) Onsite Wastewater Training Center of IA (DMACC) workshops (\$100 x 3 classes) National Environmental Health Association National Conference (\$ 665 for conference plus travel ,hotel, & meals) IA Governor's Conference on Public Health (\$140 x 2) Iowa Environmental Council Annual Conference (\$90 x1) Annual Iowa Water Conference (\$150 x 2) ESRI Annual Conference, San Diego-travel, meals, hotel Bloodborne Pathogen recertification (\$25 X 3) IA Counties Information Technology Conference (\$250 x 1)	270 345 300 1800 280 90 300 1500 75 250	5,210	4,690	3,687
01000 03020 434 23	Well Permits 40 wells X \$25 per well Comment: flow through money. Well construction applications require payment to Story County and IDNR. We collect full payment from applicant and submit a check to the IDNR on a quarterly basis for \$25/well permit issued.	1,000	1,000	1,250	917
01000 03020 442 23	Groundwater Protection Fund (Well Rehab) Grants to Counties water well program promotion (lump sum of \$250) Grants to counties water well training (lump sum of \$500) Grants to Counties water well program supplies (lump sum of \$250) Well plugging, cistern plugging, well rehabilitation & well water testing for program cost sharing (training, promotion, well plug, well rehab & well testing and 25% for administrative costs). This line represents 75% of the total grant amount. The 25% is already included (NOT itemized) in the other lines such as vehicle expenses, office supplies, etc. Re-estimate FY15 - increase to reflect actual grant contract amount	250 500 250 26,000	27,000	2,700	9,655
01000 03020 444 23	Equipment Rent/Maint Miscellaneous equipment maintenance (probes, tapes, torches) Pool water chemistry kit Pool, tattoo tanning inspection equipment Three GIS Arcview maintenance contracts (three paid by IT)	450 200 300 0	950	870	1,188
01000 03020 480 23	Dues & Memberships National Environmental Health Association membership (\$95 X 2 memberships) Iowa Environmental Health Association (agency membership) Iowa On-site Wastewater Association (\$120 agency plus \$50 X 2 additional memberships, for a total of 3 memberships) National Environmental Health Association CIOWTS renewal every 2 years (\$125 X 1) Iowa Environmental Council (\$50 X 1) National Environmental Health Association RS/REHS certification renewal -renews every 2 years (\$125 X 1 memberships)	190 30 220 125 50 130	745	950	795
01000 03020 486 23	Lab Services Water quality testing for surface and groundwater (includes but is not limited to CBOD, TSS, total coliform bacteria, spot check perchlorate, arsenic, fluoride, sulfate, etc.) Radon test kits 50 X \$5 100% reimbursed by kit purchases Re-estimate FY15 - move Hickory Grove funds to new line (03020 624 23)	2,250 500	2,750	2,500	1,844
01000 03020 624 23	Watershed Improvement HG Hickory Grove Lake water quality project-9 unpermitted systems to be replaced; county's cost share contribution @ \$2,000 per system. Due to weather, only three systems in so far, hope for a total of 7 installations during FY15. EH received \$10,000 from Story Soil & Water Conservation District in FY15 to be earmarked for this project. FY15 needs to be adjusted to include both \$2,000/system county contribution and \$1,110/system conservation district contribution. 7 systems x (\$2,000 + \$1,110) = \$21,780. FY16 costs will be 3 systems x (\$2,000 + \$1,110)= \$9,330	9,330	9,330	21,780	0
01000 03020 636 23	Office Equipment & Furniture Office cove furnishings (chairs for clients)	500	500	2,400	317
TOTALS		290,250	295,465	276,020	258,557

Approved by the Board of Health Date:

Prepared by Margaret Cemashko Jz 11/26/2014