



**Minutes of the  
BOH Policy Committee Meeting  
Wednesday, February 10, 2021 at 4:30 pm  
Zoom Platform**

**Members Physically Present:** Ron Gottschalk (Chair), Robert McCreath, Angie Goral, Luci Hoover, Dr. Patricia Lewis

**Members Absent:** Dr. Allen Williams (Ex-Officio)

**WCHD Staff Physically Present:** Dr. Sandra Martell – Public Health Administrator, Todd Marshall - Director of Environmental Health, Christina Washington - Recorder

Ron Gottschalk called the February 10, 2021 meeting to order at 4:34pm.

1. **Approval of Agenda** – Ron Gottschalk entertained a motion to set the February 10, 2021 BOH Policy Committee meeting agenda. Dr. Patricia Lewis made first motion; Luci Hoover made second motion. Unanimously approved, motion carries.
2. **12220 Harbor Oaks, Variance**
  - a. Response Letter  
Todd Marshall indicated he has not received a response from the homeowner or engineer.
3. **Winnebago County Soil and Water Conservation District (SWCD)**
  - a. Proposed Fee Increase  
Todd Marshall provided a brief overview regarding Soil Borings Analysis Services and Requirement of Private Sewage Disposal Code (Sec. 86-78 Determining suitability and sizing).  
WCHD supports the soil boring fee increase from Winnebago County SWCD. For legal purposes, staff is requesting a review to the existing agreement by the State Attorney. WCHD suggests a term be put in place so both agencies can review/revise their scope of work, compensations, etc. on a regular basis. Proposed fee increase would begin March 1, 2021. There is a consensus to have a term stated in the agreement. Dr. Martell indicated WCHD is waiting on a new State Attorney to be assigned to WCHD to assist with legal issues. Dr. Martell indicated, that we can agree in principle that we can enter into an agreement with the Winnebago County SWCD to recommend to the full Board of Health the new proposed fee increase and request the full Board of Health to recommend the new WCHD Soil Boring Fee Increases be presented to the full Winnebago County Board for their consideration and a possible approval. Ron Gottschalk entertained a motion to approve; Robert McCreath made first motion. Dr. Patricia Lewis made second motion. Unanimously approved, motion carries.  
Ron Gottschalk asked for a motion that we enter into an agreement with the Winnebago County SWCD with term limit to incorporate the fees. Luci Hoover made first motion. Robert McCreath made second motion. Unanimously approved, motion carries.



4. **Additions** – None

5. **Executive Session** - None

**Adjournment:** There being not addition business, Chair Ron Gottschalk asked for a motion to adjourn the February 10, 2021 Policy Committee Meeting. Luci Hoover made a motion to approve adjournment; second motion made by Robert McCreath. The meeting was adjourned at 5:20pm

Approved by the Policy Committee of the BOH

2/18/2021  
DATE

Dr. Patricia Lewis, Interim Secretary  
Winnebago County Board of Health