



**Minutes of the  
BOH Policy Committee Meeting  
Wednesday, October 14, 2020 @ 4:30 pm  
Zoom Platform**

**Members Physically Present:** Ron Gottschalk (Chair), Dr. Patricia Lewis, Robert McCreath and Luci Hoover  
Angie Goral joined the meeting at 4:42p.m.

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

**WCHD Staff Physically Present:** Dr. Sandra Martell – Public Health Administrator, Todd Marshall-Director of Environmental Health, Katherine O’Toole – Communications & Public Information Director, Christina Washington - Recorder

Ron Gottschalk called the October 14, 2020 meeting to order at 4:38pm.

1. **Approval of Agenda** – Ron Gottschalk entertained a motion to set the October 14, 2020 BOH Policy Committee meeting agenda. Dr. Patricia Lewis made first motion; Luci Hoover made second motion. Unanimously approved, motion carries.
  
2. **Variance Recommendation #R201-029680**
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Todd Marshall provided an overview of Variance Recommendation #R201-029680. There were two recommendations presented to the property owner and the Village of Machesney Park, which are as follows:

    - Property owner must post and maintain a surety bond for \$3,000,000 issued by a licensed surety company authorized to do business in the State of Illinois to remediate the effects of any discharge of sewage from the holding tank. The property owner shall be solely responsible for the cost of posting and maintaining the surety bond.
    - The variance must be recorded on the property with the Winnebago County Recorder’s Office to bind the owner, his or her heirs, successors, administrators and assigns.

Dr. Sandra Martell indicated that the homeowners would take the next step once WCHD Board had considered and approved the Village of Machesney Park’s written response letter confirming their approval of the remodel interpretation regarding septic tank improvement for 12220 Harbor Oaks.

A brief discussion was held regarding the Village of Machesney Park’s classification of 12220 Harbor Oaks project as a remodel of existing structure.

Ron Gottschalk entertained a motion to approve Variance Recommendation #R201-029680. Dr. Patricia Lewis made first motion; Luci Hoover made second motion. Unanimously approved, motion carries. 5 (Ayes), 0 (Nay).
  
3. **Additions** – None
  
4. **Executive Session** - None



**Adjournment:** There being not addition business, Chair Ron Gottschalk asked for a motion to adjourn the October 14, 2020 Policy Committee Meeting. Luci Hoover made a motion to approve adjournment; second motion made by Robert McCreath. The meeting was adjourned at 4:51pm.

Approved by the Policy Committee of the BOH October 14, 2020  
DATE

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