



Clermont County Public Health

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Clermont County General Health District Board of Health Meeting

The Clermont County Board of Health held its monthly meeting on May 8, 2019. Janet Rickabaugh, President, called the meeting to order at 6:30 PM. Dr. Rickabaugh led the Board members and guests in the Pledge of Allegiance.

Roll Call: Dr. Janet Rickabaugh, present Dr. Joseph Khan, present
Andrew Crum, present Dennis Brown, present
Eric Heiser, absent

Others present included Julianne Nesbit, Health Commissioner; Tim Kelly, Assistant Health Commissioner; Jackie Lindner, Director of Nursing; Maalini Vijayan, Director of Environmental Health; Robert Wildey, Director of Water and Waste; Dr. James Kaya, Medical Director; Bela Perler, Sanitarian-In-Training; Bethany Bertsch, Administrative Assistant and others as listed on Attachment #1.

VARIANCES:

Isolation Distance- 2366 Laurel Nicholasville, Monroe Township (23-V-19)- Ms. Nesbit stated Randal Abbott requested an isolation distance variance to construct a deck four feet from the septic tank at 2366 Laurel Nicholasville, Monroe Township (23-V-19). Staff recommended approval.

Ms. Abbot stated the previous deck of the home was torn down and requested the variance to construct a new deck in the same location.

Dr. Khan made a motion to approve the variance request to construct a deck four feet from the septic tank at 2366 Laurel Nicholasville, Monroe Township (23-V-19). The motion was seconded by Mr. Brown. The vote was all ayes; motion carried. (Attachment #2)

Connect a Room Addition to an Existing HSTS- 6248 Davon Ct., Miami Township (20-V-19)- Ms. Nesbit stated Ric Powell requested a variance to connect a pool house with a restroom to the home's existing septic system at 6248 Davon Ct., Miami Township (20-V-19). Staff recommended approval.

Mr. Crum made a motion to approve the variance request to connect a pool house with a restroom to the home's existing septic system at 6248 Davon Ct., Miami Township (20-V-19). The motion was seconded by Dr. Khan. The vote was all ayes; motion carried. (Attachment #3)

Connect a Room Addition to an Existing HSTS- 3344 Wagner Rd., Pierce Township (25-V-19)- Ms. Nesbit stated Jonathan Wood requested a variance for an addition with two bedrooms to the home's septic system at 3344 Wagner Rd., Pierce Township (25-V-19). Staff recommended approval.

Mr. Brown asked how old the home's septic system was. Mr. Wood stated the home was built in 1979 and he believed the septic system was original to the home.

Mr. Brown made a motion to approve the variance for an addition with two bedrooms to the home's septic system at 3344 Wagner Rd., Pierce Township (25-V-19). The motion was seconded by Mr. Crum. The vote was all ayes; motion carried. (Attachment #4)

Private Water Cistern- 1247 Binning Rd., Union Township (22-V-19)- Ms. Nesbit stated David Slusher requested a variance to install a smaller 1,787 cistern as a private water system due to limited space on the property at 1247 Binning Rd., Union Township (22-V-19). Staff recommended approval.

Dr. Rickabaugh asked if the property had access to public water. Mr. Wildey indicated that the property did not have access to connect to public water.

Dr. Khan asked what the minimum tank size was for a cistern. Mr. Wildey stated he believed the minimum was 5,400 gallons. Ms. Nesbit added the homeowner could have water delivered to the cistern if it ever ran out.

Mr. Crum made a motion to approve the variance to install a smaller 1,787 cistern as a private water system due to limited space on the property at 1247 Binning Rd., Union Township (22-V-19). The motion was seconded by Mr. Brown. The vote was all ayes; motion carried. (Attachment #5)

Septic Tank Install in Flood Plain- 537 Branch Hill Loveland Rd., Miami Township (24-V-19)- Ms. Nesbit stated Jim Brandenburgh requested a variance to install a septic tank in the properties flood plain with the riser openings two feet above the flood plain at 537 Branch Hill Loveland Rd., Miami Township (24-V-19). Ms. Nesbit explained that without approval the property owners could not build on the lot. Staff recommended approval.

Mr. Crum asked if the homeowner was aware of the lids being two feet above the flood plain. Mr. Wildey explained he was not sure if the homeowner was aware of the lids being two feet above the flood plain but it was the only option based on the size and shape of the property. Ms. Nesbit stated the property was parceled out years ago.

Mr. Brown asked if the homeowner had an installer willing to install the system. Mr. Wildey stated he was not sure if the homeowner had acquired an installer to complete the work and mentioned they should not have difficulty finding an installer to do the work.

Mr. Brown made a motion to approve the variance to install a septic tank in the flood plain of the property with the riser openings two feet above the ground at 537 Branch Hill Loveland Rd., Miami Township (24-V-19). The motion was seconded by Mr. Crum. The vote was all ayes; motion carried. (Attachment #6)

Black Water Holding Tank Variances-1656 Carey Ln., Stonelick Township (21-V-19)- Ms. Nesbit reported Jan Briscoe requested a variance to install a black water holding tank at 1656 Carey Ln., Stonelick Township (21-V-19). Ms. Nesbit informed the Board that all the paperwork was in order; staff recommended approval.

Dr. Khan made a motion to approve the variance request to install a black water holding tank at 1656 Carey Ln., Stonelick Township (21-V-19). The motion was seconded by Mr. Crum. The vote was all ayes; motion carried. (Attachment #7)

Black Water Holding Tank Extension Request- Ms. Nesbit reported the property owners listed below requested approval to renew their black water holding tank variance request until completion of their septic system. Ms. Nesbit stated all paperwork was in order for homeowners #1 through #8 and homeowner #9 had not yet moved in to their home.

1. Martin- 6138 St. Rt. 727, Wayne Township (51-V-18)
2. Bond- 2534 Woodville Pike, Goshen Township (54-V-18)
3. Brown- 6778 Garrison Spurling Rd, Wayne Township (55-V-18)
4. Brashear- 1952 Erion Rd, Batavia Township (56-V-18)
5. Bowling- 3031 Johnston Dr., Ohio Township (4-V-19)
6. Meader- 6835 Johnson Rd., Wayne Township (10-V-19)
7. Padgett- 3511 Mullens Way, Pierce Township (12-V-19)
8. Allen- 3449 Hunter Creek Rd., Wayne Township (14-V-19)
9. Kennard- 7252 Thompson Rd., Goshen Township (11-V-19)

Mr. Crum made a motion to approve the extension request for the black water holding tank variance for homeowners #1 through #9. Dr. Khan seconded the motion. The vote upon roll was all ayes; motion carried.

Hearing to Suspend or Revoke License of Popeye's Chicken- Ms. Nesbit called to order the continuation hearing to suspend or revoke the license of Popeye's Chicken, 4402 Glen Este-Withamsville Rd., Cincinnati, OH 45245, at 6:42 PM and presented the protocol that would be followed for the hearing.

Mr. Bela Perler updated the Board on details from inspections at the restaurant since the February 13, 2019 hearing. He stated around the first of the month, May, he completed an inspection at the restaurant where two ceiling tiles were found with water damage, one by the drive through window and one by the front entry of the building. He explained he visited the location again for an inspection last Wednesday during hard rain to find no water entering the building. Mr. Perler claimed there was no evidence indicative of a current roof leak. He mentioned the two ceiling tiles with water damage were still in use on the ceiling but the restaurant's staff did not mention any issues of water leakage.

Ms. Nesbit asked Anthony Torlone if he had any questions for Mr. Perler. Mr. Torlone stated he had no questions for Mr. Perler.

Ms. Nesbit asked the Board if they had any more questions for Mr. Perler. The Board did not have any additional questions for Mr. Perler.

Ms. Nesbit asked Mr. Torlone if he would like to offer any information to the Board.

Mr. Torlone stated the roof had not been replaced. He stated at the last hearing Mr. Crum had many questions concerning the roof replacement and the cost of the estimate provided. He claimed the roofing company he presented to the Board previously, AA Plumbing and Restoration, had been let go from the job and replaced by Five Star Roofing. Mr. Torlone stated he has changed the process for finding contractors to complete maintenance on the buildings. He claimed Five Star Roofing could complete the replacement in 48 hours; which he acknowledged better fit the timeline Mr. Crum had mentioned at the last hearing. Mr. Torlone stated Five Star Roofing was contracted to be onsite Monday, May 13, 2019 to begin tearing off the roof for replacement as long as no storms

threaten the job. He provided an estimate and contact information from Five Star Roofing to the Board for review and stated they could contact the company with any questions. (Attachment #8)

Dr. Rickabaugh asked if the ceiling tiles were being replaced. Mr. Torlone stated they would be replaced as well. Dr. Rickabaugh requested in the future the cosmetic issues needed to be handled earlier rather than later.

Dr. Rickabaugh stated she was glad to hear there was no leakage found during the recent storms. Mr. Perler stated it was not raining during his first inspection for the hearing but returned during a rainy day to determine there were no leaks.

Dr. Khan asked if the damaged ceiling tiles were replaced since the last hearing. Mr. Torlone stated they were replaced after the first hearing and it was thought that the damage came from left over water after the temporary repairs were made. He stated a table at the front of the restaurant was also replaced from water damage.

Ms. Nesbit explained the Board had the option to deliberate in open session or enter deliberative session.

Mr. Crum made a motion to enter into deliberative session with Ms. Nesbit, Ms. Vijayan, and Mr. Perler at 6:50 PM. The motion was seconded by Mr. Brown.

Mr. Crum made a motion to come out of deliberative session at 7:18 PM. The vote was seconded by Dr. Khan. The vote was all ayes; motion carried.

Mr. Crum made a motion to table the hearing with Popeye's Chicken until the June 12, 2019 Board meeting with the expectation that a roof replacement would be completed by Friday, May 17, 2019; if the work is not completed by the ordered date an emergency meeting would be called to decide whether to suspend or revoke the food license of Popeye's Chicken located at 4402 Glen Este Withamsville Rd., Cincinnati, OH 45245. The Board also requested the stained ceiling tiles be replaced. The motion was seconded by Mr. Brown. The vote was all ayes; motion carried. The hearing concluded at 7:21 PM.

ACTION ITEMS:

Approval of Subordination of Mortgage for Catherine A. Barker and Richard D. Basham- Ms. Nesbit explained that Catherine A. Baker and Richard D. Basham, septic rehabilitation program participants, were approved for a mortgage loan from USDA Rural Development to refinance their existing mortgage and the lender requested a subordination of the forgivable mortgage that was placed on the property in connection to the work financed by Water Pollution Control Loan Fund monies. Ms. Nesbit requested the Board approve subordinating the forgivable mortgage for Catherine A. Baker and Richard D. Basham.

Dr. Khan made a motion to approve subordinating the forgivable mortgage for Catherine A. Baker and Richard D. Basham. The motion was seconded by Mr. Brown. The vote was all ayes; motion carried. (Attachment #9)

Approval to Change Status of Siara Petrey from Part-Time to Full-Time Temporary Intern (Clerk) in the Administration Division- Ms. Nesbit reminded the Board that Siara Petrey was appointed as a part-time Temporary Intern in the Administration Division at the January 9, 2019 meeting and started with the agency on January 16, 2019. Ms. Nesbit stated Ms. Petrey had been

assisting the front office staff with data entry for the new EnerGov software transition. She mentioned the front office staff had been working overtime since November 2018. She stated changing Ms. Petrey's status to full time would help lessen the amount of overtime needed and relieve some stress from the front office staff. Ms. Nesbit requested the Board change Ms. Petrey's status from part-time to full-time effective March 20, 2019.

Dr. Rickabaugh asked if Ms. Petrey was interested in the change to full time hours. Ms. Nesbit stated she was willing to make the status change.

Mr. Brown made a motion to change Siara Petrey's status from part-time to full-time effective May 20, 2019. The motion was seconded by Dr. Khan. The vote was all ayes; motion carried. (Attachment #10)

Approval to Appoint Megan Cox as Part-Time Temporary Seasonal Intern in the Water and Waste Division- Ms. Nesbit reported that Megan Cox was selected for the Part-Time Temporary Seasonal Intern position in the Water and Waste Division. She explained the agency had received approval to extend the 2019 Mosquito Control Grant Funding allowing the appointment of Ms. Cox through August 2019. Ms. Nesbit requested Ms. Cox be appointed as part-time temporary seasonal Intern in the Water and Waste contingent on meeting all pre-employment requirements.

Mr. Crum made a motion to appoint Megan Cox as Part-Time Temporary Seasonal Intern in the Water and Waste Division contingent on meeting all pre-employment requirements. Dr. Khan seconded the motion. The vote was all ayes; motion carried. (Attachment #11)

Approval to Appoint Daysia Reese as Part-Time Temporary Sanitarian-In-Training in the Environmental Health Division (24 Hours per Week) and Part-Time Temporary Intern in the Nursing Division (16 Hours per Week)- Ms. Nesbit reported complications with the state approving the registration of Sanitarians-In-Training. This pushed back the start of the recently appointed Sanitarian-In-Training to the Environmental Health Division. She stated having an open Sanitarian position for the past five months had caused inspections to potentially fall behind. To help aid the division, Ms. Nesbit felt the best option was to utilize the Temporary Sanitarian Position on the organizational chart.

Ms. Nesbit explained due to the small number of candidates and some candidates not meeting qualifications, Ms. Lindner had difficulty finding a candidate to fill an Intern position in the Nursing Division. After speaking with both Ms. Lindner and Ms. Vijayan it was determined that Ms. Reese, a Master's of Public Health student from The Ohio State University, was capable of filling both open positions within the agency.

Ms. Nesbit reported that Daysia Reese was selected and requested she be appointed to the Part-Time Temporary Sanitarian-In-Training in the Environmental Health Division for a total of 24 hours per week and Part-Time Temporary Intern in the Nursing Division for 16 hours per week contingent on meeting all pre-employment requirements. She would be working full time and filling two positions.

Mr. Crum made a motion to appoint Daysia Reese as Part-Time Temporary Sanitarian-In-Training in the Environmental Health Division for a total of 24 hours per week and Part-Time Temporary Intern in the Nursing Division for 16 hours per week contingent on meeting all pre-employment requirements. Dr. Khan seconded the motion. The vote was all ayes; motion carried. (Attachment #12)

Approval to Apply for CPP Vaccine Storage Equipment Educational Program- Ms. Nesbit explained the Nursing Division had been using Styrofoam coolers to transport vaccines to off-site clinics being held in the county. She stated she would like to apply for a grant through the Vaccine Storage Equipment Educational Program (VSEEP) to assist with the purchase of portable coolers for vaccine transport to off-site clinics. Ms. Nesbit explained portable coolers that met the needs of the division had been selected and qualified for a \$750 grant when purchased. Ms. Nesbit asked for approval to apply for the CCP Vaccine Storage Equipment Educational Program to purchase portable vaccine coolers.

Mr. Brown made a motion to approve applying for the CCP Vaccine Storage Equipment Program to purchase portable vaccine coolers. Dr. Khan seconded the motion. The vote was all ayes; motion carried. (Attachment #13)

Approval of Certification of State Subsidy Application/Annual Financial Report- Ms. Nesbit stated the annual financial report and state subsidy application had been completed. She explained the process had changed in how expenditures were reported based on the Foundational Public Health Services this year. Due to this change ODH (Ohio Department of Health) had to update the database so the deadline for submission was extended to May 1, 2019. Additionally, the Annual Financial Report no longer needed the review and approval of the County Auditor's Office. She mentioned the report had been submitted to meet the deadline, but would like to ask for the Board's formal approval of the report.

Dr. Khan made a motion to approve the Certification of State Subsidy application and the Annual Financial Report. Mr. Brown seconded the motion. The vote was all ayes; motion carried. (Attachment #14)

Approval to Sign EnerGov MOU with Clermont County Board of County Commissioners- Ms. Nesbit stated she received an updated Memorandum of Understanding (MOU) from county administration for the use of EnerGov software. The county had agreed to support all hosting fees which put the cost in line with what was budgeted for the year. She explained the agency would be responsible for the support and maintenance costs of licenses and the purchase of any additional licenses needed in the future. Ms. Nesbit asked for approval to sign the EnerGov MOU with Clermont County Board of County Commissioners.

Mr. Crum made a motion to approve signing the EnerGov MOU with Clermont County Board of County Commissioners. Dr. Khan seconded the motion. The vote was all ayes; motion carried. (Attachment #15)

Adopt Resolution 09-19 Declaring Properties Public Health Nuisances- Ms. Nesbit presented the addresses of three properties to be considered public health nuisances as stated on Attachment A and B of Resolution 09-19 Declaring Public Health Nuisances and Ordering Abatement of Nuisances at the identified properties.

Following a review and discussion, Dr. Khan made a motion to adopt Resolution 09-19 to declare the properties listed on Attachment A and B public health nuisances, to declare the resolution an emergency order, and to waive the required three readings. The motion further stated if corrections were not made within the allotted time, the nuisance cases would be referred to the Health District's legal counsel for appropriate action. Mr. Crum seconded the motion. The vote was all ayes; motion carried. (Attachment #16)

Approval of Board of Health Meeting Minutes for April 10, 2019- Dr. Rickabaugh inquired if there were any additions or corrections to the minutes from the April 10, 2019 Board of Health Meeting. Ms. Nesbit stated there were corrections made prior to the meeting to the numbering in the Black Water Holding Tank Extensions and the vote in the first variance.

Mr. Brown made a motion to approve the minutes for the April 10, 2019 Board of Health meeting. Dr. Khan seconded the motion. The vote was all ayes; motion carried.

Approval and Payment of Bills- Ms. Nesbit presented the Health District's bills for consideration. Following the Board's review and discussion, Mr. Crum made a motion to pay the bills as presented. The motion was seconded by Dr. Khan. The vote was all ayes; motion carried. (Attachment #17)

DISCUSSION ITEMS:

Update on Vacation Liability- Ms. Nesbit reported Ms. Katrina Stapleton was previously approved to exceed the vacation time limit and has since brought her time down under the maximum allotment. She explained Ms. Jackie Lindner and Ms. Angela Lipps in the Nursing Division were both approved to exceed the maximum through the end of the year; they are currently below the maximum allotment but may continue to go up and down due to the statewide hepatitis A outbreak and their ability to take leave.

VMSG Performance Management Update- As part of the performance management system, all directors and supervisors met with their staff in April for the first quarter of 2019 to discuss progress on work plans, Quality Improvement Projects, and division and program performance initiatives. Ms. Nesbit reviewed the progress that has been made on these projects. She mentioned exploring other system options; she explained VMSG's software performed as expected but was not suiting the agencies needs in all areas.

Update on Enterprise Fleet Management- Mr. Kelly reported seven new Ford F150's and one Jeep Compass were delivered to the agency; one more Jeep Compass and two more F150's with tow packages and bed liners would be delivered when available. He stated Public Health logo stickers were removed from the previous vehicles and added to the new ones.

Dr. Rickabaugh asked if the agency had received a total sale price for the previously leased vehicles. Mr. Kelly responded that a total would not be known until the vehicles were sold, but this was factored into the lease agreements.

Update on Family Fun Adventure Challenge- May 11, 2019 at Batavia Township Park- Mr. Kelly reported 656 people had registered for the event. He stated last year's event only had 480 registrants. Mr. Kelly explained the event was being held alongside EC3's (Early Childhood Coordinating Committee) Play Learn Grow event and it appeared there would be good weather.

ADJOURNMENT:

Dr. Khan made a motion to adjourn the meeting at 7:49 PM. Mr. Crum seconded the motion. The vote was all ayes; motion carried.

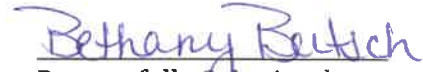

DR. JANET RICKABAUGH


ERIC HEISER


DENNIS BROWN


ANDREW CRUM


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Respectfully Submitted