



## Clermont County Public Health

Prevent. Promote. Protect.

### Clermont County General Health District Board of Health Meeting

The Clermont County Board of Health held its monthly meeting on September 11, 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, present

Others present included Tim Kelly, Assistant Health Commissioner; Jackie Lindner, Director of Nursing; Maalini Vijayan, Director of Environmental Health; Kevin Jester, Director of Plumbing; Robert Wildey, Director of Water and Waste; Dr. James Kaya, Medical Director; Bethany Bertsch, Administrative Assistant and others as listed on Attachment #1.

#### **VARIANCES:**

**Black Water Holding Tank Extension Request-** Mr. Kelly reported the property owners listed below requested approval to renew their black water holding tank variance request until completion of their septic system. Mr. Kelly stated all paperwork was in order for homeowners #3 through #6 and homeowners #1 and #2 had their final inspection but were waiting on document submission to complete the process. Homeowners #1 and #2 were not required to submit pump tickets.

1. Martin- 6138 St. Rt. 727, Wayne Township (51-V-18)
2. Allen- 3449 Hunter Creek Rd., Wayne Township (14-V-19)
3. Padgett- 3511 Mullens Way, Pierce Township (12-V-19)
4. Kennard- 7252 Thompson Rd., Goshen Township (11-V-19)
5. Schneider- 4177 Amelia Olive Branch Rd., Batavia Township (31-V-19)
6. Davis- 2706 Indian Summer Dr., Tate Township (34-V-19)

Mr. Brown made a motion to approve the extension request for the black water holding tank variance for homeowners #1 through #6. Mr. Heiser seconded the motion. Dr. Rickabaugh, aye; Mr. Crum, absent; Mr. Heiser, aye; Dr. Khan, absent; Mr. Brown, aye; motion carried.

**Public Hearing on Proposed Revision to the 2020 Environmental Health Fees-** Mr. Kelly opened the hearing on the proposed revisions to the 2020 Environmental Health Fees. He stated all public hearing notices were sent to licensees on August 15-16, 2019, giving 20 days' notice of the hearing on the fees. He reviewed the proposed fees for risk levels I, II, III, and IV food service operations or retail food establishments; vending food service; temporary food service operations or retail food establishments; mobile food service operations or retail food establishments; food service operation or retail food establishment plan reviews; food program trainings; individual public swimming pools, spas, or special use pools; government or tax supported school swimming pools, spas, or special use pools; recreational vehicle parks; recreation camps; combined park camps; temporary recreational vehicle parks, recreation camps, or combined park camps; tattooing,

body piercing or combined body art establishments; time-limited tattooing, body piercing, or combined body art establishments; tattooing, body piercing, or combined body art establishment plan reviews; resident camps; water sample analysis; rabies clinic vaccinations; private water system reinspections; and plumbing variances.

Mr. Kelly added that the notifications also provided the opportunity for comments to be sent via phone, email, or mail. He stated no comments were received from license holders and the hearing was closed.

**ACTION ITEMS:**

**Second Reading of a Resolution Establishing Revised License Fees for Risk Levels I, II, III, and IV Food Service Operations or Retail Food Establishments; Vending Food Service; Temporary Food Service Operations or Retail Food Establishments; Mobile Food Service Operations or Retail Food Establishments; Food Service Operation or Retail Food Establishment Plan Reviews; Food Program Trainings; Individual Public Swimming Pools, Spas, or Special Use Pools; Government or Tax Supported School Swimming Pools, Spas, or Special Use Pools; Recreational Vehicle Parks; Recreation Camps; Combined Park Camps; Temporary Recreational Vehicle Parks, Recreation Camps, or Combined Park Camps; Tattooing, Body Piercing or Combined Body Art Establishments; Time-limited Tattooing, Body Piercing, or Combined Body Art Establishments; Tattooing, Body Piercing, or Combined Body Art Establishment Plan Reviews; Resident Camps; Water Sample Analysis; Rabies Clinic Vaccinations; Private Water System Reinspections; and Plumbing Variances Pursuant to Ohio Revised Code Section 3709.09 and 3709.21-** Mr. Kelly proceeded with the second reading of the resolution by title only.

**Approval for the Health Commissioner to Sign the Ohio Environmental Protection Agency House Bill 110 Contract-** Mr. Kelly stated the Ohio EPA provided the agency with an updated contract for the Health District to conduct inspections on semi-public sewage disposal systems. He explained the Ohio EPA made minor changes to the contract requiring an annual report to be completed that would provide inspection and enforcement details from the previous calendar year. The report would need to be submitted in spreadsheet form by March 1, 2020. Mr. Kelly requested approval for the Health Commissioner to sign the contract with Ohio EPA granting authority to conduct inspections of semi-public disposal systems.

Mr. Crum made a motion to approve the Health Commissioner to sign the contract with Ohio EPA granting authority to conduct inspections of semi-public disposal systems. The motion was seconded by Mr. Brown. The vote was all ayes; motion carried. (Attachment #2)

**Approval to Create and Post for a Temporary Full-Time Plumbing Inspector I/Plumbing Inspector II Position and Update the Organization Chart-** Mr. Kelly explained Kevin Jester, Director of Plumbing, was set to retire in March or April of 2020 and Kelly Shepherd, Plumbing Inspector II, planned to retire in August of 2021. He stated a great deal of knowledge and experience would be leaving the agency and he would like to hire someone to have a few months of overlap to form an experienced Plumbing Division in time for spring and summer when seasonal construction picks up. Mr. Kelly requested approval to create and post for a Temporary Full-Time Plumbing Inspector I or Plumbing Inspector II position which would provide more flexibility and the potential to offer a higher pay scale for someone who already had experience and update the organization chart for the position.

Mr. Crum made a motion to approve creating and posting for a Temporary Full-Time Plumbing

Inspector I or Plumbing Inspector II position and update the organization chart. The motion was seconded by Dr. Khan. The vote was all ayes; motion carried. (Attachment #3)

**Approval for the Health Commissioner to Sign Agreement to Host a CDC Appointed Associate-** Mr. Kelly reminded the Board that the agency had applied for and was approved to host a Centers for Disease Control associate and Tarryn Michelson had accepted the position. Mr. Kelly stated the Centers for Disease Control requested an agreement be signed stating the agency was approved to host a public health associate. The Prosecutor's Office had reviewed and approved the agreement, and the contract needed to be signed and returned by September 27, 2019. Mr. Kelly requested approval for the Health Commissioner to sign the agreement with the Centers for Disease Control to host a public health associate.

Dr. Khan made a motion to approve the Health Commissioner to sign the agreement with the Centers for Disease Control to host a public health associate. The motion was seconded by Mr. Heiser. The vote was all ayes; motion carried. (Attachment #4)

**Adoption of Resolution 15-19 Declaring Properties Public Health Nuisances-** Mr. Kelly presented the addresses of eleven properties to be considered public health nuisances as stated on Attachments A and B of Resolution 15-19 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 15-19 to declare the properties listed on Attachments 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 #5)

**Approval of Board of Health Meeting Minutes for August 14, 2019-** Dr. Rickabaugh inquired if there were any additions or corrections to the minutes from the August 14, 2019 Board of Health Meeting. There were no additions or corrections.

Mr. Brown made a motion to approve the minutes for the August 14, 2019 Board of Health meeting. Mr. Heiser seconded the motion. The vote was all ayes; motion carried.

**Approval and Payment of Bills-** Mr. Kelly 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. Mr. Brown seconded the motion. The vote was all ayes; motion carried. (Attachment #6)

#### **DISCUSSION ITEMS:**

**Water and Waste Fees-** Mr. Kelly proposed not making any changes to the Sewage and Private Water fees for 2020; with the exception of establishing a Private Water reinspection fee which was being adopted with the Environmental Health fees. He mentioned in 2014 changes were made to the new statewide septic rules which required review of the septic fees annually. Mr. Kelly stated the agency's goal was to maintain the fees at the same level for three years so homeowners with operation permits paid the same fee during the assessment cycle. He explained Katrina Stapleton, Fiscal Officer, performed the cost methodology on the Sewage program and the Private Water program to ensure revenue from the adopted fees were in line with expenses. Mr. Kelly indicated the cost to run the programs was slightly more than the revenue generated, however the Water and Waste Division was still recovering from staffing gaps that occurred in 2016. He explained a QI


project was planned for 2020 that would look at revising the Operation Permit program which could impact the fee structure. (Attachment #7)

**ADJOURNMENT:**

Dr. Khan made a motion to adjourn the meeting at 7:01 PM. Mr. Crum seconded the motion. The vote was all ayes; motion carried.

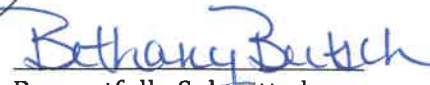
  
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DR. JANET RICKABAUGH

  
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ERIC HEISER

  
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DENNIS BROWN

  
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ANDREW CRUM

  
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DR. JOSEPH KHAN

  
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Respectfully Submitted