

Clermont County General Health District
Board of Health Meeting

The monthly meeting of the Clermont County Board of Health was held on December 14, 2011. James Hansbauer, President, called the meeting to order at 6:30 p.m. Mr. Hansbauer led the Board members and guests in the Pledge of Allegiance.

Roll Call: James Hansbauer, present Dr. Joseph Khan, present
 Dr. Janet Rickabaugh, present Andrew Crum, present
 Larry Cadwallader, present

Others present included: Marty Lambert, Health Commissioner; Julianne Nesbit, Assistant Health Commissioner; Robert Wildey, Director of Water and Waste; Rob Perry, Director of Environmental Health; Kevin Jester, Director of Plumbing; Katrina Stapleton, Secretary I; James Kaya, M.D., Medical Director and others as listed on Attachments #1 and #2.

Black Water Holding Tank Extension Requests- Ms. Lambert reported that the homeowners listed below were requesting approval to renew their black water holding tank variance requests until such time as the soil conditions would allow the completion of the septic system. She noted that the paperwork was in order for homeowners #1 and #2.

1. Stubbe – 3517 Nordyke Road, Pierce Township (15-V-09)
2. McCarty – 2863 State Route 132, Ohio Township (29-V-10)

Dr. Rickabaugh made a motion to grant a 1 month extension for the black water holding tank variances for homeowners #1 (Stubbe) and #2 (McCarty). The motion was seconded by Mr. Cadwallader. The vote was all aye, motion carried.

Variance Request to Install a New Black Water Holding Tank -Ms. Lambert reported that Mr. Mac Hussey was requesting a variance to install a black water holding tank on his property at 2697 Jackson Pike, Stonelick Township. Ms. Lambert informed the Board that staff recommended approval.

Mr. Cadwallader made a motion to approve the variance request to install a black water holding tank at 2697 Jackson Pike, Stonelick Township. The motion was seconded by Dr. Rickabaugh. The vote was all aye, motion carried.

Certification of High Weeds Abatement Lien- Ms. Lambert informed the Board that there was one high weeds abatement sent to the Engineer's Office for mowing during the month. The abatement was completed and Ms. Lambert requested the Board approve placing the cost of this abatement as a lien on the property.

Dr. Khan made a motion to place the cost for the abatement of the high weeds as a lien on the following property:

403 Washington Street, Franklin Township

The motion was seconded by Dr. Rickabaugh. The vote was all aye, motion carried.

NEW BUSINESS:

Second Reading of the Proposed Changes to Sewage Regulation 415- Ms. Lambert stated that at the time of the meeting no comments had been received regarding the proposed changes to Sewage Regulation 415. She requested that the second reading of the regulation be held by title only.

Ms. Lambert conducted the second reading of the proposed changes to Sewage Regulation 415 by title only.

Appointment of Septic Rehab Committee Member- Ms. Lambert requested the Board appoint one of its members to serve as their representative on the 2012 Septic Rehab Committee. This commitment usually consists of attending one meeting a year. She noted that Mr. Cadwallader has served on the committee for the past few years.

Dr. Rickabaugh made a motion to reappoint Mr. Larry Cadwallader to the 2012 Septic Rehab Committee. The motion was seconded by Dr. Khan. The vote was all aye, motion carried.

Septic Rehab Professional Services Contract- Ms. Lambert stated her interest in submitting the Professional Services Contract for the work the Health District does on the Septic Rehab program. She requested \$5,000 in administrative fees although it typically costs the agency \$10,000 to \$12,000 to run the program. She felt that this was a worthy investment of local dollars and wished to continue to offer the program to residents. Ms. Lambert requested the Board approve and sign the Professional Services Agreement with the Clermont County Board of County Commissioners.

Mr. Cadwallader made a motion to approve and sign the Professional Services Agreement with the Clermont County Board of County Commissioners. The motion was seconded by Dr. Rickabaugh. The vote was all aye, motion carried. (Attachment #3)

Environmental Health Survey Results- Ms. Lambert stated that there were no negative findings by the Ohio Department of Health concerning the Health District's recent Campground Program survey. She stated that ODH had made several recommendations for improvement but overall they indicated that the program is good and is being administered correctly.

Ohio Association of Boards of Health- Ms. Lambert informed the Board of an invoice received for the 2012 membership dues for the Ohio Association of Boards of Health. She stated that the membership fee was \$215 for the year which would be paid by the Health District. No members indicated interest in joining the Ohio Association of Boards of Health at the time of the meeting.

Administrative Meeting Update- Mr. Perry discussed the administrative meeting held with Fay Gardens Manufactured Home Park on November 4, 2011. He stated the purpose of the meeting was to discuss the operator's failure to correct outstanding violations after the third reinspection of the park which mainly involved failure of the onsite sewage treatment system. He informed the Board of other topics of discussion which included the remaining violations, the park's enforcement process, and the Health District's enforcement process. Mr. Perry indicated that an Agreed Order of Compliance was signed, and a reinspection established accordingly.

Approval of Minutes – Mr. Hansbauer asked if there were any additions or corrections to the minutes of the November 9, 2011 Board of Health Meeting. There were no additions or corrections.

Dr. Khan made a motion to approve the minutes of the November 9, 2011, Board of Health meeting. The motion was seconded by Mr. Cadwallader. The vote was all aye, motion carried.

Approval and Payment of Bills – Ms. Lambert presented the Health District's bills for consideration. Following the Board's review, Dr. Rickabaugh made a motion to pay the bills as presented. The motion was seconded by Mr. Cadwallader. The vote was all aye, motion carried. (Attachment #4)

Appropriations:

Marina Fund Amended Certificate & Additional Appropriations -Ms. Lambert requested the Board approve the amended certificate that was approved by the Budget Commission on November 30, 2011 and \$172 in additional appropriations for the Marina Fund. She stated this was due to unanticipated additional license fees. Ms. Lambert stated that because the program would no longer be regulated by the Health District after 1/1/2012 and the funds were needed to fund closeout efforts related to the program.

Mr. Crum made a motion to approve the amended certificate that was approved by the Budget Commission on November 30, 2011 and \$172 in additional appropriations for the Marina Fund due to unanticipated additional license fees. The motion was seconded by Dr. Rickabaugh. The vote was all aye, motion carried. (Attachment #5)

Amended Certificate for 2011 & Reduction in Appropriations- Ms. Lambert requested the Board amend the Certificate for the Health Fund and reduce the 2011 Appropriations by \$103.93 as a result of a reduction in the Estimated Receipts for 2011, contingent upon approval from the Clermont County Budget Commission.

Dr. Rickabaugh made a motion to amend the Health Fund Certificate and to reduce the 2011 Appropriations through a reduction in the Estimated Receipts for 2011, contingent upon approval from the Clermont County Budget Commission. The motion was seconded by Mr. Crum. The vote was all aye, motion carried. (Attachment #6)

Additional Appropriations of the WIC Fund- Ms. Lambert requested the Board make additional appropriations of \$4500 to the WIC Fund from the 2010 cash carryover. She indicated this was needed for payroll expenses since December included three paydays.

Dr. Rickabaugh made a motion to request an additional appropriation of \$4500 to the WIC Fund from the 2010 cash carryover. The motion was seconded by Mr. Crum. The vote was all aye, motion carried. (Attachment #7)

Advancement of Township & Village Monies- Ms. Lambert requested an advancement of all available township and village monies from the tax revenue received after 1/1/2012.

Mr. Cadwallader made a motion to approve the Health District's request for an advancement of all available township and village monies. The motion was seconded by Dr. Rickabaugh. The vote was all aye, motion carried. (Attachment #8)

OLD BUSINESS:

Public Health Nuisances/Code Violations – Ms. Lambert presented the addresses of 8 properties to be considered public health nuisances/code violations.

Following a review of the files, Mr. Crum made a motion to declare the properties listed on Attachment #9 public health nuisances/code violations and if corrections were not made within the allotted time, to refer the cases to the Health District's legal counsel for appropriate action. The motion was seconded by Dr. Khan. The vote was all aye, motion carried. (Attachment #9)

Water Pollution Control Loan Fund Update –Ms. Lambert stated that in April 2011, the Health District was informed of a scheduled receipt of \$165,000 from the Water Pollution Control Loan fund proposal that was submitted jointly with the County Commissioners to replace failing septic systems. She stated that the loan agreement had been signed by the Commissioners on December 14, 2011 which is the final requirement before the project can begin. Ms. Lambert indicated that the monies will be used to replace failing septic systems in Clermont County. She anticipated the replacements to be completed by December 2012.

Strategic Planning Session Results: Ms. Lambert gave a summary of the Health District's Strategic Planning session which took place on November 15, 2011. She stated that the staff worked hard that day and identified the key issues that will drive the agency forward over the next five years. Ms. Lambert indicated that she would be working on the actual Strategic Directions document over the next month and hoped to have a final version completed by early February.

Update on Tyler Cashiering Implementation: Ms. Lambert informed the Board that an installation date of February 10, 2012 had been set for the Tyler Cashiering System software. She also informed the Board that due to the purchase of a warranty agreement, the equipment budget of \$5,000 was slightly exceeded. Ms. Lambert anticipated the new cashiering system to be in operation sometime in the second quarter of 2012.

Update on Green Acres MHP, Lake Remington MHP and Eastgate MHP: Ms. Lambert provided the Board with an update on the Green Acres, Lake Remington and Eastgate Mobile Home Parks. She gave an overview of the December 5, 2011 meeting between Health District staff and each of the Receivers for the parks. Several representatives from the bank holding the mortgage on Green Acres attended a portion of the meeting as well. She stated the Green Acres Park was in foreclosure and the bank would assume ownership in the next month or so. Ms. Lambert felt it was clear the Receiver is committed to addressing the issues at Green Acres and to getting the park in good shape so the property could be sold. She saw no reason to not relicense the park based on the current efforts and immediate plans for improving the park.

Ms. Lambert stated the Receiver for Eastgate Village indicated that he had no contact with the bank holding the mortgage on that park. She felt that although Eastgate had abandoned homes that were of concern there were no other major issues pending at that park. She did not believe this park to be in foreclosure and indicated the current owner may maintain ownership beyond the period under the court ordered receivership. She also saw no reason to not relicense Eastgate Village based on the current efforts and plans for addressing the outstanding issues.

Ms. Lambert informed the Board that the Receiver for Lake Remington indicated that the current mortgage on the property along with the back taxes due and the cost of a replacement sewage treatment plant far exceeded the bank's current valuation of the property so they hoped to sell the park "as is" for use in some other capacity. Ms. Lambert was told that an offer had been made on the property but there was no actual contract present at the time of the meeting. Ms. Lambert did not believe the park would be attempting to relicense for the 2012 year. Ms. Lambert requested that the Board take a formal position not to relicense Lake Remington Mobile Home Park for 2012 unless there was significant movement towards replacing the sewage treatment plant.

Dr. Rickabaugh made a motion to not relicense Lake Remington Mobile Home Park for 2012 without an escrow account in place or other significant action towards replacing the sewage treatment plant. The motion was seconded by Dr. Khan. The vote was all aye, motion carried.

Update on 1503 Sate Route 28: Robert Wildey gave a brief summary of the latest information regarding Mr. Combs. He indicated that although Mr. Combs had moved some waste off of his property it did not appear to be meeting the court ordered amounts. Monitoring will continue until the next court date on January 25, 2012.

Personnel-Executive Session At 7:03 PM Mr. Cadwallader made a motion to go into Executive Session to discuss the investigation of complaints against a public employee. The motion was seconded by Mr. Crum. The vote was all aye, motion carried.

At 7:24 PM Dr. Rickabaugh made a motion to return to Regular Session. The motion was seconded by Mr. Crum. The vote was all aye, motion carried. There was no further action taken.

Additional Information Ms. Lambert informed the Board that she would be on vacation the week of December 26, 2011. She stated that Julianne Nesbit would be available should any issues arise during her absence.

ADJOURNMENT

Dr. Khan made a motion to adjourn the meeting at 7:25 PM. The motion was seconded by Mr. Cadwallader. The vote was all aye, motion carried.

JAMES HANSBAUER, PRESIDENT



ANDREW CRUM, VICE-PRESIDENT

DR. JOSEPH KAHN



DR. JANET RICKABAUGH



LARRY CADWALLADER



Respectfully Submitted