

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

The monthly meeting of the Clermont County Board of Health was held on November 11, 2009. James Hansbauer, President, called the meeting to order at 7:30 p.m. Mr. Hansbauer led the Board members and guest in the Pledge of Allegiance.

Roll call:           James Hansbauer, present                   Dr. William Miller, present  
                          Dr. Janet Rickabaugh, present               Andrew Crum, present  
                          Larry Cadwallader, present

Others present included: Marty Lambert, Health Commissioner; Donna Hart, Administrative Assistant; and others as listed on Attachments #1 & #2.

**Blackwater Holding Tank Request & Extensions - (#1, #2 & #3)** - Ms. Lambert noted that paperwork for homeowners #1, #2 & #3 who were requesting renewal for their blackwater holding tank variances was in order. Homeowner #4, Davis, was not in attendance.

Mr. Cadwallader made a motion to grant a 1 month extension for the blackwater holding tank renewals:

1. Callahan - 6897 Goshen Road, Goshen Township (31-V-03)
2. Steinmann – 1687 Swope Road, Tate Township (3-V-09)
3. Stubbe – 3517 Nordyke Road, Pierce Township (15-V-09)

The motion was seconded by Mr. Crum. The vote was all aye, motion carried. The homeowners will receive a letter indicating the terms and conditions of their variance renewal.

Mr. Davis, the homeowner who was not in attendance, will be sent a letter regarding the non-renewal of his blackwater holding tank variance and the Building Department will be asked to send notice revoking the temporary occupancy for the home.

**New Blackwater Holding Tank Variance Request** – Ms. Lambert reported the owner of the property located at 1220 Milligan Lane, Miami Township, was requesting approval to use a blackwater holding tank until such time as the soil conditions were favorable for the completion of the septic system.

Following a discussion of the request, Dr. Rickabaugh made a motion to approve a blackwater holding tank variance request for the property located at 1220 Milligan Lane, Miami Township (16-V-09). The motion was seconded by Mr. Crum. The homeowner will be given a letter indicating the terms and conditions of the approval, including a reminder that all homeowners must obtain a temporary occupancy from the Building Department before they occupy their new home. Ms. Lambert also stressed that from this date forward the homeowner must attend the Board of Health meeting each month until their system has been installed, inspected and has received a “yellow tag”. In addition, if they are occupying their home, the homeowner must bring a copy of the pump ticket(s) to the meeting to verify the blackwater holding tank is being pumped every month.

**Fee for Abatement of High Weeds Complaint Certified by Board** - Ms. Lambert requested the Board certify the invoice from the Engineer’s Office for abatement of the high weeds complaint on the property located at 1823 Lois Lane, Goshen Township. The abatement was invoiced at \$97.52, the minimum charged itemized by the Engineer’s Office.

Mr. Crum made a motion to approve certifying the cost charged by the Engineer's Office for abating the high weeds nuisance complaint at 1823 Lois Lane, Goshen Township, and to proceed with the process of placing the cost of abatement as a lien on the property's taxes. The motion was seconded by Dr. Miller. The vote was all aye, motion carried. (Attachment # 3)

**New Business:**

**1. Personnel Issues** – There were no personnel issues to be discussed by the Board.

**2. 3<sup>rd</sup> Reading of Resolution to Revised Local Onsite Sewage Treatment System Regulation 415** – Ms. Lambert held the 3<sup>rd</sup> reading of the resolution revising Local Onsite sewage Treatment System Regulation 415. She noted the proposed revisions were posted on the website for review and to date, no comments have been received.

**3. Adoption of Resolution Revising Local Onsite Sewage Treatment System Regulation 415** – Mr. Crum made a motion to adopt Resolution 14-09 Revising Local Onsite Sewage Treatment System Regulation 415. The motion was seconded by Mr. Cadwallader. The vote was all aye, motion carried. (Attachment #4)

**4. Approval to Proceed with Application to Become OMHC Inspection Agency** – Ms. Lambert explained that the Ohio Department of Health had recently released responsibility for installation inspections in manufactured home parks and given it to the Ohio Manufactured Home Commission. She noted the plumbing inspectors have been doing inspections in manufactured home parks under the Ohio Department of Health (ODH) and have worked very hard to develop a good working relationship with the park owners and installers. However, although Kevin Jester and Kelly Shepherd have taken all the required training, they did not take the certification exam since it was not required by ODH. Ms. Lambert stated that if the Health District is to continue to provide this service to the parks, Kevin and Kelly will need to take the certification exam required by OMHC, for which there is a small fee. In addition, the Health District will need to formally apply to the OMHC to become an inspection agency. Ms. Lambert requested the Board grant approval to proceed with the application.

Dr. Rickabaugh made a motion to approve proceeding with the application process to become an Ohio Manufactured Home Commission inspection agency. The motion was seconded by Mr. Crum. The vote was all aye, motion carried.

**5. Resolution Establishing Recreational Vehicle/Camp Fund** – Ms. Lambert informed the Board that in the past the Health District had always combined the Manufactured Home Park fees and the Recreational Vehicle/Camp license fees in Fund 705. A rule change in 2004 dictated that these funds be separated but the Health District did not realize the change was required and the auditors have never made it an issue. However, to be in compliance with Ohio Revised Code, Ms. Lambert requested the Board adopt a resolution creating a separate fund for the Recreational Vehicle/Camp license fees.

Mr. Cadwallader made a motion to adopt Resolution 15-09 authorizing the establishment of a Recreational Vehicle/Camp Fund 727. The motion was seconded by Dr. Rickabaugh. The vote was all aye, motion carried. (Attachment #5)

**6. Appropriations for 2010** – Ms. Lambert provided an overview of the proposed appropriations for 2010, highlighting the modifications of the original budget which were made as a result of changes occurring during the past year.

Following a review of the proposed appropriations, Dr. Miller made a motion to approve the Health District's Appropriations for 2010 as presented. The motion was seconded by Dr. Rickabaugh. The vote was all aye, motion carried (Attachment #6)

**7. Approval to Transfer Employee Recognition Activities until March 25, 2010** – Ms. Lambert noted that due to the scheduling of the H1N1 clinics which are running almost every Monday through Thursday, the staff indicated they would prefer to postpone the employee recognition dinner until spring. She stated that if approved, the event would be rescheduled for March 25, 2010.

Mr. Crum made a motion to approve transferring the approved employee recognition activities until March 25, 2010. The motion was seconded by Dr. Miller. The vote was all aye, motion carried.

**Approval of Minutes** - Mr. Hansbauer asked if there were any additions or corrections to the minutes of the October Board of Health Meeting. There were no additions or corrections.

Mr. Cadwallader made a motion to approve the minutes of the October 14, 2009, Board of Health meeting. The motion was seconded by Dr. Rickabaugh. The vote was all aye, motion carried.

**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 #7)

## **OLD BUSINESS**

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

Following a review of the files, Dr. Miller made a motion to declare the properties listed on Attachment #8 public health nuisances/code violations and if corrections are 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 Mr. Crum. The vote was all aye, motion carried. (Attachment #8)

**2. Update on H1N1 Activities** – Ms. Lambert informed the Board that, to date, the staff had completed 22 clinics and administered over 8,300 doses of vaccine in the past 2 ½ weeks. She related that vaccine shipments have improved and at the present time the Health District's supply is adequate. Ms. Lambert

highlighted the tentative schedule of upcoming specialty clinics and noted that the return clinics to administer the 2<sup>nd</sup> doses to children under age 10 are being scheduled for the 2<sup>nd</sup> and 3<sup>rd</sup> weeks of December.

**ADJOURNMENT**

Mr. Crum made a motion to adjourn the meeting at 7:55 p.m. The motion was seconded by Dr. Miller. The vote was all aye, motion carried.

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JAMES HANSBAUER, PRESIDENT

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ANDREW CRUM, V-PRESIDENT

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DR. WILLIAM MILLER

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LARRY CADWALLADER

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DR. JANET RICKABAUGH

Respectfully Submitted

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