

Clermont County General Health District
Board of Health Meeting

The monthly meeting of the Clermont County Board of Health was held on December 8, 2010. 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. William Miller, present
	Dr. Janet Rickabaugh, present	Andrew Crum, present
	Larry Cadwallader, present	

Others present included: Marty Lambert, Health Commissioner; Julianne Nesbit, Assistant Health Commissioner; James Kaya, M.D., Medical Director; Robert Wildey, Director of Water and Waste; Rob Perry, Director of Environmental Health; Deena Elliott, Director of Nursing; Kevin Jester, Director of Plumbing; Melissa Jones, Administrative Assistant; and others as listed on Attachments #1 & #2.

Black Water Holding Tank Requests and Extension – Ms. Lambert noted that paperwork for homeowner #1 who was requesting renewal for their blackwater holding tank variance was in order.

Mr. Crum made a motion to grant a 1 month extension for the blackwater holding tank renewal.

- 1.) Stubbe – 3517 Nordyke Road, Pierce Twp. (15-V-09)

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

New Blackwater Holding Tank Requests – Ms. Lambert reported that the homeowners listed below were requesting approval to use a blackwater holding tank until such time as the soil conditions were favorable for the completion of the septic system.

- 1.) Payne – 6555 Goshen Road, Goshen Township (28-V-10) (Renewal)
- 2.) McCarty – 2863 State Route 132, Ohio Township (29-V-10)

Following a discussion of the request, Mr. Crum made a motion to approve a blackwater holding tank variance request for the property located at 2863 State Route 132, Ohio Township (29-V-10) contingent on the property owner submitting proof of an established escrow account on or before December 13, 2010. The motion was seconded by Dr. Rickabaugh. The vote was all aye, motion carried. 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.

Ms. Payne was not in attendance as required for granting the initial blackwater holding tank variance.

Dr. Rickabaugh made a motion to table the request to determine if Ms. Payne would appear later at the Board of Health meeting with the required documents.

The motion was seconded by Ms. Crum. The vote was all aye, motion carried.

Mama's Grill – The facility owner had not reported and this item was deferred until later in the meeting.

NEW BUSINESS:

1) Personnel Issues

a) WIC Breastfeeding Peers – Ms. Lambert requested that the Board approve the appointment of the three new WIC Breastfeeding Peers. She recommended approval and stated that the new employees would be starting the week of December 13, 2010 at the rate previously discussed. The three new employees are Lisa Elam, working 32 hours per week, Jaime Buelterman, working 24 hours per week and Erin Spinney, working 16 hours per week.

Mr. Crum made a motion to approve the appointment of the three WIC Breastfeeding Peers. The motion was seconded by Mr. Cadwallader. The vote was all aye, motion carried.

b) Retirement of Ralph Benson – Ms. Lambert noted that Ralph Benson had submitted notice of his retirement effective January 31, 2011 and requested the Board approve approximately \$250.00 to cover the cost of reception expenses and a retirement gift. She related that the date for the reception was on the afternoon of January 28, 2011.

Mr. Crum made a motion to approve the expenses as presented for a retirement reception for Ralph Benson. The motion was seconded by Dr. Miller. The vote was all aye, motion carried.

c) Approval to Return Lost Vacation Hours – Ms. Lambert related that in May 2010 when all annual leave hours lost due to the H1N1 response were returned to staff, special approval was given to allow Donna Hart additional time to reconcile her hours and have her lost annual leave returned. Ms. Lambert requested approval to return 28.523 hours of annual leave to Donna Hart effective 12/31/2010.

Mr. Cadwallader made a motion to approve the return of 28.523 vacation hours to Donna Hart. The motion was seconded by Dr. Miller. The vote was all aye, motion carried. (Attachment #3)

d) Personnel Policy 4.7 Revision – Ms. Lambert presented the revision to section 4.7 of the personnel policy. As the Health District prepares to change to the county's new payroll system it was determined that the Health District policy differed from the county policy concerning overtime calculations. Ms. Lambert requested that the Board revise this policy to allow all time except sick time to be used in overtime calculation. (Attachment #4)

Dr. Rickabaugh made a motion to revise section 4.7 of the personnel policy to allow all time except sick time to be used in overtime calculation. Dr. Miller seconded the motion. The vote was all aye, motion carried.

2) 1st Reading of Resolution Establishing Revised License Fees for Swimming Pools, Spas and Special Use Pools – Ms. Lambert conducted the 1st reading of the resolution establishing revised fees for Swimming Pools, Spas and Special Use Pools by title only.

3) 3rd Reading of Resolution Establishing Vital Statistics Fees for Birth and Death Abstracts – Ms. Lambert conducted the 3rd and final reading of the resolution establishing vital statistics fees for birth and death abstracts by title only. She noted the proposed resolution was posted on the Health District's website for public comment and no additional comments had been received.

4) Adoption of Resolution Establishing Vital Statistics Fees for Birth and Death Abstracts – Mr. Crum made a motion to adopt Resolution 16-10 establishing revised fees establishing vital statistics fees for birth and death abstracts. The motion was seconded by Dr. Miller. The vote was all aye, motion carried. (Attachment #5)

5) 2nd Reading of Resolution for Establishing Process for Board of Health Hearings and Financial Hardship Variances – Ms. Lambert requested the 2nd reading of the Resolution for Establishing Process for Board of Health hearings and financial hardship variances by title only.

Mr. Cann, 3447 Behymer Road, addressed the Board questioning the legality and fairness of Regulation 400-02. He disputed many aspects of the proposed regulation and stated that he believes it to be too cumbersome for the average resident to understand. Mr. Cann requested that the Board revise the proposed Regulation.

During the discussion it became clear that Mr. Cann's comments were not based on the most recent update of the proposed rule so a copy was provided to him.

Mr. Crum made a motion to table the second reading of Resolution for Establishing Process for Board of Health Hearings and Financial Hardship Variances until the January 12, 2011 Board of Health meeting. The motion was seconded by Dr. Miller. The vote was all aye, motion carried.

New Blackwater Holding Tank Requests – Erica Payne arrived at the meeting at approximately 6:55 p.m. Ms. Lambert stated that the property located at 6555 Goshen Road, Goshen Township (28-V-10) occupied by Erica Payne had renewed her blackwater holding tank variance. Ms. Payne had an expired blackwater holding tank variance because she had not submitted pump tickets to the Board of Health since June, 2010. Ms. Lambert noted that paperwork for this property was in order.

Following a discussion of the request, Mr. Crum made a motion to approve a blackwater holding tank variance request for the property located at 6555 Goshen Road, Goshen Township (28-V-10). The motion was seconded by Dr. Miller. The vote was all aye, motion carried.

6) Appointment of Board Member to 2011 Septic Rehab Committee – Ms. Lambert requested the Board appoint one of its members to serve as their representative on the 2011 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 appoint Larry Cadwallader as the Board of Health Representative on the Septic Rehab Committee. The motion was seconded by Mr. Crum. The note was all aye, motion carried.

7) Professional Services Agreement for Septic Rehab Program – Ms. Lambert requested the Board approve signing the Professional Services Agreement in the amount of \$5,000 for the 2011 Septic Rehab Program. She noted that although the Health District will receive only \$5,000 of the \$10,000 to \$12,000 it typically costs to run the program, she felt it is a very worthy investment of local dollars. The Health District will receive \$159,500 in funds in 2011 to assist selected homeowners in the repair or replacement of their malfunctioning household sewage disposal system or in the connection to available public sewers.

Dr. Miller made a motion to approve the signing of the Professional Services Agreement between the Board of County Commissioners and the Health District for administrative services relating to the Septic Rehab Program. The motion was seconded by Dr. Rickabaugh. The vote was all aye, motion carried. (Attachment #6)

8) Approval to Sign Cities Readiness Initiative (CRI) Contract – Ms. Lambert reported the Health District had received funding to support emergency planning activities through the Cities Readiness Initiative (CRI) for the past several years. Ms. Lambert stated that the contract with the Cincinnati Health Department for the 2011 CRI project is expected any day and requested approval to sign the agreement when it arrives.

Dr. Miller made a motion to grant approval for the Health Commissioner to sign the Cities Readiness Initiative Agreement with the City of Cincinnati when it is received. The motion was seconded by Dr. Rickabaugh. The vote was all aye, motion carried. (Attachment #7)

9) Approval to Sign Public Health Rapid Response Mentoring Project Agreement with Hamilton County Health District – Ms. Lambert reported the Health District had received a Notice of Award for the Public Health Rapid Response Mentoring Project with Hamilton County Health District to make improvements to the O'Bannon Nature Trail on the property of Goshen High School. Ms. Lambert stated that the contract with Hamilton County had not yet been received and requested approval to sign the agreement when it is received.

Mr. Cadwallader made a motion to grant approval for the Health Commissioner to sign the Rapid Response Mentoring Project Agreement with Hamilton County when it is received. The motion was seconded by Dr. Miller. The vote was all aye, motion carried. (Attachment #8)

10) Approval to Sign Contract with Wright State for Goshen survey – Ms. Lambert reported that the Health District has proposed to contract with Wright State University for a telephone survey of residents of the Goshen area to determine their current awareness and use of the O'Bannon Nature Trail. Ms. Lambert requested approval to sign the agreement when it is received.

Mr. Crum made a motion to grant approval for the Health Commissioner to sign the contract with Wright State University to conduct a telephone survey of Goshen area residents. The motion was seconded by Dr. Rickabaugh. The vote was all aye, motion carried. (Attachment #9)

11) Approval to Sign Contract with Goshen Local Schools – Ms. Lambert reported that the bulk of the work for the O'Bannon Nature Trail project will be done by Goshen Local School District and community volunteers. Ms. Lambert further stated that part of the project budget is to provide a small stipend for Goshen School employee, Mr. Davey Brown. Mr. Brown has been identified by Goshen Local School District to lead the project. Ms. Lambert requested approval to sign the agreement with Goshen School District.

Mr. Crum made a motion to grant approval for the Health Commissioner to sign the contract with Goshen Local School District. The motion was seconded by Dr. Rickabaugh. The vote was all aye, motion carried. (Attachment #10)

12) Sign State Subsidy Certification – Ms. Lambert reported the Health District's 2011 state subsidy application had been completed and submitted electronically. She requested the Board certify that the information submitted was accurate and true by signing the signature page.

Mr. Cadwallader made a motion to approve signing and submitting the Board of Health signature page of the state subsidy application. The motion was seconded by Dr. Miller. The vote was all aye, motion carried. Mr. Hansbauer signed the signature page which will be mailed to the Ohio Department of Health. (Attachment #11)

13) Septic Appeals Board Update – Ms. Lambert reported the Health District received draft guidance for the Septic Appeals Board from ODH. ODH indicated that they intend to initially appoint ODH staff members to the Board. Ms. Lambert further stated that although the Sewage Appeals Board becomes official December 17, 2010, there are no pending appeals.

14) Health Insurance Costs for 2011 – Ms. Lambert informed the Board that the health insurance benefits through the county plan will see an increase for 2011 which would be shared between the Board and the employees. Ms. Lambert stated that the Board would be paying a six percent increase for employees with family coverage and a one percent increase for employees with single coverage.

Approval of Minutes – Mr. Hansbauer asked if there were any additions or corrections to the minutes of the November 10, 2010 Board of Health Meeting. There were no additions or corrections.

Mr. Cadwallader made a motion to approve the minutes of the November 10, 2010, Board of Health meeting. The motion was seconded by Mr. Crum. The vote was all aye, motion carried.

2010 Estimated Resources Reductions and Appropriation Reductions – Ms. Lambert requested the Board approve final appropriations and reductions in estimated resources for 2010. She reported that the Auditor's Office indicated that when estimates were off by \$100,000 or more and the Health District must take action to reconcile the difference by reducing estimated receipts. Ms. Lambert presented a brief

overview of the 2010 Estimated Resource Reductions and Appropriation Reductions as indicated in attachment # 12 & 13.

Dr. Rickabaugh made a motion to approve final appropriations and reductions in resources as proposed and any other adjustments necessary as indicated by the Auditor's Office. The motion was seconded by Dr. Miller. The vote was all aye, motion carried. (Attachments 12 & 13)

Payment of Bills – Ms. Lambert presented the Health District's bills for consideration.

Mr. Crum requested that all county vehicles use a Clermont County carwash instead of traveling out of county to use Johnny's Carwash.

Ms. Lambert stated that staff would no longer be traveling to Johnny's Carwash in Hamilton County and that all future car washes would take place in Clermont County.

Mr. Crum asked Ms. Lambert for additional information on a \$75.00 charge for pesticide recertification. Ms. Lambert stated that two Health District employees are certified for pesticide application. She further stated that the Health District pays for the recertification for these two employees because it is beneficial for the Health District to have these certified individuals on staff.

Following the Board's review, Mr. Cadwallader made a motion to pay the bills as presented. The motion was seconded by Dr. Rickabaugh. The vote was all aye, motion carried. (Attachment #14)

Advancement of All Available Township and Village Monies – Ms. Lambert requested the Board approve the request for advancement of all available township and village monies.

Mr. Crum made a motion to request an advancement of all available township and village monies. The motion was seconded by Dr. Miller. The vote was all aye, motion carried. (Attachment #15)

OLD BUSINESS:

1) Public Health Nuisances/Code Violations – Ms. Lambert presented the addresses of 2 properties to be considered public health nuisances/code violations.

Following a review of the files, Dr. Miller made a motion to declare the properties listed on Attachment #16 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 #16)

Other Informaton

Ms. Lambert informed the Board that the Goshen Township nuisance court case was a success. The owner was found guilty of open dumping and illegal burning and is currently serving 30 days in jail.

Ms. Lambert presented the song book from the employee recognition dinner to those board members who did not attend.

ADJOURNMENT

Dr. Miller made a motion to adjourn the meeting at 7:30 p.m. The motion was seconded by Andrew Crum. The vote was all aye, motion carried.

JAMES HANSBAUER, PRESIDENT
PRESIDENT

ANDREW CRUM, V-

DR. WILLIAM MILLER

DR. JANET RICKABAUGH

LARRY CADWALLADER

Respectfully Submitted