

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

The monthly meeting of the Clermont County Board of Health was held on June 13, 2007. James Hansbauer, President, called the meeting to order at 7:30 p.m. Mr. Hansbauer led the Board members and guests in the Pledge of Allegiance.

Roll call:	James Hansbauer, present	Dr. William Miller, present
	Carlos Hamilton, present	Andrew Crum, absent
	Larry Cadwallader, present	

Others present included: Marty Lambert, Health Commissioner; Julianne Nesbit, Assistant Health Commissioner; Dr. James Kaya, Medical Director; Rob Perry, Director of Environmental Health; Donna Hart, Administrative Assistant; and others as listed on Attachment #1. (Attachment #1)

**Variations for Distance from Limiting Layer (#9 – 12)** - Ms. Lambert presented the variations submitted for the properties that will not meet the State's new sewage rules requiring a minimum of 12 inches between the surface of the ground and the first limiting layer of soil.

Following a review of the variations Dr. Miller made a motion to approve the distance from limiting layer requests for the properties located at:

- 9) Stringer – 6976 Edenton Pleasant Plain, Goshen Township (29-V-07)
  - 10) Hackney – 2301 Rolling Acres, Monroe Township (31-V-07)
  - 11) Henson – 6073 Manila Road, Stonelick Township (32-V-07)
  - 12) Rigsby – 6030 Newtonsville Road, Wayne Township (33-V-07)
- contingent on the homeowners' agreement to all terms and conditions specified by the Health District. The motion was seconded by Mr. Hamilton. The vote was all aye, motion carried.

**13. Isolation Distance Variance Request** – Ms. Lambert presented the variance request submitted for the property located at 1218 Schneider Estates, Monroe Township. The property owner requested approval to vary from the 10 ft. isolation distance requirement for a proposed pool and patio. The closest point of the patio will be 5 ft. 5 in. from the existing sandfilter system.

Following a review of the variance request, Mr. Hamilton made a motion to approve an isolation distance of 5 ft. 5 in. from the nearest edge of the proposed patio to the existing sandfilter sewage treatment system, with all soil between the proposed patio and the sandfilter remaining undisturbed, for the property located at 1218 Schneider Estates, Monroe Township (30-V-07), contingent on the owner's agreement to all terms and conditions stipulated by the Health District. The motion was seconded by Mr. Cadwallader. The vote was all aye, motion carried.

**14. Blanket Technical Variance For Sand** - Ms. Lambert requested the Board consider approving a blanket variance for the type of sand to be used in mound sewage treatment system installations. She noted that due to the wording used in the new sewage rules established by the Ohio Department of Health, there is no sand in the area that will meet the specifications in the rules. Ms. Lambert related that staff had discussed the issue with ODH and ODH indicated their intention was to be consistent with the original mound system research which would mean there are several options for sand in the area that would meet the intended specifications. A blanket variance would allow staff to apply this variance to all proposed mounds. Homeowners would not be charged for the variance

but it would be on record as applying to their septic system installation.

Following a discussion of the proposed variance, Mr. Cadwallader made a motion to approve granting a blanket variance (34-V-07) for the type of sand approved for use in the installation of mound sewage treatment systems. The motion was seconded by Dr. Miller. The vote was all aye, motion carried. (Attachment #2)

**15. Tabled Variance – 897 Barg Salt Run, Union Township -** Ms. Lambert reported that staff had visited the site and determined that a system for grey water could be designed that would be smaller than a normal sewage treatment system. However, the owner had not had enough time to compare costs, etc., in order to make a choice on what type of system they wanted to install. Ms. Lambert also related that the confusion over pending action to repeal the new sewage rules was also adding to the uncertainty of what the options may be available. She recommended the issue be tabled for 2 months.

Following consideration of the recommendation, Dr. Miller made a motion to table the variance request for 897 Barg Salt Run, Union Township, for 2 months. The motion was seconded by Mr. Cadwallader. The vote was all aye, motion carried.

### **New Business**

**1. Personnel Issues – a) Proposed Personnel Policy Revisions -** Ms. Lambert reported that in the information she had provide she had attempted to address the Board's concerns relating to the financial impact the proposed annual leave revisions would have on the Health District. She noted that although vacation time represents a cost to the Health District, it does not require additional funds. She also noted that any impact on fees would be very small. Ms. Lambert stated that she felt the proposed revisions to the annual leave would help the Health District retain good employees, both full time and part-time, which would benefit the entire staff.

In addition to the proposed revisions to annual leave, she briefly reviewed the information that had been provided on the proposed revisions involving establishing a cap on vacation and comp time accrual and eliminating comp time for part-time employees. She noted that other proposed revisions incorporated upcoming civil service changes.

Following a review and discussion of the proposed revisions, Dr. Miller made a motion to accept the revisions to the Health District Personnel Policy as proposed, effective July 1, 2007. The motion was seconded by Mr. Cadwallader. The vote was all aye, motion carried.

**2. 3<sup>rd</sup> reading of Proposed Resolution to Adopt Plumbing Regulation -** Ms. Lambert conducted the 3<sup>rd</sup> reading of the proposed resolution rescinding Regulations 4-97 and 9-98 and all subsequent amendments to those regulations and adopting a regulation establishing standards governing the installation, maintenance, testing and inspection of all plumbing; establishing a plumbing regulation and its enforcement as local regulation; adopting the Plumbing Code of the Ohio Basic Building Code by incorporation by reference; requiring a register of persons engaged in the plumbing

business; and requiring permits and the approval of plans and specifications for plumbing work in order to protect the public health and welfare and to prevent the contamination of water supplies and to provide for sanitary collection of wastes in the Clermont County General Health District.

**3. Resolution Adopting Plumbing Regulation** – Mr. Cadwallader made a motion to adopt Resolution 10-07 rescinding Regulations 4-97 and 9-98 and all subsequent amendments to those regulations and adopting Regulation 10-07 establishing standards governing the installation, maintenance, testing and inspection of all plumbing; establishing a plumbing regulation and its enforcement as local regulation; adopting the Plumbing Code of the Ohio Basic Building Code by incorporation by reference; requiring a register of persons engaged in the plumbing business; and requiring permits and the approval of plans and specifications for plumbing work in order to protect the public health and welfare and to prevent the contamination of water supplies and to provide for sanitary collection of wastes in the Clermont County General Health District, effective July 1, 2007. The motion was seconded by Dr. Miller. The vote was all aye, motion carried. (Attachment #3)

**4. 2<sup>nd</sup> Reading of Proposed Manufactured Home Installation Inspection Fees** - Ms. Lambert conducted the 2<sup>nd</sup> reading of the proposed resolution establishing manufactured home installation inspection fees. The Board discussed the impact the new ODH inspection requirements would have on manufactured home owners and parks. Ms. Lambert noted that the fees for the installation inspections being required by ODH will be the responsibility of the manufactured home owners, not the park owners. Parks may assume responsibility for any required modification of the foundation system although some parks require the tenants to address necessary changes.

**5. Service Agreement with Ohio Department of Mental Health for Vaccine Purchases** - Ms. Lambert noted that the contract which allows the Health District to obtain many of its vaccines for children and most of its flu vaccine from Ohio Department of Mental Health through the Ohio Department of Health at little or no charge was expiring on June 30, 2007. She requested the Board's approval to continue with this agreement.

Dr. Miller made a motion to approve entering into a two year agreement with the Ohio Department of Mental Health to obtain vaccines for Health District use. The motion was seconded by Mr. Cadwallader. The vote was all aye, motion carried. (Attachment #4)

**6. Contract for After Hours Communicable Disease Reporting** – Ms. Lambert reported that the current contract with the Cincinnati Health Department for after hours reporting of communicable disease would expire at the end of June, 2007. She noted that this is a requirement for emergency planning and the cost is paid entirely with grant funds. Ms. Lambert stated that this service provides one phone number for all doctors and hospitals to use for communicable disease reporting after office hours or on weekends. She requested the Board grant her approval to sign the contract to continue this coverage.

Dr. Miller made a motion to grant approval for the Health Commissioner to sign the renewal contract with the Cincinnati Health Department to continue coverage for after hours communicable disease reporting. The motion was seconded by Mr. Hamilton. The vote was all aye, motion

carried. (Attachment #5)

**7. Memorandum of Understanding with Family & Children First** – Ms. Lambert stated that each year the Health District provides a nominal amount of support to Clermont County Family and Children First to fund activities important to families that have no other means of paying. She requested the Board approve continuing the support to FCF.

Mr. Cadwallader made a motion to approve signing the Memorandum of Understanding with Family & Children First to continue the Health District's support in the amount of \$1,750. The motion was seconded by Mr. Hamilton. The vote was all aye, motion carried. (Attachment #6)

**8. Mental Health & Recovery Board Mini-Grant** - Ms. Lambert reported that after the May Board meeting an opportunity to submit a mini-grant request had come to the attention of the Health District. She noted that this was the same grant the Health District had received two years ago to support additional activities in the Pathways Program which provides support and resources for pregnant and parenting teens in an effort to keep them in school. Ms. Lambert related that due to the short time before the deadline, a grant submission had been made prior to tonight's meeting. She requested the Board formally approve the grant submittal in order for the Health District to accept the award if approved.

Dr. Miller made a motion to approve submittal of the grant application to the Mental Health and Recovery Board in the amount of \$1,300 to be used to support activities in the Pathways Program. The motion was seconded by Mr. Hamilton. The vote was all aye, motion carried.

**9. High Weeds Guidelines** - Ms. Lambert reported that as a result of additional input from the Prosecutor's Office the high weeds guidelines she had presented at the May meeting had been revised. She related that the due process dictated for the Board when addressing nuisances that are ignored resulted in a longer timeline than originally proposed. Ms. Lambert requested the Board approve the revised high weeds guidelines, noting that the process would be evaluated after a year to determine how well the new procedures are working.

Following a review of the revised high weeds guidelines, it was the consensus of the Board to proceed with the new enforcement procedures for vacant or uninhabited properties with valid high weeds complaints. (Attachment 6A)

**10. Immunization Clinics** - Ms. Lambert reported that as a result of assessing the utilization rates for the Health District's outstation immunization clinics, several changes have been proposed: 1) due to low usage, only 7 children seen since January 2006, the Washington Township clinic will be eliminated; 2) the Mt. Carmel clinic, an extremely popular clinic, will be increased from once every other month to once a month; 3) the Wayne Township clinic will be moved to the Jackson Township Hall to provide easier access and increased visibility; and 4) staff will be working to improve awareness in the Franklin Township area to increase utilization of the Felicity clinic. She noted that staff felt these changes will improve clinic utilization and reduce wasted staff time. Following a review of the proposal, it was the consensus of the Board for the staff to proceed with the immunization clinic changes as presented. Ms. Lambert will notify trustees in the effected areas of the clinic changes.

**11. Help Me Grow Contract Renewal** - Ms. Lambert requested the Board grant approval for her to sign the Help Me Grow renewal contract. She noted that the Help Me Grow program provides home visits to the families of newborns.

Mr. Cadwallader made a motion to grant approval to the Health Commissioner to sign the Help Me Grow contract renewal between the Health District and the Clermont County Board of Mental Retardation and Developmental Disabilities for the period of July, 2007 through June, 2008. The motion was seconded by Mr. Hamilton. The vote was all aye, motion carried. (Attachment #7)

**Blackwater Holding Tank Variance Extension Requests (#1 - 8)** - Ms. Nesbit reported that the homeowners requesting an extension to their blackwater holding tank variance requests, with the exception of #1( 2662 Freedom Trail) and #4 (3082 Sugartree), had signed in and their paperwork was in order. Ms. Lambert recommended the Board approve the renewal requests with the exception of #1 & #4.

- 1) ~~Bolmer – 2661 Freedom Trail, Jackson Township (3-V-07)~~
- 2) Brunk, 2238 Clermont Meadows, Monroe Township (142-V-06)
- 3) Dishion - 3082 Sugartree, Tate Township (25-V-04)
- 4) ~~Eaton & Diehl – 3310 Taylor Road, Wayne Township (8-V-06)~~
- 5) Fink – 16047 Colonial Drive, Williamsburg Township (54-V-06)
- 6) Pickelheimer – 3014 Sugartree Road, Tate Township ((7-V-07)
- 7) Piening, 3046 Bachelier Road, Pierce Township (143-V-06)
- 8)\*Callahan - 6897 Goshen Road, Goshen Township (31-V-03)

Dr. Miller made a motion to grant a 1 month extension for the blackwater holding tank renewals #1 through 8 with the exception of #1 & #4. The motion was seconded by Mr. Hamilton. The vote was all aye, motion carried. The homeowners will receive a letter indicating the terms and conditions of the variance renewals. Ms. Lambert related that she would ask Robert Wildey, Director of Water & Waste, to notify the installers with permits on the outstanding blackwater holding tanks that the Health District would be holding to the “open expired” rules for obtaining additional permits.

### **Approval of Minutes**

Mr. Hansbauer asked if there were any additions or corrections to the minutes of the May Board of Health Meeting. There were no additions or corrections.

Mr. Cadwallader made a motion to approve the minutes of the May 9, 2007, Board of Health meeting. The motion was seconded by Mr. Hamilton. The vote was all aye, motion carried.

**Payment of Bills** - Following a review of the bills listed on the summary sheet, Mr. Hamilton made a motion to pay the bills as presented. The motion was seconded by Mr. Cadwallader. The vote was all aye, motion carried. (Attachment #8)

**Advancement of Township & Village Monies** – Mr. Cadwallader made a motion to request an advancement of township & village monies in the amount of \$200,000. The motion was seconded

by Dr. Miller. The vote was all aye, motion carried. (Attachment #9)

**Additional Appropriation/Amended Certificate for Public Health Infrastructure Grant –**

Mr. Hamilton made a motion to approve the additional appropriation and amended certificate for the Public Health Infrastructure Grant in the amount of \$20,173. The motion was seconded by Mr. Cadwallader. The vote was all aye, motion carried. (Attachment #10)

**Additional Appropriation/Amended Certificate for WIC –** Mr. Hamilton made a motion to approve the additional appropriation and amended certificate for the WIC Grant in the amount of \$3,647. The motion was seconded by Dr. Miller. The vote was all aye, motion carried. (Attachment #11)

**OLD BUSINESS**

**1. Public Health Nuisances-** Ms. Lambert presented the addresses of the properties to be considered as public health nuisances.

Following a review of the files, Dr. Miller made a motion to declare the properties listed on Attachment #12 public health nuisances and if corrections are not made within the allotted time frame, to refer the cases to the Health District's legal counsel for appropriate action. The motion was seconded by Mr. Cadwallader. The vote was all aye, motion carried. (Attachment #12)

**2. Code Violations –** Mr. Hamilton made a motion to declare the properties listed on Attachment #13 in violation of code and if corrections are not made within the allotted time frame, to refer the cases to the Health District's legal counsel for appropriate action. The motion was seconded by Dr. Miller. The vote was all aye, motion carried. (Attachment #13)

**3. Update on Green Acres MHP –** Ms. Lambert related that Elizabeth Mason, Assistant Prosecuting Attorney, was working to finalize the Consent Decree, incorporating the revisions requested by the Board. The next court date is scheduled for June 22<sup>nd</sup>. She noted that there seemed to be some movement toward addressing the current compliance issues in the park.

**4. Update on Walnut Court MHP –** Ms. Lambert reported that as of Friday, June 1<sup>st</sup>, all outstanding issues were addressed and the park is considered to be substantial compliance.

**5. Sewage Rules Update –** Ms. Lambert reported that the new sewage rules were in the process of being rescinded. She noted that the Ohio Senate is suggesting a hybrid of the new law, keeping some of the new law but going back to old rules. Ms. Lambert stated that staff is advising people to wait, if they can, until action is finalized, in order to see exactly what the rules will be. She related that over the next 30 days, the Health District should have a better idea of exactly what will be happening with the sewage rules.

**Other Information -**

a) Ms. Lambert reported that the Health District is still receiving several smoking complaints but the number does not seem to be escalating. She noted that the enforcement procedures are very complicated.

b) Ms. Lambert shared a letter received by the Health District from a client of the Hearing Clinic expressing appreciation for the clinic and the Health District in general.

**ADJOURNMENT**

Dr. Miller made a motion to adjourn the meeting at 8:42 p.m. The motion was seconded by Mr. Cadwallader. The vote was all aye, motion carried.

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JAMES HANSBAUER, PRESIDENT

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CARLOS HAMILTON, V-PRESIDENT

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DR. WILLIAM MILLER

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ANDREW CRUM

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LARRY CADWALLADER

Respectfully Submitted

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