



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 February 9, 2022. 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.

Call to Order: Dr. Janet Rickabaugh, present Dr. Joseph Khan, present
 Andrew Crum, absent Dennis Brown, present
 Eric Heiser, present

Others present included Julianne Nesbit, Health Commissioner; Tim Kelly, Assistant Health Commissioner of Environmental Services; Maalini Vijayan, Assistance Health Commissioner of Community Health Services; Tara Jimison, Director of Nursing; Robert Wildey, Director of Water and Waste; Brian Williamson, Director of Environmental Health; Dr. James Kaya, Medical Director; Tyra Scherer, Epidemiologist; Katrina Stapleton, Fiscal Officer; Megan Young, Administrative Assistant, and others as listed on Attachment #1.

CONSENT AGENDA:

Ms. Nesbit stated a consent agenda was prepared for the Board and asked if any member wanted items moved to the non-consent agenda for further discussion and consideration. No members requested further discussion of items on the consent agenda. Ms. Nesbit recommended approval of the following items:

- 1. Approval of Board of Health Meeting Minutes for January 12, 2022** - Recommendation to approve the minutes from the January 12, 2022 Board of Health Meeting.
- 2. Approval of Satisfactions of Mortgages Relative to the Septic System Rehabilitation Financing Program** - Recommendation to execute Satisfactions of Mortgages, certifying that the terms of the mortgages and promissory notes they secured have been satisfied, and authorizing the Recorder to release the mortgages of record as they relate to the Septic System Rehabilitation Financing Program (Attachment #2 & #3)
 - a. Jessica Crawford- 3633 Weaver Rd Batavia 45103
 - b. Harold Dewayne Smith- 6999 Garrison Spurling Rd Pleasant Plain 45162
- 3. Black Water Holding Tank Extension Request** - Recommendation to approve extending the variance for a black water holding tank for an additional month.
 - a. Wolfson - 3976 Greenbriar, Batavia Township (38-V-21)
 - b. CCET, LLC - 880 Roundbottom Road, Union Township (44-V-21)
- 4. Approval to Apply for the OEPA Mosquito Control Grant FY22** - Recommendation to apply for OEPA Mosquito Control Grant FY22.
- 5. Accept Resignation of Megan Davish, Injury Prevention Coordinator** - Recommendation to accept the resignation of Megan Davish, Injury Prevention Coordinator, effective January 28th, 2022.
- 6. Accept Resignation of Summer Attinger, Temporary Contact Tracer/Vaccinator** - Recommendation to accept the resignation of Summer Attinger, Temporary Contact Tracer/Vaccinator effective February 23, 2022.

Mr. Brown made a motion to approve the consent agenda items #1 through #6. Dr. Khan seconded the motion. The vote was all ayes; motion carried.

NON-CONSENT AGENDA:

Variations:

Connect a New Home to an Existing HSTS - 1388 Frank Willis Memorial Rd, Ohio Township (2-V-22) - Ms. Nesbit reported Daniel Wajkiewicz requested approval to connect a new three-bedroom home to the existing leach line septic system at 1388 Frank Willis Memorial Rd, Ohio Township (2-V-22). While there was no history of the system failing, staff recommended disapproval due to the system being undersized.

Mr. Wajkiewicz explained the current house was five bedrooms and now it will be a three-bedroom home. There have been no known issues with the system, and Mr. Wajkiewicz doesn't believe there will be an issue with downsizing. The previous owner had the lines jetted and the distribution box rebuilt prior to the sale. Ms. Nesbit noted there was room on the property for a replacement system should the existing system fail.

Dr. Khan made a motion to approve the request to connect a new three-bedroom home to the existing leach line septic system at 1388 Frank Willis Memorial Rd, Ohio Township (2-V-22). Mr. Heiser seconded the motion. The vote was all ayes, motion carried. (Attachment #4)

New Black Water Holding Tank - 3532 Taylor Rd, Jackson Township (3-V-21) - Ms. Nesbit reported Bradley and Debra Gibson requested a variance to install a black water holding tank at 3532 Taylor Rd, Jackson Township (3-V-21). Ms. Nesbit informed the Board all the paperwork was in order; staff recommended approval contingent on the tank passing a watertight test.

Mr. Brown made a motion to approve the variance request to install a black water holding tank at 3532 Taylor Rd, Jackson Township (3-V-21). Dr. Khan seconded the motion. The vote was all ayes, motion carried. (Attachment #5)

PUBLIC COMMENT:

No members of the public were present to offer comments.

Approval of 2023 Budget - Ms. Nesbit asked Ms. Stapleton to present the 2023 Budget. Ms. Stapleton stated the proposed 2023 budget represented a 9% decrease from 2022's appropriations due to an anticipated reduction in COVID-19 spending. She indicated the Health Fund saw no change from the townships, villages, and City of Milford contributions. A 19% decrease in the Environmental Health Fund was proposed, which had COVID-19 grant expenses throughout 2021. The Food Fund fees dropped significantly due to staff time being focused on the COVID response. Ms. Nesbit added that the Food Funds should have seen a decrease in revenue; however, ODH planned to reimburse local health Districts for any shortfall in revenue. Ms. Stapleton was anticipating similar fees based on response time for 2021; therefore, she proposed flatlining this fund. The Private Water fund is a small fund, so while she proposed an 8% decrease to this fund, it was only a \$700 difference. Ms. Stapleton was hoping to return to routine nursing services in 2022 but it was still unknown when that would happen. She noted there was currently no change in the Preventive Fund but she hoped to see an increase on the final appropriations budget. The 2022 adopted Sewage Fund budget included estimated resources from a collections push. Properties had not been sent to collections since 2018 due to the implementations of Energov then COVID. Ms. Stapleton proposed a 24% decrease from 2022 since there likely will be such a large revenue boost from outstanding accounts. Overall, the proposed 2023 budget represents a 9% decrease from what

was appropriated for 2022. Ms. Stapleton included a 3.5% raise pool. No change in healthcare costs was budgeted as there had been no change for the last several years. Ms. Stapleton added the budget reflected a 4% decrease in salaries, a 6% increase in benefits, and a 37% decrease in other expenses. Ms. Nesbit requested the Boards approval of the proposed 2023 budget.

Mr. Heiser made a motion to approve the proposed 2023 budget. Dr. Khan seconded the motion. The vote was all ayes; motion carried. (Attachment #6)

Approval and Payment of Bills - Ms. Nesbit presented the Health District's bills for consideration. Following the Board's review and discussion, Dr. Khan made a motion to pay the bills as presented. Mr. Brown seconded the motion. The vote was all ayes; motion carried. (Attachment #7)

Adoption of Resolution 03-22 Declaring Properties Public Health Nuisances - Ms. Nesbit presented the addresses of seven properties to be considered public health nuisances as stated on Attachments A and B of Resolution 03-22 declaring public health nuisances and ordering abatement of nuisances at the identified properties.

Andrew Stobes was present and attested to the condition and severity of the nuisance at 2359 Rolling Acres Drive. Following a review and discussion, Mr. Heiser made a motion to adopt Resolution 03-22 declaring the properties listed on Attachments A and B public health nuisances, to declare the resolution an emergency order, and 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. Dr. Khan seconded the motion. The vote was all ayes; motion carried. (Attachment #8)

DISCUSSION ITEMS:

2021 Annual Report – Ms. Nesbit presented the 2021 Annual Report which was prepared by Keith Robinson, Communications Coordinator. She noted once again, the main focus for the year was on COVID-19 and emergency response. The report would be sent out to District Advisory Council members and was available on the agency's website. (Attachment #9)

Vehicle Expenses - Ms. Nesbit asked Ms. Stapleton to present the vehicle expenses. Ms. Stapleton compiled a multi-year analysis of the fleet costs. She noted that 2018 was not included because the agency transitioned to Enterprise Fleet Management and expenses were skewed. The 2021 expenses were slightly off with the addition of two cargo vans that were on loan from the County Commissioners to aid in the COVID response. Overall, the cost per vehicle had gone down 4% since moving to Enterprise. A 26% decrease in insurance costs was realized due to enhanced safety features on the newer vehicles and there was a 44% decrease in routine maintenance costs. There had been a 19% increase in fuel costs per vehicle since 2017. Ms. Stapleton noted staff was pleased with the flexibility and efficiency of the maintenance and fuel programs. She noted one cost not captured was the savings in staff time. (Attachment #10)

Southwest Ohio Air Quality Report for 2021 - Ms. Nesbit stated the Southwest Ohio Air Quality Report for 2021 was received. Nine Notices of Violation (NOVs) were issued for Clermont County, six for open burning, and three for late reports. (Attachment #11)

Board Member Term Expiring – Mr. Brown's term was to expire in March 2022. He indicated his willingness to serve another term on the Board of Health, if appointed. The District Advisory Council meeting was scheduled for Thursday, March 17, 2022. The meeting would be in person in the Engineer's Conference Room.

HCFR Contract- Ms. Nesbit explained Steve Parker owner of HCFR was currently hospitalized which left Fayette, Clinton, and Highland counties unable to conduct commercial plumbing plan reviews and issue permits. Ms. Nesbit indicated her willingness to help provide a short-term solution but did not want to take on the task permanently without discussing it further with inspection staff. She noted that any temporary agreements or contact amendments would be presented to the Board for ratification.

BOARD OF HEALTH EDUCATION:

COVID-19 Presentation- At 7:05 PM, Ms. Scherer gave a presentation on the history and current status of the COVID-19 response in Clermont County. The discussion concluded at 7:39 PM.

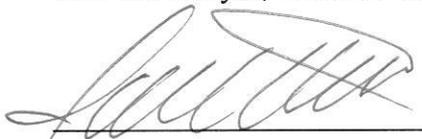
EXECUTIVE SESSION:

At 7:40 PM, Dr. Khan made a motion to enter executive session to discuss the Health Commissioner's performance evaluation and contract negotiations. Mr. Heiser seconded the motion. The vote upon roll was Dr. Rickabaugh, aye; Mr. Heiser, aye; Dr. Khan, aye; and Mr. Brown, aye; motion carried.

At 8:41 PM, Dr. Khan made a motion to come out of executive session Mr. Heiser seconded the motion. The vote upon roll was Dr. Rickabaugh, aye; Mr. Heiser, aye; Dr. Khan, aye; and Mr. Brown, aye; motion carried.

ADJOURNMENT:

Dr. Khan made a motion to adjourn the meeting at 8:42 PM. Mr. Heiser seconded the motion. The vote was all ayes; motion carried.


SECRETARY


RESPECTFULLY SUBMITTED