



Clermont County Public Health

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AMENDED

Clermont County General Health District Board of Health Meeting

The Clermont County Board of Health held its monthly meeting on August 9, 2023. President Janet Rickabaugh called the meeting to order at 3:30 p.m. 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, present Dennis Brown, present
 Steve Meadors, present

Others present included Dr. James Kaya, Medical Director; Julianne Nesbit, Health Commissioner; Tim Kelly, Assistant Health Commissioner of Environmental Health Services; Maalini Vijayan, Assistant Health Commissioner of Community Health Services; Brian Williamson, Director of Environmental Health; Amanda Myers, Operations Manager; Tara Jimison, Director of Nursing; Jessica Johnson, 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 July 12, 2023-** Recommendation to approve the minutes from the July 12, 2023 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
 - a. Daniel O'Connor, Jr. - 2883 Mt. Pisgah Rd., New Richmond, OH 45157 (Attachment #2)
 - b. Michael E. and Dorothy Anne Cook - 6280 Marathon-Edenton Rd., Blanchester, OH 45107 (Attachment #3)
- 3. Black Water Holding Tank Variance Extension Requests -** Recommendation to approve extending the variances for black water holding tanks for an additional month.
 - a. CCET, LLC- 880 Roundbottom Road, Union Township (44-V-21)
- 4. Approval of Contract with the Clermont County Sheriff's Office for Delivery of Delinquent Notices-** Recommendation to approve the contract with the Clermont County Sheriff's Office for the delivery of delinquent notices. (Attachment #4)
- 5. Approval to Appoint Morgan Calahan as an Epidemiologist in the Nursing Division -** Recommendation to appoint Morgan Calahan as an Epidemiologist in the Nursing Division

contingent upon meeting all pre-employment requirements at the salary indicated on the attached salary sheet. (Attachment #5)

6. **Approval to Appoint Martin Clock as a Water Quality Technician 1 in the Water and Waste Division** – Recommendation to appoint Martin Clock as a Water Quality Technician in the Water and Waste Division contingent upon meeting all pre-employment requirements at the salary indicated on the attached salary sheet. (Attachment #6)
7. **Accept Resignation of Emma Rademacher, Part-Time Office Specialist 1** – Recommendation to accept the resignation of Emma Rademacher, Part-Time Office Specialist 1, effective August 4, 2023.
8. **Accept Resignation of Danielle Dunkman, Registered Environmental Health Specialist-In-Training** - Recommendation to accept the resignation of Danielle Dunkman, Registered Environmental Health Specialist in training in the Environmental Health Division, effective August 18, 2023.
9. **Approval to Promote Thomas Racke to Director of Plumbing in the Plumbing Division** - Recommendation to promote Thomas Racke from Plumbing Inspector 2 to Director of Plumbing at the salary indicated on the attached salary sheet. (Attachment #7)
10. **Approval of Modification Agreement with Auditor of State Keith Faber and Charles E. Harris & Associates, Inc.** – Recommendation to approve a Modification Agreement with Auditor of State Keith Faber and Charles E. Harris & Associates, Inc. changing the due date of IPA Report to August 2, 2023. (Attachment #8)

Mr. Brown made a motion to approve consent agenda items #1 through #10. Dr. Khan seconded the motion. The vote was all ayes, motion carried.

NON-CONSENT AGENDA:

Variances:

Isolation Distance at 2815 Pond Run Rd., Pierce Township (30-V-23) – Ms. Nesbit stated the property owners, Andy and Ashley Hearn, are requesting an isolation distance variance at 2815 Pond Run Rd., Pierce Township (30-V-23). Ms. Nesbit stated the system was an Advance Treatment Leach Field type system. She further stated one of the reserve areas was destroyed during the construction of the driveway. Because of this, the driveway was pushed too close to the soil absorption area. The driveway is located between two and six feet away along the length of the soil absorption area. Staff recommended disapproval.

The property owners were not present.

Environmental Health Specialist, David Dumford, was asked to join the meeting to explain exactly where the driveway was located. After showing the Board where the driveway was located on the site plan, he stated the underground soil absorption area could easily be infringed upon with the current location. He further stated the system was not yet installed, but the area was marked where the system would be installed before the driveway was installed. He stated there was room on the property for a replacement system if the proposed location was destroyed. After some discussion, it was determined barriers could not be put in place to protect the system with the current driveway location.

Mr. Crum made a motion to deny the isolation distance variance request at 2815 Pond Run Rd., Pierce Township (30-V-23). Mr. Meadors seconded the motion. The vote was all ayes, motion carried. (Attachment #9)

Connect a Room Addition to an Existing Household Sewage Treatment System at 5451 Carterway Dr., Miami Township (31-V-23) – Ms. Nesbit stated the property owner, John Casey, is requesting a variance to connect a room addition to an existing household sewage treatment system at 5451 Carterway Dr., Miami Township (31-V-23). The existing septic system consists of a tank followed by one leach line measuring 89 linear feet. Risers for the inlet and outlet openings have been installed on the septic tank. No baffles are present in the septic tank. There is also a pipe exiting out of the end of the leach line, which is believed to be an overflow pipe. The system failed in 2016. At that time, an application for remediation was submitted to Clermont County Public Health by the previous homeowners. No action was taken on the application, and the home became vacant. It is uncertain if the system will continue to operate in a satisfactory manner. Due to the system being older, undersized, not meeting current standards, and also due to no action being taken on the previous application for remediation submitted to Clermont County Public Health, staff recommended disapproval.

Jessica Casey was present at the meeting. She indicated they had recently purchased the property, which had been vacant for the past five years. The property consists of a little over one acre. She and her husband are using a renovation loan to complete an office and a second bathroom in the basement. Ms. Nesbit advised Ms. Casey since the office included a closet, the space was technically considered to be a bedroom. This would make the home a three-bedroom home upon completion.

Ms. Casey stated she has two disabled children, and she and her husband would use the second bathroom because the first bathroom housed a considerable amount of medical equipment necessary for the children. She explained the renovation loan is broken down, earmarked for particular projects, and cannot be used for other purposes. Any additional issues that arose would be paid out-of-pocket. She stated they have 30 days for the construction to be finished as a condition for receiving the loan.

Mr. Crum asked the homeowner if there was an outside door in the basement area. The homeowner stated there was a door that exits to the outside from the adjacent living room area in the basement.

Mr. Crum asked Ms. Nesbit when the next inspection was due. Ms. Nesbit stated the property was on a 38-month rotation.

Ms. Nesbit reiterated a remediation application was previously submitted, but no action was taken.

Mr. Crum asked Ms. Casey if she had been made aware of the septic tank malfunction. Ms. Casey stated she did not know about the septic tank malfunction and also stated there were many other things wrong with the home she was unaware of at the time of purchase. She further stated if they knew there was a possibility of not being able to install a second bathroom, they would not have purchased the property. She stated no additional water would be used by having the second bathroom.

Ms. Nesbit explained to the homeowner that even without a second bathroom, the existing septic system could fail due to its current condition.

The homeowner asked why the variance could not be approved if no additional water was being used. Mr. Crum explained the problem lies with the system being in a state of failure prior to the variance being requested.

Environmental Health Specialists, David Dumford and Rachel Moore, were asked to join the meeting to answer any questions the Board Members had and to clarify issues about the property. When

asked for options regarding repair or replacement of the existing system, Mr. Dumford explained leach lines are not usually added to systems unless soil conditions are good. He further explained most soil conditions in Clermont County would not support adding leach lines. Mr. Dumford explained the possibilities for replacement systems included a Millennium Moundor possibly a discharging type system. He stated an Aerobic Bacteria Generator (ABG) unit might also be a possible option for remediation of the failed septic system.

Mr. Meadors indicated since the home has been vacant for five years, the system would not necessarily show signs of failure.

Mr. Crum explained if the variance is approved and the system fails, the homeowners will spend a significant amount of money to fix the problem. Ms. Casey indicated they may be able to obtain another loan in the future to fix any septic problems.

The homeowner was advised about grant funds, which are typically available each year to a limited number of income-eligible Clermont County homeowners with failing systems. Ms. Casey indicated she would be interested in applying for these funds, and she was advised the paperwork would be sent to her to start the process.

At this point, the presence of an overflow pipe was discussed. The Board indicated if they approved the variance, the overflow pipe would need to be capped. Mr. Dumford explained this process and agreed to send the instructions regarding capping the pipe to the homeowner.

The Board also advised the homeowner if the variance was approved, water conservation measures should be taken.

Mr. Crum made a motion to approve the variance request to connect a room addition to an existing household sewage treatment system at 5451 Carterway Dr., Miami Township (31-V-23), with the following contingencies: 1) if the system should fail, it would need to be repaired or replaced, 2) the overflow pipe would need to be capped, and 3) the homeowner would start the application process for any county available grant funding for septic rehabilitation. Mr. Brown seconded the motion. The vote was all ayes, motion carried. (Attachment #10)

Connect a New Home to an Existing Household Sewage Treatment System at 2851 Ireton Trees Rd., Washington Township (32-V-23) – Ms. Nesbit stated the homeowners, Evelyn and Brandon Piatt, are requesting a variance to connect a new home to an existing household sewage treatment system at 2851 Ireton Trees Rd., Washington Township (32-V-23). The existing system consists of a buried septic tank followed by six gravel-less leach lines approximately 100 feet each in length. There is a gradient/curtain drain surrounding the leach lines. A new three-bedroom home is replacing the existing three-bedroom home; however, the existing system was initially designed for a two-bedroom house. There was no visible evidence of malfunction at the time of the site visit. Due to the system being older and initially designed for a two-bedroom house, staff recommended disapproval.

The homeowners were present and indicated they have lived in the current home for eight years and have had no issues with the septic system. They have the tank pumped regularly. They further indicated a family member had owned the property since the 1980s, and the current home has been on the property since the early 1990s when the previous home burned down.

Mr. Brown made a motion to approve the variance to connect a new home to an existing household sewage treatment system at 2851 Ireton Trees Rd., Washington Township (32-V-23). Dr. Khan seconded the motion. The vote was all ayes, motion carried. (Attachment #11)

PUBLIC COMMENT:

No members of the public offered any comments at this point in the meeting.

Approval of 2022 Fiscal Year Audit Report and Waive the Exit Interview – Ms. Nesbit indicated the recent audit showed no findings. A copy of the Management Letter was provided to the Board. She also offered the Board a copy of the full report upon request and asked the Board to approve the report and waive the exit interview.

Mr. Crum made a motion to approve the 2022 Fiscal Year Audit Report and Waive the Exit Interview. Dr. Khan seconded the motion. The vote was all ayes, motion carried. (Attachments #12, #13, and #14)

Approval of Medical Director's Contract – Ms. Nesbit presented Dr. Kaya's contract for Medical Director beginning September 1, 2023 and ending on August 31, 2024. Both the Prosecutor and Dr. Kaya have reviewed and agreed to the terms of the contract as presented to the Board.

Mr. Brown made a motion to approve the Medical Director's Contract as presented. Mr. Meadors seconded the motion. The vote was all ayes, motion carried. (Attachment #15)

Approval to Temporarily Change Claudia Kadon, from a Full-Time to a Part-Time Registered Environmental Health Specialist 1, in the Environmental Health Division – Ms. Nesbit explained Claudia Kadon, Registered Environmental Health Specialist 1 in the Environmental Health Division, has requested to temporarily change her hours from full-time to part-time starting August 21, 2023 through December 15, 2023. She stated Claudia has been working on her Master of Public Health through IUPUI with a concentration in Environmental Health. Unfortunately, she was notified the school would be discontinuing her concentration. This leaves her with the option to switch concentrations and incur additional tuition costs and time to complete her degree or take a full course load this fall semester and complete her program. She indicated Claudia would like to complete her program, and the circumstances are leaving her in a situation where she must go part-time or resign from the agency. Given the short period, Ms. Nesbit and Brian Williamson, Director of Environmental Health, would like to accommodate her. They feel losing her part-time for four months is less time lost than finding another candidate and training them. Ms. Nesbit indicated the organization chart does not need to be changed since this is a temporary change with an end date. Claudia anticipates being able to work 20 hours per week, but there may be times when she could work additional hours depending on coursework.

Mr. Crum made a motion to approve to temporarily change Claudia Kadon, from a full-time to a part-time Registered Environmental Health Specialist 1 in the Environmental Health Division starting August 21, 2023 through December 15, 2023. Dr. Khan seconded the motion. The vote was all ayes, motion carried.

Approval of Additional Appropriations in Fund 7320 (Tuberculosis Fund) - Ms. Nesbit stated CCPH provides services under the Tuberculosis Fund (7320) on behalf of the county. At this time, it has been determined expenditures will exceed the appropriations, and Ms. Nesbit requested \$2,500 for salaries to cover the deficit.

Mr. Brown made a motion to approve additional appropriations in Fund 7320 (Tuberculosis). Mr. Crum seconded the motion. The vote was all ayes, motion carried (Attachment #16)

Approval and Payment of Bills – Ms. Nesbit presented the Health District's bills for consideration. Following the Board's review and discussion, Mr. Crum made a motion to pay the bills as presented. Dr. Khan seconded the motion. The vote was all ayes, motion carried. (Attachment #17)

Discussion

Operation Permit Tax Lien Project – Amanda Myers, Operations Manager, presented an overview of the ongoing Operation Permit Tax Lien Project. This recently launched project is an attempt to collect outstanding operation permit fees which are at least 90 days old with a balance of \$84.00 or more. This project has been put on hold for several years due to various factors. At the time of the meeting, \$61,547.20 had been collected in outstanding fees. Another \$75,316.00 is being placed as tax liens for customers who have not paid. Approximately one percent of the outstanding fees have been disputed and turned over to the Clermont County Prosecutor's Office for further legal action. The Clermont County Sheriff's Office will soon deliver notices on 263 properties with outstanding accounts wherein the mail was returned or the certified mail was rejected. (Attachment #18)

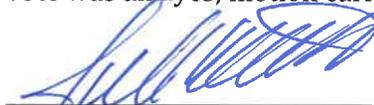
Public Health Accreditation Board Reaccreditation Update – Mr. Kelly indicated on July 24, 2023, the documentation for reaccreditation was submitted to the Public Health Accreditation Board (PHAB). The next steps in the reaccreditation process are for PHAB to assign an Accreditation Specialist to be a liaison through the phase, review the submitted documentation, and submit a request for additional documentation. Once any requested documentation is submitted to PHAB, a virtual site visit will be scheduled and completed.

Mental Health and Recovery Board FY2024 Mini-Grant Awards – Ms. Nesbit informed the Board CCPH had been awarded two mini-grants, which were applied for to provide xylazine test strips and wound care kits through the Harm Reduction Program.

Family and Children First Council Presentation – Gretchen Behimer, Family and Children First (FCFC) Program Director, spoke to the Board about several programs offered through her program, such as Wraparound, OhioRISE, early intervention services, and suicide prevention programs. She indicated the overall goal of the programs involves working to touch youth early to prevent more needs at higher ages in the future.

ADJOURNMENT:

Dr. Khan made a motion to adjourn the meeting at 5:27 p.m. Mr. Brown seconded the motion. The vote was all ayes; motion carried.



SECRETARY



RESPECTFULLY SUBMITTED