



Clermont County Public Health

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Clermont County General Health District Board of Health Meeting

The Clermont County Board of Health held its monthly meeting on June 12, 2024. President Dennis Brown called the meeting to order at 3:30 p.m. Mr. Brown led the Board Members and guests in the Pledge of Allegiance.

Call to Order: Dennis Brown, present Dr. Joseph Khan, present
Dr. Janet Rickabaugh, present Andrew Crum, 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; Maalinii Vijayan, Assistant Health Commissioner of Community Services; Brian Williamson, Director of Environmental Health; Tara Jimison, Director of Nursing; Jessica Johnson, Administrative Assistant; Morgan Calahan, Epidemiologist; Keith Robinson, Communications Coordinator; Mia Kraemer, Communications Intern; 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 May 8, 2024** - Recommendation to approve the minutes from the May 8, 2024 Board of Health Meeting.
2. **Approval of Satisfaction of Mortgage Relative to the Septic System Rehabilitation Financing Program**- Recommendation to execute Satisfaction of Mortgage, certifying that the terms of the mortgage and promissory note it secured have been satisfied, and authorizing the Recorder to release the mortgage of record as it relates to the Septic System Rehabilitation Financing Program
 - a. Thomas W. and M. Lynn Segrist – 2512 St. Rt. 133, Bethel, OH 45106 (Attachment #2)
3. **Variances Black Water Holding Tank Extension Requests** - Recommendation to approve extending the variances for black water holding tanks for an additional month.
 - a. Ha - 4135 Clough Lane, Union Township (7-V-24)
 - b. Brock – 1911 US 50, Stonelick Township (18-V-24)
4. **Approval of Request for Advancement of All Available Township and Village Monies**- Recommendation to approve the request for the advancement of all available township and village monies. (Attachment #3)
5. **Approval of the Clermont County Family and Children First Memorandum of Understanding**- Recommendation to approve the Health Commissioner signing a memorandum of understanding with Clermont County Family and Children First for \$3,000 in support effective July 1, 2024, to June 30, 2025. (Attachment #4)

6. Approval of Memorandum of Understanding with Caracole, Inc. for HIV and Hepatitis C Services – Recommendation to approve the Memorandum of Understanding with Caracole, Inc. for HIV and Hepatitis C. (Attachment #5)

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

NON-CONSENT AGENDA:

Variances:

Connect a New Home to an Existing Household Sewage Treatment System at 6018 State Route 727, Wayne Township (23-V-24) – Ms. Nesbit stated the property owners, Ricky and Joyce Pierce, are requesting a variance to connect a new home to an existing household sewage treatment system at 6018 State Route 727, Wayne Township (23-V-24). This leach line system consists of eight gravel-less leach lines 100 feet long and has passed all inspections. The new home will be a three-bedroom home connecting to a two-bedroom septic system in the same spot as the existing home. A gradient drain surrounds the entire existing septic system. Staff recommended approval.

The property owner, Ricky Pierce, was present.

Dr. Khan made a motion to approve the variance to connect a new home to an existing household sewage treatment system at 6018 State Route 727, Wayne Township (23-V-24). Dr. Rickabaugh seconded the motion. The vote was all ayes; motion carried. (Attachment #6)

Connect a New Home to an Existing Household Sewage Treatment System at 7215 Roberts Lane, Goshen Township (24-V-24) – Ms. Nesbit stated the property owner, Arlene Schwan, is requesting a variance to connect a new home to an existing household sewage treatment system at 7215 Roberts Lane, Goshen Township (24-V-24). The current home is a two-bedroom home, and the proposed home is also a two-bedroom home. Ms. Nesbit stated this is a leach line system. The system inspection history states the system passed all inspections from 2009 to 2016 but failed in 2019 due to sewage seeping to the surface in the backyard at the property line. The violation was corrected that same year and the system passed in 2022. Staff recommended disapproval due to the system being undersized and not up to current standards.

Richard Larkin, the son-in-law of the property owner, was present. He stated the reason the system previously failed was due to trees destroying the distribution box. The area where the box was installed was leveled, and the existing box was replaced. Since doing these things, there have been no issues with the system. Mr. Larkin's mother-in-law will be the only person living in the home.

Mr. Crum made a motion to approve the variance to connect a new home to an existing household sewage treatment system at 7215 Roberts Lane, Goshen Township (24-V-24). Dr. Khan seconded the motion. The vote was all ayes; motion carried. (Attachment #7)

Isolation Distance at 2561 Woodville Pike, Goshen Township (26-V-24) – Ms. Nesbit stated the property owners, Karl and Bertha Bumbarger, are requesting an isolation distance variance at 2561 Woodville Pike, Goshen Township (26-V-24). The current system is a leach line system and is being replaced with a NPDES discharging system. The system inspection history indicated a plumbing/laundry wastewater discharge observed in 2019, which was noted to be corrected upon inspection one month later. In 2022, sewage was observed overflowing out of the top of the septic

tank. This violation was noted to be corrected upon inspection five months later. Currently, the septic system is malfunctioning, with sewage wastewater noted to be pooling on the surface of the ground. The owner is in the process of installing a replacement NPDES discharging system on the property. The discharge pipe for the replacement septic system needs to be installed from the outlet side of the treatment unit tank to the front road ditch on the west side of the house between the house and the property line. The discharge pipe will be located five feet six inches from the southwest corner of the house and five feet six inches from the property line at that location, thus the request for an isolation distance variance. Staff recommended approval.

The property owners were not present.

Mr. Meadors made a motion to approve the isolation distance variance at 2561 Woodville Pike, Goshen Township (26-V-24). Dr. Rickabaugh seconded the motion. The vote was all ayes; motion carried. (Attachment #8)

Isolation Distance at 4276 St. Rt. 276, Williamsburg Township (29-V-24) – Ms. Nesbit stated the property owner, Matt Risley, is requesting an isolation distance variance at 4276 St. Rt. 276, Williamsburg Township (29-V-24). The system is a sand filter system that has passed all inspections from 2003 to 2024. The isolation distance variance is necessary because a proposed new deck is five feet from the edge of the septic tank. Staff recommended approval.

The property owner was not present.

Dr. Rickabaugh made a motion to approve the isolation distance variance at 4276 St. Rt. 276, Williamsburg Township (29-V-24). Dr. Khan seconded the motion. The vote was all ayes; motion carried. (Attachment #9)

Isolation Distance at 2310 St. Rt. 28, Goshen Township (27-V-24) – Ms. Nesbit stated the property owner, Jim Diebold, is requesting an isolation distance variance at 2310 St. Rt. 28, Goshen Township (27-V-24). Ms. Nesbit stated this was a pretreatment to a sand mound. The system is being replaced, and the gradient drain for the mound will be six feet from the property line. Staff recommended approval with the condition the installer be mindful they do not run their equipment onto the neighboring property unless they have permission from the owners.

The homeowner was not present.

Mr. Crum made a motion to approve the isolation distance variance at 2310 St. Rt. 28, Goshen Township (27-V-24). Mr. Meadors seconded the motion. The vote was all ayes; motion carried. (Attachment #10)

Connect a Room Addition to an Existing Household Sewage Treatment System at 5849 St. Rt. 132, Stonelick Township (25-V-24) – Ms. Nesbit stated the property owner, Jonathan Smith Investment Properties, is requesting a variance to add a third bedroom to the existing two-bedroom home at 5849 St. Rt. 132, Stonelick Township (25-V-24). The leach bed system has a history of failed inspections from 2008 to 2021. At the time of inspection, the leach bed was dry due to the house being vacant. A possible discharge pipe was found at the end of the leach bed. Staff recommended disapproval due to the proposed room addition changing the footprint of the home from a two-bedroom to a three-bedroom home.

The property owner, Jonathan Smith, was present and stated the home was actually a four-bedroom home, with two bedrooms upstairs and two bedrooms downstairs, and he would be turning it into a three-bedroom home.

Ms. Nesbit asked Mr. Smith if he planned on living in the home. He indicated he would be selling the home.

Mr. Meadors asked how big the lot size was and what type of system could be installed if the current system needed replacing. He also asked if the rear part of the lot was wooded.

Ms. Nesbit stated the lot was 0.74 acres.

Due to the absence of Robert Wildey, the Director of Water and Waste, Ms. Nesbit asked Registered Environmental Health Sanitarian Rachel Moore to join the meeting to answer questions based on her inspection of the property. Ms. Moore explained the lot was long and narrow, and the rear part was wooded. She further indicated if the current system needed to be replaced, a discharging system would need to be installed.

Mr. Crum asked Mr. Smith if the property was already for sale. Mr. Smith indicated it was not currently for sale.

Dr. Rickabaugh asked Mr. Smith if the home was failing when it was a four-bedroom. Mr. Smith stated the system was failing when it was a four-bedroom home.

Mr. Meadors asked Mr. Smith when he purchased the property. Mr. Smith stated he purchased the property two months ago.

Mr. Crum stated since there would be no way to convey the information regarding the current system to any new owners, he moved to deny the variance to connect a room addition to an existing household sewage treatment system at 5849 St. Rt. 132, Stonelick Township (25-V-24). Mr. Meadors seconded the motion. The vote was all ayes; motion carried. (Attachment #11)

Black Water Holding Tank at 4281 Moore-Marathon Rd., Jackson Township (28-V-24) – Ms. Nesbit stated the property owners, Larry and Angela McKinzie, are requesting a variance to install a black water holding tank at 4281 Moore-Marathon Rd., Jackson Township (28-V-24). Ms. Nesbit informed the Board the property is too wet to install the mound system, and all required paperwork had been received and is in order. Staff recommended approval contingent on the tanks being installed and passing all black water holding tank inspections.

The property owner, Larry McKinzie, was present and indicated he understood all requirements.

Dr. Khan made a motion to approve the variance request to install a black water holding tank at 4281 Moore-Marathon Rd., Jackson Township (28-V-24). Mr. Crum seconded the motion. The vote was all ayes; motion carried. (Attachment #12)

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

Approval of Personnel Policy Section 04.06 – Reimbursement of Expenses – Ms. Nesbit explained some minor updates to Personnel Policy Section 04.06 – Reimbursement of Expenses are necessary to clarify some wording in the policy. The only modification to the policy is changing the

reimbursement rate for meals to a per-day rate versus a per-meal rate. The goal of the edits to the policy is to make it easier to understand and implement for both staff and administration.

Mr. Crum made a motion to approve Personnel Policy Section 04.06 – Reimbursement of Expenses. Dr. Rickabaugh seconded the motion. The vote was all ayes; motion carried. (Attachment #13)

Approval of Personnel Policy Section 04.08 – Public Health Emergency Response (PHER) – Ms. Nesbit stated that during prior public health emergencies, such as H1N1 and COVID-19, the Public Health Emergency Response (PHER) policy has been implemented. Moving towards the Public Health Accreditation Board (PHAB) 2022 standards for reaccreditation for the next cycle, it needs to be ensured the policy meets all the requirements in measure 2.2.3.A. Therefore, the policy has been updated, with the major difference being the updated policy will remain in the Personnel Policy Manual and be activated and deactivated instead of approved and rescinded.

Dr. Khan made a motion to approve Personnel Policy Section 04.08 – Public Health Emergency Response (PHER). Mr. Crum seconded the motion. The vote was all ayes; motion carried. (Attachment #14)

Adoption of Resolution 13-24 Abolishing the Contact Tracer Coordinator Position from the Health District Table of Organization – Ms. Nesbit explained that based on current workloads and ongoing grant requirements, the last Contact Tracer Coordinator position for the agency's table of organization needs to be abolished. She further stated while the Enhanced Operations grant was continued through December 31, 2025, the focus has shifted, and staff feel the workload is manageable without the additional position created during the COVID-19 response. The position would be abolished on July 20, 2024. A staff person has been in that position and has picked up some work in the Children with Medical Handicaps program during staffing shortages as time has allowed. The staff person's last day of work would be July 19, 2024. Mr. Nesbit asked the Board to adopt a resolution abolishing the Contact Tracer Coordinator position from the Health District Table of Organization, update the Table accordingly, and authorize the Health Commissioner to take all further steps necessary to comply with any requirement, statute, or regulation with respect to position abolishment and layoffs and all required notifications.

Mr. Crum made a motion to adopt Resolution 13-24 Abolishing the Contact Tracer Coordinator Position from the Health District Table of Organization. Dr. Khan seconded the motion. The vote upon roll call was as follows: Mr. Crum, aye; Dr. Khan, aye; Mr. Meadors, aye; Dr. Rickabaugh, aye; Mr. Brown, aye; motion carried. (Attachment #15)

Approval to Create a New Water Quality Technician Position and Update the Table of Organization – Ms. Nesbit explained when the Quality Improvement Project for Operation Permits was formed, the goal was to develop a plan to accomplish all inspections with the agency's current workforce. There are currently 22,000 systems in Clermont County being inspected by three technicians. With increased nuisance complaints and new construction, this task has become physically impossible without adding an additional Water Quality Technician. Therefore, Ms. Nesbit asked the Board for approval to create a New Water Quality Technician Position and update the Table of Organization to reflect the new position. The position and necessities surrounding creating the position, such as salary, benefits, and office equipment, will be initially funded from cash reserves.

Mr. Crum made a motion to approve the creation of a new Water Quality Technician position and update the Table of Organization. Dr. Khan seconded the motion. The vote was all ayes; motion carried. (Attachment #16)

Approval of Additional Appropriation in Fund 7312 (Solid Waste) - Ms. Nesbit explained there are outstanding EPA transmittals that need to be paid from the Solid Waste Fund. Therefore, Ms. Nesbit requested an additional appropriation for Fund 7312 (Solid Waste) in the amount of \$5,000 from cash carryover. The additional appropriation will be allocated as follows: \$3,000 for salaries, \$1,500 for benefits, and \$500 for purchased services.

Dr. Khan made a motion to approve an additional appropriation for Fund 7312 (Solid Waste) in the amount of \$5,000 from cash carryover, to be allocated as follows: \$3,000 for salaries, \$1,500 for benefits, and \$500 for purchased services. Mr. Crum seconded the motion. The vote was all ayes; motion carried. (Attachment #17)

Adoption of Resolution 14-24 Declaring Properties Public Health Nuisances – Ms. Nesbit presented the addresses of four properties to be considered public health nuisances as stated on Attachments A and B of Resolution 14-24 Declaring Public Health Nuisances and Ordering Abatement of Nuisances at Identified Properties.

Following a review and discussion, Dr. Khan made a motion to waive the three required readings of Resolution 14-24 Declaring the Properties listed on Attachments A and B Public Health Nuisances. Mr. Crum seconded the motion. The vote upon roll call was as follows: Mr. Crum, aye; Dr. Khan, aye; Mr. Meadors, aye; Dr. Rickabaugh, aye; Mr. Brown, aye; motion carried. Dr. Khan then made a motion to declare Resolution 14-24 an emergency measure necessary for the immediate preservation of the public peace, health, or safety and for the purpose of the immediate need to abate or remove the dangerous public health nuisances. Dr. Rickabaugh seconded the motion. The vote upon roll call was as follows: Mr. Crum, aye; Dr. Khan, aye; Mr. Meadors, aye; Dr. Rickabaugh, aye; Mr. Brown, aye; motion carried. Dr. Khan then made a motion to adopt Resolution 14-24 Declaring the Properties listed on Attachments A and B to be Public Health Nuisances and ordering abatement of nuisances at the identified properties. 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. Mr. Crum seconded the motion. The vote upon roll was Mr. Crum, aye; Dr. Khan, aye; Mr. Meadors, aye; Dr. Rickabaugh, aye; Mr. Brown, aye; motion carried. (Attachment #18)

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. Dr. Rickabaugh seconded the motion. The vote was all ayes, motion carried. (Attachment #19)

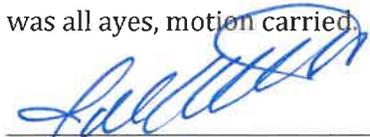
Enterprise Fleet Management – Tim Kelly contacted Enterprise Fleet Management to inquire about buying out the first round of vehicles. He was informed the vehicles could not be purchased until they had reached term. This fact had not been relayed to him in any previous conversations with Enterprise concerning the buyout of vehicles. He contacted Joe Mooney with the Clermont County Prosecutor's Office to discuss this information. Per Mr. Mooney, the agency could file suit, but the vehicles would reach term in the time it would take to complete this process. Mr. Mooney also indicated other county agencies, in similar situations, are waiting for the vehicles to reach term and then buying them out. He recommended this action as long as the agency is fine with waiting for the vehicles to reach term. There are three Jeep Compasses that have reached term. The remaining vehicles will reach term in the following timeframes: one – August 2026, seven – December 2026, two – January 2027, seven – June 2027, and one – September 2027. (Attachment #20)

PHAB Continued Accreditation – Ms. Nesbit provided the Board with letters from the Public Health Accreditation Board and Ohio Department of Health Director Dr. Vanderhoff indicating the agency has been re-accredited for five years. She recognized and thanked the staff for all their efforts in this process. (Attachments #21 and #22)

Board of Health Education – Morgan Calahan, Epidemiologist for Clermont County Public Health, presented the Overdose Fatality Review, Suicide Fatality Review, and Child Fatality Review for 2023. (Attachment #23)

ADJOURNMENT:

Mr. Crum made a motion to adjourn the meeting at 4:50 p.m. Dr. Khan seconded the motion. The vote was all ayes, motion carried.



SECRETARY



RESPECTFULLY SUBMITTED

