



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 October 9, 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, absent
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; Robert Wildey, Director of Water and Waste; Brian Williamson, Director of Environmental Health; Tom Racke, Plumbing Director; 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 September 11, 2024** - Recommendation to approve the minutes from the September 11, 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. James Hicks and Shirley Hicks – 2367 4 Michael Dr., New Richmond, OH 45157 (Attachment #2)
3. **Approval of Termination of Megan West, Registered Environmental Health Specialist-In-Training** - Recommendation to fully ratify the decision of the Health Commissioner to terminate Megan West during her probationary period as a Registered Environmental Specialist-In-Training.

Dr. Khan made a motion to approve consent agenda items #1 through #3. Dr. Rickabaugh seconded the motion. The vote was all ayes; motion carried.

NON-CONSENT AGENDA:

Variances:

Connect a Room Addition to an Existing Household Sewage Treatment System at 2010 Louie Lane, Jackson Township (39-V-24) – Ms. Nesbit stated the property owner, Jeffrey Bradley, is requesting a variance to connect a room addition to an existing household sewage treatment system at 2010 Louie Lane, Jackson Township (39-V-24). The current septic system will add one full bathroom and one bedroom. The system is a Type G Millennium Mound. The system had no code violations from March 2015 through July 2015. In April 2016, the gradient pump basin float was hung up, and the sump was flooded. When the discharge line was shaken, the pump started working. The system passed inspections in November 2021 and June 2024. The dosing septic tank and screen vault pump basin were in good condition upon inspection. The proposed pool house and barn meet the required isolation distance from all aspects of the septic system. Staff recommended approval.

The property owner, Jeffrey Bradley, was present and indicated the room in the pool house may or may not be used as an actual bedroom, but there will be a bathroom.

Dr. Rickabaugh made a motion to approve the variance to connect a room addition to an existing household sewage treatment system at 2010 Louie Lane, Jackson Township (39-V-24). Dr. Khan seconded the motion. The vote was all ayes; motion carried. (Attachment #3)

Isolation Distance and No Reserve/Replacement Area at 4697 Summerside Rd., Union Township (40-V-24) – Ms. Nesbit stated the property owners, Gregory and Kimberly Miller, are requesting an isolation distance variance and a variance from OAC 3701.29.06(G)(1)(C) – reserve/replacement area at 4697 Summerside Rd., Union Township (40-V-24). The system is a new construction with a hydro-action-to-soil absorption. The variance is necessary due to the edge of the septic system being approximately eight to nine feet from the property line, and there is no replacement area due to the size of the lot. Staff recommended approval.

The property owner was present and indicated the septic system is actually 10-15 feet from the property line, and the main reason for the variance is the replacement area issue due to the size of the lot. Ms. Nesbit stated that the isolation distance variance would be useful if something changes at the last minute.

Dr. Khan made a motion to approve the isolation distance variance and the variance from OAC 3701.29.06(G)(1)(C) – reserve/replacement area at 4697 Summerside Rd., Union Township (40-V-24). Dr. Rickabaugh seconded the motion. The vote was all ayes; motion carried. (Attachment #4)

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

Public Hearing on Proposed Revision to the 2024 Food Fees

Prior to the hearing on the proposed revision to the 2024 food fees, Ms. Nesbit informed the Board the mobile fees presented to the Board at the September meeting had been lowered due to a calculation error.

At 3:37 p.m., Ms. Nesbit called to order the hearing concerning the Clermont County Board of Health's proposed fees for the Risk Levels I, II, III, and IV Food Service Operations or Retail Food Establishments; Vending Food Service; Temporary Food Service Operations or Retail Food Establishments; Mobile Low-Risk Food Service Operations or Retail Food Establishments; and Mobile

High-Risk Food Service Operations or Retail Food Establishments for 2025. She stated on September 11, 2024, the Board accepted the proposed Environmental Health fees for Clermont County for the 2025 licensing year. All current licensees were notified by mail on September 12, 2024, of the hearing at the October 9, 2024, Board meeting for public discussion on the proposed fees. She then reviewed the proposed fees for Risk Levels I, II, III, and IV Food Service Operations or Retail Food Establishments; Vending Food Service; Temporary Food Service Operations or Retail Food Establishments; Mobile Low-Risk Food Service Operations or Retail Food Establishments; and Mobile High-Risk Food Service Operations or Retail Food Establishments.

The hearing was then opened to testimony. No one was present to comment on the fees. Ms. Nesbit added that the notifications also allowed comments to be sent via phone, email, or mail. She stated no comments were received from license holders, and the hearing was closed at 3:40 p.m.

Second Reading of a Resolution Establishing Revised License Fees for Risk Levels I, II, III, and IV Food Service Operations or Retail Food Establishments; Vending Food Service; Temporary Food Service Operations or Retail Food Establishments; Mobile Low-Risk Food Service Operations or Retail Food Establishments; and Mobile High-Risk Food Service Operations or Retail Food Establishments Pursuant to Ohio Revised Code Section 3709.09 and 3709.21. – Ms. Nesbit held the second reading of the Second Reading of a Resolution Establishing Revised License Fees for Risk Levels I, II, III, and IV Food Service Operations or Retail Food Establishments; Vending Food Service; Temporary Food Service Operations or Retail Food Establishments; Mobile Low-Risk Food Service Operations or Retail Food Establishments; and Mobile High-Risk Food Service Operations or Retail Food Establishments by title only. The third and final reading is scheduled for November 13, 2024.

Third Reading of a Resolution to Revise Local Air Pollution Control Regulations – Ms. Nesbit held the third reading of the Resolution to Revise Local Air Pollution Control Regulations by title only.

Adoption of Resolution 18-24 to Revise Local Air Pollution Control Regulations – Ms. Nesbit requested the Board adopt Resolution 18-24 to Revise Local Air Pollution Control Regulations.

Dr. Khan made a motion to adopt Resolution 18-24 to Revise Local Air Pollution Control Regulations. Dr. Rickabaugh seconded the motion. The vote upon roll call was as follows: Mr. Crum, absent; Dr. Khan, aye; Mr. Meadors, aye; Dr. Rickabaugh, aye; Mr. Brown, aye; motion carried. (Attachment #5)

Approval of Agreement with Hamilton County Department of Environmental Services – Southwest Ohio Air Quality Agency to Provide Air Pollution Control Services – Ms. Nesbit requested approval to enter into an agreement with the Board of Commissioners of Hamilton County, Ohio, on behalf of the Hamilton County Department of Environmental Services – Southwest Ohio Air Quality Agency to provide air pollution control services.

Dr. Rickabaugh made a motion to approve the Agreement with the Hamilton County Department of Environmental Services – Southwest Ohio Air Quality Agency to Provide Air Pollution Control Services. Dr. Khan seconded the motion. The vote was all ayes; motion carried. (Attachment #6)

First Reading of a Resolution Establishing Revised Recreational Vehicle Parks, Recreation Camps, Combined Park-Camps, Plumbing, Private Water, and Septic Fees Pursuant to Ohio Revised Code Section 3709.09 and 3709.21 – Ms. Nesbit stated many of these are singular fees since many of the fees were increased last year. Additionally, after further analysis of the data for campgrounds, the fees for campgrounds need to be updated, and the temporary campground fees need to be lowered. Last year, time was split tracking for temporary and regular campgrounds. Many

of the temporaries are in the same locations and layout, so they take minimal time to review and inspect, thus the lower fee. She indicated since campgrounds are a small program, this will have a minimal impact on the budget.

Regarding the plumbing fees, the changes include adding fees for each unit in commercial multi-units, such as hotel rooms and individual apartments in a complex, and raising the fees for variances, which have not been increased in many years.

The septic fees were tweaked in an attempt to simplify the fee structure. The changes include having a flat fee for accessory structure permits, renaming loan inspections to homeowner-requested inspections, and adjusting the fees for variances to make all variances uniform. Additionally, some fees for services were abolished. Ms. Nesbit indicated fees for operation permits have not been increased in six years, and a fourth water quality technician was added to keep up with demand; therefore, there is a need to increase the selected septic fees.

Ms. Nesbit held the first reading of a Resolution Establishing Revised Recreational Vehicle Parks, Recreation Camps, Combined Park-Camps, Plumbing, Private Water, and Septic Fees by title only.

Ms. Nesbit stated a hearing to accept public comment on the proposed fees would be held at the November 13, 2024, Board meeting, and appropriate notice to the public would be given regarding the hearing.

Approval to Apply for the Public Entities Pool of Ohio (PEP) Grant for \$1,000 – Ms. Nesbit explained that through this grant, PEP members are eligible to receive up to \$1,000 for qualified expenses, including safety-related items that help prevent or reduce liability claims or property losses. CCPH plans to use these grant funds to purchase components needed to assemble a motorized heavy-duty platform cart. The cart will primarily transport supplies for the harm reduction clinic at Clermont Mercy Hospital on the second floor. The cart is designed to reduce user strain and minimize cumulative fatigue, improving efficiency and safety.

Ms. Nesbit turned the floor over to Maalini Vijayan, Assistant Health Commissioner of Community Health Services, who stated the \$1,000 grant would not cover the entire purchase cost of this piece of equipment. The entire cost will be \$2,700, with the remainder of the funds coming from the Regional Harm Reduction Grant.

Ms. Nesbit then requested the Board's approval to apply for the \$1,000 PEP grant funds.

Dr. Rickabaugh made a motion to approve applying for the Public Entities Pool of Ohio (PEP) Grant for \$1,000. Mr. Meadors seconded the motion. The vote was all ayes; motion carried. (Attachment #7)

Approval of Update to Personnel Policy Section 05.09 – Family and Medical Leave – Ms. Nesbit explained that the county recently updated the agency's SharePoint site and broke some of the Personnel Policy Manual links to the County's Human Resources site. Therefore, Section 05.09 of the Personnel Policy – Family and Medical Leave has been updated to fix the broken links and to provide further instructions to staff on requesting Family Medical Leave. Ms. Nesbit asked the Board to approve the Personnel Policy Section 05.09 - Family Medical Leave updates.

Dr. Rickabaugh made a motion to approve the updates to the Personnel Policy Section 05.09 - Family Medical Leave. Dr. Khan seconded the motion. The vote was all ayes; motion carried. (Attachment #8)

Approval to Close Public Health Offices on February 7, 2025, for Staff Training – Ms. Nesbit stated the Public Health Emergency Response grant requires the agency to do a full-scale public emergency preparedness exercise at one of the Points of Dispensing (POD) sites. The exercise is estimated to take half a day, and the hope is to include all staff. She requested approval from the Board to close the Public Health offices for the entire day on February 7, 2025. After the exercise, the day will be used for training, team building, or office record purging. Approval will allow time to be blocked off on staff calendars and available clinic times.

Dr. Rickabaugh made a motion to approve closing the Public Health offices on February 7, 2025, for staff training. Mr. Meadors seconded the motion. The vote was all ayes; motion carried.

Adoption of Resolution 19-24 Declaring Properties Public Health Nuisances - Ms. Nesbit presented the addresses of three properties to be considered public health nuisances as stated on Attachments A and B of Resolution 19-24 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 19-24 Declaring the Properties listed on Attachments A and B Public Health Nuisances. Dr. Rickabaugh seconded the motion. The vote upon roll call was as follows: Mr. Crum, absent; Dr. Khan, aye; Mr. Meadors, aye; Dr. Rickabaugh, aye; Mr. Brown, aye; motion carried. Dr. Khan then made a motion to declare Resolution 19-24 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, absent; Dr. Khan, aye; Mr. Meadors, aye; Dr. Rickabaugh, aye; Mr. Brown, aye; motion carried. Dr. Khan then made a motion to adopt Resolution 19-24 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. Meadors seconded the motion. The vote upon roll was Mr. Crum, absent; Dr. Khan, aye; Mr. Meadors, aye; Dr. Rickabaugh, aye; Mr. Brown, aye; motion carried. (Attachment #9)

Approval and Payment of Bills – Ms. Nesbit presented the Health District's bills for consideration. Following the Board's review and discussion, Dr. Rickabaugh made a motion to pay the bills as presented. Dr. Khan seconded the motion. The vote was all ayes, motion carried. (Attachment #10)

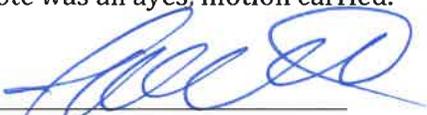
Discussion – A discussion was held regarding the absence of two members at the upcoming November 13, 2024, Board of Health meeting. The other three members confirmed their attendance, and the meeting will proceed as planned.

Additional Information – Ms. Nesbit informed the Board that the Water and Waste and Environmental Health split position has historically been difficult to fill on a long-term basis, and one of the current Registered Environmental Health Specialists (REHS) in Water and Waste is requesting to go from full-time to part-time. Therefore, to fill the vacancies, she proposes hiring one full-time REHS in the Water and Waste Division and one part-time in the Environmental Health Division. The Board agreed with this proposal, and the positions will be advertised in the near future. Ms. Nesbit will bring an update to the organizational chart to the board next month.

Ms. Nesbit also informed the Board she had been selected to be President-Elect for the Association of Ohio Health Commissioners for the upcoming year. She will serve one year as President-Elect, one year as President, and a final year as Past-President.

ADJOURNMENT:

Dr. Khan made a motion to adjourn the meeting at 4:06 p.m. Mr. Meadors seconded the motion. The vote was all ayes, motion carried.



SECRETARY



RESPECTFULLY SUBMITTED