



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 8, 2025. President Dennis Brown called the meeting to order at 3:30 pm. Mr. Brown led the Board Members and guests in the Pledge of Allegiance.

Call to Order: Dennis Brown, present Dr. Joseph Khan, arrived late
Dr. Janet Rickabaugh, present Trevor Seal, present
Steve Meadors, present

Others present included Dr. James Kaya, Medical Director; Tim Kelly, Assistant Health Commissioner of Environmental Health Services; Maalini Vijayan, Assistant Health Commissioner of Community Health Services; Tyler Braasch, Director of Water and Waste; Brian M. Williamson, Director of Environmental Health; Dr. Tara Jimison, Director of Nursing; Krista Rose, Communications Coordinator; Jessica Johnson, Administrative Assistant; and others as listed on Attachment #1.

CONSENT AGENDA:

A consent agenda was prepared for the Board. No members requested further discussion of items on the consent agenda. Ms. Vijayan recommended approval of the following items:

- 1. Approval of Board of Health Meeting Minutes – September 10, 2025** - Recommendation to approve the minutes from the September 10, 2025 Board of Health Meeting.
- 2. Approval to Appoint Madison Robison as a Registered Environmental Health Specialist-in-Training** – Recommendation to appoint Madison Robison as a Registered Environmental Health Specialist-in-Training, contingent upon meeting all pre-employment requirements at the salary indicated on the attached salary sheet. (Attachment #2)

Dr. Rickabaugh made a motion to approve consent agenda items #1 and #2. Mr. Meadors seconded the motion. The vote was as follows: Mr. Seal, aye; Dr. Khan, absent; Mr. Meadors, aye; Dr. Rickabaugh, aye; Mr. Brown, aye; motion carried.

Dr. Khan joined the meeting at 3:35 pm.

NON-CONSENT AGENDA:

Variances:

Connect a New Home to an Existing Household Sewage Treatment System at 4991 SR 743, Washington Township, (25-V-25) – This variance was tabled at the September 10, 2025, Board of Health meeting. Tyler Braasch, Director of Water and Waste, stated the property owner, Hubert Milton, Jr., is requesting a variance to connect a new home to an existing household sewage treatment system at 4991 SR 743, Washington Township, (25-V-25). The system is a leach field system, which has been vacant from 2011 to the present. The current lot has a garage building present. The new

home is a three-bedroom home. The existing septic system is undersized and not up to current standards. Staff recommended disapproval.

Mr. Braasch indicated the inspectors could not locate any leach lines, and a neighbor informed the inspectors that sewage was previously pooling at the back of the property. The homeowner has already tied the plumbing into the septic system.

The property owner, Mr. Milton, was present. Mr. Braasch asked Mr. Milton if he could verify the existence of leach lines on the property since the staff was unable to do so. Mr. Milton indicated he had not physically dug to find the leach lines, but the previous owners did not have any problems with the system, and the health department never indicated any problems. He further explained how, at one time, the adjacent lot previously had a structure present that was connected to the same system, and there were no problems then. He further indicated that the previous home was a four-bedroom home, which he tore down, and he intended to set a mobile home on the property.

Mr. Brown asked how big the property was. Mr. Braasch indicated there were three small lots measuring approximately two-tenths of an acre.

Mr. Meadors asked if there was a road ditch that could accept pre-treatment discharge. Mr. Milton indicated there was a ditch on the back of the property. It was pointed out that the neighbors may own the ditch.

Dr. Rickabaugh asked how many people were going to live in the home. Mr. Milton stated he was going to rent the mobile home to approximately two, but no more than three, people.

Mr. Braasch stated the concern at this time was that the system would fail.

Mr. Milton stated if the system failed, he would either fix the problem or pull the mobile home off the lot.

Mr. Brown asked if there was room for another system, such as a mound. Mr. Braasch indicated that without looking at the soils, he could not give a definitive answer.

Mr. Meadors clarified that Mr. Milton would remove the mobile home if the system failed. Mr. Milton confirmed this and stated he would put it in writing.

Dr. Khan asked if the prosecutor should be contacted regarding this type of agreement. Mr. Braasch stated he would contact the prosecutor.

Mr. Brown suggested tabling the variance for another month to allow for the prosecutor's opinion.

Dr. Khan made a motion to table the variance to connect a new home to an existing household sewage treatment system at 4991 SR 743, Washington Township, (25-V-25) to the November 12, 2025, Board of Health meeting. Mr. Meadors seconded the motion. The vote was all ayes; motion carried.

Connect a Room Addition to an Existing Household Sewage Treatment System at 2649 E. Amelia Farms Rd., Tate Township (30-V-25) – Tyler Braasch, Director of Water and Waste, stated the property owner, Pamela Case, is requesting a variance to connect a room addition to an existing household sewage treatment system at 2649 E. Amelia Farms Rd., Tate Township (30-V-25). This is a sand filter-type system which has passed all inspections since 2001. The existing house is a three-

bedroom house, and the owner is proposing to add an additional bedroom to the system. The existing system is on the east side of the house and discharging into the tree line. There is a 1500-gallon septic tank followed by a 720 square foot sand filter. Staff recommended approval.

Sean Smith, a representative of the homeowner, was present and indicated the addition will contain a bedroom, bathroom, and laundry room.

Mr. Meadors inquired as to the age of the system. Ms. Vijayan indicated the system was installed in 1993.

Mr. Meadors made a motion to approve the variance to connect a room addition to an existing household sewage treatment system at 2649 E. Amelia Farms Rd., Tate Township (30-V-25). Dr. Rickabaugh seconded the motion. The vote was all ayes; motion carried. (Attachment #3)

Connect a New Home to an Existing Household Sewage Treatment System at 2901 S. Dunham Rd., Unit A, Monroe Township (31-V-25) – Tyler Braasch, Director of Water and Waste, stated the homeowner, Candy Sheets aka Candy Sweet, is requesting a variance to connect a new home to an existing household sewage treatment system at 2901 S. Dunham Rd., Unit A, Monroe Township (31-V-25). The system is a leach line system, which failed one inspection between November 2005 and January 2006 for sewage and laundry pooling. The system passed inspection and received an AO&M designation from April 2006 through March 2020, at which time the property was noted to be vacant. The system subsequently passed inspection in May 2023. While the lot is currently vacant, it previously contained a two-bedroom home. The owner is proposing a single-family dwelling with three bedrooms. The existing system is in front of the house. The size of the septic tank is unknown, and there are approximately seven leach lines that are 65 linear feet for a total of approximately 455 square feet. Staff recommended approval.

The homeowner, Candy Sweet, was present and clarified that the previous home was a three-bedroom home, which will be replaced with a three-bedroom home. She stated the home is being placed on the land for her daughter.

Mr. Meadors inquired as to the size of the lot. Mr. Braasch stated the lot contained approximately ½ acre of land.

Dr. Rickabaugh made a motion to approve the variance to connect a new home to an existing household sewage treatment system at 2901 S. Dunham Rd., Unit A, Monroe Township (31-V-25). Mr. Seal seconded the motion. The vote was all ayes; motion carried. (Attachment #4)

Isolation Distance at 2846 Lindale Mt. Holly Rd., Monroe Township (32-V-25) – Tyler Braasch, Director of Water and Waste, stated the property owner, Peter Contreras, is requesting an isolation distance variance at 2846 Lindale Mt. Holly Rd., Monroe Township (32-V-25). The system is a leach line system, which received an AO&M designation in 2015 and subsequently passed inspection in 2017. It again received an AO&M designation in 2018 and 2021. The isolation distance variance is necessary due to the tank being located 18 inches away from the proposed deck. The leach lines are located further away from the tank. Staff recommended disapproval.

The property owner, Peter Contreras, was present and stated he had a septic provider mark the location of the tank, and the builder marked the location of the post holes, which will be placed every eight feet.

Mr. Meadors verified that the closest point of the proposed deck will be 18 inches from the septic tank. Mr. Contreras confirmed the distance and said that the builder is aware of the location of the tank and has assured him that he will be extremely careful.

Mr. Meadors asked if the deck would be an open-air deck. Mr. Contreras confirmed the proposed deck will be an open-air deck.

Mr. Meadors made a motion to approve the isolation distance variance at 2846 Lindale Mt. Holly Rd., Monroe Township (32-V-25). Dr. Rickabaugh seconded the motion. The vote was all ayes; motion carried. (Attachment #5)

Isolation Distance at 4053 St. Rt. 132, Batavia Township (33-V-25) – Tyler Braasch, Director of Water and Waste, stated the property owner, Rick Wuebold, is requesting an isolation distance variance at 4053 St. Rt. 132, Batavia Township (33-V-25). This is a new installation of a split-mound system. He explained that a request to connect additional bedrooms to an existing system was previously denied several months ago. Since then, the homeowner has agreed to install a new split-mound system. The design for the system is awaiting final approval. The isolation distance is necessary due to the new system being approximately eight feet from the property line. Staff recommended approval with the condition of maximizing the distance from the property line during installation.

The homeowner was not present.

Mr. Meadors made a motion to approve the isolation distance variance at 4053 St. Rt. 132, Batavia Township (33-V-25). Dr. Rickabaugh seconded the motion. The vote was all ayes; motion carried. (Attachment #6)

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

Third 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; Mobile High-Risk Food Service Operations or Retail Food Establishments; Individual Public Swimming Pools, Public Spas, or Special Use Pools; Government or Tax Supported School Swimming Pools, Spas, or Special Use Pools; Recreational Vehicle Parks, Recreation Camps, Combined Park Camps; Temporary Recreational Vehicle Parks, Recreation Camps, or Combined Park Camps; Tattooing, Body Piercing or Combined Body Art Service Establishments; Resident Camps; Plumbing; Septic; Private Water; Vital Statistics; and CPR/AED Training Pursuant to Ohio Revised Code Section 3709.09 and 3709.21. – Ms. Vijayan held the third 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; Mobile High-Risk Food Service Operations or Retail Food Establishments; Individual Public Swimming Pools, Public Spas, or Special Use Pools; Government or Tax Supported School Swimming Pools, Spas, or Special Use Pools; Recreational Vehicle Parks, Recreation Camps, Combined Park Camps; Temporary Recreational Vehicle Parks, Recreation Camps, or Combined Park Camps; Tattooing, Body Piercing or Combined Body Art Service Establishments; Resident Camps; Plumbing; Septic; Private Water; Vital Statistics; and CPR/AED Training by title only.

Adoption of Resolution 13-25 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; Mobile High-Risk Food Service Operations or Retail Food Establishments; Individual Public Swimming Pools, Public Spas, or Special Use Pools; Government or Tax Supported School Swimming Pools, Spas, or Special Use Pools; Recreational Vehicle Parks, Recreation Camps, Combined Park Camps; Temporary Recreational Vehicle Parks, Recreation Camps, or Combined Park Camps; Tattooing, Body Piercing or Combined Body Art Service Establishments; Resident Camps; Plumbing; Septic; Private Water; Vital Statistics; and CPR/AED Training Pursuant to Ohio Revised Code Section 3709.09 and 3709.21 – Ms. Vijayan requested the Board adopt Resolution 13-25 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; Mobile High-Risk Food Service Operations or Retail Food Establishments; Individual Public Swimming Pools, Public Spas, or Special Use Pools; Government or Tax Supported School Swimming Pools, Spas, or Special Use Pools; Recreational Vehicle Parks, Recreation Camps, Combined Park Camps; Temporary Recreational Vehicle Parks, Recreation Camps, or Combined Park Camps; Tattooing, Body Piercing or Combined Body Art Service Establishments; Resident Camps; Plumbing; Septic; Private Water; Vital Statistics; and CPR/AED Training Pursuant to Ohio Revised Code Section 3709.09 and 3709.21.

Dr. Rickabaugh made a motion to adopt Resolution 13-25 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; Mobile High-Risk Food Service Operations or Retail Food Establishments; Individual Public Swimming Pools, Public Spas, or Special Use Pools; Government or Tax Supported School Swimming Pools, Spas, or Special Use Pools; Recreational Vehicle Parks, Recreation Camps, Combined Park Camps; Temporary Recreational Vehicle Parks, Recreation Camps, or Combined Park Camps; Tattooing, Body Piercing or Combined Body Art Service Establishments; Resident Camps; Plumbing; Septic; Private Water; Vital Statistics; and CPR/AED Training Pursuant to Ohio Revised Code Section 3709.09 and 3709.21. Dr. Khan seconded the motion. The vote upon roll call was as follows: Mr. Seal, aye; Dr. Khan, aye; Mr. Meadors, aye; Dr. Rickabaugh, aye; Mr. Brown, aye; motion carried. (Attachment #7)

Adoption of Resolution 14-25 Authorizing the Advance of Cash in the Amount of \$57,000 from the COVID Grant Fund (Fund #7330) to the Environmental Health Fund (Fund #7301) – Ms. Vijayan explained to the Board that cash reserves in the amount of \$57,000 from the general fund were previously advanced from the Environmental Health Fund to the COVID Grant Fund to cover costs until reimbursement was received. In anticipation of closing the COVID Grant Fund, these advanced funds must be returned to the general fund. Therefore, Ms. Vijayan requested the Board to adopt Resolution 14-25 Authorizing the Advance of Cash in the Amount of \$57,000 from the COVID Grant Fund (Fund #7330) to the Environmental Health Fund (Fund #7301).

Mr. Seal made a motion to adopt Resolution 14-25 Authorizing the Advance of Cash in the Amount of \$57,000 from the COVID Grant Fund (Fund #7330) to the Environmental Health Fund (Fund #7301). Mr. Meadors seconded the motion. The vote upon roll call was as follows: Mr. Seal, aye; Dr. Khan, aye; Mr. Meadors, aye; Dr. Rickabaugh, aye; Mr. Brown, aye; motion carried. (Attachment #8)

Adoption of Resolution 15-25 Authorizing the Termination of the COVID Grant Fund #7330 and Acknowledging that all Obligations Incurred on Behalf of the Fund Have Been Paid – Ms.

Vijayan stated that once grant activities cease, a specified period of time must pass before the fund can be closed. Since that specified time has passed, as verified by the Clermont County Auditor, Ms. Vijayan requested the Board to adopt Resolution 15-25 Authorizing the Termination of the COVID Grant Fund #7330 and Acknowledging that all Obligations Incurred on Behalf of the Fund Have Been Paid. This will close the fund and remove it from the agency's chart of accounts.

Dr. Rickabaugh made a motion to adopt Resolution 15-25 Authorizing the Termination of the COVID Grant Fund #7330 and Acknowledging that all Obligations Incurred on Behalf of the Fund Have Been Paid. Mr. Seal seconded the motion. The vote upon roll call was as follows: Mr. Seal, aye; Dr. Khan, aye; Mr. Meadors, aye; Dr. Rickabaugh, aye; Mr. Brown, aye; motion carried. (Attachment #9)

Adoption of Resolution 16-25 Declaring Properties Public Health Nuisances – Ms. Vijayan presented the addresses of nine properties to be considered public health nuisances as stated in Attachments A and B of Resolution 16-25 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 16-25, declaring the properties listed on Attachments A and B to be Public Health Nuisances. Dr. Rickabaugh seconded the motion. The vote upon roll call was as follows: Mr. Seal, aye; Dr. Khan, aye; Mr. Meadors, aye; Dr. Rickabaugh, aye; Mr. Brown, aye; motion carried. Dr. Khan then made a motion to declare Resolution 16-25 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. Mr. Meadors seconded the motion. The vote upon roll call was as follows: Mr. Seal, aye; Dr. Khan, aye; Mr. Meadors, aye; Dr. Rickabaugh, aye; Mr. Brown, aye; motion carried. Dr. Khan then made a motion to adopt Resolution 16-25, 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. Dr. Rickabaugh seconded the motion. The vote upon roll was Mr. Seal, aye; Dr. Khan, aye; Mr. Meadors, aye; Dr. Rickabaugh, aye; Mr. Brown, aye; motion carried. (Attachment #10)

Approval and Payment of Bills – Ms. Vijayan 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 #11)

Discussion:

Staff Inservice Day – Ms. Vijayan reminded the Board that the agency will be closed to the public on October 13, 2025, for the annual staff Inservice Day. The scheduled day will include staff recognition, training, and team-building activities and will be held at the Leming House in Milford, Ohio.

Additional Information:

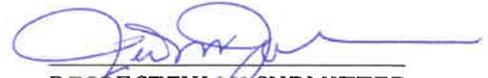
Association of Ohio Health Commissioners Tuition Reimbursement Initiative – Ms. Vijayan stated that over the past two years, several of the agency's staff members have taken advantage of the Association of Ohio Health Commissioners Tuition Reimbursement Initiative. This program is a collaboration between the Ohio Department of Health and the Association of Ohio Health Commissioners, which provides tuition reimbursement for public health staff across Ohio. Through this initiative, CCPH staff members have received \$31,455 in tuition reimbursement. (Attachment #12)

ADJOURNMENT:

Dr. Khan made a motion to adjourn the meeting at 4:03 pm. Dr. Rickabaugh seconded the motion. The vote was all ayes, motion carried.



SECRETARY



RESPECTFULLY SUBMITTED

Approved by the Board of Health on 11/12/2025.