



BOARD OF HEALTH RECORD OF PROCEEDINGS

**Fairfield Department of Health
Minutes of the Board of Health
May 9, 2018 at 3:00 P.M.**

Meeting Location: Fairfield Department of Health, Conference Room, Lancaster, Ohio

Call to Order: President Dave Petty called the Board of Health meeting to order at 3:00 p.m.

Board Members Present

Charlie Engen (left at 3:49 p.m.)
Paul Martin (Alternate, Licensing Council, present @ 3:49 p.m.)
Dr. Steven Kapetansky
Brian Oliver
Dave Petty

Board Members Absent

Tina Childers

A quorum was established. The meeting began with the Pledge of Allegiance.

Staff Present

Dr. Mark Aebi, Health Commissioner; Larry Hanna, Administrator; Kathie Whitlock, Administrative Assistant; Tiffany Nash, R.N.; Kelly Spindler; Environmental Director; Jamie Ehorn, Fiscal Officer; Merrilee Taylor, PHEP Coordinator; Jen Valentine, R.S.

Others Present

Paul Martin, Licensing Council Alternate

Approval of Minutes – Dr. Steven Kapetansky moved to approve the April 11, 2018 minutes as presented. Brian Oliver seconded the motion. The motion passed with a unanimous voice vote.

Environmental Report

Mediterranean on 33 – Mediterranean on 33 owners were sent a letter informing them of the Board's action to initiate suspension of their food license. The letter informed them of the right to appeal and information on how to submit an appeal. A letter from Troy Williams (owner of Mediterranean on 33) was received by the Fairfield Department of Health on May 9, 2018 informing of their intent to request a hearing. The letter outlined their progress on the restaurant to date. The health department sanitarians have not re-inspected the restaurant. The board set the hearing for Mediterranean on 33 for Wednesday, May 23, 2018 at 1:00 p.m. to be held at the health department facility. A letter will be hand delivered to Mr. Troy Williams on May 10, 2018 outlining the date, place and time of the hearing.

Resolution 2018-25– The purpose of Resolution 2018-25 is to grant a variance to waive the required minimum length along contour for the soil absorption component located at 5865 Windy Hills Circle Lancaster, OH 43130 (Troy Smith). The required minimum length along contour is unable to be met as stated in OAC section 3701-29-15 (N)(2) due to soil disturbance during the construction process.

Resolution 2018-26 – The purpose of Resolution 2018-26 is to grant a variance to waive the required minimum length along contour for the soil absorption component located at 101 Marquette Dr. NE Lancaster, Ohio 43130 (Jonathan Armstrong). The required minimum length along contour is unable to be met as stated in OAC section 3701-29-15(N)(2) due to topography constraints.

Resolution 2018-27 – The purpose of Resolution 2018-27 is to grant a variance to waive the required minimum length along contour for the soil absorption component located at 2694 Elder Rd. NE Lancaster, OH 43130 (Erik & Jennifer Spiegel). The required minimum length along contour is unable to be met as stated in OAC section 3701-29-15(N)(2) due to topography constraints.

Approval of Resolutions 2018-25; 26 and 27 – Brian Oliver moved to approve Resolution 2018-25; Resolution 2018-26 and Resolution 2018-27. Dr. Steven Kapetansky seconded the motion. The motion passed by a unanimous voice vote.

Resolution 2018-28 – The purpose of Resolution 2018-28 is to refer Robert Theodo to prosecution for failure to comply with Fairfield County General Health District Comprehensive Solid Waste Regulations Part 1 Section 4: *“No person shall permit, cause, dump, deposit, or allow to remain on any property owned, occupied, leased, or otherwise controlled by such person, the accumulation of solid waste, garbage, construction and demolition waste, salvage material, recyclable material, brush, junk, tires, or other regulated waste in such quantities to constitute a public health nuisance”* and for failure to comply with Ohio Revised Code (ORC) 3707.01: *“The board of health of a city or general health district shall abate and remove all nuisances within its jurisdiction. It may, by order, compel the owners, agents, assignees, occupant, or tenants of any lot, property, building, or structure to abate and remove any nuisance therein, and prosecute such persons for neglect or refusal to obey such orders.”* **Dr. Steven Kapetansky moved to approve Resolution 2018-28. Brian Oliver seconded the motion. The motion passed by a unanimous voice vote.**

Resolution 2018-29 – The purpose of Resolution 2018-29 is to refer Larry Kahle, representative for Moline Management, to prosecution for failure to comply with Fairfield County General Health District Comprehensive Solid Waste Regulations Part 1 Section 4: *“No person shall permit, cause, dump, deposit, or allow to remain on any property owned, occupied, leased, or otherwise controlled by such person, the accumulation of solid waste, garbage, construction and demolition waste, salvage material, recyclable material, brush, junk, tires, or other regulated waste in such quantities to constitute a public health nuisance”* and for failure to comply with Ohio Revised Code (ORC) 3707.01: *“The board of health of a city or general health district shall abate and remove all nuisances within its jurisdiction. It may, by order, compel the owners, agents, assignees, occupant, or tenants of any lot, property, building, or structure to abate and remove any nuisance therein, and prosecute such persons for neglect or refusal to obey such orders.”* **Dr, Steven Kapetansky moved to approve Resolution 2018-29. Brian Oliver seconded the motion. The motion passed by a unanimous voice vote.**

Update on Allegheny Campground – Mrs. Spindler stated that Sanitarians Kevin Barlow and Deb Kilbarger met with Dr. Cox and Jack McCary (managers of the campground). They are going to license 65 sites, but their renewal application is late. They will have to readjust the campground application to 65 sites and a late fee will be added. They have electrical work completed and have worked on roads and the debris. The dump station is not done. They want to use two privies' as dump stations, but the Ohio Department of Health has informed them that this is not acceptable. The board will be kept updated on this situation.

Blacklick Eastern Road and Ault Road

Bates-Crawford Subdivision - A new subdivision, Meadow Moore Reserve is being constructed in Violet Township with the main egress from Ault Rd. This subdivision sits behind the Bates-Crawford subdivision which currently consists of 20 lots total. When the developer started installing the collection tile along the north side of the subdivision, for Phase 1, Section 1, four field tiles were hit. What appeared to be sewage started coming out of the tiles. The tiles were sampled twice, and a public health nuisance was identified. Eleven out of twelve homes were dyed (one home has been emptying for at least two years), and it appears that 8-9 homes are in some way connected to these tiles, and the other three to four are connected to a tile that will most likely be destroyed when Phase 2 Section 1 of the subdivision is started.

Since Violet township is under an MS4 permit, an IDDE (Illicit Discharge Detection and Elimination) plan to correct the public health nuisance has been sent to OEPA. The suggestion to remedy this issue is that outfalls are tied into the storm sewer structure and sampled twice a year by Fairfield County Soil and Water. The Fairfield Department of Health is to inspect the existing septic systems on a quarterly basis with copies of results submitted to Soil and Water. Fairfield Utilities will provide a summary of the planning and installation of a central sewer system. The Engineer's Office will maintain a proper connection for the tiles to the storm infrastructure. point. The Board of Health will have to require homeowners to connect to the public system. Discussion ensued. One board member suggested allowing homeowners to tie into the public sewer on a temporary basis. Mrs. Spindler stated that this was discussed at the meeting with the officials, but it would not be legal to do so. Residents will not be forced to repair their systems during this time, other than to maintain current aeration systems. If the EPA accepts the plan, the Board of Health would need to move forward with dealing with the existing nuisance by forcing connection to the public sewer when available.

Approval of Environmental Review Committee Report – Dr. Steven Kapetansky moved to approve the Environmental Review Committee report and recommendations. Charlie Engen seconded the motion. The motion passed by a unanimous voice vote.

NOTE: Charlie Engen left the meeting at 3:49 p.m. Alternate Paul Martin was present.

Financial Report

The written report was submitted and filed appropriately in health department files. Mrs. Ehorn highlighted the written report. The department collected 41% of our revenue, while spending 35% of our budget.

Resolution 2018-22– The purpose of Resolution 2018-22 is for a cash transfer and update the receipt line in the Public Health Nursing fund in the amount of \$15,500.00.

Resolution 2018-23 – The purpose of Resolution 2018-23 is to memo expense the OPERS payment in the amount of \$1,070.08. This expense is due to OPERS requiring the health department to pay retirement for a former employee now working at the Fairfield Community Health Center.

Resolution 2018-24 – The purpose of Resolution 2018-24 is to make a cash transfer and update the receipt line in the Public Health Nursing fund in the amount of \$2,700.00.

Approval of Resolutions – **Paul Martin moved to approve Resolution 2018-22, Resolution 2018-23 and Resolution 2018-24. Dr. Steven Kapetansky seconded the motion. The motion passed by a unanimous voice vote.**

Miscellaneous

- Mrs. Ehorn discussed the expenses not budgeted or unexpected expenses (over \$1,000.00)
- The invoices paid during the month over \$3,000.00 were discussed.
- The cash balance as of April 30, 2018 for all programs is \$1,685, 149.95 and District Health (not including WPCLF) is \$1,003,707.85

Approval of Financial Report and Out of County Travel – **Paul Martin moved to approve the Financial Report and Out-of-County travel as presented. Dr. Steven Kapetansky seconded the motion. The motion passed by a unanimous voice vote.**

Approval of Purchasing Vehicle – Mr. Hanna presented an estimate to purchase a 2018 Toyota Tacoma Truck for \$25,995.00. The new truck is a 4x4. This would be used by the Environmental Sanitarians and it would be used to haul our FDH trailer if we need to and to do mosquito spraying if needed. Discussion ensued. **Dr. Steven Kapetansky moved to approve purchasing the 2018 Toyota Truck in the amount of \$25,995.00. Paul Martin seconded the motion. The motion passed by 3 “ayes” and 1 “nay”.**

Nursing Report

Tiffany Nash highlighted the written report.

- The flu clinic that was to be held for all county employees will not happen this year because we are out of network for county employees. We are working on this for the following flu season.
- Mt Carmel Hospital has a program “Farm to School” and offered to include schools in Fairfield County in the program. This grant has been approved. Certain schools will be receiving garden towers. FDH will not be receiving any funding out of this project but it is good for the students and parents. This will begin in the fall.

Approval of Chamberlain University Contract – The contract with Chamberlain University is a clinical affiliation agreement. This is for R.N. and B.S.N. students. This is an 8-week long program. Legal Counsel has already approved the contract. **Brian Oliver moved to approve the contract with Chamberlain University. Paul Martin seconded the motion. The motion passed with a unanimous voice vote.**

Administration

Approval of Central Ohio Trauma System (COTS) Memorandum of Understanding – The purpose of the regional MOU is to be a voluntary agreement among organizations that have as their primary mission a purpose to provide or support health care within their community.

Paul Martin moved to approve the MOU with the Central Ohio Trauma System. Brian Oliver seconded the motion. The motion passed by a unanimous voice vote.

Approval of Emergency Response Plan – Mrs. Taylor, PHEP Coordinator, explained the plan. This is an 8-month process. The Ohio Department of Health has made changes and the plan had to be reformatted. The plan is version 1 under the Ohio Department of Health guidelines. Reformatting plans will ensure all counties in Ohio are in a standardized format. **Brian Oliver moved to approve the Emergency Response Plan as submitted. Paul Martin seconded the motion. The motion passed by a unanimous voice vote.**

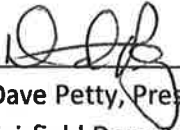
Miscellaneous

- Accreditation update was given. Mr. Hanna stated that all documents were submitted into the ePhab system on April 20, 2018. The Accreditation Specialist reviewed the documents and 10 measures were reopened. Staff will be meeting and work on these 10 measures. Documents will be resubmitted this week.
- An EEO complaint was filed against FDH. The complaint was forwarded to legal HR consultants, Clemens & Nelson for advice. The board will be updated as this process moves forward.
- The mosquito grant was awarded to FDH and was fully funded.
- Larry Hanna and Jamie Ehorn attend the Jefferson Health Plan board meeting. The coalition is doing well. Minutes from the meeting were requested.
- Family Medical Leave was discussed. The board approved FDH no longer using FML because we do not meet the requirements for FML and we have another policy for employees to take leave when needed. FDH staff created a policy and procedure on employees taking leave. This is currently being reviewed by legal counsel.

Public Comments – There was no further public comments noted.

Adjournment

The meeting adjourned at 4:30 p.m. on **motion by Paul Martin. Dr. Steven Kapetansky seconded the motion. The motion passed by a unanimous voice vote.**



Dave Petty, President
Fairfield Department of Health



Mark Aebi, M.D., Secretary
Fairfield Department of Health