

Geauga County General Health District
Board of Health Meeting Minutes
May 18, 2017, 5:00 p.m.
Geauga County Health District Office
470 Center Street, Bldg. 8, Chardon, OH 44024

I. Call to Order

Mrs. Livers, Pro-Tempore, called the monthly meeting of the Geauga County Board of Health to order at 5:00 p.m.

Board members present: Mrs. Christina Livers, Pro-Tem, Mr. David Gragg, Mrs. Catherine Whitright and Dr. Jonathan Wynbrandt. Mr. Timothy Goergen was not present.

Staff members present: Robert Weisdack, Health Commissioner, Herb Shubick, Interim Environmental Health Director, Darla Andrews, Health and Wellness Director, Alta Wendell, Administrative Assistant, Tammy Spencer, Emergency Preparedness, Christie Gigliotti, Accreditation Coordinator, and Tammy Mullin, Accreditation Coordinator.

Others present: Adam Litke, Mark Monarchino, Tezeon Wong, Benjamin Kotowski, Nancy Kotowski, and Tracy Washington.

II. Pledge of Allegiance

Mrs. Livers asked everyone to stand and recite the Pledge of Allegiance.

III. Approval of Board Minutes

Mr. Gragg moved to approve the minutes for the April 17, 2017 Board of Health meeting. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mrs. Livers, yes; Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

V. Variances

a. Nancy Kotowski

Benjamin Kotowski was present and sworn in by Mrs. Livers. Mr. Shubick was also sworn in and stated his experience.

Mr. Shubick stated that this is a variance request by Nancy Kotowski for the property located at 11778 Driftwood Dr., Newbury Twp. The request involves section 3701-29-06(G)(3)(a) of the Household Sewage Treatment System Regulations which states:

“All components of a STS shall be at least ten feet from any utility service line, roadway or road surface, driveway or other hardscape, property line or right-of-way boundary, properly sealed well, any building or other structure, areas with recorded easements, intermittent streams, swales, geothermal horizontal closed loop systems, irrigation lines and Gray Water Recycling Systems.” This variance was tabled from the March and April 2017 meetings.

Mr. Gragg moved to approve the variance as requested. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mrs. Livers, yes; Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

b. Mark Monarchino

Mark Monarchino was present and sworn in by Mrs. Livers. Mr. Shubick was sworn in again and stated his experience.

Mr. Shubick stated that this is a variance request by Mark Monarchino. The request involves the section 3701-29-03 (C) (5) of the Household Sewage Treatment Systems Regulations which requires 6 continued education credits (CEUs) be obtained prior to the registration year for system installers, service providers and septic tank haulers.

Mr. Gragg moved to approve the variance as requested. Dr. Wynbrandt seconded the motion. Motion carried with a roll call vote. Mrs. Livers, yes; Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

c. Dennis Wolcott

Dennis Wolcott was not present due to an injury. Mr. Shubick was sworn in again and stated his experience.

Mr. Shubick stated that this is a variance request by Dennis Wolcott. The request involves the section 3701-29-03 (C) (5) of the Household Sewage Treatment Systems Regulations which requires 6 continued education credits (CEUs) be obtained prior to the registration year for system installers, service providers and septic tank haulers.

Mr. Gragg moved to approve the variance as requested. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mrs. Livers, yes; Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

d. Tezeon Wong

Tezeon Wong was present and sworn in by Mrs. Livers. Mr. Shubick was sworn in again and stated his experience.

Mr. Shubick stated that this a variance request by Tezeon Wong for the property located at 11787 Bell Rd., Newbury Twp. The request involves the section 3701-28-10 (P)(4) of the Private Water Well Regulations which states: "Except as provided in paragraph (O) of this rule and paragraph E of rule 3701-28-02 of the Administrative Code, the well casing height above finish grade shall be a minimum of twelve inches." Discussion followed.

Mr. Gragg moved to approve the variance as long as the well casing extends at least two (2) feet above the pitless adaptor. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mrs. Livers, yes; Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

VIII. Administrative Hearings

a. Donald Washington

Tracy Washington was present and sworn in by Mrs. Livers. Mr. Shubick was sworn in again and stated his experience.

Mr. Shubick stated that this is an alleged code violation to the property owned by Donald Washington located at 7488 Mulberry Rd., Chester Twp. This case is based on the failure to have a For Sale of Property Evaluation conducted as per Section 3701-29-25 (A) of the Geauga County Sewage Treatment System Rules.

3701-29-25(A) "An evaluation of a residential sewage system must be completed at time of transfer of ownership of any parcel with said system. The evaluation shall be conducted by a member of the Health District and if necessary any corrective actions(s) required shall be accomplished within the time period(s) directed." This case was tabled from the November 2016, December 2016, and January 2017 Board meetings. Discussion followed.

Ms. Washington indicated that they still have not sold their other house. They do not believe the system will pass the evaluation and plan to put in a new one. As soon as the house is sold, she would have the funds to put in a new system.

Mr. Gragg moved that the owners be required to have soils done by July 15, 2017; submit a site plan by July 31, 2017; and to obtain the permits have a new system installed and approved by October 15, 2017. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mrs. Livers, yes; Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

b. Evergreen Dairy and Ashley Welch

None of the above mentioned were present. Mr. Shubick was sworn in again and stated his experience.

Mr. Shubick stated that this was an alleged code violation to the properties owned by Evergreen Dairy, 14054 Madison Rd., Middlefield Twp. and Ashley Welch, 12401 Snow Rd., Newbury Twp. These cases were based on the failure to have a For Sale of Property Evaluation conducted at the time of property transfer as per Section 3701-29-25 of the Geauga County Sewage Treatment System Rules.

3701-29-25(A) "An evaluation of a residential sewage system must be completed at time of transfer of ownership of any parcel with said system. The evaluation shall be conducted by a member of the Health District and if necessary any corrective actions(s) required shall be accomplished within the time period(s) directed." These cases were tabled from the November 2016 meeting. Discussion followed.

Mr. Gragg moved that a code violation exists at the property owned by Evergreen Dairy, 14054 Madison Rd., Middlefield Twp. and Ashley Welch, 12401 Snow Rd., Newbury Twp. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mrs. Livers, yes; Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

Mrs. Whitright moved that Evergreen Dairy, 14054 Madison Rd., Middlefield Twp. and Ashley Welch, 12401 Snow Rd., Newbury Twp. are required to make application, pay for, schedule, and complete a For Sale of Property evaluation and/or obtain the necessary permits and install a new sewage disposal system within 30 days of receipt of Board order. Failure to follow this order will result in referral to the Prosecutor's office for legal action. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mrs. Livers, yes; Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

c. NW Associates, David & Coleen Nemeck, Sandy Kruschke and William Lennon

None of the above mentioned were present. Mr. Shubick was sworn in again and stated his experience.

This is an alleged code violation to the property owned by NW Associates, 9865 Bell St., Newbury Twp., David & Coleen Nemeck, 17790 Jug Rd., Troy Twp., Sandra Kruschke, 8071 Music St., Russell Twp., and William Lennon, 13575 Rockhaven Rd., Newbury Twp.

These cases are based on the failure to have a For Sale of Property Evaluation conducted as per Section 3701-29-25 of the Geauga County Sewage Treatment System Rules.

3701-29-25(A) "An evaluation of a residential sewage system must be completed at time of transfer of ownership of any parcel with said system. The evaluation shall be conducted by a member of the Health District and if necessary any corrective actions(s) required shall be accomplished within the time period(s) directed." Discussion followed.

Mr. Gragg moved that a code violation exists at the properties owned by NW Associates, 9865 Bell St., Newbury Twp., David & Coleen Nemeck, 17790 Jug Rd., Troy Twp., Sandra Kruschke, 8071 Music St., Russell Twp., and William Lennon, 13575 Rockhaven Rd., Newbury Twp. Dr. Wynbrandt seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

Mrs. Whitright moved that NW Associates, 9865 Bell St., Newbury Twp., David & Coleen Nemeck, 17790 Jug Rd., Troy Twp., Sandra Kruschke, 8071 Music St., Russell Twp., and William Lennon, 13575 Rockhaven Rd., Newbury Twp. be required to make application, pay for, schedule and complete a For Sale of Property evaluation and/or obtain the necessary permits and install a new sewage disposal system within 30 days of receipt of Board order. Failure to follow this order will result in referral to the Prosecutor's office for legal action. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mrs. Livers, yes; Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

d. Matthew & Maggine Fuentes, Frank & Kathryn Kolk, Kenneth & Lenore Stone and Brian Denamen

None of the above mentioned were present. Mr. Shubick was sworn in again and stated his experience.

Mr. Shubick stated that his is an alleged code violation to the properties owned by Matthew & Maggine Fuentes, 17181 Burrows Rd., Montville Twp., Frank & Kathryn Kolk, 11253 Lake Forest Dr., Chester Twp., Kenneth & Lenore Stone, 8479 Sharp Ln., Chester Twp., and Brian Denamen, 13011 Stratford Tr., Chester Twp.

These cases are based on the failure to make corrections after having a For Sale of Property Evaluation conducted as per Section 3701-29-25 of the Geauga County Sewage Treatment System Rules.

3701-29-25(A) "An evaluation of a residential sewage system must be completed at time of transfer of ownership of any parcel with said system. The evaluation shall be conducted by a member of the Health District and if necessary any corrective actions(s) required shall be accomplished within the time period(s) directed." Discussion followed.

Mr. Gragg moved that a code violation exists at the property owned by Matthew & Maggine Fuentes, 17181 Burrows Rd., Montville Twp., Frank & Kathryn Kolk, 11253 Lake Forest Dr., Chester Twp., Kenneth & Lenore Stone, 8479 Sharp Ln., Chester Twp., and Brian Denamen, 13011 Stratford Tr., Chester Twp. Mrs. Whitright seconded the motion. Mrs. Livers, yes; Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

Dr. Wynbrandt moved that Matthew & Maggine Fuentes, 17181 Burrows Rd., Montville Twp., Frank & Kathryn Kolk, 11253 Lake Forest Dr., Chester Twp., Kenneth & Lenore Stone, 8479 Sharp Ln., Chester Twp., and Brian Denamen, 13011 Stratford Tr., Chester Twp. be required to make corrections and/or obtain the necessary permits and install a new sewage disposal system within 30 days of receipt of Board order. Failure to follow this order will result in referral to the Prosecutor's office for legal action. Mrs. Whitright seconded the motion. Mrs. Livers, yes; Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

VII. Environmental Health Program Update

a. Sarah LaTourette

Mrs. Whitright attended the meeting with Mr. Weisdack and Representative LaTourette. She stated that she felt that Rep. LaTourette listened and even learned a few things when Mr. Weisdack presented his concerns with the sewage rules. However, it did not appear that there would be any support regarding the concerns with accreditation.

b. WPCLF Agreement

Mr. Weisdack reported that we received the final agreement for 2017 funding. We have several properties that were approved for 2016 funding. Those projects are still in process.

c. Mosquito Grant

Mr. Shubick reported that with the grant funds, over 5000 scrap tires have been removed. There are two sites left that will be addressed in the near future. The location of the sites and the weather have been a factor in the delay.

Unfortunately, we did not receive funding for 2017. The grant was very competitive this year. If there is a second round of funding, Mr. Shubick will work to try to obtain it.

ODH has opened the mosquito identification program.

VIII. Health and Wellness

a. Public Health Emergency Preparedness

Mrs. Andrews reported that the staff attended multiple different workgroups this past month. They also attended meetings for Public Information Officers, Non-pharmaceutical Interventions, Mosquito Vector Surveillance and Hazard Vulnerable Analysis.

There is currently a desk audit being conducted by ODH for the PHEP grant. There has been considerable amount of time with their auditor providing information. Mr. Litke stated that the audit is due to more than \$21,000.00 that was billed for January through March 2017. This was to correct the under-billing that was previously done. He does not feel there would be any major problems but it is taking longer than expected.

Mr. Litke reported that the health district has not received payment for February through March 2017 for the CRI grant. The City of Cleveland has been contacted and we are waiting for a response.

The Ebola grant has been finalized and a New Business item is on the agenda to remit the payment for the portion of the grant that was billed but should not have been.

Tammy Spencer provided Ohio Disease Reporting System (ODRS) training for the Infection Control Practitioners at UHHS Geauga.

b. Disease Surveillance

An Outbreak Investigation was initiated after we received reports that approximately 48% of attendees at an event became ill with similar symptoms. Those responsible for the event were extremely compliant and cooperative and proper outbreak protocols were followed. We have had no further reports of illness as of today.

c. Nursing Services

Mrs. Andrews stated that clients are taking advantage of the new Vaccine for Adults program. This program provides vaccines for adults that are either uninsured or underinsured.

Two extra clinics were held only for children in 7th and 12th grades to receive their newly required vaccines.

Mrs. Andrews stated that she continues to learn grant management with help from Mr. Litke. She will be providing updates for the grants every month. Mr. Litke stated that Mrs. Andrews has done a great job working out some problems with the Maternal Child Health (MCH) grant.

d. Accreditation

Christie Gigliotti provided information to the Board. She provided them with a brief update on accreditation and where the health district is in the process. The plan is to apply for accreditation in September 2017.

Miss Gigliotti stated that she has reached out to several other counties to assist with our process. She has had several people respond indicating they would help.

IX. Old Business

a. Comp Time/Flex Time

The policy put into place eliminating comp and flex time is creating a financial burden on the department. These are unplanned expenses that the general fund must absorb. Mr. Litke and Mr. Weisdack reviewed the comp time/flex time policy with the prosecutor's office. The prosecutor's office stated that many other departments use comp and flex time and suggested the health district do the same. Dr. Wynbrandt added that there is a wellness factor to it as well as being fiscally accountable.

Mrs. Whitright moved 5.18.17-d to re-institute the comp time and flex time policy as it previously was. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mrs. Livers, yes; Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

X. Adam Litke

Mr. Litke explained that legal fees as of April 30, 2017 were \$29,051.40. These costs are absorbed by the general fund. Mr. Litke explained some other ways to help reduce the costs and asked the Board to take them into consideration.

Appropriations were too low to pay some bills in May. After review, it appears the budget was set lower than known bill. There were other corrections that need to be done as well. Mr. Litke will be reviewing this further in the near future and come up with a plan to make the adjustments.

Mr. Litke also had reviewed the assets held at the health district and the current vehicle list. He noted that vehicles that were proposed to be eliminated were in working condition and mostly new. With the current financial constraints placed on the health district, he advised keeping the vehicles. He suggested that the Board define criteria to use when determining when to purchase new vehicles.

XI. New Business

a. Conceal Carry

Mr. Weisdack re-iterated that the county offices still follow the State Law that no weapons are permitted on county property except for law enforcement.

Mrs. Whitright moved 5.18.17-a to adopt Resolution 2017-3 to request the creation of a new accounting fund and line items to be used for Accreditation. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mrs. Livers, yes; Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

Mr. Gragg moved 5.18.17-b to approve the supplemental appropriation increase for Board of Health Other Expense (6002-901) not to exceed \$73,100.00 to cover legal fees, unemployment, County and State Taxes and other expenses. Dr. Wynbrandt seconded the motion. Motion carried with a roll call vote. Mrs. Livers, yes; Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

Mrs. Whitright moved 5.18.17-c to approve the refund of unspent funds to the Cuyahoga County Board of Health not to exceed \$22,257.67 for the Ebola Grant. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mrs. Livers, yes; Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

XII. Other Business

There was no other business

XIII. Executive Session

Mrs. Whitright moved to adjourn to Executive Session at 8:02 p.m. to discuss pending litigation. Dr. Wynbrandt seconded the motion. Motion carried with a roll call vote. Mrs. Livers, yes; Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

XIV. Meetings

Regular Board of Health Meeting, Monday, June 19, 2017 at 5:00 p.m. in the meeting room of 470 Center St., Bldg. 8, Chardon, Ohio.

XV. Adjourn

As there was no further business to come before the Board, the meeting was adjourned.

Respectfully submitted,

Robert K. Weisdack, R.S., M.A., M.P.H.
Secretary of the Board

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