

Geauga County General Health District
Board of Health Meeting Minutes
February 20, 2018, 5:00 p.m.
Geauga County Health District Office
470 Center Street, Bldg. 8, Chardon, OH 44024

I. Call to Order

Mr. David Gragg, Interim Pro-Tem, called the monthly meeting of the Geauga County Board of Health to order at 5:04 p.m.

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

Staff members present: Robert Weisdack, Health Commissioner, David Sage, Director of Environmental Health, Alta Wendell, Administrative Assistant, Darla Andrews, Director of Health and Wellness, Jan Dieterle, Secretary, and Christie Gigliotti, Accreditation Coordinator.

Others present: Adam Litke, Financial Consultant, Tammy Spencer, Emergency Response Coordinator, Rod Ziegler, and Thomas Bonds.

II. Pledge of Allegiance

Mr. Gragg asked everyone to stand and recite the Pledge of Allegiance.

III. Approval of Board Minutes

Mrs. Whitright moved to approve the minutes for the January 16, 2018 regular Board of Health meeting. Dr. Wynbrandt seconded the motion. Motion carried with a roll call vote. Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

IV. Approval of Current Expense and Financial Reports

Dr. Wynbrandt moved to approve the Current Expense and Financial Reports January 12, 2018 to February 15, 2018. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

V. Variances

a. Ziegler Earthworks/Elwin Weaver

Rod Ziegler was present and sworn in by Mr. Gragg. Mr. Sage was sworn in and stated his experience.

Mr. Sage stated that this is a variance request by Ziegler Earthworks on behalf of Elwin Weaver for the property located at 16434 Hosmer Rd., Parkman Twp. The request involves the section 3701-29-06(G)(3)(a) of the Sewage Treatment System Rules 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." Discussion followed.

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

b. Carl Natale & Thomas Bonds/Complete Construction Site Management Co.

Thomas Bonds was present and sworn in by Mr. Gragg. Mr. Sage was sworn in again and stated his experience.

Mr. Sage stated that this is a variance request by Carl Natale & Thomas Bonds/Complete Construction Site Management Co. 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.

3701-29-03 (C) (5) states: "Beginning with the registration year starting on January 1, 2016, proof of completion of at least six continuing education hours during the previous calendar year through educational programs approved by the department of health or demonstration of competency obtained through one of the following mechanisms:" Discussion followed.

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

VI. Administrative Hearings

a. Allison Mantz McMeechan

Ms. McMeechan was not present. Mr. Sage was sworn in by Mr. Gragg and stated his experience.

Mr. Sage stated that this is an alleged code violation to the property owned by Allison Mantz McMeechan, 7851 Birchwood Drive, Chester Twp.

This case is 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.

Dr. Wynbrandt moved that a code violation exists at the property owned by Allison Mantz McMeechan, 7851 Birchwood Dr., Chester Twp. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

Dr. Wynbrandt moved that the owner 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. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

b. Mountain View Apts 1-6/Tom Swank and Mountain View Apts. 7-8/Tom Swank

Tom Swank was not present. Mr. Sage was sworn in by Mr. Gragg and stated his experience.

Mr. Sage stated that this is an alleged code violation to the properties owned by Mountain View Apts. 1-6., Tom Swank, 10623 Mitchells Mill Road, Chardon Twp., Mountain View Apts., 7-8, Tom Swank, 10623 Mitchells Mill Road, Chardon Twp.

This case is in regards to the following sections of Article V, of the Geauga County Health District Semi-Public Sewage Disposal System Regulations which states:

Section 52.05.02: **"APPLICATION – Any person, firm, association, or corporation who, subsequent to the first day of September of that year, has intent of operating a semi-public sewage disposal system must obtain an inspection certificate from the Geauga County Health Department."**

Section 52.05.04: **"CERTIFICATE ISSUANCE – Certificate renewal forms will be mailed the last week of July. Owners of the property are responsible for returning the completed form and proper payment to the Geauga County Health Department by the filing deadline of September 1 of that year. All applications post marked later than the September 1 date shall be regarded as late and be subject to a 25% late fee. The fee schedule shall be adopted by the Geauga County Board of Health."** Discussion followed.

Mrs. Whitright moved that a code violation exists at the properties owned by Mountain View Apts. 1-6., Tom Swank, 10623 Mitchells Mill Road, Chardon Twp., Mountain View Apts., 7-8, Tom Swank, 10623 Mitchells Mill Road, Chardon Twp. Dr. Wynbrandt seconded the motion. Motion carried with a roll call vote. Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

Mrs. Whitright moved that the owners be required to pay the certificate renewal and/or any associated late fees to operate a semi-public sewage treatment system within 30 days of receipt of Board order. Failure to do so will result in referral to the Prosecutor's office for legal action. Dr. Wynbrandt seconded the motion. Motion carried with a roll call vote. Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

VII. Environmental Health Program Update

Mr. Weisdack reported that there has been nothing out of the ordinary in the Environmental Health Division.

VIII. Health and Wellness

a. Emergency Preparedness

Mrs. Andrews reported that Tammy Spencer attended training on a federal database called Dcipher. Deliverable information will be entered into this database for Cities Readiness Initiative.

Several staff members participated in a functional Exercise on Ebola. All passed the exercise.

b. Disease Surveillance

Tammy Spencer is still covering this position in addition to her other full-time duties.. In January there were 84 reportable disease cases with 20% being STDs and 64% as hospitalized flu cases.

c. Nursing

The nurses participated in Performance Management Training with Lorain County for Accreditation purposes. They also completed four foster child placement assessments.

d. Grants

We have billed for approximately \$47,000.00 since August 2017 for the Public Health Emergency Preparedness Grant and \$23,000 since May 2017 for the Immunization Action Plan grant.

We are three months into the Maternal Child Health grant and have received approximately \$7,200.00. The nurses have completed a Cribs for Kids delivery and a one-month follow up. Help Me Grow and Lake-Geauga WIC have potential clients for the program.

The Educational and Program Announcement flyer for the nutrition program has been created and approved. The first program will run four Wednesdays in May. The second program is scheduled for August.

IX. Accreditation

a. Strategic Plan

Christie Gigliotti provided a presentation to the Board for the Strategic Plan. Surveys were distributed to the Board to get their input.

The Board reviewed the Strategic Plan priorities as well as the CHIP. The CHIP has changed to a 2-year plan to align with the hospitals.

Ms. Gigliotti stated that the Geauga County Health District will be applying for Accreditation in March 2018.

X. Financial Report/Administration

Mr. Litke reported that he is continuing to work on the Annual Financial Report, ICQ Report and the Hinkle Report.

XI. Old Business

- a. 2019 Geauga County Health District Preliminary Budget.

Mr. Litke stated that he and Mr. Weisdack are still reviewing and fine-tuning the 2019 budget.

XII. New Business

Dr. Wynbrandt moved 2.20.18-a to adopt Resolution 2018-7 authorizing the Health Commissioner to enter into an agreement with OEPA for the 2018 Water Pollution Control Loan Fund. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

Mrs. Whitright moved 2.20.18-b to approve the 2018 maintenance agreement with the Baldwin Group, Inc. for the HDIS system. Dr. Wynbrandt seconded the motion. Motion carried with a roll call vote. Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

Dr. Wynbrandt moved 2.20.18-c to approve the payment to the Baldwin Group for 2018 annual maintenance fee not to exceed \$3,902.62. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

Mrs. Whitright moved 2.20.18-d to adopt Resolution 2018-8 authorizing payment to Mansour-Gavin, LPA not to exceed \$1,061.06. Dr. Wynbrandt seconded the motion. Motion carried with a roll call vote. Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

Dr. Wynbrandt moved 2.20.18-e to adopt Resolution 2018-9 authorizing payment to Mansour-Gavin, LPA not to exceed \$25,583.24 for partial payment of 2017 services. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

XIII. Other Business

- a. BOH Training- For Sale of Property

Mr. Sage provided a half-hour presentation to the Board about the For Sale of Property inspection program. He explained the basic function of a septic system, types of septic systems and what the inspectors look for.

XIV. Meetings

Regular Board of Health Meeting, Monday, March 19, 2018 at 5:00 p.m. in the small meeting room of 470 Center St., Bldg. 8, Chardon, Ohio.

Annual HDAC meeting, Tuesday March 27, 2018 at 7:00 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, **Dr. Wynbrandt moved to adjourn the meeting at 6:15 p.m. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.**

Respectfully submitted,

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

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