

Highland County Board of Health

Thursday, August 19, 2021

Agenda

1. Call to Order
2. Roll Call
3. Nursing and EH Monthly Reports
4. EH Nuisance Complaints
 - a. Coty & Amanda Odell/Surv. – 10269 SR 28 – Existing sewage system installed without a permit.
 - b. Oceanus Properties LLS – 11993 Spruance Rd. – (previously Babington’s MHP) – trash and sewage nuisances
 - c. Russel Burchett II – corner of Water St. & Petersburg Rd (old school house) – trash and junk cards
 - d. Caleb Gingerich – 13135 New Martinsburg Rd. – failing sewage system/sewage surfacing
5. Review - Act on minutes for the month of July, 2021
6. Review - Act on bills July 15, 2021 to Aug 19, 2021
7. COVID-19 Updates
 - a. Case Updates
 - b. Vaccine Update
 - c. Funding Update
 - i. CDC Workforce Development Grant
 - ii. Remaining COVID-19 Funding
8. Open Discussion
 - a. PHAB Update
 - b. Highland County Fair Planning
 - c. Comp vs. OT Pay Policy
9. Adjourn

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
TIBC	0	0	0	0	0	0	0	0	0	0	0	0	0
Lipid	0	0	0	0	1	0	2	0	0	0	0	0	3
PSA-Screen	0	0	0	0	0	10	0	0	0	0	0	0	10
PTINR	0	0	0	0	0	0	0	0	0	0	0	0	0
TSH	0	0	0	0	0	0	1	0	0	0	0	0	1
Testosterone	0	0	0	0	0	0	0	0	0	0	0	0	0
T4 Free	0	0	0	0	0	0	0	0	0	0	0	0	0
MMR Titer	0	0	0	0	0	1	0	0	0	0	0	0	1
Varicella Titer	0	0	0	0	0	1	0	0	0	0	0	0	1
Pediatric Hemoglobin	0	0	0	0	0	0	0	0	0	0	0	0	0
Pediatric Hemoglobin	0	0	0	0	0	0	0	0	0	0	0	0	0
Pediatric Lead/Hemoglobin	0	0	0	0	0	0	0	0	0	0	0	0	0
Vitamin D	0	0	0	0	0	0	0	0	0	0	0	0	1
Totals	0	0	0	1	2	2	13	0	0	0	0	0	19

F. COMMUNICABLE DISEASE

Total Case Count	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
COVID 19	873	264	161	97	75	50	88						1608
Campylobacteriosis	1	0	2	0	1	3	0						7
Chlamydia	8	8	13	5	13	11	6						64
Coccidioidomycosis	0	0	0	0	0	0	0						0
Cryptosporidiosis	0	0	0	0	0	1	0						1
CP CRE	0	0	0	0	0	0	0	1					1
Giardiasis	0	0	0	0	0	1	0	1					2
Gonococcal	2	0	2	1	1	2	0						8
Haemophilus Influenza	0	0	0	0	0	0	0						0
Hepatitis A	0	1	2	0	0	0	0						3
Hepatitis B-acute	0	0	0	0	0	0	0						0
Hepatitis B-chronic	0	3	3	1	1	1	1						10
Hepatitis C-acute	0	0	0	0	0	0	0						0
Hepatitis C-chronic	11	4	7	4	1	4	8						39
Influenza A	0	0	0	0	0	0	0						0
Influenza B	0	0	0	0	0	0	0						0
Legionellosis Pneumonia	0	0	0	0	0	0	0						0
Lyme Disease	0	0	0	0	0	1	1						2
Meningitis	0	0	0	0	0	0	0						0
Pertussis	0	0	0	0	0	0	0						0
Plesiomonas shigelloides	0	0	0	0	0	0	0						0
RMSF	0	0	0	0	1	0	0						1
Streptococcal Group A	0	0	0	0	0	0	0						0
Streptococcal Group B	1	0	0	0	0	0	0						1
Streptococcus pneumoniae	0	0	0	0	0	0	1						1
Strep. Pyogenes	0	0	0	0	0	0	0						0



Highland County General Health District

1487 North High St. Suite 400, Hillsboro, OH 45133

Telephone: (937) 393-1941 • Fax: (937) 393-4694 • Email: info@highlandcountyhealth.org

Public Health
Prevent Promote Protect

NOTICE OF VIOLATION

Date: **5-25-2021**

Property Owner Name:	Coty and Amanda ODell/Surv.				
Mailing Address:	10269 State Route 28				
City:	Leesburg	State:	Ohio	Zip:	45135

Re: Complaint

Nature of Complaint:	Sewage system
Parcel Number(s):	12-02-000-091.03
Complaint Property Address:	10269 State Route 28 Leesburg

The Highland County Health Department (HCHD) received the above-mentioned complaint and a HCHD staff member performed and investigation.

Date of Investigation:	9-18-2019, 5-08-2020
Complaint was found to be:	<input checked="" type="checkbox"/> Valid - Corrective measures must be taken. <input type="checkbox"/> Not Valid - No further action needs to be taken. <input type="checkbox"/> Outside of the Jurisdiction of this agency at this time.
At the time of the inspection the following was observed:	Existing septic system was installed without a permit.

You are currently in violation of the following code(s)/regulation(s) regarding this complaint:

ORC 3718.011 "Conditions under which sewage treatment system causes a public health nuisance.

(1) The sewage treatment system is not operating properly due to a missing component, incorrect settings, or a mechanical or electrical failure."

OAC 3701-29-06 (B) "A STS or GWRS, as applicable, shall not be installed, altered, or operated without an approved permit from the board of health."

This public health nuisance must be abated by the deadline.

Deadline(s):	August 19, 2021
Corrective Action(s):	1) Get a permit from the Highland County Health Department to install a septic system. See attached site evaluation on design of the system. 2) Get an approved septic system on the property.

Failure to comply:	<u>If the deadline is not met and our office contacted for an inspection</u> , your case will be turned over to the Highland County Board of Health at their next scheduled monthly board meeting.
	Board meeting date: August 19, 2021

Highland County Board of Health meets on the 3rd Thursday of each month at 9:00 AM in the Health Department's meeting room. These meetings are open to the public. If a meeting must be changed it will be posted on local news media, HCHD social media, and posted on the hall bulletin board.

Please contact this office with any questions or concerns regarding your responsibilities in this matter. Your questions will be best answered by the sanitarian handling this case. Updates regarding remediation actions should also be directed to this sanitarian:

HCHD Sanitarian handling this case:	Philip Webb
e-mail:	pwebb@highlandcountyhealth.org
Phone:	937-393-1941 #110

Sincerely,



Registered Sanitarian
Environmental Health Division

**HIGHLAND COUNTY
GENERAL HEALTH DISTRICT**

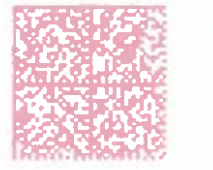
1487 North High St.
Suite 400
Hillsboro, OH 45133-1183

CERTIFIED MAIL



7029 0140 0001 0555 7502

City and Amanda Ocell /sur
ID269 State Route 28
Lezsbury OH10 45135



UNITED STATES POSTAGE
PITNEY BOWEN
\$ 006.810
02 1P
0000279354 MAY 25 2021
MAILED FROM ZIP CODE 45133

POST OFFICE USE ONLY. SEE DELIVERY POINT FOR ADDITIONAL INSTRUCTIONS. POST OFFICE USE ONLY.

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

*Loty and Amanda Dell / Sullivan
10269 Skh Roun 28
Leesburg OH 44135*



9590 9402 6190 0220 1731 04

2. Article Number (Transfer from service label)

7019 0140 0001 0555 7502

PS Form 3811, July 2020 PSN 7530-02-000-9053

COMPLETE THIS SECTION ON DELIVERY

- A. Signature X Agent
 Addressee
- B. Received by (Printed Name) C. Date of Delivery

D. Is delivery address different from item 1? Yes
If YES, enter delivery address below: No

3. Service Type
- Adult Signature Restricted Delivery
 - Adult Signature Restricted Delivery
 - Certified Mail
 - Certified Mail Restricted Delivery
 - Collect on Delivery
 - Collect on Delivery Restricted Delivery
 - Insured Mail
 - Insured Mail Restricted Delivery (over \$500)
 - Priority Mail Express®
 - Registered Mail™
 - Registered Mail Restricted Delivery
 - Signature Confirmation™
 - Signature Confirmation Restricted Delivery

Domestic Return Receipt



Highland County General Health District

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Public Health
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NOTICE OF VIOLATION

Date: **6-24-21**

Property Owner Name:	Oceanus Properties LLC Argeri A. Lagos		
Mailing Address:	750 Shrine rd		
City:	Springfield	State:	Ohio
Zip:	45504		

Re: Complaint

Nature of Complaint:	Sewage, Solid waste, off rim tires
Parcel Number(s):	28-17-000-245
Complaint Property Address:	11993 Spruance Rd Hillsboro Ohio 45133

The Highland County Health Department (HCHD) received the above-mentioned complaint and a HCHD staff member performed and investigation.

Date of Investigation:	6-24-21
Complaint was found to be:	<input checked="" type="checkbox"/> Valid - Corrective measures must be taken. <input type="checkbox"/> Not Valid - No further action needs to be taken. <input type="checkbox"/> Outside of the Jurisdiction of this agency at this time.
At the time of the inspection the following was observed:	Sewage from a camper was seen piped onto the surface of the ground. Open trenches filled with sewage around mobile home 103. Large trash pile seen around 103 and off rim tires. Solid waste seen around mobile home being deconstructed.

You are currently in violation of the following code(s)/regulation(s) regarding this complaint:

<p>Health District Premise Maintenance Regulation 2.1: "No person shall store, place, burn or dispose on his premises or the premises of another or permit to accumulate on his premises, any solid waste in such a manner whereby it will become a rodent or insect harborage or breeding place, or create a health menace, unsanitary condition, or nuisance." As adopted under authority of ORC 3709.21 & ORC 3709.22</p> <p>OAC 3745-27-05 (C) "No person shall conduct, permit, or allow open dumping. In the event that open dumping is occurring or has occurred at a property, the person(s) responsible for the open dumping, the owner of the property, or the person(s) who allow or allowed open dumping to occur, shall promptly remove and dispose or otherwise manage the solid waste in accordance with Chapter 3734. of the Revised Code, and shall submit verification that the solid waste has been properly managed. [Comment: Prompt removal and disposal of solid waste does not relieve any obligations under state or federal environmental statutes. This may include environmental clean-up of the site and/or remediation of ground water contamination resulting from the open dumping.]"</p>

Ohio Revised Code 3734.03 "No person shall dispose of solid waste by open burning or open dumping, except as authorized by the director of environmental protection in rules adopted in accordance with division (V) of this section 3734.01, section 3734.02, or sections to 3734.73 of the Revised code and except for burying or burning the body of a dead animal as authorized by section 941.14 of the Revised code."

ORC 3718.011 "Conditions under which sewage treatment system causes a public health nuisance.

(A) For purposes of this chapter, a sewage treatment system is causing a public health nuisance if any of the following situations occurs and, after notice by a board of health to the applicable property owner, timely repairs are not made to that system to eliminate the situation:

(1) The sewage treatment system is not operating properly due to a missing component, incorrect settings, or a mechanical or electrical failure.

(2) There is a blockage in a known sewage treatment system component or pipe that causes a backup of sewage or effluent affecting the treatment process or inhibiting proper plumbing drainage."

OAC 3745-27-60(B)(1) "The storage of scrap tires in any amount outside or inside a trailer, vehicle, or building is deemed a nuisance, a hazard to public health or safety, or fire hazard unless the scrap tires are stored in accordance with the following standards:(1) Sufficient drainage shall be maintained such that water does not collect in the area where scrap tires are stored."

This public health nuisance must be abated by the deadline.

Deadline(s):	August 19, 2021
Corrective Action(s):	<ol style="list-style-type: none"> 1. Contact this office prior to the deadline to schedule a re-inspection for verification of compliance. <ul style="list-style-type: none"> • Remove all solid waste, trash, and off rim tires from the property. Fix all sewage leaks.
Failure to comply:	<u>If the deadline is not met and our office contacted for an inspection</u>, your case will be turned over to the Highland County Board of Health at their next scheduled monthly board meeting.

Highland County Health Department hours of operation:
 8AM-5:30PM Mon. & Wed.; 8AM-4PM Tues., Thurs., & Fri.
 Hours may vary during holiday weeks

Board meeting date:	August 19, 2021
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HCHD Sanitarian handling this case:	Philip Webb
e-mail:	pwebb@highlandcountyhealth.org
Phone:	937-393-1941 #110

Sincerely,



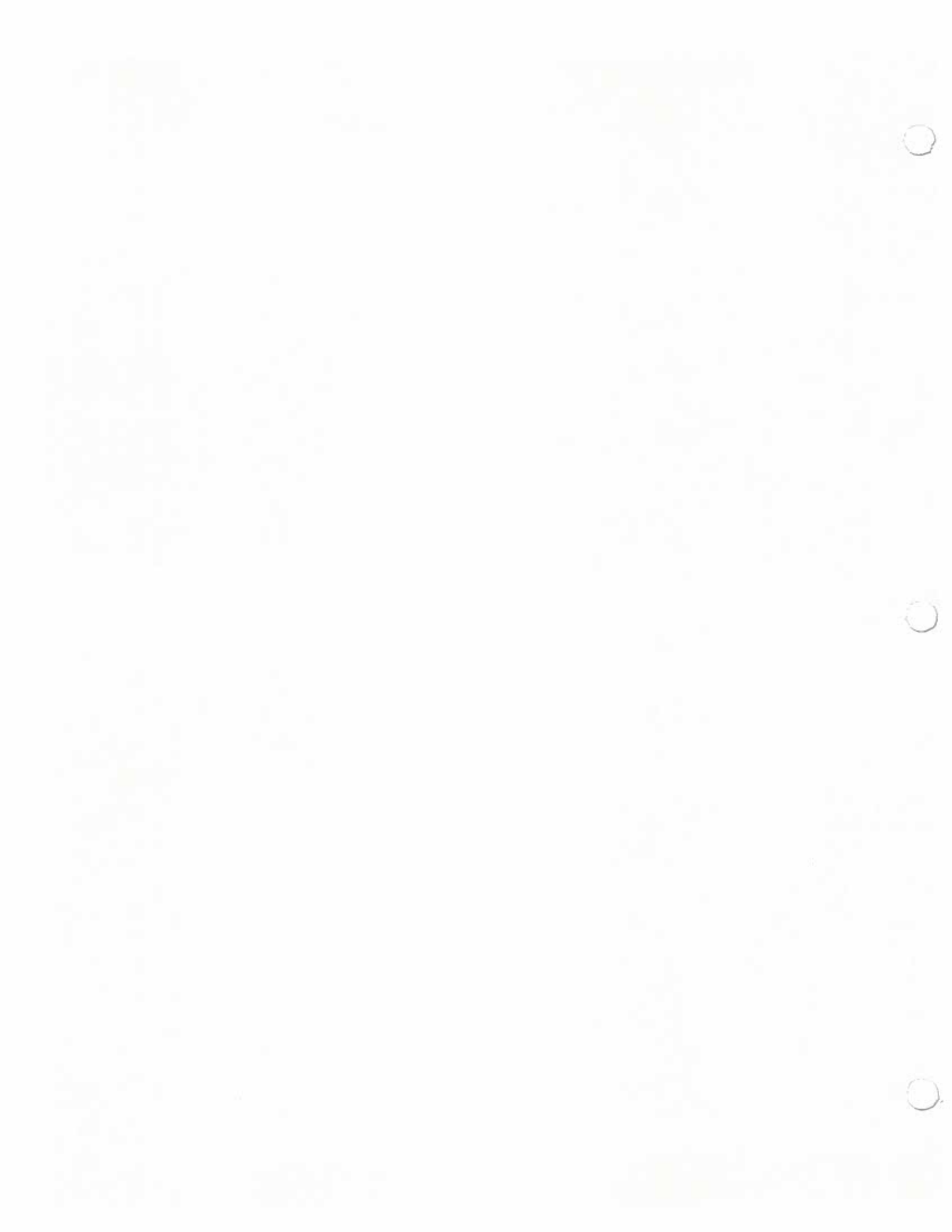
Registered Sanitarian
Environmental Health Division

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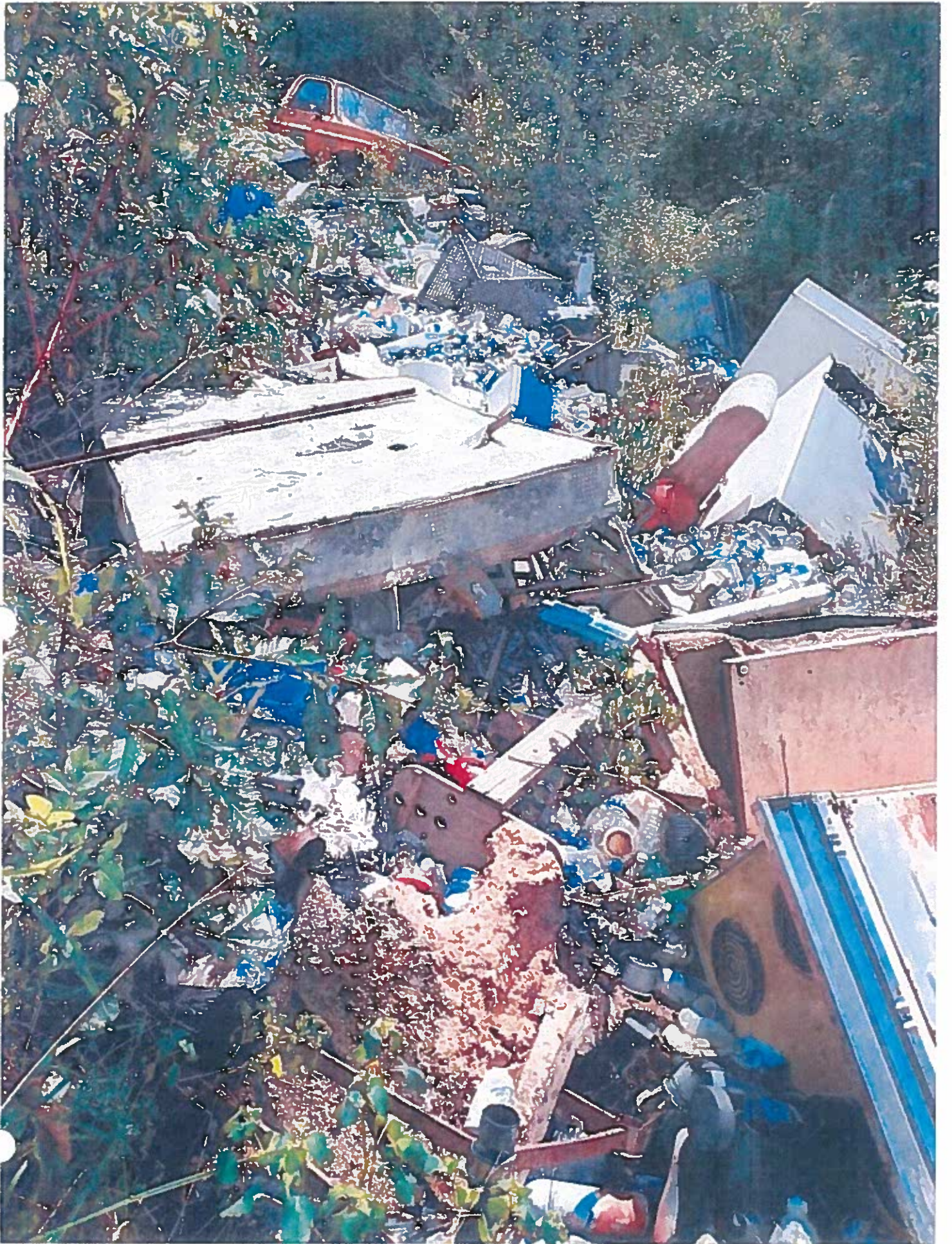
Hours may vary during holiday weeks

















Bill Fawley

HIGHLAND COUNTY AUDITOR | HIGHLAND COUNTY, OHIO



Overview



Legend

- Addresses
- Roads
- ▭ Parcels
- ▭ Parcel Numbers
- Corporate Limits
- ▭ Villages

Parcel ID 32-12-101-001.00
Owner BURCHETT RUSSEL W II
 13645 SPARGUR LN
 HILLSBORO, OH 45133
Location Address WATER ST

District 32 - PAINT-GREENFIELD EVSD
Class 499 - Other commercial structures
Acreage 2.46

Last 2 Sales
Date 11/14/2005
Price 1/1/1990
Vol/Page 0607 / 0857

Date created: 8/17/2021
 Last Data Uploaded: 8/17/2021 12:22:09 AM

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Public Health
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NOTICE OF VIOLATION

Date: **7/7/2021**

Property Owner Name:	Caleb Gingerich				
Mailing Address:	13135 New Martinsburg Rd.				
City:	Leesburg	State:	Ohio	Zip:	45135

Re: Complaint

Nature of Complaint:	Failing sewage system/ sewage surfacing
Parcel Number(s):	26-02-000-372.01
Complaint Property Address:	(same location)

The Highland County Health Department (HCHD) received the above-mentioned complaint and a HCHD staff member performed and investigation.

Date of Investigation:	5/4/2021
Complaint was found to be:	<input checked="" type="checkbox"/> Valid - Corrective measures must be taken. <input type="checkbox"/> Not Valid - No further action needs to be taken. <input type="checkbox"/> Outside of the Jurisdiction of this agency at this time.
At the time of the inspection the following was observed:	Sewage was observed surfacing on ground surface over leaching trenches

You are currently in violation of the following code(s)/regulation(s) regarding this complaint:

3701-29-06 (E)(1) An STS shall be maintained in proper working condition. (3) No STS shall create a public health nuisance as defined in section 3718.011 of the ORC.
--

This public health nuisance must be abated by the deadline.

Deadline(s):	Within 30 days obtain permit to install [8/7/2021] Within 60 days to have installed[9/7/2021] (weather depending)
Corrective Action(s):	Acquire an installation permit and replace existing system according to approved plans provided. Contact this office prior to the deadline to schedule a re-inspection for verification of compliance.
Failure to comply:	<u>If the deadline is not met and our office has not been contacted for an inspection,</u> your case will be turned over to the Highland County Board of Health at their next scheduled

	monthly board meeting.
Board meeting date:	9/16/2021

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Please contact this office with any questions or concerns regarding your responsibilities in this matter. Your questions will be best answered by the sanitarian handling this case. Updates regarding remediation actions should also be directed to this sanitarian:

HCHD Sanitarian handling this case:	Chris Shope
e-mail:	cshope@highlandcountyhealth.org
Phone:	(937) 393-1941 Ext: 116

Sincerely,

Registered Sanitarian
Environmental Health Division

CC:

Highland County Health Department hours of operation:
8AM-5:30PM Mon. & Wed.; 8AM-4PM Tues., Thurs., & Fri.

Hours may vary during holiday weeks

System appears to be operating properly. This is good and means system was observed to be operating normally. System must be kept in this condition through routine maintenance and proper operation and water usage.

System is not creating a nuisance. This does not indicate system is operating properly. It means at time of the evaluation, use of the system did not appear to cause a negative health concern. Typically, this means sewage was not observed to be backing up or discharging to ground surface.

The system is undersized by current standards. This is a concern and means if a new system was to be installed under current regulations, the system would be required to be larger with more capacity. System size is based on soil permeability as well as size of structure (number of bedrooms for residential systems). Unfortunately, many systems are found to be undersized due to an increase in the size of the structure or home. The number of bedrooms in a home should never exceed the design capacity of the STS. An undersized system should not be expected to operate properly with average to high water usage (60 to 100 gallons per bedroom per day), such as conditions for a fully occupied home (2 person per bedroom). Water conservation until system can be replaced is recommended. Replacement of system in near future should be an expectation.

The system is saturated. This is bad and means the area over and around the soil absorption system is very wet (soft ground) and the soil is saturated with water. This indicates the system has little to no capacity to accept and treat wastewater during wet conditions and greatly increases the chance of a system failure. High water levels in system and/or slow drains in home are common symptoms of this problem. Recommendations are to restrict water usage and upgrade system.

Conserve water usage. This means to restrict or limit water usage in home/structure to a minimum (typically to less than 100 gallons per day). This is recommended when a system is observed to have limited capacity to accept wastewater due to soil saturation, age, or small system size. This is only a temporary solution to the problem. The long-term solution is a system upgrade or replacement.

Access lids are buried. All systems need access for routine maintenance. STS regulations require each system to provide easy access for this maintenance without the need to dig up the system. This is accomplished with riser assemblies to extend access lids above finish grade. Any component needing regular access requires a riser. This evaluation will report any known components found buried that need risers. Risers should be installed as directed in a timely manner. Contact a registered STS contractor to install riser assemblies.

Recommend system upgrade. This means the system should not be expected to operate properly under normal conditions. Replacement of system is recommended when evaluation determines condition of system is poor, system is old of age, or system type and location is unknown. Replacement of a sewage system will be required if system is observed creating a nuisance.

Records to system not on file. This means no documentation of the system installation was on file at our office. The Highland County Health Department keeps and maintains records of sewage treatment systems within the county. Record keeping for system installations began in 1950 and were filed under the property owners name through the 1970's. Records of new system installations were filed by address starting in the late 1970's. As a result, records for older systems are difficult to find. When seeking records of a sewage system installed prior to 1980, our office will need to know address of property as well as the owner of the property at time of system installation. When records cannot be found, this means that either insufficient data is available to match records to a property, or the system may not have been permitted for installation.

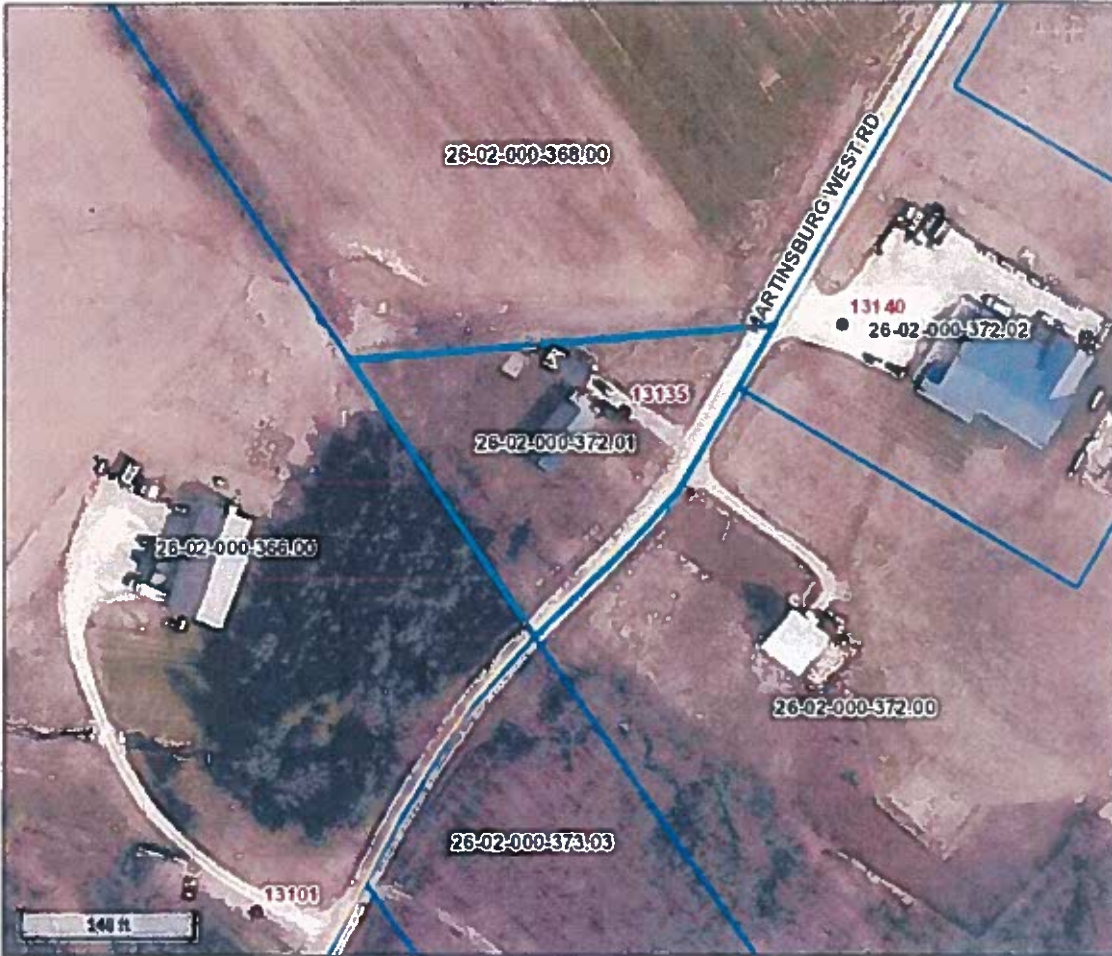
System is creating a nuisance. This is bad and indicates a system is failing and requires repair or replacement immediately. This is determined typically by observation of sewage discharging to ground surface or sewage back up into the home. Operation permits cannot be issued until repairs to system are completed.

NOTE: An operation permit will be issued to all sewage systems not creating a nuisance (failing) at time of inspection unless otherwise noted. It is the responsibility of the system owner to ensure any corrective actions noted in this report are performed. Perform repairs and routine maintenance in a timely manner. **PROTECT YOUR INVESTMENT.** Please contact the Highland County Health Department with any questions regarding this evaluation.



Bill Fawley

HIGHLAND COUNTY AUDITOR | HIGHLAND COUNTY, OHIO



Overview



Legend

- Addresses
- Roads
- Parcels
- Parcel Numbers
- Corporate Limits
- Villages

Parcel ID 26-02-000-372.01
 Owner GINGERICH CALEB
 13135 NEW MARTINSBURG RD
 LEESBURG, OH 45135
 Location Address 13135 MARTINSBURG RD

District 26 - MADISON GREENFIELD EVSD
 Class 541 - MH REAL / 0.999 AC
 Acreage 0.973

Last 2 Sales		
Date	Price	Vol/Page
7/22/2013	\$15000	845/478
6/26/2013	\$18000	843/30

Date created: 8/17/2021
 Last Data Uploaded: 8/17/2021 12:22:09 AM

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Highland County General Health District
1487 N. High St. Suite 400
Hillsboro, Ohio 45133
Phone: (937) 393-1941
Fax: (937) 393-4694
Email:
info@highlandcountyhealth.org



Sewage Treatment System Operation and Maintenance Evaluation Report

Routine Evaluation Reevaluation

Site Address: **13135 New Martinsburg Rd. Leesburg, Ohio 45135**

Owners Name: **Caleb Gingerich**

Owners Mailing Address: **Same**

Phone: _____ Township: **Madison**

Applicant Name (if different from above): _____

Applicant Mailing Address: _____

System Type:

Soil Absorption Discharging Holding Tank (no absorption or discharge) Unknown

Primary Treatment (Septic Tank):

Less than 1000 gal. 1000 gal. 1500 gal. 2000 gal. Over 2000gal. Unknown Not Applicable

Pretreatment System:

Aeration [Manufacturer: Cajun Air Model: 500GPD] Sand Filtration
 Other _____ Unknown Not Applicable

Secondary Treatment:

Leaching Trenches / Leaching Bed Sand Mound Drip Irrigation Sand Filter Bed Drywell
 Unknown Other _____

General Factors:

At time of inspection, structure served by system was: Occupied Vacant

Year System was installed: 1994 If unknown, estimate age of system: _____

Were records for the system installation located on file? Yes No

Is system currently under an active maintenance contract? Yes No Unknown Not Required

Last STSOM inspection date: _____ No record of previous STSOM inspection on file

The following issues were identified:

Missing component(s)
 Motor, pump, or other components not operating properly
 Electrical Problem
 Damaged component
 Air line/diffuser problem or air shaft needs cleaning (aeration systems only)
 Tank needs to be pumped
 Timer needs adjustment
 Filter needs service
 Chlorinator empty
 High water level observed in system

Improper grading or inadequate vegetative cover over system
 Access lids buried
 Soil absorption area or replacement area has been disturbed
 Sewage surfacing over system or system discharging sewage
 Outlet pipe is not free flowing (for discharging components only)
 System components crosses property lines
 System components do not meet horizontal separation distance requirements

Comments Concerning This System: System inspected upon request of owner. System found to be failing and needs replacement at this time. Design for system replacement was approved on 7/2/2021. System should be repaired/replaced within 60 Days from this date.

The issuance of an Operation Permit for this sewage treatment system has been:

<input type="checkbox"/> Approved	<input type="checkbox"/> Conditional Approval	<input checked="" type="checkbox"/> Disapproved
<p>Your sewage treatment system is not creating an apparent nuisance at this time and appears to be operating properly and in good repair. An operation permit can be issued at this time.</p>	<p>Your sewage treatment system is not creating an apparent nuisance at this time; however, system does not appear to be operating properly or needs maintenance or minor repairs at this time. Contact a registered STS contractor to perform maintenance or minor repairs. An operation permit can be issued at this time. See comments above.</p>	<p>Your sewage treatment system is creating a nuisance and requires major repair or replacement. System should not be placed into use until repairs or replacement can be completed. An operation permit is denied and notice of violation has been issued. See comments above.</p>

Inspected By: **Chris Shope**

Date: **5/4/2021**

The opinion given is rendered without the knowledge of some of the individual parts of the sewage treatment system and applies only to the date and time the opinion is made. Therefore, this opinion does not guarantee the future performance of the sewage treatment system.

Sketch of System

Highland County Health Department Interpretive Guidance to an STSOM Evaluation

Below are some phases you are likely to see in this report and what they mean.

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Access lids are buried. All systems need access for routine maintenance. STS regulations require each system to provide easy access for this maintenance without the need to dig up the system. This is accomplished with riser assemblies to extend access lids above finish grade. Any component needing regular access requires a riser. This evaluation will report any known components found buried that need risers. Risers should be installed as directed in a timely manner. Contact a registered STS contractor to install riser assemblies.

Recommend system upgrade. This means the system should not be expected to operate properly under normal conditions. Replacement of system is recommended when evaluation determines condition of system is poor, system is old of age, or system type and location is unknown. Replacement of a sewage system will be required if system is observed creating a nuisance.

Records to system not on file. This means no documentation of the system installation was on file at our office. The Highland County Health Department keeps and maintains records of sewage treatment systems within the county. Record keeping for system installations began in 1950 and were filed under the property owners name through the 1970's. Records of new system installations were filed by address starting in the late 1970's. As a result, records for older systems are difficult to find. When seeking records of a sewage system installed prior to 1980, our office will need to know address of property as well as the owner of the property at time of system installation. When records cannot be found, this means that either insufficient data is available to match records to a property, or the system may not have been permitted for installation.

System is creating a nuisance. This is bad and indicates a system is failing and requires repair or replacement immediately. This is determined typically by observation of sewage discharging to ground surface or sewage back up into the home. Operation permits cannot be issued until repairs to system are completed.

NOTE: An operation permit will be issued to all sewage systems not creating a nuisance (failing) at time of inspection unless otherwise noted. It is the responsibility of the system owner to ensure any corrective actions noted in this report are performed. Perform repairs and routine maintenance in a timely manner. **PROTECT YOUR INVESTMENT.** Please contact the Highland County Health Department with any questions regarding this evaluation.

MINUTES

BOARD OF HEALTH MEETING HIGHLAND COUNTY, OHIO

Thursday, July 15, 2021

The Highland County General Health District Board of Health held its July, 2021 meeting on July 15, with the following members present:

Mr. John Holt
Mr. Rob McCray
Dr. Julie Karnes
Mr. Tim Parry

1. Call to Order

The Board of Health meeting was called to order by Mr. Holt at 9:05AM.

2. Roll Call

The following individuals were present at the meeting:

John Holt
Rob McCray
Dr. Julie Karnes
Tim Parry
Jared Warner, Health Commissioner
Chris Shope, Environmental Health Specialist
Bonnie Rusch, Director of Nursing
Connie Page, Fiscal Officer
Cassandra Hudnell, Environmental Health Specialist In Training

3. Nursing and EH Monthly Reports

EH Division staff and Ms. Rusch presented monthly report statistics to the BOH.

4. EH Nuisance Complaints

- a. Stacy and Robert Woodruff, 7230 Wagon Wheel Trail, Hillsboro Ohio – Trash Nuisance – Ms. Hudnell provided information regarding a nuisance located at the above address. After discussion, Mr. Parry made a motion to send this nuisance to the prosecutor. Dr. Karnes seconded the motion. Motion carried unanimously.
- b. James Reed, 7377 Beechwood Rd., Hillsboro, Ohio – Trash Nuisance - Ms. Hudnell provided information regarding a nuisance located at the above address. After discussion, Mr. Parry made a motion to send this nuisance to

the prosecutor. Mr. McCray seconded the motion. Motion carried unanimously.

- c. Stacy and Robert Woodruff, 11861 Maple Trail, Hillsboro Ohio – Trash Nuisance - Ms. Hudnell provided information regarding a nuisance located at the above address. After discussion, Mr. Parry made a motion to send this nuisance to the prosecutor. Mr. McCray seconded the motion. Motion carried unanimously.
- d. Coty and Amanda Odell, 10269 SR 28, Leesburg – septic system installed without a permit. Mr. Shope provided information regarding a nuisance located at the above address. After discussion, the board decided to table this nuisance until a future meeting.
- e. Susan Hatfield, 11424 Dundee Dr., Hillsboro. Mr. Shope provided information regarding a nuisance located at the above address. After discussion, Mr. Parry made a motion to send this nuisance to the prosecutor. Dr. Karnes seconded the motion. Motion carried unanimously.

5. Review - Act on minutes for the month of June, 2021

Mr. Warner presented the minutes for the May, 2021 BOH Meeting. Mr. McCray made a motion to approve minutes. Dr. Karnes seconded the motion. Motion passed unanimously.

6. Bills from May 18, 2021 to June 17, 2021

Ms. Page presented the bills from May 18, 2021 to June 17, 2021. Mr. McCray made a motion to approve the bills. Dr. Karnes seconded the motion. Motion passed unanimously.

7. Continuing Education – Mr. Warner provided a training on PHAB accreditation and the process involved in becoming accredited. Training lasted from 9:35 AM to 10:05 AM.

8. COVID-19 Updates – Mr. Warner provided an update on current COVID-19 activities in the county for the following topic areas:

- a. Case Updates
- b. Vaccine Update – IFH Project
- c. Funding Update

9. Open Discussion

Juneteenth Holiday – Mr. Warner proposed that the BOH assign the day of holiday time off from the recently added Juneteenth holiday to be set for Christmas Eve, except for employees that would be retiring before that date. After discussion, John Holt made a


motion to assign this holiday temporarily as proposed by Mr. Warner. Tim Parry seconded the motion. Motion carried unanimously.

Maximum Payment without BOH Approval – Mr. Warner discussed the need to increase the amount that the health commissioner is permitted to spend without prior BOH approval. After discussion, Tim Parry made a motion to increase the spending amount to \$1,000. Mr. McCray seconded the motion. Motion carried unanimously.

MD Position Posting – Mr. Warner discussed the need to post the Medical Director opening in order to begin interviewing Dr. Mizer's replacement. Dr. Karnes made a motion to approve the job posting with a pay range to be determined. Mr. McCray seconded the motion. Motion carried unanimously.

10. Adjourn

Mr. Holt made a motion to adjourn the meeting. Mr. McCray seconded the motion. Motion carried unanimously. Meeting was adjourned at 10:30 AM.



John Holt
President, Board of Health



Jared Warner, MEM, RS
Health Commissioner
Secretary, Board of Health

8/18/2021

August

Prepared by: Connie Page

Estimated Health Salary Costs for August		Actual Health Salary Costs for July	
Item		Item	Cost
Salaries	\$48,130.42	Salaries	\$45,969.90
PERS - Employer Pickup	\$248.12	PERS - Employer Pickup	\$248.12
PERS - Monthly Contributions	\$6,775.87	PERS - Monthly Contributions	\$6,435.87
Medicare	\$665.80	Medicare	\$630.80
Medical Mutal	\$10,234.23	Medical Mutual	\$10,234.23
Total Estimated	\$66,054.44	Total	\$63,518.92

Health Expenses to be Paid			
Payee	Cat. Number	Item	Cost
Sanofi Pasteur	E2	Vaccines	\$ 3,069.69
SOS	E2	office chairs, receipt books, toner etc	\$ 4,836.13
Amazon	E2	Back pack supplies, and prizes	\$ 7,389.77
GSK	E2	Vaccine	\$ 10,409.13
Merck	E2	Medical Supplies	\$ 7,946.71
Dance Steel	E2	Rolled Angle to complete shelving	\$ 49.12
4Imprint	E2	Mini hot/cold packs	\$ 234.55
AT&T	E5	Cell phones	
Pitney Bowes	E5	Lease	\$ 106.09
ComDoc	E5	Maintence & Usage fees	\$ 362.16
Ohio Helping Hands	E5	Office Cleaning June and July	\$ 1,120.00
YCFR Inspections, LLC	E5	Plumbing Permit Remits	\$ 4,590.00
Highland District Hospital	E5	Lab Testing	\$ 64.39
Charter Communications/Spectrum	E5	Phone Service	\$ 394.46
ATT	E5	cell phones for 2 months	\$ 388.99
Xerox	E5	Lease Payment	\$ 214.29
Baldwin Group	E5	Workstation license	\$ 267.37
Cassandra Hudnell	E7	July Mileage	\$ 126.88
Chris Shope	E7	July Mileage	\$ 221.52
Anna McCoppin	E7	July Mileage	\$ 26.00
Philip Webb	E7	July Mileage	\$ 59.28
Bonnie Rusch	E7	July Mileage	\$ 48.88
Shala Schutte	E7	June and July Mileage	\$ 4.16
OPHP	E12	Conference fees	\$ 300.00
Kim Boyer	E12	Refund for STSOM	\$ 50.00
Shirley Cox	E12	Reimburse fees for training	\$ 45.00
Highland County Sheriff	E12	Background check for Kristen Q.	\$ 30.00
Wex Bank	E12	Fuel for Care A Van	\$ 104.61
YMCA of Greater Cincinnati	E12	Refund of late fee for pool license	\$ 101.25
Greenfield Exempted Schools	E12	Refund of late fee for pool license	\$ 101.25
Marilyn Kunz	E12	Refund of Septic permit	\$ 292.00
Treasurer, State of Ohio	E17	Sewage Remits	\$ 740.00
Ohio Division of Real Estate & PL	E17	Burial Permits	\$ 2.50
Treasurer, State of Ohio	E17	Vital Stats Security Paper	\$ 888.65
Total General Health Expenses from 07/15/21-8/18/21			\$ 44,584.83

Restaurant Expenses to be Paid			
Category	Cat. Number	Item	Cost
Salaries	G1	Employee Salaries	
PERS	G1	Monthly Contributions	
Medicare	G1	Employer Medicare	
Workers Comp	G11	Workers Comp	
Treasurer, State of Ohio	G2	FSO Remits	\$ 230.00
Treasurer, State of Ohio	G2	RFE Remits	\$ 28.00
Cassandra Hudnell	G3	July Mileage	\$ 64.48
Philip Webb	G3	July Mileage	\$ 42.12
Anna McCoppin	G3	July Mileage	\$ 19.24
Stephanie Lanning	G4	Refund of overpayment of FSO	\$ 6.00
Dollar Tree Stores	G4	Refund of overpayment of RFE	\$ 14.37
Amazon Business	G4	Thermometers, probes	\$ 221.58
Baileys	G4	chlorine, temp labels misc supplies	\$ 150.00
Total Restaurant Expenses from 07/15/21-8/18/21			\$ 775.79

Private Water Expenses to be Paid			
Category	Cat. Number	Item	Cost
Salaries	S78	Employee Salaries	\$ -
Treasurer, State of Ohio	S81	Private Water Permit Remit Fees(ODH)	
Treasurer, State of Ohio	S81	Private Water Permit Remit Fee(ODNR)	
Masi Labs	S83	Water Sample Testing	\$ 571.50
Workers Comp	S86	Workers Comp	
Chris Shope	S87	July Mileage	\$ 6.24
Anna McCoppin	S87	July Mileage	\$ 23.92
Philip Webb	S87	July Mileage	\$ 41.60
Total Private Water Expenses from 07/15/21-8/18/21			\$ 643.26

Swimming Pool Expenses to be Paid			
Category	Cat. Number	Item	Cost
Salaries	E01	Employee Salaries	
PERS	E10	Monthly Contributions	
Medicare	E08	Employer Medicare	
Workers Comp	E11	Workers Comp	
Anna McCoppin	E07	July Mileage	\$ 37.96
Philip Webb	E02	July Mileage	\$ 13.00
Treasurer, State of Ohio	E03	Pool License Remits	
Total Swimming Pool Expenses from 07/15/21-8/18/21			\$ 50.96

RV Park Expenses to be Paid			
Category	Cat. Number	Item	Cost
Salaries		Employee Salaries	
PERS		Monthly Contributions	
Medicare		Employer Medicare	
Treasurer, State of Ohio	E2	Campground remits	
Workers Comp	E1	Workers Comp	
Philip Webb	E03	July Mileage	\$5.20
Anna McCoppin	E03	July Mileage	\$47.84
Total RV Park Expenses from 07/15/21-8/18/21			\$ 53.04

Fund	7/1/2021	July Reciepts	July Expenses	7/31/2021
General Health Fund	\$959,499.06	\$76,560.13	\$100,517.72	\$935,541.47
R/V Trailer Parks Fund	\$16,223.05	\$75.00	\$671.25	\$15,626.80
Swimming Pool Fund	\$7,293.69		\$294.05	\$6,999.64
Restaurant Fund	\$70,953.80	\$2,138.67	\$2,484.04	\$70,608.43
Private Water Funds	\$18,046.95	\$1,431.17	\$1,108.83	\$18,369.29
Capital Improvements	\$61,619.86			\$61,619.86
Totals	\$1,133,636.41	\$80,204.97	\$105,075.89	\$1,108,765.49