

# ***Highland County Board of Health***

***Tuesday June 18, 2019***

## **Agenda**

1. Call to Order
2. Roll Call
3. STS Variance Request – 8575 Rammel Rd., Christopher Stroud, Lynchburg – Design Variance
4. STS Variance Request – 9945 SR 73, New Vienna, Larry Miller - Holding Tank Variance
5. STS Variance Request – 4391 Sorg Rd. Gary and Jessica Shepard Variance Request
6. Trash Nuisance – 10615 Rowe Rd., Greenfield, OH John and Tonya Trefz
7. RS/SIT/EH Tech Position
8. PH Nurse Position
9. ERC Contract with Clinton County - Continuation
10. PHAB update – Workforce Development Plan Approval
11. Legislative Review
  - a. Budget Bill – Soda Tax and Tobacco Tax
  - b. Budget Bill – Continuous Levy Authority
12. Review - Act on minutes for the month of May
13. Review - Act on bills May 21, 2019 to June 18, 2019
14. Open Discussion
  - a. Hep A Immunization Grant
  - b. Condo
  - c. Financial Audit
  - d. BOH Membership
  - e. JFS Event
  - f. CAV Clermont Project
  - g. Workforce Development Plan
15. Adjourn

Notice of Violation

4-18-19

John William and Tonya Lynn Trefz/Surv.  
10615 Rowe Rd  
Greenfield Ohio 45133

Dear property owners,

On April 2 2019, I made a visit to a neighbor's property to do a water sample. From the road I saw large piles of trash and solid waste in the front of your property on 10615 Rowe Road. This situation, of trash and solid waste is constitutes a public health nuisance by the Highland County Health Department and is in violation of Ohio Revised Code (ORC)

*ORC 3734.03 "No person shall dispose of solid wastes by open burning or open dumping, except as authorized by the director of environmental protection in rules adopted in accordance with division (V) of section 3734.01, section 3734.02."*

*ORC 3734.01(1) "Open dumping" means the depositing of solid wastes into a body or stream of water or onto the surface of the ground at a site that is not licensed as a solid waste facility under section 3734.05 of the Revised Code or, if the solid wastes consist of scrap tires, as a scrap tire collection, storage, monnefill, monofill, or recovery facility under section 3734.81 of the Revised Code; the depositing of solid wastes that consist of scrap tires onto the surface of the ground at a site or in a manner not specifically identified in divisions (C)(2) to (5), (7), or (10) of section 3734.85 of the Revised Code*

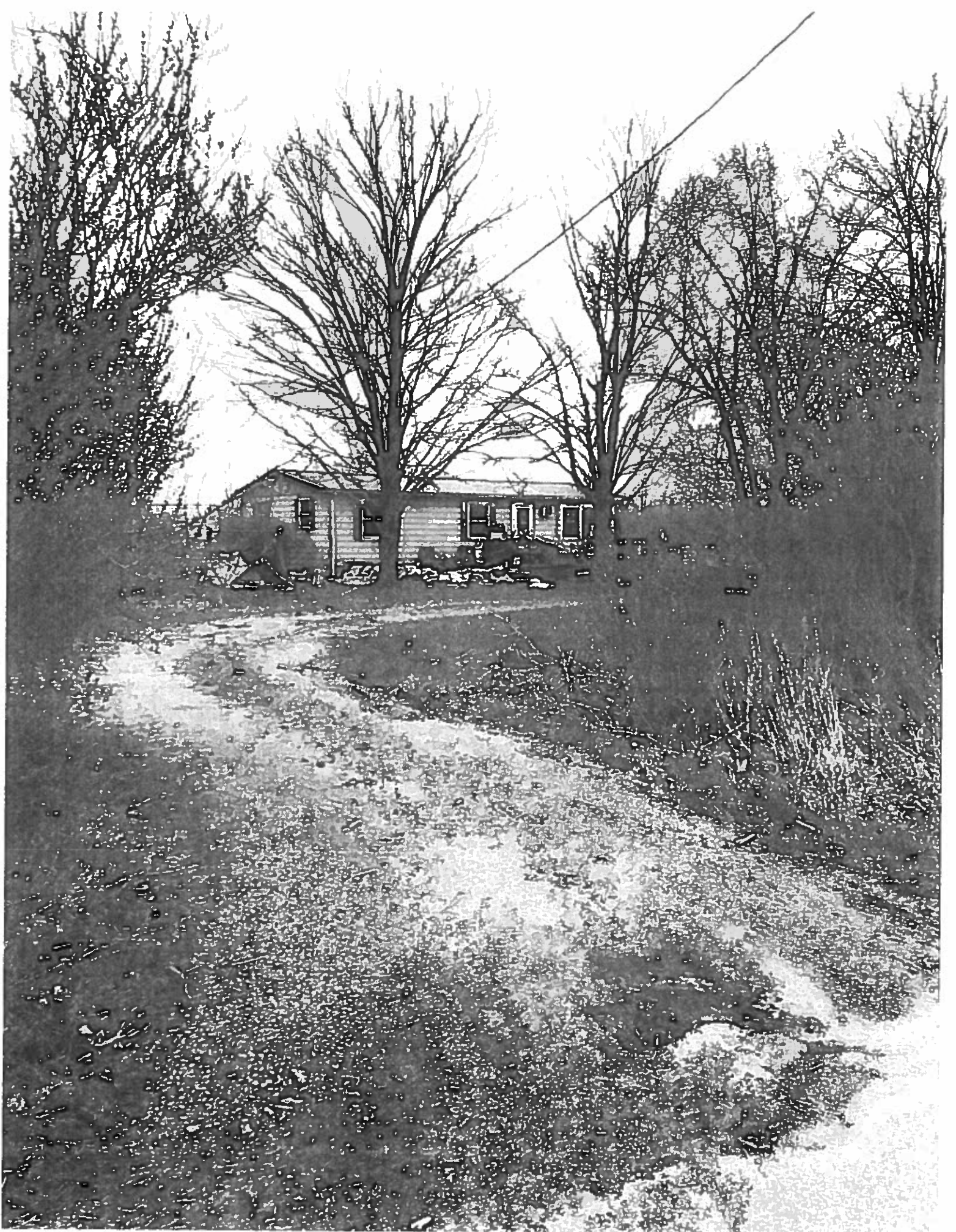
You are required to abate this nuisance by having all solid waste, trash taken to a licensed sanitary landfill within 30 days from the receipt of this letter. You should be aware that burning of trash and solid waste is prohibited anywhere in the State of Ohio

I will return to the property in 30 days to verify your compliance. Failure to comply will result in your case being submitted to the Highland County Board of Health for action at the Health Department at 4:30 June 18, 2019. Please contact our office with any questions regarding this matter. Thank you for your anticipated cooperation.

Sincerely,



Philip Webb  
Environmental Health Division



June 11 2019

I am asking permission for variance on a drain that I'm required to install on my property. We own and live at 4321 Sorg Rd Hillsboro, OH in Highland County, which is just over a half acre of ground. I contacted the health department about having issues with our septic system, they came out did their inspection and told us we needed a curtain drain installed. Well because we have such a small piece of property we need to have the drain placed closer to the property line than allowed, I'm asking for the permission to allow them where they need to be placed in order to fix the problem

I very much appreciate your time in this matter.

Thank you.

Carly & Jessica Shepherd

## MINUTES

### BOARD OF HEALTH MEETING HIGHLAND COUNTY, OHIO

Tuesday, May 21, 2019

The Highland County General Health District Board of Health held its May, 2019 meeting on May 21, with the following members present:

Mr. John Holt  
Mr. Rob McCray  
Mr. Craig Edgington  
Dr. Julie Karnes  
Absent: John Griffith

1. Call to Order

The meeting was called to order by Mr. Holt at 4:50PM.

2. Roll Call

The following individuals were present at the meeting:

Mr. John Holt  
Mr. Rob McCray  
Mr. Craig Edgington  
Dr. Julie Karnes  
Jared Warner, Health Commissioner  
Anna McCoppin, Director of Environmental Health – Acting Secretary  
Philip Webb, Sanitarian  
Connie Page, Fiscal Officer

3. STS Variance Request – Daniel and Roberta Centers, 9157 Black Rabbit Rd., Leesburg  
Mr. Webb discussed a variance request for allowing the curtain drain to be located closer than normally allowed to the property line. After discussion, Dr. Karnes made a motion to approve the variance request. Mr. McCray seconded the motion. Motion carried unanimously.
4. Trash Nuisance – Gene Waits, 3458 Sharpsville Rd., Lynchburg, OH  
Mr. Webb presented information to the board about a nuisance located at 3458 Sharpsville Rd., Lynchburg, OH. After discussion, Mr. Edgington made a motion to refer the case to the prosecutor. Dr. Karnes seconded the motion. Motion carried unanimously.
5. Trash Nuisance – Linda Hensley, 1180 Oak Leaf Rd., Sardinia

Mr. Webb presented information to the board about a nuisance located at 1180 Oak Leaf Rd., Sardinia, OH. After discussion, Dr. Karnes made a motion to extend the deadline for abatement for 30 days, and then to refer the case to the prosecutor if needed. Mr. McCray seconded the motion. Motion carried unanimously.

6. STS Nuisance – Terry’s Grocery, Jane and Terrance McGinnis, 1505 US 50, Lynchburg  
Mr. Webb presented information to the board about a nuisance located at 1505 US 50, Lynchburg. After discussion, Mr. Edgington made a motion to extend the deadline for abatement for 30 days, and then to refer the case to the prosecutor if needed. Mr. McCray seconded the motion. Motion carried unanimously.
7. STS Nuisance – Sinking Spring 1<sup>st</sup> Stop, 12 N Main St. Sinking Spring  
Mr. Webb presented information to the board about a nuisance located at 12 N Main St. Sinking Spring. A letter from the EPA approved the use of the septic system for a holding tank. This nuisance is considered abated at this time. Mr. Webb will continue to monitor the situation.
8. Unlicensed Food Service Operation – Speed of Light Laser Tag, 5879 US 62 Hillsboro  
Mr. Webb and Ms. McCoppin discussed ongoing issues with Speed of Light. The licensee changed facilities and addresses for their operation, but did not comply with required plan review and other food safety requirements. Mr. Warner spoke with the business owner, and he will be suspending food service operations until he is able to fully comply with health department food safety regulations. No BOH action needed at this time.
9. Director of Nursing Position  
Mr. Warner provided an overview of the hiring process, and discussed the selected candidate for Director of Nursing Position. After discussion, Dr. Karnes made a motion to approve the hiring of Bonnie Rusch, BS, RN, at the annual salary of \$56,000, and earning 3 weeks of vacation. Mr. McCray seconded the motion. Motion carried unanimously.
10. Review – Act on minutes for March, 2019  
Dr. Karnes made a motion to approve the March 2019 minutes. Mr. McCray seconded the motion. Motion carried unanimously.
11. PHAB Update  
Mr. Warner discussed the ongoing PHAB project, including work done on the Workforce Development Plan. Mr. Warner hopes to bring a final draft Workforce Development Plan to the board for approval at the next meeting.
12. Legislation Review
  - a. Mr. Warner discussed the recent rulings concerning school attendance restrictions for unvaccinated children and chickenpox in Northern KY.

- b. Mr. Warner discussed the potential for language to be created that would allow the governor to declare public health emergencies, and to use executive power to adjust state law in emergency situations to address public health issues.

13. Review – Act on minutes for April, 2019

Mr. McCray made a motion to approve the April 2019 Minutes. Mr. Edgington seconded the motion. Motion carried unanimously.

14. Review – Act on Bills for April 17, 2019 – May 21, 2019

Ms. Page provided a list of bills for April 17, 2019 – May 21, 2019. After discussion, Mr. McCray made a motion to approve the bills. Mr. Edgington seconded the motion. Motion carried unanimously.

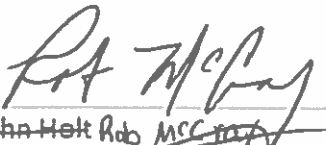
15. Levy Discussion – The Board discussed the recent levy results. Mr. Warner provided a chart showing levy voting from each township and other voting precincts. The board tabled future levy plans until a future meeting.

16. Open Discussion

- a. PBS Visit – Mr. Warner updated the BOH on potential media interest in influenza in Highland County.
- b. Hep A Immunization Grant – Mr. Warner reported on a potential Hep A statewide funding opportunity. More information will be available at later meetings.
- c. Condo – Mr. Warner reported on recent progress towards adjusting condo ownership to remove the County Improvement Corporation involvement in the property.
- d. PSA Project – Mr. Warner requested BOH approval to conduct free PSA screenings in June for Highland County residents. Mr. Edgington made a motion to approve PSA screenings. Mr. McCray seconded the motion. Motion carried unanimously.
- e. EH Position – Mr. Warner and Ms. McCoppin discussed future plans for filling a vacant EH staff position. They will prepare a proposal for the next BOH meeting with additional financial detail.

17. Adjourn

Mr. Holt made a motion to adjourn the meeting. Mr. McCray seconded the motion. Motion carried unanimously. Meeting was adjourned at 6:30 PM.



~~John Holt~~ Rob McCray  
Vice President, Board of Health



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

## June

Prepared by: Connie Page

Estimated Health Salary Costs for June		Actual Health Salary Costs for May	
Item	Cost	Item	Cost
Salaries	\$43,559.22	Salaries	\$55,663.35
PERS - Employer Pickup	\$707.72	PERS - Employer Pickup	\$1,061.58
PERS - Monthly Contributions	\$5,820.57	PERS - Monthly Contributions	\$7,793.12
Medicare	\$584.75	Medicare	\$780.09
Insurance	\$7,571.52	Insurance	\$9,163.05
<b>Total Estimated</b>	<b>\$58,243.78</b>	<b>Total</b>	<b>\$74,461.19</b>

\* May was a 3 pay period month. Salary costs are higher.

Health Expenses to be Paid			
Payee	Cat. Number	Item	Cost
GSK	E2	Vaccines	3084.58
McKesson	E2	Medical Supplies	\$ 398.69
Sanofi Pasteur Inc.	E2	Vaccines	\$ 5,806.44
SOS	E2	Office Supplies	\$ 268.61
Pfizer	E2	Prevanar	\$ 1,890.13
Fifth Third	E2	Adobe Software	\$ 481.55
Thomas Ritter, OD, Inc	E5	Vision Clinic	\$ 500.00
Greystone Systems Inc	E5	Quarterly Security	\$ 99.00
Stericycle	E5	Sharps Disposal	\$ 47.96
ComDoc	E5	Contract invoice	\$ 210.54
Wellers Plumbing	E5	Resetting of heating and cooling temps(this was from Dec. of 2018)	\$ 146.50
Xerox	E5	Monthly Lease 3 months	\$ 642.87
AT&T	E5	Caravan Hot Spot	\$ 57.23
Environment Control	E5	Office Cleaning for June	\$ 225.00
HCFR Inspections, LLC	E5	Plumbing Permits	\$ 3,255.00
Highland District Hospital	E5	Lab Testing (May)	\$ 185.47
Charter Communications/Spectrum	E5	Phone Service (June)	\$ 350.14
Time Warner Cable	E5	Internet Service (June)	\$ 109.99
Snyder	E5	Support and new report created	\$ 100.00
Chillicothe Fire & Security	E5	Fire Extinguisher Inspection	\$ 12.00
Chris Shope	E7	May Mileage	\$ 306.80
Phillip Webb	E7	May Mileage	\$ 108.68
Anna McCoppin	E7	May Mileage	\$ 233.48
Brittane Dance	E7	May Mileage	\$ 181.48
Treasurer, State of Ohio	E17	Sewage Remits	\$ 444.00
Ohio Division of Real Estate & PL	E17	Burial Permits	\$ 5.00
<b>Total General Health Expenses from 05/15/19-06/18/19</b>			<b>\$ 19,151.14</b>

Full amount | Discount

\$5,982.83 | \$176.39 | 5,806.44

Restaurant Expenses to be Paid			
Category	Cat. Number	Item	Cost
Salaries	G1	Employee Salaries	
PERS	G1	Monthly Contributions	
Medicare	G1	Employer Medicare	
Treasurer, State of Ohio	G2	FSO Remits	\$ 84.00
Treasurer, State of Ohio	G2	RFE Remits	\$ 28.00
Philip Webb	G3	May Mileage	\$ 96.72
Anna McCoppin	G3	May Mileage	\$ 45.24
<b>Total Restaurant Expenses from 05/15/19-06/18/19</b>			<b>\$ 253.96</b>

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(ODN)	
Masi Labs	S83	Water Sample Testing	\$ 359.88
Chris Shope	S87	May Mileage	\$ 20.28
Philip Webb	S87	May Mileage	\$ 61.88
<b>Total Private Water Expenses from 05/15/19-06/18/19</b>			<b>\$ 442.04</b>



## HCHD ENVIRONMENTAL HEALTH DIVISION ACTIVITY REPORT

Name:	COMBINED EH DIVISION STATS		
Month:	MAY	Year:	2019

### SEWAGE PROGRAM

TOWNSHIP	STSOM Inspections	Site Eval. Insp.	Final and 12 Month Insp	Completed Finals	Site Eval Completed	Installation Permit	Replacement Permit	Alteration Permit	STSOM Permits Issued
Brush Creek		1				1			
Clay	2	1							1
Concord					1				
Dodson		1	1		1				
Fairfield			2	1					1
Hamer		2			1	1			
Liberty		2	4	1	2	2			5
Jackson	3					1			2
Madison		2							
Marshall			1						
New Market	2	1		1	1				3
Paint			1		2				1
Penn									
Salem									
Union	1	2							1
Washington		1	1		1	1			
White Oak		1			1				
<b>TOTALS</b>	<b>8</b>	<b>14</b>	<b>10</b>	<b>3</b>	<b>10</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>14</b>

### PRIVATE WATER SYSTEM (PWS) PROGRAM

PWS (new)	PWS (Other)	Public Water Supplies	Totals	Water Samples	MMO-MUG:	QT:	OTHER:	Total Samples
Inspections	3		3	# Taken	1	6	4	11
Consultations	25	48	28	# Safe	1	2		
Approved				# Unsafe	0	4		
Disapproved								
New Permits								
Alt. Permits								
Sealing Permits								
					Water Haulers			
					0	Registrations		3 YTD
					0	Truck Inspections		
					8	Consultations		

### FOOD PROGRAM

Licenses Issued	FSO Risk I-IV	RFE Risk I-IV	Vending	Tempor Y FSO	Tempor Y RFE	Mobile FSO	Mobile RFE
Commercial				2		3	1
Non-Commercial			n/a	1		n/a	n/a

	Risk	Vending	Micro-Markets	Temporary FSO/RFEs	Mobiles	North-C. Mobiles	Summer Feed	Total
Plan Review Received								
Inspections (All types)	31			3	8			42
Consultations	20			16	16			52
<b>Foodborne Outbreaks</b>								
Reported								
Consultations								

**ADDITIONAL ENVIRONMENTAL HEALTH PROGRAMS**

	Body Art 3 YTD	Campgrounds 5-8 YTD	Jails	Resident Camps 5 YTD	School Program	Solid Waste Program	Swimming Pools 10 YTD	Day Care Requested
Licenses/Approvals		0		1			0	
Temporary/Time-Limited								
Inspections		2		1	19		5	
Consultations		4		6	13		18	
Plan Review				1				

<b>Specialty Consultations</b>		<b>Animal Bites</b>		<b>Nuisances</b>	
	Bed Bugs	13	# Reported - Dogs	1	Reported
	Carbon Monoxide	4	# Reported - Others	1	Abated
	Formaldehy	25	Investigations	32	Consultaitons
	Lead in Water	40	Consultations	4	Inspections
	Lead Paint		Heads to Lab		
	MHP		Positive		
	Mold				
	Radon				
1	Other: Ticks				

<b>DATE</b>	<b>ENVIRONMENTAL STAFF MEETINGS AND TRAININGS</b>
5/2; 5/16/2019	PHAB - Chris, Phil, Anna all attended some of the meetings
21-May	BOH - Anna, Phil
7-May	ODH Conf. Call - Anna, Phil
28-May	Health Com. Training - Anna

# Highland County General Health District

## Public Health Nursing Report

May 2019

### A. OFFICE

Office Visits	208
Phone Calls	195
Pregnancy Tests	1
Lead Tests	0
Children Services Exams	0
Newborn Screenings	1
Lice Checks	3
PPD Skin Tests	7
PHN Visits	1
Tick Collections	0

### B. CARE-A-VAN (CAV)

CAV Visits	121
Blood Glucoses	0
Blood Pressures	0
Lab Draws	1
Child Immunizations	195
Adult Immunizations	0

Clinics at Leesburg and Greenfield Schools

### C. IMMUNIZATIONS

Child Immunizations	341
Adult Immunizations	30
Adult Influenza	0
Adult Pneumonia	0

### D. SPECIALITY CLINICS

Senior Citizens BP	19
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#### Walk-In Clinics

##### 1st Wednesday

AM Total Seen	5
AM Total Imm.	4
PM Total Seen	9
PM Total Imm.	9

##### 2nd Wednesday

Total Seen	6
Total Imm.	5

##### 3rd Monday

Total Seen	5
Total Imm.	4

##### 4th Wednesday

Total Seen	16
Total Imm.	11

##### 5th Wednesday

Total Seen	7
Total Imm.	7

#### Eye Clinic

Total Seen	0
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New 0 No Eye Clinic This Month  
 Recheck 0

**E. LABORATORY SERVICES**

Test	Number of Tests	HDH Lab Charge per	Total HDH Lab Charge	Patient Fee	HCHD Received	Notes
Lipid	1	\$ 14.80	\$ 14.80	\$ 30.00	\$ 30.00	
PTINR	1	\$ 4.37	\$ 37.52	\$ 15.00	\$ 15.00	
MMR Titer	1	\$ 44.60	\$ 44.60	\$ 90.00	\$ 90.00	
Varicella Titer	1	\$ 14.31	\$ 14.31	\$ 90.00	\$ 90.00	
TSH	1	\$ 18.67	\$ 18.67	\$ 40.00	\$ 40.00	
T4 Free	1	\$ 10.02	\$ 10.02	\$ 25.00	\$ 25.00	
<b>Totals</b>	<b>6</b>		<b>\$ 139.92</b>		<b>\$ 290.00</b>	

**F. COMMUNICABLE DISEASE**

Disease	Total Cases	Note
Campylobacteriosis	2	
Chlamydia	21	
Cryptosporidiosis	0	
Gonococcal	2	
Hepatitis A	1	
Hepatitis B	1	
Hepatitis C	1	New
Hepatitis C	14	Rechecks
Influenza A	0	
Lyme Disease	5	Suspected
Meningitis	0	
Streptococcal Group A	0	
Streptococcal Group B	0	
Varicella	3	Suspected
Tuberculosis	1	latent
Rocky Mountain Spotted Fever	1	probable

**G. BCMH**

Home Visits	0
Community Based Visits	0
Office Visits	3
PHN Referrals	0
Active Cases	116
Billed to Date	\$2,590.00