

Brown County Board of Health

Board Meeting Minutes

December 11, 2024

The Brown County Board of Health met in regular session on Wednesday, December 11, 2024, with the following members present, Ralph Jennings, Mark Klump, Rachael Jodrey and Dena Richter. Also attending was Health Commissioner, Kyle Arn, Deputy Health Commissioner, Pam Williams, Environmental Health Director, Steve Dick, Public Health Nurse, Ami Yelton, Fiscal Officer, Jennifer Fetters, and Environmental Secretary, Erin Boone. Board President Mr. Jennings called the meeting to order at 5:00pm.

Approval of Board Minutes:

Mr. Jennings asked if there were any questions or corrections to the minutes for the meeting on November 13, 2024, provided to the board. Mrs. Jodrey made a motion to approve the minutes. Mr. Klump seconded the motion. All members present voted aye. Motion passed.

Approval of Bills:

Mr. Jennings asked about any unusual bills. Mr. Arn explained the bills to the board. There is a bill for the digitization of records. ScanWorks will be completing the project. Mr. Arn said the Food and Septic records will be digitized. The food records will be sent back to us, but the septic will be shredded by ScanWorks. Mr. Arn said this will be paid for with grant money. Mrs. Jodrey made a motion to approve the bills. Mrs. Richter seconded the motion. All members present voted aye. Motion passed.

Miss Fetters explained the Supplemental Appropriations. Mr. Klump made a motion to approve the Supplemental Appropriations. Mrs. Jodrey seconded the motion. All members present voted

Employee Spotlight: Mrs. Williams informed the board the Miss Erin Boone was nominated for the employee's spotlight. She stated that Miss Boone is very patient with customers and always willing to help. She is a kind and caring person.

Environmental Division:

Mr. Dick completed the comprehensive inspection for Rumpke and the board will need to approve the 2025 license. Mrs. Jodrey made a motion to approve the 2025 Rumpke license. Mrs. Richter seconded the motion. All members present voted aye. Motion passed.

Mr. Dick discussed a situation with Barber's Septic Service, who was caught dumping septic waste into his carwash in Mt. Orab. The carwash drains into the Mt. Orab sewer. Mr. Arn stopped out and took photos of this. Mr. Barber stated to Chief Hahn of Mt. Orab that he had been doing that sometimes to clean out the tank to keep it from freezing. Mr. Jennings asked what the legalities are. Mr. Dick stated that we do have the authority to pull his septic hauling license. The Ohio EPA feels that there is a stronger response that they can do, but they will need to do more research. Mr. Arn, Mr. Dick and Board discuss situation. Mrs. Jodrey asked why Mr. Barber just didn't go to the proper place to dump the sewage. Mr. Arn stated that Chief Hahn brought this to his attention originally and wanted to know if there was anything we could do about it. We also wanted to see what the village of Mt. Orab wanted to do. Mrs. Jodrey stated that there is concern that if we leave it up to the village, then it could pose a problem if it happened again in another village, if one wants to proceed and one doesn't. Mr. Dick stated that there is nothing that says that a hauler must take it to a municipality, but they cannot dump it in stream water. Mrs. Jodrey asked if the license revoking was permanent or temporary. Mr. Dick stated that it was up to the board's decision. Mrs. Richter stated that other pumpers could also be upset if there weren't some sort of consequences. Mr. Arn, Mr. Dick and the Board discussed the Ohio EPA's potential actions. Mr. Jennings asked how Mr. Dick and Mr. Arn would feel, going to Mr. Barber's place and speaking with him regarding this. Mr. Arn and Mr. Dick are both okay with that. The village wants a written letter from Mr. Barber with a plan of correction. Mrs. Jodrey stated that it should be that if you are a repeat offender it shouldn't be up to us, it should be automatic from the higher ups that they lose their license for good. Mr. Jennings stated that if this went to the magistrate and the magistrate asked what the village thinks, they could

decide they don't want to do anything about it. Mr. Jennings stated that Mr. Arn and Mr. Dick should talk it over with Mr. Barber first, then possibly the Ohio EPA.

Mr. Dick updated the board on the 2024 HSTS Grant, unfortunately we didn't get to spend all those funds this year. Mr. Dick would also like to discuss, in the future, regarding NPDES septic systems and how we want to handle those. Mr. Dick explained that system type to the board members who may not be familiar with this type of system. We do not have many of those systems, but we do have some and they need to be maintained yearly. Mr. Dick would like to discuss this in more depth at the January 2025 meeting. Mr. Dick also stated that we need a better "wet weather" policy for installing septic systems in the winter months. Mr. Jennings asked what surrounding counties do. Mr. Dick stated they stop installing after a certain point. If the ground is frozen, then they make exceptions. Mr. Jennings stated that Mr. Dick should come back with some ideas for this policy.

Nursing Division:

Mrs. Williams stated that flu shots are still available. She said that clinics are a little slow, but that is normal this time of year. Mrs. Williams stated that the Fair Board has offered us an indoor space, at no cost, for us to store our Mobile Unit during the winter months. That is as long as we need to utilize it. Mrs. Williams stated the Exchange Program took in about 77,000 used needles as of this date for 2024.

Emergency Preparedness/Accreditation:

Mr. Arn stated that Mrs. Pemberton is still on maternity leave. He stated that there isn't a whole lot going on for ERC. He stated that he is going to Warren County Health Department on Friday for a tabletop exercise.

Administrative:

Mr. Arn stated this is the second reading of Resolution 2024-100, 2025 Food Licensing Fees based on the Food Cost Methodology, and it is the Public Hearing. He stated that next month the Board will have to make a motion to approve those fees or not.

Mr. Arn stated he is still waiting for a response on the grant to help pay for the Six Sigma Training.


Mr. Arn said that he had the attestation sheet for the Board members to sign for their CEU's.


Mr. Arn stated that the Board will need to review the board meeting dates and the holiday list. Mr. Jennings asked if the members were still okay with the 5pm for the meeting times. The members stated yes. Mrs. Jodrey made a motion to approve the holiday list and the board meeting dates. Mrs. Richter seconded the motion. All members present voted aye. Motion passed.

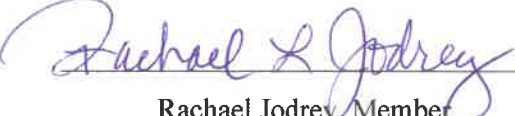
The Board entered Executive Session to discuss employee compensation at 5:58pm. Roll Call voted: Mr. Ralph Jennings, aye; Mr. Mark Klump, aye; Mrs. Rachael Jodrey; and Mrs. Dena Richter, aye. Motion passed. The Board left Executive session at 6:15pm.


Mr. Jennings made a motion to approve the new payroll schedule. Mr. Klump seconded the motion. All members present voted aye. Motion passed.

At 6:20pm Mr. Klump made a motion to adjourn the meeting. Mrs. Richter seconded the motion. All members present voted aye. Motion passed. Meeting adjourned.


Ralph Jennings, President


Mark Klump, Vice President


Rachael Jodrey, Member


Dena Richter, Member

Absent
Michael McHenry, MD, Member


Kyle D. Arr, MS, REHS, Health Commissioner



Brown County Health Department

826 Mt Orab Pike, Georgetown, OH 45121

www.browncountyhealth.org

Health Commissioner: Kyle D. Arn, MS, RS

Our mission is to protect and improve the health of Brown County residents by providing preventive services, ensuring healthy environments and promoting healthy lifestyles.

PHONE: 937.378.6892 | TOLL FREE: 866.867.6892 | FAX: 937.378.4301 | MON-FRI 8AM - 4:30PM

December 12, 2024

Brown County Auditor
800 Mt. Orab Pike
Georgetown Ohio 45121

Attn: Colby

During the December Board of Health meeting, Mark Klump made a motion to make the following supplemental appropriations from **2024** unappropriated funds into the codes listed below. Rachael Jodrey seconded; motion carried.

| Fund | Fund-Code | Amount |
|----------------------|-------------------------------------|-------------|
| 2600 (General) | 2600-6000-51111 (Salaries) | \$30,000.00 |
| | 2600-6000-51124 (Medical Insurance) | \$14,000.00 |
| | 2600-6000-52116 (Other Expenses) | \$1,100.00 |
| | 2600-6000-52118 (Contract Services) | \$1,000.00 |
| 2606 (PHI) | 2606-6000-51111 (Salaries) | \$3,200.00 |
| | 2606-6000-51118 (PERS) | \$900.00 |
| | 2606-6000-51119 (Medicare) | \$50.00 |
| 2608 (Private Water) | 2608-6000-51111 (Salaries) | \$50.00 |
| | 2608-6000-51118 (PERS) | \$25.00 |
| 2610 (Sewage) | 2610-6000-52116 (Other Expenses) | \$40,000.00 |

If you have any questions, please do not hesitate to contact Jennifer at the above number.

Thank you,

Kyle D. Arn, MS, RS
Health Commissioner

