

**Hamilton County General Health District  
REGULAR MEETING – BOARD OF HEALTH  
April 9, 2007  
Minutes**

**1. Call to Order**

At 6:30 p.m., Vice-President Tom Chatham called to order the regular session of the Board of Health of Hamilton County General Health District.

**2. Roll Call of Members**

Members Present: Vice-President, Thomas W. Chatham; Tracey Puthoff, Esq.; Jim Brett  
Others present: Timothy Ingram, Health Commissioner  
District Staff: Chris Griffith; Greg Cassiere; Chuck DeJonckheere; Matt Lemaster

**3. Approval of Minutes**

Ms. Puthoff asked that on page 2, item # 4 c. Chief Assistant Prosecuting Attorney Nee Fong Chin, be deleted from the minutes as she was not present. **Mr. Brett** motioned to approve the minutes of March 19, 2007 with the submitted revision. **Ms. Puthoff** seconded the motion.

**Roll call vote – Yes: Puthoff, Brett, Chatham**

**4. Health Commissioner's Report**

Mr. Ingram reported that the first quarter of the year has ended and included in the board packet is a summary of the first quarter Plan of Work activities. He said that they will not fill the position of the Health District Planner as they're considering whether or not this position is needed. The gray color-coded items have yet to start due to the timeline they were placed in the Program Plan of Work. Mr. Ingram said that the Health District is making fairly good progress towards the goals set forth. He asked the board members for feedback on the report format and any suggestions for improvement. He said that the directors division's first quarter output statistics were provided to him.

Mr. Ingram stated that Jo White has resigned her position at the Health District to work for the USEPA. He said that he will wait to fill the position as Karen Lucas has stepped forward to cover the position for the time being.

Mr. Ingram stated that Lisa Humble included with the board packet a pamphlet from the Plumbing Division entitled "Protecting the Public Health through Plumbing Codes" for the Board member's review. Mr. Chatham said that Ms. Humble and other engineers recently gave a good presentation on building code issues.

Ms. Puthoff stated that the color-coding in the Program Plan of Work was very helpful in understanding the progress of the Health District's projects.

**Staff Reports:**

**a. Special Presentation – "Using GIS to Monitor Groundwater at Landfills" by Chuck DeJonckheere and Matt Lemaster**

Mr. Ingram introduced Chuck DeJonckheere, Director of Waste Management Services, and Matt Lemaster, Sanitarian in the Waste Management division. Mr. DeJonckheere gave a presentation on using GIS to monitor groundwater at landfills which allows the Waste Management Division to conduct compliance inspections at regulated facilities and documenting this appropriately, reviewing plans, data and reports from facilities and consultants and monitoring groundwater conditions at construction and demolition debris landfills, as well as the active municipal solid waste landfill.

This information is used to analyze and evaluate the groundwater data. The GIS program enables the information and data to be efficiently accessed, evaluated, and utilized. The foundation for these projects was built by the Health District's consultant, Bennett & Williams, over the past three years. The projects will continue to be updated as the needs and sites change.

Mr. Ingram stated that the CSI transfer station in Evendale has submitted their application for a new license to be issued by the Health District in June. He will work with Mr. DeJonckheere to set up a presentation by CSI and Waste Management staff at the May Board of Health meeting.

## 5. Finances

Mr. Ingram stated that the following budget areas have been yellow-flagged after the first quarter: real estate inspection program fees, subdivision lot review fees and lead inspection fees. **Ms. Puthoff** moved to approve the revenue and expenditure report as well as the mileage and disbursement report. **Mr. Brett** seconded the motion.

**Roll call vote – Yes: Puthoff, Brett, Chatham**

## 6. Unfinished business

There was no unfinished business to address.

## 7. New Business

### a. Variances

1. New – 8585 Mt. Hope Rd., Crosby Township – Jason Schneider requests a black water holding tank until the soil becomes suitable to install a modified mound system. This is a pre-existing parcel of land. Mr. Schneider's home is constructed and he's requesting to move in under a temporary occupancy with a black water holding tank until his mound sewage treatment system can be installed when the soil permits. Mr. Griffith distributed to the board a copy of the black water holding tank conditions. **Mr. Brett** moved to approve the variance based on the black water holding tank variance conditions. **Ms. Puthoff** seconded the motion.

**Roll call vote – Yes: Puthoff, Brett, Chatham**

### b. Regulations 2-2007 / 3-2007

Mr. Ingram stated that the board passed the intent resolutions for Regulations 2-2007 and 3-2007 in February and the staff notified the affected entities. He said that no public comments have been received on the fee proposals. Mr. Ingram stated that Regulation 2-2007 deals with wastewater (sewage) fees and Regulation 3-2007 deals with private water system fees. Since the necessary three fourths of the board members are not present to vote on dispensing the 3<sup>rd</sup> reading of the rules, Regulations 2-2007 and 3-2007 will be placed on next month's meeting agenda.

Mr. Ingram stated that he and Ms. Puthoff have schedule conflicts on June 11<sup>th</sup>, so he requested that the June Board of Health meeting be moved to June 18<sup>th</sup>.

**Ms. Puthoff** moved that the June 11<sup>th</sup> Board of Health meeting be moved to June 18<sup>th</sup> at 6:30 p.m. **Mr. Brett** seconded the motion.

**Roll call vote – Yes: Puthoff, Brett, Chatham**

Ms. Puthoff stated that she has a schedule conflict with the July 9<sup>th</sup> Board of Health meeting date and asked that it be moved to July 16<sup>th</sup>. Mr. Ingram said that he will put this item on the May meeting agenda under Unfinished Business.

Ms. Chin stated that she will not be able to attend the May 14<sup>th</sup> Board of Health meeting because she will be out of town.

## **8. Adjournment**

**The next Board of Health meeting is May 14, 2007.**

At 7:26 p.m., **Ms. Puthoff** moved to adjourn the meeting. **Mr. Brett** seconded the motion.  
**Roll call vote – Yes: Puthoff, Brett, Chatham**

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Mark Rippe, President

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Timothy I. Ingram, Secretary  
Health Commissioner