

**Hamilton County General Health District  
REGULAR MEETING – BOARD OF HEALTH  
March 10, 2008  
Minutes**

**1. Call to Order**

At 6:35 p.m., President Mark Rippe called to order the regular session of the Board of Health of Hamilton County General Health District.

**2. Roll Call of Members**

Members Present: President, Mark Rippe; Kenneth G. Amend, M.D;  
Jim Brett, Tom Chatham, Tracey Puthoff, Esq.

Others present: Timothy Ingram, Health Commissioner  
Nee Fong Chin, Chief Assistant Prosecuting Attorney

District Staff: Medical Director H. Stephen Bjornson, M.D., Ph.D.  
Greg Cassiere, Water Quality Supervisor  
Terri Memory, Administrative Secretary

**3. Approval of Minutes**

**Dr. Amend** moved to approve the minutes of February 11, 2008. **Mr. Chatham** seconded the motion.

**Roll call vote – Yes: Amend, Chatham, Puthoff, Brett. Abstain: Rippe**

**4. New Business**

**a. Variances** - Due to time constraints of attending citizens, variances were reviewed at the beginning of the meeting.

1. 628 Myrtle Avenue - Request to install an addition that does not meet the required 10 foot clearance. The addition would be approximately 4 feet from the edge of the drywell.

**Dr. Amend** moved to approve the variance contingent upon riser to grade on the septic tank and no footer tile within ten feet of household sewage treatment system. **Mr. Chatham** seconded the motion.

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

2. 427 Terrace Place - Request to install an addition that does not meet the required 10 foot clearance. The owners previously applied, and were once approved for a variance at this property in June 2006. The variance expired. They are now requesting to expand the front porch and have requested a new variance. **Mr. Chatham** moved to approve the variance. **Ms. Puthoff** seconded the motion.

**Roll call vote – Yes: Amend, Chatham, Puthoff, Brett. Abstain: Rippe**

3. 11657 Carolina Trace - Request to discharge to an undefined drainage way. **Mr. Brett** moved to approve the variance as there is no other alternative to abate an existing public health nuisance. **Ms. Puthoff** seconded the motion.

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

4. 3697 Struble Road - Requesting to discharge to an undefined drainage way. **Ms. Puthoff** moved to approve the variance contingent upon NPDES permit being granted from OEPA. Approval will abate an existing public health nuisance. **Mr. Brett** seconded the motion.

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

5. 903 Lockwood Hill - Request a size increase in square footage of soil treatment of household sewage treatment system to compensate for lack of good soil on property **Mr. Chatham** moved to approve the variance contingent upon the owner working with a designer and submitting a complete soil absorption based system design. The design should incorporate at least a thirty percent lower absorption rate than a similar but acceptable soil. The design should also incorporate a pre-treatment system that treats effluent to a quality that would meet the NPDES discharge standards. Additionally, the owner shall have the proposed system staked in the field. **Mr. Brett** seconded the motion.

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

## **5. Health Commissioner's Report**

- a. **District Advisory Council Meeting** - Mr. Ingram stated the District Advisory Council meeting held on March 3, 2008 went well. Because a quorum was not met, Mr. Sykes formed an Executive Committee that met following the District Advisory Council meeting. Mr. Ingram congratulated Mr. Chatham on his reappointment to the Board of Health and he thanked Mr. Rippe, Mr. Chatham and Chief Assistant Prosecuting Attorney Nee Fong Chin for attending the meeting.
- b. **Hooven Sampling** - USEPA will conduct a vapor-gas study of the gas plume under the community of Hooven by performing seasonal sampling for one year. USEPA will post information and sampling results from the study on their website.
- c. **Smoke Free Ohio** - Ms. Chin gave an overview of the two Smoke-Free Ohio hearings held at Hamilton County Public Health on February 29, 2008. Ms. Chin thanked Mr. Brett for attending the hearings on behalf of the Board of Health. Mr. Brett stated staff members were well prepared for their first Smoke Free Ohio hearings. Ms. Chin explained that according to Statute 3709.20B, a Board member must be present at Smoke Free Ohio hearings. To be in compliance with the statute, Ms. Chin suggests a Board member be in attendance of all Smoke Free Ohio hearings held at Hamilton County Public Health. Mr. Chatham will attend the next scheduled hearing on March 28, 2008 at 9:00 a.m. Ms. Puthoff will attend the April 25 meeting. Mr. Rippe will attend the May 30 meeting and Dr. Amend will attend a future meeting to be determined at a later date.

## **6. Finances**

### **a. Revenues & Expenditures and b. Mileage & Disbursement**

**Ms. Puthoff** moved to approve the revenue and expenditure report and payment of the mileage and disbursements. **Mr. Chatham** seconded the motion.

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

## **7. New Business**

### **b. Resolution**

Resolution A-2008 Authorizing the Health Commissioner to Execute a Contract with the Hamilton County Board of Commissioners for the Management of the Tuberculosis (TB) Control Program went before the Board of Health. Ms. Puthoff suggested paragraph 4 on page 1 of the resolution be changed to the following, *"Now Therefore, Be It Resolved, by the Board of Health of the Hamilton County General Health District that the Health Commissioner is authorized to sign the attached contract with the Board of County Commissioners, with such changes as are deemed necessary or desirable by the Health Commissioner and Nee Fong Chin, Chief Assistant Prosecuting Attorney to the Board of Health, and to administer and manage the TB Control program; and."*

Upon review of the Agreement, the Board of Health determined line numbers 8, 14, 16, 23 and 24 be removed from page 4. On page 5, number 15 should be changed to the following: "A. HCGHD Requirements - HCGHD shall procure and maintain insurance that includes the following protection. Insurance shall be purchased from a company licensed to provide insurance in Ohio." and on page 13 of Exhibit B, item number 15 to be removed. Once the Board of Health determined the revisions that should be made, **Mr. Rippe** moved to approve the resolution contingent upon Mr. Ingram and Ms. Chin revising the agreement to their satisfaction. **Mr. Chatham** seconded the motion.

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

**c. Board of Health Reorganization**

**Mr. Brett** moved to nominate Mr. Rippe as President of the Board of Health for a one-year term. **Mr. Chatham** seconded the nomination. **Dr. Amend** moved that nominations be closed. **Mr. Brett** seconded to close the nominations. Unanimous vote to close nominations. Mr. Rippe was elected unanimously for an additional one year term as President of the Board of Health.

**Mr. Brett** moved to nominate Ms. Puthoff as Vice-President of the Board of Health for a one-year term. **Mr. Chatham** seconded the nomination. **Mr. Chatham** moved to close nominations. **Mr. Brett** seconded to close the nominations. Unanimous vote to close nominations. Ms. Puthoff was elected unanimously for a one year term as Vice-President of the Board of Health.

- d.** Mr. Ingram informed the Board of Health he has been requested to assist University of Cincinnati with their new Masters of Public Health (MPH) program by teaching an introductory public health class after normal business hours. The Board of Health concurred this was a good idea and Mr. Chatham encouraged him to do so.

**8. Adjournment**

At 8:48 p.m., **Mr. Brett** moved to adjourn the meeting. **Dr. Amend** seconded the motion.

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

**Next Board of Health meeting is April 14, 2008.**

---

Mark Rippe, President

---

Timothy I. Ingram, Secretary  
Health Commissioner