



September 11th, 2024

The Ashtabula County Board of Health met in regular session in the basement meeting room of the Ashtabula County Health Department, 12 West Jefferson Street, Jefferson OH on the above date at 6:00 P.M.

Answering roll call were:	Dr. Harlan Waid	“Yea”
	Rebecca Robinson	“Yea”
	Duane Marcy	“Yea”
	Robert Russell	“Yea”
	Barb Klingensmith	“Yea”

A quorum being present, the meeting was called to order at 5:58PM by the President, Dr. Harlan Waid Jr.

Medical Director, Dr. Pamela Lancaster was present.

Ben Lynch, Certified Plumbing Inspector was present.

The motion was made by Robert Russell and seconded by Barb Klingensmith to dispense with the reading of the minutes of the regular meeting of the Board of Health on August 14th, 2024, that the bills and salaries be paid and to approve travel requests for staff for the month of September and expenses to be paid for the same.

Roll Call:	Dr. Harlan Waid	“Yea”
	Rebecca Robinson	“Yea”
	Duane Marcy	“Yea”
	Robert Russell	“Yea”
	Barb Klingensmith	“Yea”

The motion carried.

The board then reviewed the work summaries for the month of August 2024 for the registered environmental health specialists, plumbing inspectors and nurses.

Open Forum (Public Comment)

No members of the public attended the September 11th, 2024 meeting.

New Business

Discussion occurred regarding the state of the board orders, both new and ongoing. Many of the issues have since been abated and progress is being made. Calvin Nguyen, Assistant Prosecutor was not present at the September 2024 meeting to provide input from the Prosecutor’s office, but Randall Barnes, Director of Environmental Health states Calvin is doing a lot to push the orders along and produce results. Many hearings have been scheduled throughout the months of September and October for the board orders.

Bruce Fenton’s property complaint was brought to Randalls’ attention due to the sink and washer running out onto the property. The property owner was not interested in correcting the issue. Currently there is a large feud occurring between neighbors which has partially resulted in this complaint. According to Randall Barnes, Director of Environmental Health, even though it is not sewage, all wastewater must be connected to the septic. Ben Lynch, Certified Plumbing Inspector



spoke with Bruce Fenton who obtained a plumbing permit, the problem has not yet been fixed. Property owner is non compliant. Robert Russell moved, and Rebecca Robinson seconded that a board order be obtained for this complaint.

Roll Call:	Rebecca Robinson	“Yea”
	Duane Marcy	“Yea”
	Robert Russell	“Yea”
	Barb Klingensmith	“Yea”
	Dr. Harlan Waid	“Yea”

The motion carried

The board then examined a complaint of installed plumbing with no permits or inspections located at 4147 Idlewood Drive, Austinburg Township, owned by Samuel Halbrock. According to Certified Plumbing Inspector Ben Lynch, the concrete needs to be removed in order to verify the plumbing meets state code. Dr. Waid asked if there is any way to verify what kind of evidence would be needed. Certified Plumbing Inspector Ben Lynch states we would have to know it is schedule 40 pipe or system passes a vacuum test. From his understanding there is no building permit for this property either. Duane Marcy moved and Barb Klingensmith seconded that a board order be obtained for this complaint.

Roll Call:	Duane Marcy	“Yea”
	Robert Russell	“Yea”
	Barb Klingensmith	“Yea”
	Dr. Harlan Waid	“Yea”
	Rebecca Robinson	“Yea”

The motion carried.

The board then examined a complaint of a stagnant body of water located at 5288 Lake Rd East, Geneva on the Lake, OH 44041 owned by Mark Cain. This complaint is the result of a dispute between neighbors, wherein the property owner was attempting to abate drainage in a mobile home park but has since created a rather large ditch that now contains stagnant water. This ditch and water are in the vicinity of where children play and is creating a nuisance for the neighbors. Robert Russell moved, and Rebecca Robinson seconded that a board order be obtained for this complaint.

Roll Call:	Robert Russell	“Yea”
	Barb Klingensmith	“Yea”
	Dr. Harlan Waid	“Yea”
	Rebecca Robinson	“Yea”
	Duane Marcy	“Yea”

The motion carried.

The board then examined a sewage complaint located at 5484 State Route 534, Hartsgrove OH owned by Yale Stuble. It was discovered that raw sewage was being pumped out onto the ground in a wooded area near the home. The house is now currently vacant, and Randall Barnes, Director of Environmental Health believes that the property owner is



attempting to get another tenant into the home without abating the sewage issue. Robert Russell moved, and Duane Marcy seconded that a board order be obtained for this complaint.

Roll Call:	Barb Klingensmith	“Yea”
	Dr. Harlan Waid	“Yea”
	Rebecca Robinson	“Yea”
	Duane Marcy	“Yea”
	Robert Russell	“Yea”

The motion carried.

The board then examined a variance request from James McIntyre who is building an addition at 6207 Robinhood Lane, North Kingsville OH 44068. The septic system is functioning properly, the tank looks good and there is plenty of room on either side of the house to pump the tank out in the future if necessary. Robert Russell moved that the variance is granted contingent upon receiving documentation that the homeowner is requesting the variance. Duane Marcy seconded the motion.

Roll Call:	Dr. Harlan Waid	“Yea”
	Rebecca Robinson	“Yea”
	Duane Marcy	“Yea”
	Robert Russell	“Yea”
	Barb Klingensmith	“Yea”

The motion carried.

Discussion concluded regarding new complaints and board orders, and Ben Lynch, Certified Plumbing inspector excused himself from the meeting.

Randall Barnes, Director of Environmental Health, Jake Brand, Director of Planning and Development and Bob Russell will be meeting to discuss frontage and septic requirements. They will also be meeting with the township trustees in October along with Debbie Friedstrom. The meeting in October will be held on the third Thursday.

Due to the in depth dialogue regarding on lot and off lot septic systems and their functions, the board agreed that the evening’s discussion of new business constituted fifteen minutes of continuing education as required by the Board of Health by-laws.

Randall Barnes, Director of Environmental Health will provide additional education at the October meeting to fulfill the board’s continuing education requirements.

Jay Becker, Health Commissioner, presented the nursing report in Dave Shumate, Director of Nursing’s absence. In the past month there has been a major increase in COVID cases, as well as the flu. Further discussion occurred regarding a recent fatal case of West Nile virus, and how the Ashtabula County Health Department can help to educate on mitigation of the disease. In addition, Lori Johnston has been requested to present her education to the board after her attendance at the Ohio Mosquito and Vector Control meeting in October. The board agreed that this presentation would also count to fulfill their continuing education requirements. Flu vaccine will be offered to the board members prior to the October meeting.



Administrative Report

Lindsay Pikor, Administrator discussed the Cross Fund, Budget Performance and Earnings History Reports. A motion was made and seconded by Rebecca Robinson to accept the hiring of Alyssa Loomis, Public Health nurse.

Roll Call:	Rebecca Robinson	“Yea”
	Duane Marcy	“Yea”
	Robert Russell	“Yea”
	Barb Klingensmith	“Yea”
	Dr. Harlan Waid	“Yea”

The motion carried.

It was suggested to look into The Kendall Foundation for additional grant sources for the Health Department.

Quality and Performance Report

Allie Maraffi, Director of Quality and Performance provided an overview of recent meetings held in preparation for the next CHIP and CHA cycle, as well as the monthly PHAB domain review. Another project kicking off is a full review of the policy and procedure manual which is in need of updates.

The next meeting of the Board of Health will be October 9th at 6:00PM, with flu shots and continuing education starting at 5:30PM.

The motion was made by Robert Russell and seconded by Barb Klingensmith to adjourn the meeting since there was no further business at hand.

Roll Call:	Duane Marcy	“Yea”
	Robert Russell	“Yea”
	Barb Klingensmith	“Yea”
	Dr. Harlan Waid	“Yea”
	Rebecca Robinson	“Yea”

The motion carried.

The meeting adjourned at 7:18PM.

Dr. Harlan Waid, Jr
President

Jay Becker, M.P.H.
Secretary