

**Minutes of the
District Board of Health
Mahoning County
September 24, 2018
8:00 a.m.**

The Mahoning County District Board of Health held its regular meeting on September 24, 2018 at 8:00 a.m. at the Offices of the District Board of Health Mahoning County, 50 Westchester Drive, Youngstown, Ohio 44515

I. Pledge of Allegiance

II. Roll Call

<u>Present</u>	<u>Absent</u>
Len Perry	Joe Mistovich
Bev Fisher	
Dr. Nancy Mosca	
Dr. Michael Miladore	

Staff Present: Ed Janik, Ryan Tekac, Erica Horner, Susan Kovach, Michelle Edison, Loretta Floyd-Pleas, Scott Bolam, Dr. Kravec, Drew Stefan, Shannon Sellards, Julie Thompson, Patt Sweeney

Public Audience: Dave Mannion

III. Minutes

MOTIONS

Mrs. Fisher motioned, Dr. Miladore seconded to approve the minutes of the 8/15/18 Board meeting as presented.

Motion carried unanimously.

Dr. Mosca motioned, Dr. Miladore seconded to approve the minutes of the 8/10/18 Personnel Committee meeting as presented.

Motion carried unanimously.

Dr. Miladore motioned, Mrs. Fisher seconded to approve the minutes of the 8/09/18 Finance Committee meeting as presented.

Motion carried unanimously.

IV. Special Requests/Subdivision Requests/Board Orders/Holding Tank Requests

A. Board Order #SW-BO-18-02 – Avery (Berlin Twp.)

Ms. Sellards explained that the owner of this property has failed to remove and properly dispose of all solid waste on his property. The owner has failed to comply with multiple abatement notices and did not appear at the Health Commissioners hearing.

MOTION

Mrs. Fisher motioned, Dr. Miladore seconded to approve the sanitarian's recommendation for Board Order #SW-BO-18-02 as presented:

In accordance with the Ohio Administrative Code 3745-27-05 (C), Ohio Revised Code 3734.03 and the Mahoning County District Board of Health Nuisance Abatement Code, Section 4.1.7, declare the property a public nuisance and order the same:

- Unsafe which creates a public health nuisance;
- Placarded;
- Abated immediately, but in no longer than 5 days, and;

In accordance with the Mahoning County District Board of Health Nuisance Abatement Code, Section 6.1, declare the property unsafe and a public health nuisance.

Motion carried unanimously.

B. Board Order #EH-BO-18-03 – US Bank Trust (Beaver Twp.)

Mr. Stefan explained that this is a vacant property with an above ground pool which is causing a safety hazard and creating a public health nuisance because the pool cover has failed leaving the pool holding untreated water. The owner has failed to comply with the abatement notices and did not appear at the Health Commissioner's hearing.

MOTION

Dr. Miladore motioned, Mrs. Fisher seconded to approve the sanitarian's recommendation for Board Order #EH-BO-18-03 as presented:

In accordance with the Nuisance Abatement Code, Section 6.1 and O.R.C. §3707.01, declare the pool a public nuisance and order the same:

- condemned as dangerous to life or health;
- placarded;
- abated within 5 days; and
- to remain vacant until the nuisance is abated.

Motion carried unanimously.

C. Board Order #EH-BO-18-04 – Brown (Smith Twp.)

Ms. Sellards explained that this is a vacant, fire damaged trailer which the owner has failed to remove along with the solid waste on the property. The owner has not complied with the abatement notices and did not appear at the Health Commissioner hearing. There has been contact with the owner but he has not followed through with any of the promises he has made.

MOTION

Mrs. Fisher motioned, Dr. Mosca seconded to approve the sanitarian's recommendation for Board Order # EH-BO-18-04 as presented:

In accordance with the Ohio Administrative Codes 3745-400-04(B) and 3745-27-05 (C), Ohio Revised Code 3734.03 and the Mahoning County District Board of Health Nuisance Abatement Code, Sections 4.1.5, 4.1.7, and 4.1.8 declare the property a public nuisance and order the same:

- Unsafe which creates a public health nuisance;
- Placarded;
- Abated immediately, but in no longer than 5 days, and;

In accordance with the Nuisance Abatement Code, Section 6.1, declare the property unsafe and a public health nuisance.

Motion carried unanimously.

V. New Business

A. Policy and Procedure – Organizational Assessment of Cultural Competency and Cultural and Linguistically Appropriate Services

Ms. Horner explained that this policy and procedure for the Organizational Assessment of Cultural Competency and Cultural and Linguistically Appropriate Services has been created to assist the organization in continuous improvement and progression of establishing/maintaining an infrastructure that collectively provides culturally competent services for the communities served.

MOTION

Dr. Mosca motioned, Dr. Miladore seconded to approve the Policy and Procedure – Organizational Assessment of Cultural Competency and Cultural and Linguistically Appropriate Services as presented.

Motion carried unanimously.

B. Policy and Procedure – MCDBOH Tuberculosis Control Plan: Evaluation and Management

Ms. Horner explained that this policy was created to assure prompt identification and appropriate treatment for all individuals with tuberculosis and to prevent the spread of tuberculosis to employees, patients, schools, or others by adopting this Tuberculosis Infection Control Plan and Protocols for Evaluation and Management of Tuberculosis Infection and Disease. This policy and procedure has been reviewed and approved by both Dr. Kravec and Dr. Proia.

MOTION

Mrs. Fisher motioned, Dr. Miladore seconded to approve the Policy and Procedure – MCDBOH Tuberculosis Control Plan: Evaluation and Management as presented.

Motion carried unanimously.

C. Resolution for New Fund – Ohio Equity Institute 2.0

Mr. Janik explained that any new fund created at the Board of Health has to be approved by resolution by the Board. The Maternal and Child Health Program grant has two new spin offs of the original grant and one of them is the Ohio Equity Institute 2.0.

MOTION

Mrs. Fisher motioned, Dr. Miladore seconded to approve the Resolution for New Fund – Ohio Equity Institute 2.0 as presented.

Motion carried unanimously.

D. Resolution for New Fund – Cribs for Kids and Safe Sleep Program

Mr. Janik explained that this the second spin off of the Maternal and Child Health Program Grant which requires a resolution approved by the Board for the creation of a new fund.

MOTION

Mrs. Fisher motioned, Dr. Miladore seconded to approve the Resolution for New Fund – Cribs for Kids and Safe Sleep Program as presented.

Motion carried unanimously.

E. Vaccine Fee Adjustments

Mr. Janik explained that these adjustments are being requested to match what insurance is reimbursing for these vaccines.

MOTION

Dr. Miladore motioned, Dr. Mosca seconded to approve the vaccine fee adjustments as presented:

VACCINE	PROC. CODE	CURRENT FEE	PROPOSED FEE
Bexsero	90620	\$195.00	\$200.00
Trumenba	90621	\$150.00	\$165.00
Twinrix	90636	\$120.00	\$125.00
Pevnar 13	90670	\$210.00	\$220.00
Rabies	90675	\$390.00	\$410.00
Typhim	90691	\$90.00	\$95.00
Pentacel	90698	\$110.00	\$115.00
Menactra	90734	\$140.00	\$145.00
Pneumoccal	90732	\$105.00	\$115.00
Flu Zone High Dose	90662	\$55.00	\$85.00
Fluzone Intranasal	90672	\$45.00	\$60.00
Flublok	90682	-	\$85.00
Fluzone Quadrivalent	90685	\$40.00	\$50.00
Fluzone Quadrivalent	90686	\$40.00	\$50.00
Fluzone Quadrivalent	90688	\$40.00	\$50.00

Motion carried unanimously.

VI. Board Continuing Education

A. Operation and Maintenance Program Presentation

Mr. Tekac gave a 30 minute presentation to the Board followed by a 15 minute question and answer session. Presentation materials are attached to these meeting minutes.

VII. Reports

A. Committee

Dr. Miladore reported that the Finance Committee met last Monday and we continue to be positive in our cash balances, have monies in reserve and remain in good financial standing.

Mr. Perry reported that the Personnel Committee did not meet and so they will discuss their issues in Executive Session.

B. Division/Program

Julie Thompson

All of the reaccreditation assignments have been distributed and due dates for first drafts of work have been selected. Section One of the PHAB Annual Report is due at the end of this month so that will be submitted this week while work continues on Section Two of the Annual Report which is due 30 days after Section One is approved.

Ed Janik

Starting to work on the 2019 budget with the managers this week. The county will be holding another vehicle auction at the end of October and we will have two vehicles up for auction. The WIC grant will be ending on September 30th and the state allows us to transfer any excess money in the grant into the WIC accumulating fund which is to cover severances when employees retire.

Ryan Tekac

The Canfield Fair was successful again this year; a couple of issues were dealt with but overall everything went great. The state was in last week to do a survey of our wastewater program which went very well. We have applied for the maximum amount of 2019 WPCLF monies which have been reduced to \$150,000.00. Two raccoons tested positive for rabies; one from Springfield Township and one from Green Township. Both were involved with dogs but the dogs were current on their shots, received boosters and are doing fine.

Susan Kovach

Started influenza surveillance last week and continuing with Lyme disease surveillance until October. Busy working on the three different Community Health Division grants and their requirements.

Erica Horner

For the Maternal and Child Health Program Grant for August, 19 cribettes were distributed in the Cribs for Kids Program and as of August 31st, 2018, 4,000 of the Mahoning County Community Food Guides have been distributed. We had our first participant and support partner complete the entire Baby & Me Tobacco Free program (prenatal to 12 months postpartum) during the month of August. Currently on schedule to have two additional participants complete the program as well. Last month Shawn Hunter-Little and Linda Mervin worked with the YSU Student Health Services staff to administer over 100 tuberculosis skin tests for their new fall international students. In August there were 24 Project DAWN community kits distributed with 0 reported uses/0 reported saves and 22 full kits distributed to Law Enforcement/First Responders with 18 recorded uses and 16 total saves and 2 unknown at the time of report from First Responders. Community naloxone training was held in conjunction with the Ohio CAN event on August 31, 2018 at the Unitarian Universalist Church on Elm Street in Youngstown. Cara Rasor facilitated the class which started at 5:30 p.m. and 35 people attended the training (19 of whom wanted and received kits). 327 childhood/adolescent immunizations were given to 128 patients in August at our regularly scheduled year round clinics with two additional clinics. For the month of August we were 100% on having children who were clients in our immunization clinics at age 2 considered up to date. 95.4% of adolescents in our clinics were considered up to date for required vaccines.

Loretta Floyd-Pleas

ODH is upgrading their software to a new system beginning in January which will be web based and will have fillable forms. It is believed that this will reduce the amount of paperwork the clients have to do. We are considering utilizing a "One Call Now" system

as a region to enhance text messaging to our clients. The state is also looking into a shopping app for phones which will help clients determine if products they are wanting to buy are WIC approved products.

Michelle Edison

This year the HUB has enrolled 204 women, 73% were African American which is an increase towards our goal of 80% for this year. We've had 135 births this year and normal birth weight and full term births, account for close to 85% of the births so far. We continue to work on training new community health workers. There is a new program in the HUB with MYCAP and Neil Kennedy to have a community health worker work with women who have been to Neil Kennedy. The HUB is also enrolling moms who have babies in the NICU at Akron Children's. Lori Keller and I went to Toledo last month to look at their billing processes and are close to being able to start billing Medicaid Managed Care Companies here.

Scott Bolam

The lab is finishing up third quarter testing for our clients. The fourth quarter is usually the busiest and we are already ahead of the total number of samples we processed last year with a quarter still to go. Mahoning Landfill groundwater monitoring samples were just collected and Carbon Limestone's will be collected next week then we will be finished with the sampling program for the year. The A2LA audit will be conducted at the end of October.

Dr. Kravec

Heading to Columbus with Patt for the AOHC conference; they have a Medical Director University as part of the conference each fall. After this meeting, I will be attending a meeting with physicians regarding Hepatitis A and the high risk populations.

Patt Sweeney

The Community Health Improvement Plan Team has held two community forums; one regarding infant mortality and a second to discuss the plan and where we are headed. We are working with The Baldwin Group on a pilot project through HDIS where all of the food inspections will be available on our website. The MCDBOH is a founding member of Access Health Mahoning Valley (AHMV) so I would like to give the Board an update on its current status. The mission of AHMV has always been to connect community members to the health care services they need – particularly the uninsured and underserved. Over the years that has taken many forms; direct referrals to physicians and certified marketplace navigators helping community members enroll in health care plans or expanded Medicaid. Now due to changes in funding AHMV finds itself at a point of determining its future course. There has been some discussion between the HUB Advisory Committee and the AHMV Board that perhaps the HUB could be housed in AHMV. This could be a benefit to the HUB as AHMV serves both Mahoning and Trumbull counties and the HUB, being based at MCDBOH is somewhat hampered to do that. These are early discussions, and I will continue to bring information to this Board so you can provide your direction and input.

Lastly, the Quality Improvement Program Self-Assessment we conducted earlier this year identified the need to continually provide higher level QI training to QI Council members and staff. I am requesting authorization to send four members of the Quality Improvement Council to a two-day training in Cleveland October 16 and 17 at \$440.00 per person for in-depth training in the use of additional QI tools.

MOTION

Mrs. Fisher motioned, Dr. Mosca seconded to approve sending four members of the Quality Improvement Council to a two-day training in Cleveland on October 16-17, 2018 at \$440.00 per person.

Motion carried unanimously.

VIII. Approval of Monthly Expenses

A. Monthly Expenses

MOTION

Mrs. Fisher motioned, Dr. Miladore seconded to approve the monthly expenses as presented.

Motion carried unanimously.

B. Contracts

1) Mercy Health Youngstown, LLC, Resource Mothers Program, Language Changes Only

2) Planned Parenthood of Greater Ohio – Ohio's Black Infant Vitality Program (OBIVP), Language Changes Only

MOTION

Dr. Miladore motioned, Dr. Mosca seconded to approve the language changes only contracts with Mercy Health Youngstown, LLC., Resource Mothers Program and Planned Parenthood of Greater Ohio – Ohio's Black Infant Vitality Program as presented.

Motion carried unanimously.

3) Alta Care Group, Inc., Contract Addendum Increase to \$258,000.00

4) Youngstown City Health District, Contract Addendum Increase to \$129,000.00

MOTION

Dr. Miladore motioned, Mrs. Fisher seconded to approve the contract addendum increases with Alta Care Group, Inc. and Youngstown City Health District as presented.

Motion carried unanimously.

5) Vehicle Purchase for Environmental Division, Not to Exceed \$15,000.00

MOTION

Dr. Mosca motioned, Dr. Miladore seconded to approve the vehicle purchase for the Environmental Division as presented.

Motion carried unanimously.

6) ECMSI, SQL Server License, Windows Server 2016 License, 2 – 1.8 TB Hard Drives, \$10,094.54

MOTION

Dr. Miladore motioned, Mrs. Fisher seconded to approve the contract with ECMSI as presented.

Motion carried unanimously.

C. Notice of Award – 2017 Water Pollution Control Loan Fund Monies

MOTION

Mrs. Fisher motioned, Dr. Mosca seconded to approve awarding the following WPCLF projects as presented:

- Water Pollution Control Loan Fund Project #5, Less Contracting, \$39,000.00
- Water Pollution Control Loan Fund Project #6, Less Contracting, \$30,319.00
- Water Pollution Control Loan Fund Project #7, Romo Septic Cleaning & Repairs, LLC., \$33,000.00

Motion carried unanimously.

IX. Travel

A. Official Travel and B. Continuing Education

MOTION

Dr. Miladore motioned, Dr. Mosca seconded to approve the Official Travel and Continuing Education as presented.

Motion carried unanimously.

X. Personnel Actions

A. Executive Session

MOTION

Dr. Miladore motioned, Mrs. Fisher seconded to go into Executive Session to discuss personnel matters at 9:35 a.m.

Motion carried unanimously.

B. Exit Executive Session

MOTION

Dr. Mosca motioned, Dr. Miladore seconded to exit Executive Session.

Motion carried unanimously.

C. Appoint – Full-Time Public Health Nurse

MOTION

Mrs. Fisher motioned, Dr. Mosca seconded to appoint Rachel Jackson as a full-time public health nurse as presented.

Motion carried unanimously.

D. Post/Advertise – Full-Time Sanitarian/Sanitarian-In-Training

MOTION

Dr. Miladore motioned, Mrs. Fisher seconded to post/advertise the full-time Sanitarian/Sanitarian-In-Training position as presented.

Motion carried unanimously.

XI. Adjournment

MOTION

Dr. Miladore motioned, Mrs. Fisher seconded to adjourn the meeting.

Motion carried unanimously.



**Operation and Maintenance
~ Where Are We Heading? ~**

MCDBOH Board CEUs
Board Meeting
September 24, 2018
Ryan Tekac, Environmental Director




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Mahoning County District Board of Health

Rules and Supplemental Rules

- Ohio Administrative Code (OAC) 3701-29
 - Adopted on January 1, 2015
- STS Operation and Maintenance Management - OAC 3701-29-19
 - The Board of Health **shall** develop a program for the Administration of the O&M Program
 - O&M management & STS education is required for alter and installed after 2015
 - BOH **shall** develop timeline & process for phasing all systems installed prior to 2015 and can consider risk factors for phasing in.
 - System Age
 - Complexity
 - Risk factors




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Operation and Maintenance Program


- 3701-29-09 (I)
 - No person shall operate a STS or a type 2, 3, 4 GWRS without an approved an valid operation permit from the BOH.
 - The BOH shall specify any terms and conditions of the operational permit....
 - Any operational permit shall expire at the frequency determined by the board of health, not to exceed ten years



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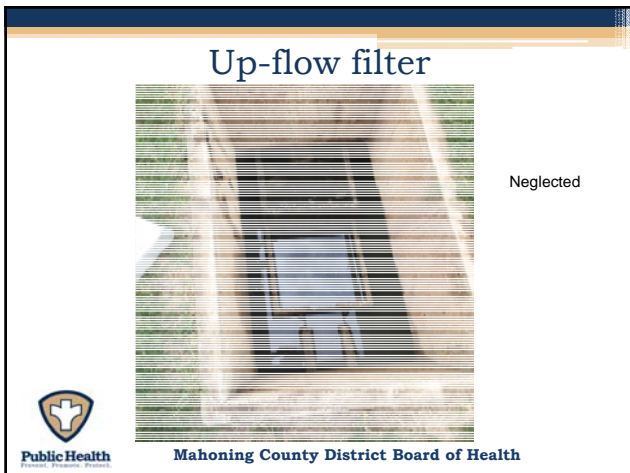
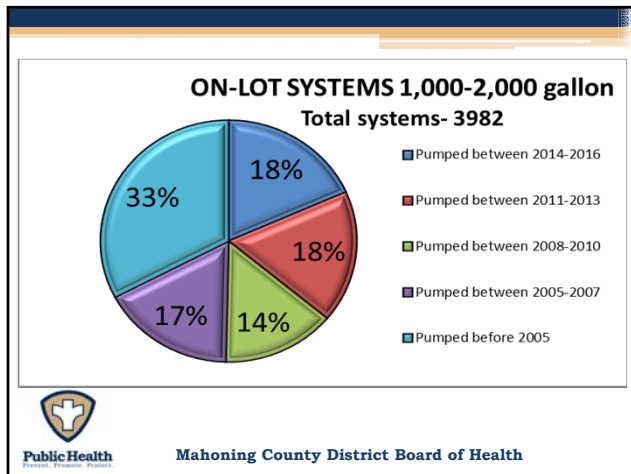
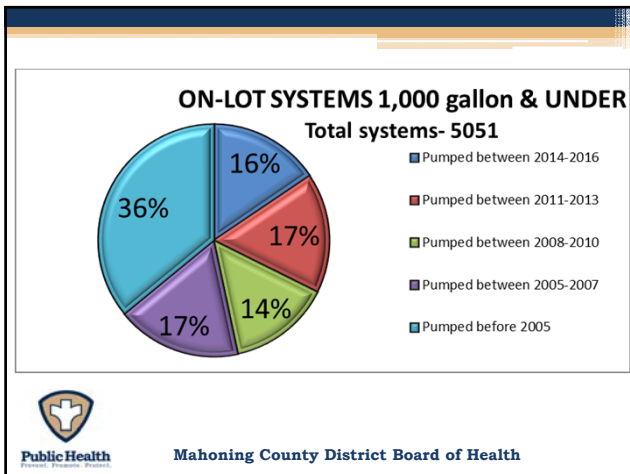
Mahoning County District Board of Health

Board of Health Data




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Mahoning County District Board of Health




Future of O&M Program

- Mahoning County HSTS – estimated 16,000+
- 3 - year plan to incorporate all HSTS in the O&M program. **(REVISED)**
- Operational permits will be issued with specific requirements.
- Operational fee will be submitted to LHDs- keeping it affordable for both sides.
- ORC 3709-091(B)
 - Failure to pay for permit – BOH will issue the permit and apply fee to the taxes.
- Failure to meet the condition of the permit shall result in a inspection and fee set by the Board of Health.
 - Current fee is \$180.00 **(Proposing an Increase)**




Mahoning County District Board of Health

Operational Permits



Mahoning County District Board of Health

Permit to Operate Level 1: Septic Tank to Leaching Component



Mahoning County District Board of Health

Household Sewage Treatment System Permit to Operate Level 1: Septic Tank to Leaching Component

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On January 1, 2018 the Ohio Department of Health adopted new statewide sewage rules that shall require all local health departments to develop and adopt an Operation and Maintenance management program, commonly referred to as an O&M program. The following regulations apply for the sewage treatment system operator on the property.

Ohio Administrative Code (OAC) 3709.091(B)
No person shall operate a STS or a type L, S, or L (S&L) without an approved and valid operation permit from the board of health. The owner and/or a responsible management entity shall comply with the terms and conditions of the permit.

OAC 3709.091(B)(1)
All permit operating records of an operator permit shall include:

- The application fee.
- Any condition applicable fees as required by the board of health and
- Proof of compliance with permit conditions.

OAC 3709.091(B)(2)
The board of health shall specify the terms and conditions of the operation permit consistent with this chapter governing the operation, monitoring, maintenance, and abandonment of the STS leaching.

- Minimum inspection and monitoring requirements, including frequency of inspections.
- Required O&M (Quality Control) or equivalent.
- Responsibility for a recordkeeping by permit holder shall require a service contract for a STS under the following conditions and as otherwise required by the board of health:
 - Any O&M contract shall be in writing.
 - It shall be approved as a condition of a STS permit or system approval granted by the Director of Health.

OAC 3709.091(B)(3)
An operation permit shall be in effect upon board of health approval of an installation, a replacement, or an alteration of a STS.

OAC 3709.091(B)(4)
An operation permit shall expire at the frequency determined by the board of health, not to exceed ten years.

OAC 3709.091(B)(5)
An operation permit shall be in effect upon approval, as required by the board of health subject to the requirements of this chapter and the terms and conditions of the permit.


Household Sewage Treatment System Permit to Operate Level 1: Septic Tank to Leaching Component	
Current Owner	
Property	
Address	
Owner/Leasing Address	
Operational Permit Fee	3 years
Operational Permit System	
Permit Renewal Fee	\$180.00

LEVEL 1 OPERATIONAL PERMIT REQUIREMENTS
The following is a list of actions that shall be taken in order to keep compliance with the operating permit and to keep your STS functioning properly.

- Have a registered septic tanker inspect and submit documentation to the board of health for the following within the 3 year permit term:
 - Check the sludge level in tanks and pump as advised by a registered pumpout. A list of registered pumpouts has been provided or can be found at www.ohio.gov.
 - Check septic tank and/or STS for hydrostatic applications if applicable.
 - Check for pouring and/or surface of leaching component area and that no sewage overflow signs have been noticed.
 - Check for surface water collection or other water flows from the building or structure into the septic components and adjacent or other site or discharge area.
 - Check when applicable if potential signs of a tree of debris and signs of effluent.


Penalty for non-compliance with the board of health shall require and will charge a fee of \$_____ for failure to comply with the operational permit requirements listed above. The board of health requires that you change your responsibility to maintain the system and/or for making any necessary repairs to the STS identified during the inspection.

In accordance with Ohio Revised Code (ORC) 3709.091(B)(5) in part, "This fee is due in the amount of the stated operation permit or inspection fee for each household sewage treatment system or shall have the same amount as stated, as applicable, as required in the rules, which may include several permits for the permit of the fee. If you do not pay the amount to maintain these within 30 days of receipt of the notice or sign to the permit being the first permit to expire with the provisions of this board, the amount will be placed on tax or your real property."




Mahoning County District Board of Health

Permit to Operate Level 2: Pretreatment to Leaching Component






House Septic Tank / Aeration Chamber / Settling Chamber Dispersal Field

Household Sewage Treatment System Permit to Operate Level 2: Pretreatment to Leaching Component

Public Health
Mahoning County District Board of Health

On January 1, 2012 the Ohio Department of Health adopted new statewide sewage rules that shall require all local health departments to develop and adopt an Operation and Maintenance management program, commonly referred to as an O&M program. The following regulations apply for the sewage treatment system operated on this property.

Ohio Administrative Code 3701.29-09.02
No person shall operate a STS or a STS-L or a O&M without an approved and valid operation permit from the board of health. The owner and/or a responsible management entity upon application, shall comply with the terms and conditions of the permit.

Ohio Administrative Code 3701.29-09.03
Any person requesting renewal of an operation permit shall submit:

- The application fee.
- Any applicable application form if required by the board of health.
- Proof of compliance with any permit conditions.

Ohio Administrative Code 3701.29-09.04
The board of health shall specify any terms and conditions of the operation permit consistent with this chapter governing the operation, monitoring, maintenance, and abandonment of the STS including:

- Maintenance, operation, and monitoring requirements, including frequency of maintenance.
- Required effluent quality standards, as applicable, and
- Requirements for a service contract. An operation permit shall require a service contract for a STS under the following inspection and maintenance, required by the board of health:
 - Any MDS subject to a MDS permit; or
 - Any MDS required as a condition of a STS component or system approval granted by the director of health.

Ohio Administrative Code 3701.29-09.05
An operation permit shall be in effect upon board of health approval of an installation, a replacement, or an alteration of a STS.

Ohio Administrative Code 3701.29-09.06
An operation permit shall expire at the frequency determined by the board of health, not to exceed ten years.

Ohio Administrative Code 3701.29-09.07
An operation permit may be renewed, suspended, or modified by the board of health subject to the requirements of this chapter and the terms and conditions of the permit.

Household Sewage Treatment System Permit to Operate Level 2: Pretreatment to Leaching Component	
Current Owner	
Property	
Address	
Owner Mailing Address	
Operational Permit #	
Operational Permit Term	3 year
Operational Permit Expires	
Permit Renewal Fee	\$30.00



LEVEL 2 OPERATING PERMIT REQUIREMENTS

The following is a list of actions that shall be taken in order to keep compliant with the operating permit and to keep your STS functioning properly.

- Have a Registered Service Provider inspect and submit documentation to the board of health for the following within the 2-year permit term:
 - Check the discharge level in tanks and piping as advised by a service provider. A list of registered purifiers has been provided or can be found at www.ohio.gov.
 - Check whether the pH level is in the recommended range and if applicable.
 - Check for pooling and/or surface of sewage in leaching component area and that no sewage overflows onto lawn or driveway.
 - Check for surface gutter obstruction or other water flows from the building or structure into the septic components and attach to only the sub-drainage area.
 - Check filters regularly. If manufacturer there are clear of debris and septic effluent.

Please be aware the Board of Health shall inspect and will charge a fee of _____ for failure to comply with the operational permit requirements listed above. The board of health inspection does not charge your responsibility to maintain the permit conditions and/or make any necessary repairs to the STS identified during the inspection.

In accordance with Ohio Revised Code (ORC) 3701.02(B)(2) you, the user, shall be liable for the amount of the annual operation permit or inspection fee for your household sewage treatment system or dual flow on-site sewage treatment system, as applicable, as designed in the permit. Such fee shall be subject to the approval of the fee. If you do not pay the amount in accordance with the permit, the amount will be assessed to your next payment.

Permit to Operate Level 3: Drip and Spray Distribution









Household Sewage Treatment System Permit to Operate Level 3: Drip and Spray Distribution

Public Health
Mahoning County District Board of Health

On January 1, 2012 the Ohio Department of Health adopted new statewide sewage rules that shall require all local health departments to develop and adopt an Operation and Maintenance management program, commonly referred to as an O&M program. The following regulations apply for the sewage treatment system (STS) operated on this property.

Ohio Administrative Code 3701.29-09.02
No person shall operate a STS or a STS-L or a O&M without an approved and valid operation permit from the board of health. The owner and/or a responsible management entity upon application, shall comply with the terms and conditions of the permit.

Ohio Administrative Code 3701.29-09.03
Any person requesting renewal of an operation permit shall submit:

- The application fee.
- Any applicable application form if required by the board of health.
- Proof of compliance with any permit conditions.

Ohio Administrative Code 3701.29-09.04
The board of health shall specify any terms and conditions of the operation permit consistent with this chapter governing the operation, monitoring, maintenance, and abandonment of the STS including:

- Maintenance, operation, and monitoring requirements, including frequency of maintenance.
- Required effluent quality standards, as applicable, and
- Requirements for a service contract. An operation permit shall require a service contract for a STS under the following inspection and maintenance, required by the board of health:
 - Any MDS subject to a MDS permit; or
 - Any MDS required as a condition of a STS component or system approval granted by the director of health.

Ohio Administrative Code 3701.29-09.05
An operation permit shall be in effect upon board of health approval of an installation, a replacement, or an alteration of a STS.

Ohio Administrative Code 3701.29-09.06
An operation permit shall expire at the frequency determined by the board of health, not to exceed ten years.

Ohio Administrative Code 3701.29-09.07
An operation permit may be renewed, suspended, or modified by the board of health subject to the requirements of this chapter and the terms and conditions of the permit.

Household Sewage Treatment System Permit to Operate Level 3: Drip and Spray Distribution	
Current Owner	
Property	
Address	
Owner Mailing Address	
Operational Permit #	
Operational Permit Term	3 year
Operational Permit Expires	
Permit Renewal Fee	\$30.00



LEVEL 3 OPERATING PERMIT REQUIREMENTS

The following is a list of actions that shall be taken in order to keep compliant with the operating permit and to keep the STS functioning properly.

- Have a Registered Service Provider inspect and submit documentation to the board of health for the following within the 2-year permit term:
 - Check the discharge level in tanks and piping as advised by a service provider. A list of registered purifiers has been provided or can be found at www.ohio.gov.
 - Comply with drip irrigation and/or spray irrigation approval and maintenance.
 - Provide proof of service contract.

Please be aware the Board of Health shall inspect and will charge a fee of _____ for failure to comply with the operational permit requirements listed above. The board of health inspection does not charge your responsibility to maintain the permit conditions and/or make any necessary repairs to the STS identified during the inspection.

In accordance with Ohio Revised Code (ORC) 3701.02(B)(2) you, the user, shall be liable for the amount of the annual operation permit or inspection fee for your household sewage treatment system or dual flow on-site sewage treatment system, as applicable, as designed in the permit. Such fee shall be subject to the approval of the fee. If you do not pay the amount in accordance with the permit, the amount will be assessed to your next payment.

Permit to Operate Level 4: NPDES Off-lot Discharging System

Adapted From: Jet Inc., www.jetcorp.com BATT MEDIA SEPTIC SYSTEM

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Household Sewage Treatment System Permit to Operate Level 4: NPDES Off-lot Discharging System

Household Sewage Treatment System Permit to Operate Level 4: NPDES Off-lot Discharging System	
Current Owner	
Property	
Address	
Owner Mailing Address	
Operational Permit #	
Operational Permit Term	1 year
Operational Permit Expires	
Permit Renewal Fee	\$30.00

On January 1, 2012, the Ohio Department of Health adopted new statewide sewage rules that shall require all local health departments to develop and adopt an Operation and Maintenance management program, commonly referred to as an O&M program. The following regulations apply for the sewage treatment system (STS) operated on this property.

Ohio Administrative Code 3701.29-02-02.01
The person shall operate a STS or a Septic, S, or a S&M without an approved and valid operation permit from the board of health. The owner and/or a responsible management entity when applicable, shall comply with the terms and conditions of the permit.

Ohio Administrative Code 3701.29-02-02.02
Any person requesting renewal of an operation permit shall submit:

- The application fee;
- Any applicable qualifications form if required by the board of health; and
- Proof of compliance with any permit conditions.

Ohio Administrative Code 3701.29-02-02.03
The board of health shall specify any terms and conditions of the operation permit consistent with this chapter governing the operation, monitoring, maintenance, and abandonment of the STS including:

- Maintenance (operation, and monitoring) requirements, including frequency of maintenance;
- Required effluent quality (numerical or applicable) and
- Responsibility for a service contract. An operation permit shall require a service contract for a STS under the following conditions and an affidavit required by the board of health:
 - Any STS subject to a NPDES permit; or
 - Is identified as a component of a STS component or system approved granted by the Director of Health.

Ohio Administrative Code 3701.29-02-02.04
An operation permit shall be in effect upon board of health approval of an installation, a replacement, or an alteration of a STS.

Ohio Administrative Code 3701.29-02-02.05
An operation permit shall expire at the frequency determined by the board of health, not to exceed ten years.

Ohio Administrative Code 3701.29-02-02.06
An operation permit may be renewed, suspended, or revoked by the board of health subject to the requirements of this chapter and the terms and conditions of the permit.

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Permit to Operate Level 5: Low Pressure Distribution Systems (Includes Mounds)

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Household Sewage Treatment System Permit to Operate Level 5: Low Pressure Distribution Systems (Includes Mounds)

Household Sewage Treatment System Permit to Operate Level 5: Low Pressure Distribution Systems (Includes Mounds)	
Current Owner	
Property	
Address	
Owner Mailing Address	
Operational Permit #	
Operational Permit Term	2 years
Operational Permit Expires	
Permit Renewal Fee	\$30.00

On January 1, 2012, the Ohio Department of Health adopted new statewide sewage rules that shall require all local health departments to develop and adopt an Operation and Maintenance management program, commonly referred to as an O&M program. The following regulations apply for the sewage treatment system operated on this property.

Ohio Administrative Code 3701.29-02-02.01
The person shall operate a STS or a Septic, S, or a S&M without an approved and valid operation permit from the board of health. The owner and/or a responsible management entity when applicable, shall comply with the terms and conditions of the permit.

Ohio Administrative Code 3701.29-02-02.02
Any person requesting renewal of an operation permit shall submit:

- The application fee;
- Any applicable qualifications form if required by the board of health; and
- Proof of compliance with any permit conditions.

Ohio Administrative Code 3701.29-02-02.03
The board of health shall specify any terms and conditions of the operation permit consistent with this chapter governing the operation, monitoring, maintenance, and abandonment of the STS including:

- Maintenance (operation, and monitoring) requirements, including frequency of maintenance;
- Required effluent quality (numerical or applicable) and
- Responsibility for a service contract. An operation permit shall require a service contract for a STS under the following conditions and an affidavit required by the board of health:
 - Any STS subject to a NPDES permit; or
 - Is identified as a component of a STS component or system approved granted by the Director of Health.

Ohio Administrative Code 3701.29-02-02.04
An operation permit shall be in effect upon board of health approval of an installation, a replacement, or an alteration of a STS.

Ohio Administrative Code 3701.29-02-02.05
An operation permit shall expire at the frequency determined by the board of health, not to exceed ten years.

Ohio Administrative Code 3701.29-02-02.06
An operation permit may be renewed, suspended, or revoked by the board of health subject to the requirements of this chapter and the terms and conditions of the permit.

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Permit to Operate Level 6: NON-NPDES Off-lot Discharging System

Adapted from Jet Inc., www.jetcorp.com BATT MEDIA SEPTEMBER SYSTEM

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Household Sewage Treatment System Permit to Operate Level 6: NON-NPDES Off-lot Discharging System

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On January 5, 2013 the Ohio Department of Health adopted new statewide sewage rules that shall require all local health departments to develop and adopt an Operation and Maintenance management program, commonly referred to as an O&M program. The following regulations apply for the sewage treatment system (STS) operated on this property.

Ohio Administrative Code 3701.29-09.01-05
No person shall operate a STS or a type 1, 2 or 4 O&M without an approved and valid operation permit from the board of health. The owner and/or a responsible management entity when applicable, shall comply with the terms and conditions of the permit.

Ohio Administrative Code 3701.29-09.01-02
Any person requesting renewal of an operation permit shall submit:

- The application fee;
- An applicable application form if required by the board of health; and
- Proof of compliance with any permit conditions.

Ohio Administrative Code 3701.29-09.01-03
The board of health shall specify any terms and conditions of the operation permit consistent with this chapter governing the operation, monitoring, maintenance, and abandonment of the STS including:

- Maintenance operation, and monitoring requirements, including frequency of maintenance;
- Required effluent quality standards, as applicable; and
- Requirements for a service contract. An operation permit shall require a service contract for a STS under the following conditions and as otherwise required by the board of health:
 - Any STS subject to a NPDES permit; or
 - Any STS required as a condition of a STS component or system approval granted by the director of health.

Ohio Administrative Code 3701.29-09.01-04
An operation permit shall be in effect upon board of health approval of an installation, a replacement, or an alteration of a STS.

Ohio Administrative Code 3701.29-09.01-06
An operation permit shall expire at the frequency determined by the board of health, not to exceed ten years.

Ohio Administrative Code 3701.29-09.01-07
An operation permit may be renewed, suspended, or revoked by the board of health subject to the requirements of this chapter and the terms and conditions of the permit.

Household Sewage Treatment System Permit to Operate Level 6: Non-NPDES Off-lot Discharging System	
Current Owner:	Level 6: Non-NPDES Off-lot Discharging System
Property:	
Address:	
Owner Mailing Address:	
Operational Permit #:	
Operational Permit Term:	1 year
Operational Permit Expires:	
Permit Renewal Fee:	\$30.00

LEVEL 6 OPERATING PERMIT REQUIREMENTS
The following is a list of actions that shall be taken in order to be in compliance with the operating permit and to keep the STS functioning properly:

- Have a Registered Service Provider inspect and submit documentation to the board of health twice a year for the 1 year permit term.
 - Provide proof of service contract.
 - Check the design level in liquid and solids as called for a service provider. A list of registered providers has been provided on the board of health.
 - Check all air adjustments (air venturi) at service, with high water level.
 - Check Aeration UV light or chlorine disinfection to see if functional.
 - Clear and/or maintain flow throughout the STS manufacturer.
 - A ready service must be posted and updated for compliance with the NPDES water quality parameters.
 - This STS permit must get an air permit by agency representation.
 - Report on the design and/or flow of the STS quality to determine a public health nuisance may be present.

Public Health shall assess the board of health shall inspect and will charge a fee of _____ for failure to comply with the operational permit requirements listed above. The board of health inspection does not charge your responsibility to maintain the entire contract and/or have any necessary repairs to the STS identified during the inspection.

In accordance with Ohio Revised Code (ORC) 3701.0202-03, you have 30 days to object to the amount of the issued operation permit or inspection fee for the household sewage treatment system or other low solids sewage treatment system, as applicable, as required in the rules, which may include several penalties for the payment of the fee. If you do not pay the amount in advance within 30 days of receipt of this notice or object to the amount during the time period a compliance with the provision on both fees, the amount will be placed on an order to pay.

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Permit to Operate Level 7: Grey Water Recycling

SAMPLE RESIDENTIAL GRAYWATER SYSTEMS

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Household Sewage Treatment System Permit to Operate Level 7: Grey Water Recycling

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On January 5, 2013 the Ohio Department of Health adopted new statewide sewage rules that shall require all local health departments to develop and adopt an Operation and Maintenance management program, commonly referred to as an O&M program. The following regulations apply for the sewage treatment system (STS) operated on this property.

Ohio Administrative Code 3701.29-09.01-05
No person shall operate a STS or a type 1, 2 or 4 O&M without an approved and valid operation permit from the board of health. The owner and/or a responsible management entity when applicable, shall comply with the terms and conditions of the permit.

Ohio Administrative Code 3701.29-09.01-02
Any person requesting renewal of an operation permit shall submit:

- The application fee;
- An applicable application form if required by the board of health; and
- Proof of compliance with any permit conditions.

Ohio Administrative Code 3701.29-09.01-03
The board of health shall specify any terms and conditions of the operation permit consistent with this chapter governing the operation, monitoring, maintenance, and abandonment of the STS including:

- Maintenance operation, and monitoring requirements, including frequency of maintenance;
- Required effluent quality standards, as applicable; and
- Requirements for a service contract. An operation permit shall require a service contract for a STS under the following conditions and as otherwise required by the board of health:
 - Any STS subject to a NPDES permit; or
 - Any STS required as a condition of a STS component or system approval granted by the director of health.

Ohio Administrative Code 3701.29-09.01-04
An operation permit shall be in effect upon board of health approval of an installation, a replacement, or an alteration of a STS.

Ohio Administrative Code 3701.29-09.01-06
An operation permit shall expire at the frequency determined by the board of health, not to exceed ten years.

Ohio Administrative Code 3701.29-09.01-07
An operation permit may be renewed, suspended, or revoked by the board of health subject to the requirements of this chapter and the terms and conditions of the permit.

Household Sewage Treatment System Permit to Operate Level 7: Grey Water Recycling	
Current Owner:	Level 7: Grey Water Recycling
Property:	
Address:	
Owner Mailing Address:	
Operational Permit #:	
Operational Permit Term:	1 year
Operational Permit Expires:	
Permit Renewal Fee:	\$30.00

LEVEL 7 OPERATING PERMIT REQUIREMENTS
The following is a list of actions that shall be taken in order to be in compliance with the operating permit and to keep the STS functioning properly:

- Have a Registered Service Provider inspect and submit documentation to the board of health twice a year for the 1 year permit term.
 - Report all information based on the manufacturer Operation and Maintenance requirements.

Public Health shall assess the board of health shall inspect and will charge a fee of _____ for failure to comply with the operational permit requirements listed above. The board of health inspection does not charge your responsibility to maintain the entire contract and/or have any necessary repairs to the STS identified during the inspection.

In accordance with Ohio Revised Code (ORC) 3701.0202-03, you have 30 days to object to the amount of the issued operation permit or inspection fee for the household sewage treatment system or other low solids sewage treatment system, as applicable, as required in the rules, which may include several penalties for the payment of the fee. If you do not pay the amount in advance within 30 days of receipt of this notice or object to the amount during the time period a compliance with the provision on both fees, the amount will be placed on an order to pay.

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Permit to Operate Level 8: Holding Tanks




Mahoning County District Board of Health

Household Sewage Treatment Systems Permit to Operate Level 8: Holding Tanks

Public Health
Mahoning County District Board of Health

On January 1, 2015 the Department of Health adopted new statewide sewage rules that shall require all local health departments to identify and address all operating and non-operational management programs, currently referred to as O&M programs. The following regulations apply for the sewage treatment system operation on the property.

Who Administers Code 370.29-09.05
The permit shall operate a STS or a Septic System in a 2007 without an approval and shall operate permit from the board of health. The owner, under a responsible management contract, shall comply with the terms and conditions of the permit.

Who Administers Code 370.29-09.02.1
The permit requiring removal of an operation permit shall comply:

1. The application fee.
2. The applicable application fee as established by the board of health, and
3. Meet all compliance with any permit conditions.

Who Administers Code 370.29-09.02.2
The board of health shall verify and condition of the inspection permit consistent with this chapter governing the operation, handling, maintenance, and abandonment of the STS including:

1. Inspections, operations, and handling requirements, including frequency of maintenance.
2. Inspection for a water-tightness inspection permit that requires a written contract for a STS under the following inspection and/or repairs:
 - a. Any STS (located in a 2007 permit).
 - b. All STS (located as a system of a STS component or system approved permit by the director of health).

Who Administers Code 370.29-09.02.3
An operation permit shall be an official board of health approval of an installation, a replacement, or an alteration of a STS.

Who Administers Code 370.29-09.02.4
An operation permit shall expire at the frequency determined by the board of health, not to exceed ten years.

Who Administers Code 370.29-09.02.5
An operation permit may be renewed, suspended, or revoked by the board of health subject to the requirements of this chapter and the terms and conditions of the permit.

**Household Sewage Treatment Systems Permit to Operate
Level 8: Holding Tanks**

Current Owner	
Telephone	
Address	
Owner Mailing Address	

Operational Permit #	
Operational Permit Term	1 year
Operational Permit System	
Permit Renewal Fee	\$100.00

LEVEL 8 OPERATING PERMIT REQUIREMENTS

The following is a list of actions that shall be taken in order to keep compliant with the operating permit and to keep your STS functioning properly.

1. Have a Registered Septic Installer inspect and submit documentation to the Board of Health for the following within the 2 year permit term:
 - Check the tank(s) for leaks and structural integrity.
 - Check tanks and property for any illegal overflow pipes.
 - Check the functionality of the high water alarm when applicable.

Please be aware the Board of Health shall inspect and will charge a fee of \$100.00 for failure to comply with the operational permit requirements listed above. The Board of Health inspection does not charge your responsibility to maintain the sewage treatment system and/or holding tank. Any delinquency reported to the STS identified during the inspection.

I, _____, as owner of the above described property, hereby certify that the information provided is true and correct to the best of my knowledge and belief. I understand that this permit is subject to the terms and conditions of the permit and the rules and regulations of the State of Ohio.

Mahoning County District Board of Health

**Operation Permit Service Providers
as of 9/21/2015**

Service Provider	Contact Information	System Types Serviced	NPDES System Types Serviced	Pre 2007 Aerators Serviced
A1 Affordable Inspection Services	330 966 0035 6173 Idley Rd NW, Canton, OH 44718, a1ins@insnet.com	Septic tank to leaching component, pretreatment to Eff or leach, Drip Distribution, NPDES, Low Pressure Distribution, Sand Filter, Aerobic Treatment Units, Discharging Filterbeds		Jet, Hydroaction, Aquasafe, Multiflow, Hoot and Mac Vault
All Town and Country	330 745-2277 3500 South Hamletown Rd, Norion OH 44203 mail@alltownandcountry.com	Septic tank to leaching component, pretreatment to Eff or leach, Drip Distribution, NPDES, Low Pressure Distribution, Sand Filter, Aerobic Treatment Units, Discharging Filterbeds	Jet and Hydroaction	Jet Aquasafe, Hoot, S&P
Aeration Septic, Inc	330 854-4405 PO Box 624, 766 Elin Ridge Ave, Canal Fulton OH 44614, brisagran@aeration-septic.com	Septic tank to leaching component, pretreatment to Eff or leach, Drip Distribution, NPDES, Low Pressure Distribution, Sand Filter, Aerobic Treatment Units, Discharging Filterbeds	Jet Aquasafe, Hoot, Singlair	Jet, Hydroaction, Aquasafe, Multiflow, Hoot, Mac Vault, S and P
Ben Franklin Plumbing	1-800-955-7586 12043 Mayfield rd, Chardon, OH 44024, info@deborinc.com	Septic tank to leaching component, pretreatment to Eff or leach, Drip Distribution, NPDES, Low Pressure Distribution, Sand Filter, Aerobic Treatment Units, Discharging Filterbeds	Jet	Jet, Hydroaction, Aquasafe, Multiflow, Hoot, Mac Vault, S and P and Onneo
CJ Clem Excavating	330 325-7446 PO Box 245 Randolph, OH 44265	Septic tank to leaching component, pretreatment to Eff or leach, Drip Distribution, NPDES,	Multiflow	
C&S Excavating	216 702-2616 9376 Broadway Rd, Northfield, OH 44067	Septic tank to leaching component, pretreatment to Eff or leach, Drip Distribution, Low Pressure Distribution, Sand Filter, Aerobic Treatment Units, Discharging Filterbeds		Hydro Action, Aquasafe, Multiflow
Dovets Septic and Drain Service, Inc	330 928-5555 4129 State Rd, Peninsula, OH 44264	Septic tank to leaching component, pretreatment to Eff or leach, Drip Distribution, NPDES, Low Pressure Distribution, Sand Filter, Aerobic Treatment Units, Discharging Filterbeds	Hydroaction and Aquasafe	Jet, Hydroaction, Aquasafe, Mack Vault and Sand P

S/TH WPH/HGM/Operation Permit/Service Provider List

Mahoning County District Board of Health

Phase In for O&M

- All HSTS installed after January 1, 2015
- All NPDES & Non-NPDES Discharging HSTS
- Each HSTS installed prior to January 1, 2015 that has been:
 - Altered
 - Repaired
 - Inspected
 - Board of Health reviewed & inventoried

Mahoning County District Board of Health

Cost Comparison

- Average Mahoning County Sanitary Rate
 - rate per 1,000 gallons \$ 8.80 = \$ 45.76 + \$ 8.50 Fixed monthly rate.
 - **Average monthly rate \$54.26.**
 - **Yearly average \$ 651.12**
- MCDBOH Proposed O&M Cost for a HSTS owner
 - Level 1
 - \$35.00 / 3 years = \$11.67 per year
 - Pumping average is \$350.00
 - **Yearly average cost \$128.33**



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QUESTIONS



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Mahoning County District Board of Health

**DISTRICT BOARD OF HEALTH
MAHONING COUNTY**

**FINANCE COMMITTEE MEETING
SEPTEMBER 17, 2018
8:00 A.M.**

**Mahoning County District Board of Health
50 Westchester Drive
Youngstown, Ohio 44515**

MINUTES

Board members present: Dr. Michael Miladore

Staff present: Patt Sweeney
Ed Janik

Meeting called to order at 8:00 a.m.

The Finance Committee reviewed the monthly financial reports, vaccine fee adjustments and proposed new funds to be created.

The Finance Committee will recommend approval of the following contracts at the next regularly scheduled MCDBOH meeting September 24, 2018:

Contracts:

- Mercy Health Youngstown, LLC, Resource Mothers Program, Language Changes Only
- Planned Parenthood of Greater Ohio – Ohio’s Black Infant Vitality Program (OBIVP), Language Changes Only
- Alta Care Group, Inc., Contract Addendum Increase to \$258,000.00
- Youngstown City Health District, Contract Addendum Increase to \$129,000.00
- Vehicle Purchase for Environmental Division, Not to Exceed \$15,000.00
- ECMSI, SQL Server License, Windows Server 2016 License, 2-1.8 TB Hard Drives, \$10,094.54