BOARD OF HEALTH
SPECIAL MEETING
MINUTE SUMMARY
September 26, 2018
3:00 PM

MEMBERS PRESENT:
Jeff Burrows
Roger De Haan
Wayne Chilcote
Katie Scholl
Mick Turner

Members Absent:
None.

STAFF PRESENT:
Chris Taggart, minutes
John Palacio, RCEH
Kelsey Inboden, RCEH

The special meeting was called to order at 3:03 PM by Chairman Jeff Burrows.

I. CORRESPONDENCE:
John introduced Kelsey Inbodine, new RCEH Administrative Assistant.

II. AMENDMENTS TO THE AGENDA:
None.

III. OLD BUSINESS:
1. Replacement Guideline/Policy – John
John reviewed Draft document on the smart board.

Suggested Changes:
Definitions – add Occupied Building (page 1)
Problem Statement (page 2) remove this title but leave information
Current Policies – remove entire section
Options Section (page 3) change to “Statement of Policy”
Options Section, paragraph one – number this section as 1.
Options Section (page 3) remove italicized type
The following options (page 3) change to “The following scenarios….”
Current 1. (Unpermitted wastewater treatment systems) change to 2.
New 2. To read as follows, “Unpermitted wastewater treatment systems serving an existing occupied building constructed between January 1, 1972, and December 31, 1982, are considered as pre-existing systems. These systems will be issued an Installation Permit for a replacement wastewater treatment system and shall not be eligible for an increased use or change of use
(e.g.: changing from residential to commercial). Siting of these systems, with regards to setback requirements, will be located in the best possible locations as conditions on the lot allow. RCEH and the Board of Health will require a wastewater system type that complies with current standards.”

Current 2. - change to 3.

New 3. To read as follows, “Unpermitted wastewater treatment systems serving an occupied building constructed between January 1, 1983, and April 29, 1993, must meet current regulations, which include setback and construction requirements, in order to have an Installation Permit for a replacement wastewater treatment system issued. Non-degradation requirements shall not apply for these systems. These systems shall not be eligible for increased use or change of use (e.g.: changing from residential to commercial).”

Current 3. – change to 4.

New 4. To read as follows, “Unpermitted wastewater treatment systems serving an existing occupied building constructed after April 29, 1993, must meet the most current regulations, which include setback and construction requirements, as well as meet the most current non-degradation requirements, in order to have an Installation Permit for a replacement wastewater treatment system issued.

Current 4. – change to 5.

New 5. To read as follows, “Unpermitted wastewater treatment systems serving an existing occupied building not meeting any of the criteria listed above shall be brought to the Ravalli County Board of Health.”

Remove entire Analysis of Options section (page 4-5)
Remove Conclusion section (page 5)

John will make amendments and will email out a final draft to BOH, along with having County civil counsel review (Dan Browder). Once BOH and civil counsel review completed, John will email out a final draft to contractors, realtors and builders association for input.

2. Environmental Health Operations Manual – John
Table to November 14, 2018 meeting to allow for BOH members to fully review.

3. Draft MOU
Table Draft MOU to November 14, 2018 meeting. Based upon BOH discussion, Roger to work on second draft.

**BOH consensus: Katie Scholl to be BOH representative for Nurse interview(s).**

IV: PUBLIC COMMENT:
None.

V. NEXT MEETING:  
Wednesday October 10, 2018 at 3:00 PM

VI. MEETING ADJOURNMENT:
Katie moved to adjourn the meeting at 5:04 PM. Seconded by Roger. All voted “aye” (5-0).