



# STORY COUNTY BOARD OF HEALTH

STORY COUNTY ADMINISTRATION  
900 6<sup>TH</sup> STREET  
NEVADA, IOWA 50201

## Minutes

**DATE:** April 2, 2014

**CALL TO ORDER:** 2:00 p.m.

**PLACE:** Administration Building, 2<sup>nd</sup> Floor

Paul Toot, BOH Chair  
Dr. John Paschen, Vice-Chair  
\*Dr. John Kluge  
Dr. Glenda Dvorak  
Mark Speck  
\*Absent

**ADJOURNMENT:** 3:19 p.m.

**OTHER PEOPLE PRESENT:** Eileen Mullan, Laura Bell, Leanne Harter

**STAFF PRESENT:** Margaret Jaynes; Environmental Health Director, Kristin Cook; Recording Secretary

**Chair Paul Toot called the meeting to order.**

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**CONSENT AGENDA: (All items listed under the consent agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time the Board votes on the motion.)**

- Approval of Agenda
- Approval of Minutes; *February 4, 2014*
- Consideration of Personnel Actions:
  - Action Forms:
    - New hire (temp.) effective 3/11/14 Andrew E Manion James @ \$9.50/hr
    - Pay adjustment-longevity; Catherine Bazylnski @ \$1732.82/bw effective 03/23/14
    - Pay adjustment-3% increase; Catherine Bazylnski

### **APPROVAL OF CONSENT AGENDA ITEMS (MCU)**

MOTION: Speck

SECOND: Paschen

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**PUBLIC FORUM:** Opened 2:08 p.m. – Closed 2:08 p.m.

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### **AGENCY AND DEPARTMENTAL REPORTS**

#### **HOMEWARD**

#### **Eileen Mullan**

Ms. Mullan stated that the HOMEWARD budget is on track for FY14.



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Ms. Mullan gave an overview of Disease Surveillance for quarter 1, 2014. Ms. Mullan stated that the Ames Public Library had a Noro-virus outbreak among the employees.

Ms. Mullan also stated that Influenza is on the decrease nationwide and in Iowa.

Ms. Mullan gave an overview of Emergency Preparedness stating that the group is trying to scale down on supplies to limit the amount of items reaching their expiration date.

Ms. Mullan stated that HERC recently met with Boone County Emergency Management and other members of Boone County HERC regarding merging into a multi-county coalition. Ms. Mullan stated that moving forward both parties decided that this is the first step in the process and the process will be "THOUGHTFUL" and not hurried.

Ms. Mullan provided an update to immunizations stating that card audits for grades K-12 had been completed and submitted to the Iowa Department of Public Health. Ms. Mullan provided Story County rankings compared to other Iowa counties.

**BOARD COMMENTS**

None

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**AGENCY AND DEPARTMENTAL REPORTS**

**YOUTH AND SHELTER SERVICES (YSS)**

**Laura Bell**

Ms. Bell gave an overview of the 2014 Teen Maze. Ms. Bell stated that 964 7th grade students and 87 adults toured the Maze. Ms. Bell went on to explain the 12 rooms available to experience included informational booths regarding tobacco, bullying, social media, nutrition, etc.

Ms. Bell gave an overview of how the Teen Maze is advertised. Ms. Bell stated that advertising of the event is provided through public schools, website, and television. Ms. Bell also stated that the Maze is held at the Boone County Fair Grounds.

**BOARD COMMENTS**

None

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**AGENCY AND DEPARTMENTAL REPORTS**

**Consideration of Success Story for Performance Measure**

**Eileen Mullan**

Ms. Mullan stated that Substance Abuse Prevention and Education for Story County Teens is an initiative by YSS also stating that YSS had four goals to accomplish with said initiative. Ms. Mullan provided a synopsis of the proposed stories to be shared and asked Board members to approve such for the Performance Measure Report in FY 14.



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Ms. Mullan notated that the due date of said stories is the end of April 2014.

**BOARD COMMENTS**

None

**Motion: Move to approve HOMEWARD submitting the Consideration of Success Story for Performance Measure report.**

MOTION: Dvorak  
SECOND: Paschen

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**AGENCY AND DEPARTMENTAL REPORTS  
STORY COUNTY ENVIRONMENTAL HEALTH**

**Margaret Jaynes**

Ms. Jaynes provided information regarding frozen septic systems including causes and possible solutions including advising homeowners to let grass grow long over laterals in the fall, use snow fencing, mulch system, and to not install too late in the year. Ms. Jaynes also notated an article in the Nevada Journal about Dadisman’s system.

Ms. Jaynes notated that there are currently ten outstanding violations that are currently being pursued as well as ten outstanding binding agreements of which five are overdue.

Ms. Jaynes stated that complaints had been submitted for use of a lead house, Tullamore Glen Creek having slushy water, frozen septic systems, and public indoor smoking. Ms. Jaynes stated that staff has placed instructions on the website regarding the smoking complaint.

Ms. Jaynes stated that four well permits have been issued since February. Ms. Jaynes also stated that the well plugging and rehab grant has a balance of \$15,000.

Ms. Jaynes gave an update on the Lead Program stating that there are currently eight open lead cases, and she visited two clients with mid-range lead levels and provided lead dust testing.

Staff Training Summary:

**Margaret**

- EBL certification
- LEPC
- Iowa Groundwater Association

**Cathy**

- Iowa Groundwater Association

**Matt**

- EAC (Employee Advisory Committee)



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**Kristin**

- Leadership Nevada; April graduation
- Grant Writing USA

Ms. Jaynes gave an overview of a pool violation stating that staff closed one hotel pool and spa, which later reopened without properly correcting violations. Ms. Jaynes stated that staff closed the pool again and is working closely with hotel staff to ensure proper corrective measures are taken.

Ms. Jaynes stated that staff has conducted tattoo facility inspections and all have been in compliance.

Ms. Jaynes stated that the Hickory Grove Lake Watershed WIRB Grant has been obtained. Ms. Jaynes also stated that the next step will be to meet with the affected residents.

Ms. Jaynes updated Board members of some miscellany happenings in Enviromental Health such as the hiring of a staff person to continue the scanning project, the installation of the new phone system, and that performance evaluations are complete.

Ms. Jaynes also gave an overview of nine current development cases under Inter-agency review including Prairie Moon Brewery Conditional Use Permit proposal which will require a DNR application for waste water, Black's Farm proposing Grand Daddy's, church, and camping. Ms. Jaynes went on to state that the Black's will have portable toilets and hand washing as there is no not onsite treatment system.

Ms. Jaynes stated that staff had a booth at the second annual Family Farm Expo. Ms. Jaynes also stated that many farmers and FFA students attend this event.

**BOARD COMMENTS**

Mark Speck stated he had heard that Crestview Mobile Home Park has been sold.

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**PUBLIC HEARING ITEMS:**

None

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**ADDITIONAL ITEMS**

**Consideration of Septic System Disclosure Policy**

**Margaret Jaynes**

Ms. Jaynes gave an overview of the proposed policy stating that the County Planning and Development (P&D) office and County Attorney have reviewed the policy as well.

Ms. Jaynes reviewed the properties that will be mostly affected by the proposed change. Ms. Jaynes gave an overview of the application approval process. Ms. Jaynes also stated that P&D would need to receive approval from the Board of Supervisors.



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Ms. Leanne Harter gave examples of P&D applications in which this change would effect, such as Home Business Permit, Conditional Use Permit, Zoning Permit, and Agricultural Exemption.

**BOARD COMMENTS**

Mr. Toot stated concern regarding the proposed policy stating that the Environmental Health Department might be overstepping a bit and the public might think this may be too much of a “Big Brother” act.

Discussion of Home Business Permits regarding the reason for acquiring such between staff and board members was had. Ms. Harter stated that County Code requires such permitting. Ms. Harter also explained Conditional Use Permitting.

Possible conditions and editions to the policy were discussed.

Dr. Glenda Dvorak asked if there are a large number of unpermitted systems within Story County. Ms. Jaynes stated that it is hard guess. Ms. Jaynes stated that she expects this policy would allow review of about twelve locations per year and possibly more.

Mr. Toot reiterated his concern stating that this would be a huge step and suggested that maybe a smaller initial step would be a better fit, but provided no suggestions of what such steps might be.

Possible approval with an implemented trial period was discussed.

**MOTION: The Story County Board of Health recommends approval of the Septic System Disclosure Policy, as proposed, for 12 months beginning May 1, 2014. (4-1)**

- Motion:** Speck
- Second:** Paschen
- Voting Aye:** Kluge, Dvorak, Paschen, Speck
- Voting Nay:** Toot
- Not Voting:** None
- Absent:** None

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**STAFF COMMENTS:**

None

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**BOARD COMMENTS:**

Mr. Toot gave an update to the E-Cigarette Ordinance. Mr. Toot also stated that another public hearing will be held this Thursday, April 3, 2014 at Ames City Hall beginning at 7 p.m.

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**ADJOURNMENT:** 3:19 p.m.



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**Approval of Minutes**

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**Title and Date**