



**STORY COUNTY  
BOARD OF HEALTH**  
STORY COUNTY ADMINISTRATION  
900 6<sup>TH</sup> STREET  
NEVADA, IOWA 50201

## Minutes

**AN AUDIO RECORDING OF THE FULL MEETING MAY BE FOUND IN THE ENVIRONMENTAL HEALTH DEPARTMENT, OR BY VISITING [WWW.STORYCOUNTYIOWA.GOV](http://WWW.STORYCOUNTYIOWA.GOV)**

**DATE:** June 22, 2021

**CALL TO ORDER:** 6:00 p.m.

**PLACE:** Zoom Meeting

Dr. John Paschen, Chair  
Mark Speck (6:10)  
Dr. John Kluge  
Dr. Louisa Tabatabai  
Dr. Molly Lee, Vice-Chair  
Lisa Heddens (Ex-officio)  
\*Absent

**STAFF PRESENT:** Matthew Cory, Environmental Specialist; Taylor Jorgensen, Environmental Specialist; Stephanie Jones, Recording Secretary

**OTHER PEOPLE PRESENT:** Ethan Anderson, Alissa Wignall, Heather Bombei

### 1. CALL TO ORDER

Dr. John Paschen called the meeting to order at 6:00 p.m.  
Paschen read the special note to public: Due to the COVID-19 virus, public access to the meeting is provided in person or via the Zoom link located at the bottom of this agenda.

### 2. APPROVAL OF AGENDA MCU

**Motion by Kluge, Second by Tabatabai to approve agenda with moving 4.III to be the first additional item. (MCU)**

### 3. PUBLIC FORUM

None

### 4. ADDITIONAL ITEMS

## **How to Proceed With Issuing Septic Permits before the New Environmental Health Director Starts on July 26, 2021**

Paschen provided an update that he has been going to Environmental Health each Friday morning to sign items, like time sheets and claims. It was brought to his attention by the department that septic permit applications continue to be submitted. Paschen feels that since Matthew Cory declined the Interim Director position, it would be alright for Cory to review the septic permit applications and then Paschen could sign off.



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Tabatabai felt that sounded like a reasonable option since Cory has experience. Ethan Anderson stated that he talked to Stephanie Jones today and there are potentially 11 septic applications pending. Anderson has got into contact with Cory Frank, with the DNR, to make sure this option would be alright, or if the DNR would recommend working with another county. Anderson stated under Iowa Administrative Code 567, Chapter 69, Cory reviewing and Paschen signing off would be a potential way to handle the situation. Anderson appreciates the extra time Paschen is putting in during this transition, but feels it might be best to reach out to a neighboring county to assist with issuing permits to have a sanitarian sign off. Anderson stated that staff turnover is not uncommon and he feels it is important to wait to hear back from the DNR before making a decision, and in the meantime it would be worth pursuing assistance from a neighboring county.

Cory stated that in the Story County Code of Ordinances Chapter 65, the abbreviation for EH throughout the code is Story County Environmental Health Department Personnel. Cory read the part of that code section which states that the Environmental Health Personnel can issue the septic permit. Cory stated that he has some concern that previous Environmental Health staff had sometimes been recommending a different system than what the engineer or soils professional recommended. Cory feels that could open up the county to liability issues, and he is not comfortable going against the recommendation given by an engineer or soils professional, after the homeowner had paid that individual to provide their opinion. Cory is comfortable issuing the permit based off of making sure that the required items are listed in the soil evaluators report, doing a site review to make sure that wells or anything requiring a setback is listed in the report, and signing off on the evaluators recommendation and not suggesting anything further.

Speck stated that if a soils professional is doing the soil sampling and providing the report that he is comfortable with EH signing off on the permit.

Anderson stated that Speck's recommendation makes sense, but even though the DNR has turned over responsibility to the county, they do still maintain jurisdiction. Anderson stated that he was aware of times in the past that Margaret Jaynes did not agree with what was recommended by the soils professional and the type of system had been changed. Anderson felt that obtaining assistance from another county would still be the best option due to other unknown situations that could arise.

Discussion took place on possibilities that could arise over the next 5 weeks before the new director starts. Speck feels a soils professional should be used to provide the soils report. Cory reiterated that we are already requiring a professional soils evaluator and the issue is only who will be signing the permits, and that discussion about obtaining assistance from another county would only be in the event something else were to come up. Cory feels using the resources already available would be most beneficial. Heddens stated that if there is not a 28E in place and something comes up, then it would take time to put that agreement in place.

Heddens asked if Anderson is still waiting to hear back from Cory Frank with the DNR. Anderson stated he is still waiting to hear back on whether or not the DNR can sign the septic permits in the interim. Anderson's recommendation is to be prepared for additional situations that could come up and feels that we need someone signing the permits that not only has the knowledge, but the appropriate credentials. Anderson feels it is important to remember the county is issuing septic permits on behalf of the DNR and that they need to be aware of, and alright with what the county is doing in the interim regarding issuing permits.



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Lee stated that for the most part she is comfortable with Cory's expertise and knowledge that not too much is perceived to be coming up before the new director starts, but she also understands that having an agreement with another county in place in the event of something else coming up would be beneficial. Lee felt waiting until Anderson hears back from the DNR might be a good idea before making a decision.

Tabatabai feels that having something in place with another sanitarian would be beneficial for staff to be able to reach out for assistance as needed.

Kluge feels it is important to have a system set up before a crisis arises.

Cory shared a disclaimer statement on a soils evaluation report that was recently received. It states that the person is not responsible for any system malfunction or failure that could result from using the findings of the report. Paschen stated that he felt we should go ahead and pursue assistance from another county for reviewing and signing the permits.

Anderson stated that once he hears back from Cory Frank, he would send an email with options and then there could be another meeting at that time to approve whether or not to move forward.

**Motion by Kluge, Second by Tabatabai for Ethan Anderson to attempt to get Cory Frank to help during this period of time, and if that is unsuccessful, the next step would be to pursue an Environmental Health Director in another county for a 28E contract. (MCU)**

Cory stated that he has a contractor that is upset that they are not able to get a permit that is for a property that is closing on a sale soon. The property adjoins a property that Jaynes has already done a site evaluation for, a site evaluator completed a report, but it included the disclaimer about the soils professional not being responsible. Paschen stated it would need to wait until we have direction from Anderson.

**Personnel Actions –**

**New Hire, Effective 7/26/21 for Kimberly Grandinetti – Environmental Health Director**

Paschen stated that Kimberly Grandinetti accepted the position of Environmental Health Director with a start date of July 26, 2021. During negotiations, Grandinetti requested one week of vacation at the start of employment, and waiving the six month waiting period.

**Motion by Speck, Second by Kluge to approve the hiring of Kimberly Grandinetti and allow one week of vacation at the start of employment, waiving the six month waiting period. (MCU)**

Tabatabai asked if this would set a precedent for an employee being given vacation right away. Wignall stated it has previously been done with other directors. Grandinetti is relocating so there might be situations that come up to be dealt with.

**Moving Expense for New Hire, Kimberly Grandinetti – Environmental Health Director**



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Wignall stated that during negotiations, Grandinetti requested a moving expense reimbursement. There is a policy for up to \$3,000 moving expenses available to directors. Wignall stated moving expenses are not budgeted for, but Jayne's salary was budgeted, which is more than Grandinetti will be making, so that leaves room in the FY22 budget to allow for this request.

Heddens stated that the document says prior approval is required and asked if Grandinetti would need to come before the board or save receipts that show moving expenses. Wignall stated the claim process would be used to submit a claim for reimbursement and actual receipts would be needed. Heddens stated that the policy states a written estimate would need to be submitted first. Wignall stated that Paschen could sign off on the estimate and then after the move she could submit receipts. Wignall agreed that is how the policy reads to supply the BOH an estimate first.

**Motion by Speck, Second by Kluge to approve moving expenses up to \$3,000 for Kimberly Grandinetti, and an estimate will be provided for review and approval by the Board of Health Chair. MCU**

**COMMENTS:**

**Staff:** None

**Board:** None

**ADJOURNMENT** 6:53 p.m.

  
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**Approval of Minutes**

  
\_\_\_\_\_  
**Title and Date**

8/3/21