



**Public Health**  
Prevent. Promote. Protect.

# Board of Health Sidney-Shelby County

Pamela R. Riggs, MPH  
Health Commissioner

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202 W. Poplar Street, Sidney, OH 45365

## BOARD OF HEALTH MEETING July 20, 2022 7:00 PM

**Reminder In-person location:** All Board Members and Concerned Citizens of Shelby County  
City Administration Building, 201 W. Poplar St., Sidney, Ohio 45365  
**Please use the **Corner** Entrance door for this meeting**

**PUBLIC PARTICIPATION** (*Public request submitted to speak to BOH to be received by 05.12.2022 by 12N*)  
Reference: 2021 *Public Participation Policy*

### BOH AGENDA - (Rev 2 - 07.18.2022)

- I. CALL TO ORDER / ROLL CALL:** **TIME:** \_\_\_\_\_ AM / PM  
 Aaron M. Sargeant, DVM, PhD (AS) \_\_\_\_\_ Bill Ankney (BA) \_\_\_\_\_  
 Ted Holthaus, MBA, PAS (TH) \_\_\_\_\_ Luke Snider (LS) \_\_\_\_\_  
 Matthew S. Vasko, MD (MV) \_\_\_\_\_
- II. REVIEW AND APPROVE AGENDA** (*July 20, 2022*) Any Changes Yes No  
 1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Motion Passed Yes No  
*Questions or Comments*
- III. PROGRAM REVIEW / UPDATES:** Any Changes Yes No  
**A. Variance – Private Water system** – Property Located at 12073 Brugeman Ave., Minster, McLean Twp.; - ATTN: Tom and Tina Budde (*If attends meeting, then moved from EH section to here*)  
**B. Environmental Health Program Review / Update on *Water and Sewage Programs*** – Provided by Ted Wuebker
- IV. APPROVE BOH MEETING MINUTES** (*June 15, 2022*): Any Changes Yes No  
 1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Motion Passed Yes No  
*Questions or Comments*
- V. FINANCIAL REPORTS:**
- **REVENUE - Board of Health Funds – Comparison Totals** (*06.30.2022*)  
**2022 Total Year to Date: \$2,267,191.01 (Includes \$840,660.03 Carry-Over from 2021)**  
**2021 Total Year to Date: \$1,294,300.85 2022 Greater than 2021 by \$972,890.16**  
**2020 Total Year to Date: \$1,131,388.93 2022 Greater than 2020 by \$1,135,802.08**
  - **EXPENSES - Board of Health Funds – Comparison Totals** (*06.30.2022*)  
**2022 Total Year to Date: \$1,319,467.68**  
**2021 Total Year to Date: \$1,151,986.00 2022 Greater than 2021 by \$167,481.68**  
**2020 Total Year to Date: \$1,038,758.53 2022 Greater than 2020 by \$280,709.15**
- Motion to Accept and Approve Fund Report as Provided:*  
 1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_
- A. June 2022 Pay-In Totals** (*06.30.2022*) Total equals **\$ 143,562.85**  
*Motion to Accept and Approve Fund Report as Provided:* Motion Passed Yes No  
 1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_
- B. Yearly 2022 Pay-In Totals** (*06.30.2022*) Total equals **\$ 1,372,530.98**  
*Motion to Accept and Approve Fund Report as Provided:* Motion Passed Yes No  
 1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_
- C. 2022 Vouchers Paid** Total equals **\$ 53,241.02**  
*Motion to Accept and Approve Payment(s) as Provided:* Motion Passed Yes No  
 1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

**D. Payment to Family and Children First Council (FCFC) for year 2023** Total equals **\$ 4,300.00**

A countywide collaborative effort of our social services agencies, school systems, business, city, and county representatives. (<https://shelbycountyfcfc.com/>)

Motion to Accept and Approve Payment as Provided: Motion Passed Yes No  
1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

**E. Increase Appropriations in 9113-41027-56000 (Workforce Development Grant) (Refer to June 15, 2022 Letter to County Auditor) Other Expenses by \$2,000.00** (\$3,000.00 + \$2,000.00 = \$5,000.00)

Motion to Accept and Approve Increase as Provided: Motion Passed Yes No  
1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

**F. Create/Set Up New Fund with Revenue and Appropriation Amounts as indicated by Attachment (COVID-19 Enhanced Operations Grant) (Refer to June 22, 2022 Letter to County Auditor)**

Motion to Accept and Approve New Fund as Provided: Motion Passed Yes No  
1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

**G. Workforce Development Grant Changes as Found Below (Refer to June 30, 2022 Letter to County Auditor):**

- Increase Revenue in 9113-41027-44258 by \$25,000.00;** (\$160,000.00 + \$25,000.00 = \$185,000.00)

Motion to Accept and Approve Increase as Provided: Motion Passed Yes No  
1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

- Increase Appropriations in 9113-41027-50002 Salaries by \$27,500.00** (\$85,000.00 + \$27,500.00 = \$112,500.00)

Motion to Accept and Approve Increase as Provided: Motion Passed Yes No  
1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

- Increase Appropriations in 9113-41027-51201 Medicare by \$400.00** (\$700.00 + \$400.00 = \$1,100.00)

Motion to Accept and Approve Increase as Provided: Motion Passed Yes No  
1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

- Increase Appropriations in 9113-41027-51001 Salaries by \$3,500.00** (\$7,500.00 + \$3,500.00 = \$11,000.00)

Motion to Accept and Approve Increase as Provided: Motion Passed Yes No  
1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

**H. Discussion of Health Department Levies****VI. ENVIRONMENTAL HEALTH REPORT – KENT TOPP - DIRECTOR OF ENVIRONMENTAL HEALTH**

- A. **Variance – Private Water system** – Property Located at 12073 Brugeman Ave., Minster, McLean Twp.; - ATTN: Tom and Tina Budde
- B. **Condemnation Order** (06.22.2022) – Property Located at 222 Washington St., Sidney; ATTN: Patricia Cottrell Estate c/o Cindy Jackson
- C. **Order to Remain Vacant** (06.22.2022) – Property Located at 632 Highland Ave, Sidney; ATTN: Hooks and Foster Rentals LLC – Inspected on 07.14.2022 - All work completed satisfactorily per Rusty Schwepe REHS.
- D. **Condemnation Order** (07.01.2022) – Property Located at 307 Lake Place, Sidney; ATTN: Rickey Sturm
- E. **Notification - Modification of Contract-- Plumbing Program** Miami County Public Health Letter dated 06.24.2022
- F. **Administrative Hearing** (06.24.2022) – Property Located at 3225 Leatherwood Creek Rd., ATTN: Chad Kreitzer (KMARC Investments LLC)

**VII. PUBLIC HEALTH NURSING REPORT– ERICA LENTZ - DIRECTOR OF NURSING/DEPUTY HEALTH COMMISSIONER**

- A. June 2022 - Nursing Division Report - Refer to attachment
- B. Hired – 1 Part-time Nurse and 2<sup>nd</sup> in process

**VIII. HUMAN RESOURCES UPDATE – TIA TONER – HUMAN RESOURCES MANAGER**

- A. Updates
- B. Discussion of Cell Phone Changes - Stipends
- C. Country Concert – Safe Communities Grant Activity

**IX. MONTHLY UPDATE(S) - HEALTH COMMISSIONER UPDATES – PAMELA RIGGS****X. EXECUTIVE SESSION:** <https://codes.ohio.gov/ohio-administrative-code/rule-3358:17-1-04.2>

**Reminder:** There are six (6) valid reasons for holding an executive session. The vote to go into executive sessions must be a roll call vote and the vote coming out must also be a roll call vote. (ORC Section 121.22 Public Meetings) – See page 3

*\*Provide Names of additional persons that may be asked to participate in Executive Session\**

**To Enter Into Executive Session**

TIME: \_\_\_\_\_ AM PM

The appointment, employment, dismissal, discipline, promotion, demotion or compensation of an employee or official, or the investigation of charges or complaints against an employee, official, licensee or student, unless the employee, official, licensee or student requests a public hearing;

1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Motion Passed Yes No

NAME	AYE	NAY
Aaron Sargeant - President		
Ted Holthaus – Vice President		
Bill Ankney		
Luke Snider		
Matthew S. Vasko, MD		

**To Enter Into Regular Session (Leave Executive Session):**

TIME: \_\_\_\_\_ AM PM

1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Motion Passed Yes No

NAME	AYE	NAY
Aaron Sargeant - President		
Ted Holthaus – Vice President		
Bill Ankney		
Luke Snider		
Matthew S. Vasko, MD		

**XII. MEETING CONCLUSION:**

**XIII.ADJOURNMENT:**

Motion to Adjourn the July 20, 2022 Meeting

1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Motion Passed Yes No  
Time: \_\_\_\_\_ AM / PM

**Reminder:** Board of Health Training – 2.0 Continuing Education Credits required annually (December 31, 2022)  
If you have any credits from 2021 – Please Turn In  
Time to start collecting credits for 2022

**REMINDER:** Next Board of Health Meeting – August 17, 2022 at 7:00 p.m.  
LOCATION: Sidney City Building  
201 W. Poplar St.  
Sidney, Ohio 45365

**Future Board of Health Meetings:**

- September 21, 2022
- October 19, 2022
- November 16, 2022
- December 21, 2022