



Public Health
Prevent. Promote. Protect.

Board of Health Sidney-Shelby County

202 W. Poplar Street, Sidney, OH 45365

Phone: (937) 498-7249
Fax: (937) 498-7013
sschd@shelbycountyhealthdept.org

Board of Health Meeting
May 21, 2025

Revised Agenda

- I. Call to Order
- II. Adoption of Agenda
- III. Approval of April 16, 2025 Meeting Minutes
- IV. Environmental Health Report
 - A. Mark Rindlerle Estate & Any Current Occupants, 9461 St. Rt. 29, Sidney – Order to Remain Vacant; Order to Vacate
 - B. Mr. & Mrs. Lance Symonds, 18381 Botkins Rd., Botkins – Condemnation Order
 - C. 2026-2027 Manufactured Home Park Inspection Agreement
 - D. ODH Smoke-Free Workplace Agreement
 - E. EH Updates
- V. Strategic Planning
- VI. Approval of Bills
 - A. April 2025
- VII. Financial Report
 - A. May 14, 2025- Letter to the Auditor
- VIII. Renewal of Health Board Levy
- IX. Public Health Nursing Division
 - A. Monthly Report
 - B. Disease Report
- X. Holiday Schedule Change
- XI. Questions/Comment Re: FYI Materials
- XII. Adjourn to Executive Session
- XIII. Reconvene Public Meeting
- XIV. Next Board of Health Meeting – June 18, 2025 at 7:00 p.m.
- XV. Adjournment



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Sidney-Shelby County Health Department

Board of Health Meeting Sign-In Sheet

Date: May 21, 2025

Name - Please Print:	Organization/Division:	E-mail Address:	Signature:
1. Tia Toner	SSCHD	on file	Tia Toner
2. Kimberly Deloye	SSCHD	on file	Kimberly Deloye
3. Erica Lentz	SSCHD	on file	Erica Lentz
4. Teri Heath	SSCHD	on file	Teri Heath
5. Kent Topp	SSCHD	on file	Kent Topp
6. Eileen Ferris	SSCHD	on file	Eileen Ferris
7. Shelby Pence	SSCHD	on file	Shelby Pence
8. Ted Holthaus	SSCHD	on file	Ted Holthaus
9. Bill Ankney	"	"	Bill Ankney
10. Matt Henkelasto	SSCHD	on file	Matt Henkelasto
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SIDNEY-SHELBY COUNTY BOARD OF HEALTH

ALL VOUCHERS PAID BETWEEN APRIL 9 TO MAY 12, 2025

EXPENSES

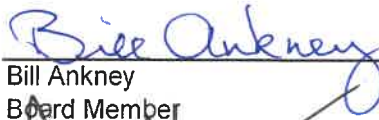
Aaron Sargeant	Board Members	
Bill Ankney	Board Members	22.38
Matthew Vasko, MD	Board Members	25.60
Shelby Pence	Board Members	32.60
Karin Bok	Expense Reimbursement/2 Months	132.14
Laura Booth	Expense Reimbursement/2 Months	437.45
Kimberly DeLoye	Expense Reimbursement/2 Months	14.91
Eileen Ferree	Expense Reimbursement/2 Months	1,020.66
Tami Folk	Expense Reimbursement/2 Months	624.80
Julie Geise	Expense Reimbursement/2 Months	685.77
Antoinette Gibson	Expense Reimbursement/2 Months	1.33
Rhonda Gump	Expense Reimbursement/2 Months	43.66
Teri Heath	Expense Reimbursement/2 Months	201.91
Kristen Heitman	Expense Reimbursement/2 Months	52.99
Benjamin Hickerson	Expense Reimbursement/2 Months	206.69
Stephanie Holthaus	Expense Reimbursement/2 Months	231.40
Erica Lentz	Expense Reimbursement/2 Months	528.03
Roberta Mangen	Expense Reimbursement/2 Months	4.20
Michael McClain	Expense Reimbursement/2 Months	478.94
Shannon Nagel	Expense Reimbursement/2 Months	253.89
Jannel O'Leary	Expense Reimbursement/2 Months	29.52
Rusty Schwepe	Expense Reimbursement/2 Months	266.82
Jay Stammen	Expense Reimbursement/2 Months	477.10
Tia Toner	Expense Reimbursement/2 Months	405.89
Kent Topp	Expense Reimbursement/2 Months	269.86
Ted Wuebker	Expense Reimbursement/2 Months	519.24
Kelly York	Expense Reimbursement/2 Months	29.12
Dr. Weber	Medical Director/Well Child Clinic	720.00
ADT	Security/Video/Cameras	132.04
AES Ohio	Electric Distribution/2 Months	628.02
Amazon.com	Office Supplies/MRC/WIC/Youth Tobacco	1,908.40
Ameri-Med	Sharps Container Pick-up	45.00
Bailey's Test Strips & Thermometers	Supplies/Thermometers/Food	441.00
Behr Design	Website Maintenance/2 Months	714.50
Brown Enterprise Solutions	1 Laptop & 3 Desktop/WIC	4,166.00
Caresource	Reimbursement/Overpayment	60.65
CDW Government	2 Printers/WIC	577.48
Centerpoint Energy	Gas/2 Months	360.84
Cintas	Rugs/Restrooms/Supplies	710.61
City of Sidney	Lease/Water/Sewage/IT Services	3,599.95
Clark, Schaefer, Hackett & Co	2023 & 2024 Financial Audit	13,182.00
Darke County Health District	GVO Grant Contract Services	6,516.00
Dr Michael Tangeman, OD	John Long Vision/Smith Family Vision	110.00
Hemmelgarn Services	Clean-up Day	3,500.00
MASI	Water Testing/2 Months	1,383.10
Miami County Public Health	Plumbing Contract Services/2 Months	4,138.70
Momentous Health	Reimbursement/Overpayment	137.50
NKTELCO	Phone Local & Long Distance	938.85
Ohio Department of Agriculture	Food Certification	3,696.00
Ohio Division of Real Estate	Burial Permits	195.00

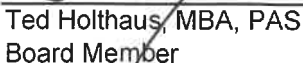
**CONTINUED: ALL VOUCHERS PAID BETWEEN
APRIL 9 TO MAY 12, 2025**

PEP Service Center	PEP Insurance	9,523.00
Preble County Health District	GVO Grant Contract Services	1,655.00
Propio	Interpretation Services/2 Months	20.47
ProRider	Bike Helmets	3,149.70
Quadax, Inc	EDI Service/2 Months	200.12
Regal Trophy & Awards	Blessing of the Wheels Trophies	120.00
Sanofi	Medical Supplies/Vaccine	11,908.92
Shelby County Engineer	1st Half IT Cost	11,073.80
Shelby County Fair	2025 Fair Booth	200.00
Shelby County Veterans Services	Blessing of the Wheels Donation	350.00
Sidney Alive	Blessing of the Wheels Donation	350.00
Sidney Middle School	Kona Ice Vouchers/Youth Tobacco	140.00
Slagle Mechanical	Quarterly Test & Inspection	484.25
The UPS Store	Shipping Fees	15.59
Treasurer, State of Ohio ODH	Certified Copies Fees	14,014.64
Treasurer, State of Ohio ODH	Sewage Certification	109.00
Treasurer, State of Ohio ODH	Food Certification	4,406.00
Treasurer, State of Ohio ODH	Well Certification	920.00
TSC	Web Access	7.90
US Bank Credit Card	Supplies/Signup Genius/Walmart Cards	2,227.13
US Bank Equipment Finance	Copier Maintenance	997.78
Verizon Wireless	Cell Phone/2 Months	98.70
Wal-Mart	Office Supplies	65.40
Walmart Vision Center	John Long Vision/Smith Family Vision	312.00
Waste Management	Trash/2 Months	967.15
Wilson Memorial Hospital	Dietary Consult	78.75

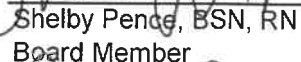
GRAND-TOTAL	\$118,253.84
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Aaron Sargeant, DVM, PhD
President


Bill Ankney
Board Member


Ted Holthaus, MBA, PAS
Board Member

Matthew Vasko, MD
Vice President


Shelby Pence, BSN, RN
Board Member


Erica Lentz, MSN, RN
Health Commissioner



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The regular meeting of the Sidney-Shelby County Board of Health was called to order by Dr. Matt Vasko at 7:10 p.m. on April 16, 2025. The meeting was held at the health department located at 202 West Poplar Street, Sidney, Ohio.

Other Board of Health members present included; Bill Ankney and Shelby Pence. Also in attendance were Erica Lentz, Health Commissioner, Kent Topp, Environmental Health Director, Teri Heath, Director of Nursing, Tia Toner, HR Manager, Kim DeLoye, Fiscal Officer, Mike McClain, Registered Environmental Health Specialist, and Dan Murray.

ADOPTION OF REVISED AGENDA

Mr. Ankney moved, seconded by Ms. Pence to approve the revised agenda. Motion approved.

APPROVAL OF MARCH 19, 2025 MEETING MINUTES

Mr. Ankney moved, seconded by Ms. Pence to approve the March 19, 2025 meeting minutes. Motion approved.

ENVIRONMENTAL HEALTH REPORT

Dan Murray, 9040 Broad St., Port Jefferson- Sewer Accessibility Versus HSTS Request

Mike McClain presented this agenda item.

Situation:

Mr. Murray owns several lots in Port Jefferson, which made up the old VI's Greenhouse Nursery. Despite being located inside the village and having the sanitary sewer tile running along the road right away, the land is zoned Salem Township. Mr. Murray wants to build a home on the 3.45-acre parcel and utilize the existing sewage system permitted for the greenhouse.

The village's gravity sanitary sewer tile runs in front of Mr. Murray's property. Mr. Chem, Mayor of Port Jefferson, has stated sanitary sewer is accessible, but village ordinance 2001-54 requires annexation to connect. Mayor Clem noted the cost to annex to the village is minimal, legal and filing fees. Milligan Construction quoted Mr. Murray \$34,938 to connect his house to sewer.

Mr. Murray is requesting a variance due to the cost of connecting to the village sewer.

Additional Information:

- August 1, 2024 field consultation- Steve Butterfield claimed the parcel was not accessible to sewer- Mike McClain and Kent Topp requested a letter stating Mr. Butterfield's claim. Mr. Butterfield passed away before writing the letter
- Mayor Clem stated village annex fees are minimal, village does not assess annexation fees
- Existing sewage was installed for the nursery, 2-bedroom design, homeowner installed, two check dams in each line, system not installed along the contour, and no curtain drain
- Village has many shallow wells; some being flowing wells (artesian)
- Shelby County Health Department considers sanitary sewer the best available technology for sewage treatment and should be the first option considered

Options:

1. Approve variance- allow use of existing system
2. Approve variance- new system designed/installed per soil evaluation
3. Deny variance- connect to sanitary sewer

Staff Recommendation:

Deny variance and connect to sanitary sewer.

Mr. Ankney moved, seconded by Dr. Vasko to deny the variance request. Motion was approved with Mr. Ankney and Dr. Vasko voting in favor of denying the variance, and Ms. Pence voting against the motion.

Martha Holscher- Reimbursement of Food License

Mr. Ankney moved, seconded by Ms. Pence to deny the request to reimburse food license fee. Motion approved.

Ryan Smith, 16B-18 W. Main St., Ft. Loramie- Condemnation Order

Dr. Vasko moved, seconded by Mr. Ankney to approve the condemnation order. Motion approved.

Environmental Health Updates

Kent Topp shared the following updates.

The Scrap Tire Recycling and Clean Up Day on April 5, 2025 collected 12.03 tons of solid waste and over 700 scrap tires were collected.

Kent discussed legal cases and gave updates on the status.

APPROVAL OF BILLS

Ms. Pence moved, seconded by Mr. Ankney to approve bills. Motion approved.

FINANCIAL REPORT

Kim DeLoye presented the March 2025 financial report.

April 15, 2025 Letter to the Auditor

The Health Commissioner sent a letter to the Auditor on April 15, 2025 requesting revenue and appropriation changes to the MRC Strong Grant and the COVID-19 Enhanced Grant.

Mr. Ankney moved, seconded by Ms. Pence to approve the April 15, 2025 Letter to the Auditor. Motion approved.

RENEWAL OF HEALTH BOARD LEVY

Erica informed the Board of the upcoming 0.2 mill levy up for renewal. The levy can be placed on the ballot in November 2025.

PUBLIC HEALTH NURSING REPORT

Monthly Report

Teri Heath presented the March 2025 nursing report, infectious disease report, and nursing updates.

HEALTH COMMISSIONER REPORT

Erica Lentz shared the following.

Erica and Kim met with the Budget Commission on April 16, 2025 and the Preliminary Budget for 2026 was approved.

The Ohio Department of Health notified all Ohio health departments of revised end dates for grants related to COVID-19. The health department had one grant that was affected, the Enhanced Operations 2023 Grant. The Notice of Award was for \$280,174.46. The health department has spent \$278,972.83 and will send back \$1,201.63.

The Health department was awarded \$2,733.18 from the Shelby County United Way Special Project Grant to purchase bike helmets. Helmets will be available at no cost and distributed at health fairs and at the health department.

The Ohio Department of Agriculture sent out a Proclamation on Highly Pathogenic Avian Influenza prohibiting the movement of all live birds from non-commercial premises from March 17, 2025 until May 15, 2025.

The Help Me Grow program became accredited on March 27, 2025 by Healthy Families of America. The accreditation is through March 2029.

Shelby County Medical Reserve Corp (MRC) celebrated 20 years on March 25, 2025 with an open house and Proclamation from Shelby County Commissioner Bruce Metz.

The health department received a \$10,000 grant from NACCHO to strengthen and sustain MRC response capabilities.

Health Commissioner Contract

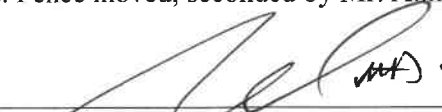
The Board of Health discussed the renewal of the Health Commissioner’s contract. The current contract expires on April 20, 2025.

Mr. Ankney moved, seconded by Dr. Vasko to extend the Health Commissioner’s contract for 60 days. Motion approved.

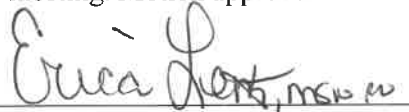
Next Board of Health Meeting- May 21, 2025 at 7:00 p.m.

ADJOURNMENT

Ms. Pence moved, seconded by Mr. Ankney to adjourn the meeting. Motion approved.



Matt Vasko, MD, Vice President
Sidney-Shelby County Board of Health
5/21/2025



Erica Lentz, MSN, RN
Health Commissioner/Board Secretary

5/21/2025

Date