



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
April 16, 2025

Revised Agenda

- I. Call to Order
- II. Adoption of Agenda
- III. Approval of March 19, 2025 Meeting Minutes
- IV. Environmental Health Report
 - A. Dan Murray, 9040 Broad St., Port Jefferson (Salem Township) – Sewer accessibility vs. HSTS request
 - B. Martha Holscher- Reimbursement of Food License
 - C. Ryan Smith- 16B-18 W. Main St. Ft. Loramie- Condemnation Order
 - D. EH Updates
- V. Approval of Bills
 - A. March 2025
- VI. April 15, 2025 Letter to the Auditor
- VII. Financial Report
 - A. March 2025
- VIII. Renewal of Health Board Levy
- IX. Public Health Nursing Division
 - A. Monthly Report
 - B. Disease Report
- X. Questions/Comment Re: FYI Materials
- XI. Adjourn to Executive Session
- XII. Reconvene Public Meeting
- XIII. Next Board of Health Meeting – May 21, 2025 at 7:00 p.m.
- XIV. Adjournment



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Date: April 11, 2025

To: Sidney-Shelby County Board of Health

From: Erica Lentz, MSN, RN, Health Commissioner

RE: Board of Health Meeting
April 16, 2025 – 7:00 p.m. – Health Department Lobby

Please call if you are not planning to attend.

Tentative Agenda

- I. Call to Order
- II. Adoption of Agenda
- III. Approval of March 19, 2025 Meeting Minutes
- IV. Environmental Health Report
 - A. Dan Murray, 9040 Broad St., Port Jefferson (Salem Township) – Sewer accessibility vs. HSTS request
 - B. Martha Holscher- Reimbursement of Food License
 - C. EH Updates
- V. Approval of Bills
 - A. March 2025
- VI. Financial Report
 - A. March 2025
- VII. Renewal of Health Board Levy
- VIII. Public Health Nursing Division
 - A. Monthly Report
 - B. Disease Report
- IX. Questions/Comment Re: FYI Materials
- X. Next Board of Health Meeting – May 21, 2025 at 7:00 p.m.
- XI. Adjournment



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Sidney-Shelby County Health Department

Meeting Sign-In Sheet

Board of Health Meeting

April 16, 2025

Name - Please Print:	Organization/Division:	E-mail Address:	Signature:
1. Erica Lentz	SSCHD	on file	
2. Kent Topp	SSCHD	on file	
3. Kimberly DeLong	SSCHD	on file	
4. Lia Topp	SSCHD	on file	
5. Lori Hoath	"	"	
6. Michelle McClain	"	"	
7. Bill Ankney	"	"	
8. Dan Murray	"	"	
9. Matthew Jackson, MD	"	"	
10. Shelby Penn	"	"	
11.			
12.			
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19.			
20.			

SIDNEY-SHELBY COUNTY BOARD OF HEALTH

ALL VOUCHERS PAID BETWEEN MARCH 12 TO APRIL 8, 2025

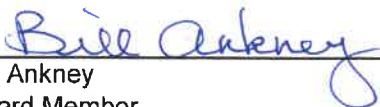
EXPENSES

Aaron Sargeant	Board Members	25.04
Matthew Vasko, MD	Board Members	25.60
Shelby Pence	Board Members	32.60
Ted Holthaus	Board Members	41.00
Dr. Weber	Medical Director/Well Child Clinic	720.00
ADT	Security/Video/Cameras	132.04
AES Ohio	Electric Distribution	639.79
Amazon.com	Office Supplies	405.04
Amazon.com	Office Supplies	129.05
Amazon.com	Office Supplies/Youth Tobacco Grant	91.01
AOHC	Registration/HC	250.00
Centerpoint Energy	Gas	333.28
Champaign Health District	MRC Sttrong Grant Contract Services	10,000.00
Cintas	Rugs/Restrooms/Supplies	294.52
City of Sidney	Lease/Water/Sewage/IT Services	3,589.03
Clark County Combined Health District	MRC Sttrong Grant Contract Services	10,000.00
Daniel Keith	Reimbursement/Sewage	187.50
Darke County Health District	GVO Grant Contract Services	1,609.00
Darke County Health District	MRC Sttrong Grant Contract Services	10,000.00
Greene County Public Health	MRC Ststrong Grant Contract Services	10,000.00
John McClure	Reimbursement/Water Sample	101.25
MASI	Water Testing	420.00
McKesson	Medical Supplies	244.20
Medela LLC	Office Supplies	134.86
Miami County Public Health	MRC Ststrong Grant Contract Services	10,000.00
NKTELCO	Phone Local & Long Distance	951.11
Preble County Health District	MRC Ststrong Grant Contract Services	10,000.00
Sanofi	Medical Supplies/Vaccine	5,177.15
SHI International	Office Supplies/3 Printers	740.46
Staples	Office Supplies	894.80
US Bank Equipment Finance	Copier Maintenance	997.78
Wal-Mart	Office Supplies	103.31
Wilson Memorial Hospital	Dietary Consult	90.00

GRAND-TOTAL


\$78,359.42

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. Aaron Sargeant at 7:02 p.m. on March 19, 2025. The meeting was held at the health department located at 202 West Poplar Street, Sidney, Ohio.

Other Board of Health members present included; Ted Holthaus, Shelby Pence, and Dr. Matt Vasko. Also in attendance were Erica Lentz, Health Commissioner, Kent Topp, Environmental Health Director, Teri Heath, Director of Nursing, Tia Toner, HR Manager, and Eileen Ferree, Accreditation Coordinator

ADOPTION OF REVISED AGENDA

Ms. Pence moved, seconded by Dr. Vasko to approve the revised agenda. Motion approved.

APPROVAL OF FEBRUARY 19, 2025 MEETING MINUTES

Dr. Vasko moved, seconded by Mr. Holthaus to approve the February 19, 2025 meeting minutes with corrections to the Board of Health signature line. Replace Dr. Sargeant's name with Dr. Vasko's name since Dr. Sargeant was not present at the February 19, 2025 meeting. Motion approved.

ACCREDITATION

Eileen Ferree presented the Values, Mission, and Vision for the health department. The final report was created by the Board of Health and Health Department staff completing surveys to get their thoughts and feedback on what was important to those who responded.

Dr. Vasko moved, seconded by Ms. Pence to approve the presented Values, Mission, and Vision with the following corrections. Remove the periods on all the Value statements, and change wellbeing to well-being on all documents. Motion approved.

ENVIRONMENTAL HEALTH REPORT

Environmental Health Updates

Kent Topp shared the following updates.

The Scrap Tire Recycling and Clean Up Day will be on April 5, 2025 from 8:00am-12:00pm at the Franklin Township Trustee Building and Fort Loramie State Park.

Kent discussed legal cases and gave updates on the status.

2026 PRELIMINARY BUDGET

Dr. Vasko moved, seconded by Ms. Pence to approve the 2026 Preliminary Budget. Motion approved.

APPROVAL OF BILLS

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

FINANCIAL REPORT

Erica Lentz presented the February 2025 financial report. Dr. Vasko noted he would like to see a 2024 and 2025 monthly comparison.

PUBLIC HEALTH NURSING REPORT

Monthly Report

Teri Heath presented the February 2025 nursing report, infectious disease report, and nursing updates. Teri shared progress with the Youth Tobacco grant and the Harm Reduction grant.

HEALTH COMMISSIONER REPORT

Erica Lentz shared the following.

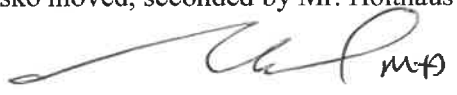
District Advisory Council (DAC) Meeting held on March 12, 2025. The Annual Report was shared. DAC voted to reappoint Bill Ankney to the Board of Health with the term expiring in March 2030.

Clean All started cleaning the health department on March 11, 2025 and will be cleaning two times a week.

Next Board of Health Meeting- April 16, 2025 at 7:00 p.m.

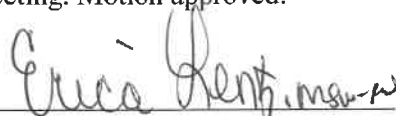
ADJOURNMENT

Dr. Vasko moved, seconded by Mr. Holthaus to adjourn the meeting. Motion approved.



~~Aaron Sargeant, DVM, PhD, President~~
Sidney-Shelby County Board of Health

Matthew Vasko, M.D.



Erica Lentz, MSN, RN
Health Commissioner/Board Secretary

4-16-2025
Date