



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
March 19, 2025

Revised Agenda

- I. Call to Order
- II. Adoption of Agenda
- III. Approval of February 19, 2025 Meeting Minutes
- IV. Accreditation
- V. Environmental Health Report
 - A. EH Updates
- VI. 2026 Preliminary Budget
- VII. Approval of Bills
 - A. February 2025
- VIII. Financial Report
 - A. February 2025
- IX. Public Health Nursing Division
 - A. Monthly Report
 - B. Disease Report
- X. Questions/Comment Re: FYI Materials
- XI. Next Board of Health Meeting –April 16, 2025 at 7:00 p.m.
- XII. Adjournment



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Sidney-Shelby County Health Department Meeting Sign-In Sheet

Board of Health Meeting
March 19, 2025

Name - Please Print:	Organization/Division:	E-mail Address:	Signature:
1. Erica Lentz	SSCHD	on file	<i>Erica Lentz</i>
2. Eileen Ferrer	SSCHD	on file	<i>Eileen Ferrer</i>
3. Tig Toner	SSCHD	on file	<i>Tig Toner</i>
4. Tea Heath	"	"	<i>Tea Heath</i>
5. Shelby Pence	SSCHD	on file	<i>Shelby Pence</i>
6. Ted Hollings	SSCHD	on file	<i>Ted Hollings</i>
7. Matthew Vasko, MD	SSCHD	on file	<i>Matthew Vasko</i>
8. Aaron Sargeant	SSCHD	on file	<i>Aaron Sargeant</i>
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SIDNEY-SHELBY COUNTY BOARD OF HEALTH

ALL VOUCHERS PAID BETWEEN FEBRUARY 12 TO MARCH 11, 2025


EXPENSES

Aaron Sargeant	Board Members	
Bill Ankney	Board Members	22.38
Matthew Vasko, MD	Board Members	25.60
Ted Holthaus	Board Members	41.00
Karin Bok	Expense Reimbursement	98.06
Laura Booth	Expense Reimbursement	233.16
Kimberly DeLoye	Expense Reimbursement	9.94
Eileen Ferree	Expense Reimbursement	121.21
Tami Folk	Expense Reimbursement	272.50
Julie Geise	Expense Reimbursement	272.92
Rhonda Gump	Expense Reimbursement	20.15
Teri Heath	Expense Reimbursement	88.10
Kristen Heitman	Expense Reimbursement	26.11
Benjamin Hickerson	Expense Reimbursement	56.27
Stephanie Holthaus	Expense Reimbursement	40.24
Erica Lentz	Expense Reimbursement	89.22
Roberta Mangen	Expense Reimbursement	65.80
Michael McClain	Expense Reimbursement	165.27
Shannon Nagel	Expense Reimbursement	32.90
Jannel O'Leary	Expense Reimbursement	46.19
Rusty Schwepe	Expense Reimbursement	58.51
Jay Stammen	Expense Reimbursement	260.88
Tia Toner	Expense Reimbursement	10.00
Kent Topp	Expense Reimbursement	129.68
Ted Wuebker	Expense Reimbursement	132.15
Dr. Weber	Medical Director/Well Child Clinic	720.00
ADT	Security/Video/Cameras	122.26
AES Ohio	Electric Distribution	646.96
Aim Media	2024 Financial Report	50.62
Amazon.com	Office Supplies	19.98
Behr Design	Website Maintenance	75.00
Cintas	Rugs/Restrooms/Supplies	525.56
City of Sidney	Lease/Water/Sewage/IT Services	3,584.69
Consolidated Hunter	Reimbursement/Plumbing Permit	85.50
Darke County Health District	GVO Grant Contract Services	5,175.00
Friends Office	Office Supplies/Stamp	16.89
Greene County Public Health	MRC Strong Grant Contract Services	10,000.00
Lauren McEldowney	Reimbursement/Immunization	25.00
MASI	Water Testing	720.00
Maumee Valley Group	Reimbursement/Food License	21.45
Miami County Public Health	Plumbing Contract Services	1,885.80
Minuteman Press	HSTS Evaluation Forms	1,397.98
NACCHO	2025 Membership Dues	280.00
NKTELCO	Phone Local & Long Distance	935.75
OEHA	Registration/Training/2 REHS	490.00
Ohio Division of Real Estate	Burial Permits	110.00
OVIS	Fire Alarm Annual Inspection	150.00
Pfizer	Medical Supplies/Vaccine	2,152.92
Preble County Health District	GVO Grant Contract Services	6,112.00
Prevent Child Abuse America	Affiliation Fees/2	1,838.00


**CONTINUED: ALL VOUCHERS PAID BETWEEN
FEBRUARY 12 TO MARCH 11, 2025**

Propio	Interpretation Services	3.43
Quadax, Inc	EDI Service	100.06
Renaissance Columbus Polaris Hotel	Lodging/Training/1 PHN/ WIC	159.00
Sanofi	Medical Supplies/Vaccine	5,497.08
Staples	Office Supplies	126.84
The UPS Store	Shipping Fees	15.59
Treasurer, State of Ohio ODH	Registration/Training/2 REHS	50.00
TSC	Web Access	3.95
US Bank Credit Card	Supplies/Walmart Cards/Pharmacy Licenses	2,899.90
US Bank Equipment Finance	Copier Maintenance	996.98
Verizon Wireless	Cell Phone	49.35
Wal-Mart	Office Supplies	48.24
Walmart Vision Center	Smith Family Vision	56.00
Waste Management	Trash	461.60
Wilson Memorial Hospital	Dietary Consult	112.50

GRAND-TOTAL	\$50,040.12
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 Aaron Sargeant, DVM, PhD
 President




 Matthew Vasko, MD
 Vice President

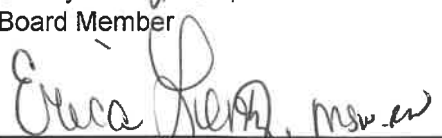
Bill Ankney
 Board Member



 Ted Holthaus, MBA, PAS
 Board Member



 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 7:00 p.m. on February 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; Bill Ankney and Ted Holthaus. Also in attendance were Erica Lentz, Health Commissioner, Kent Topp, Environmental Health Director, Jay Stammen, Registered Environmental Health Specialist, Tia Toner, HR Manager, Ron Woehrmeyer, Isaac Hoying, Dan Allen, and Polly Allen.

ADOPTION OF AGENDA

Mr. Holthaus moved, seconded by Mr. Ankney to approve the agenda. Motion approved.

APPROVAL OF JANUARY 15, 2025 MEETING MINUTES

Mr. Ankney moved, seconded by Mr. Holthaus to approve the January 15, 2025 meeting minutes. Motion approved.

ENVIRONMENTAL HEALTH REPORT

Ronald & Alicia Woehrmeyer, 5020 Hunters Trail, Minster – Private Water System Variance Request

Kent Topp presented this agenda item.

General Contractor:

Weigandt Development
Minster, Oh 45865

Situation:

The Woehrmeyers have a 0.767 acre lot on the North side of Lake Loramie. The property contains a residence with a private water well in the backyard and sewer in the front of the house going to the street. They would like to have Weigandt Development build a new garage for them. The garage is proposed at the end of the driveway going into the backyard. Due to Township setbacks, the garage would be located 6'4" from the existing well. This would not meet the current well code requirement of ten feet to a permanent building.

Weigandt/Woehrmeyer are seeking a variance for the new garage to be 6'4" from the existing well.

Additional Information:

A variance would be needed from the Ohio Private Water System Rules: O.A.C. 3701-28-07-(D) for a distance of less than ten feet to a building. These requirements are in the rules to prevent possible well contamination from chemicals and to allow access for large service equipment without causing damage.

The Board of Health has issued several variances for wells to be allowed at 50% the separation distance for permanent structures such as buildings/house additions.

EH Staff Recommendations:

The staff recommends allowing the variance for 6'4" to the new garage.

Mr. Holthaus moved, seconded by Mr. Ankney to approve the variance for the new garage to be 6'4" from the existing well. Motion approved.

Luke & Kristin Allen, 2844 Wapakoneta Rd., Sidney – Sewer Accessibility

Jay Stammen presented this agenda item.

Situation:

Luke and Kristin Allen would like to relocate house approximately 305' Northeast of current location and add an additional bathroom, bringing the total bathrooms to two. The house would remain four bedrooms. They are requesting a variance to install a new private septic system due to the cost of hooking on to the City of Sidney's sewer and water is above the sewer connections policy guideline.

EH Staff Recommendations:

Approve the request to pursue installing an on-lot sewage treatment system due to the cost of sewer connection being well above the sewer connections policy guideline.

Mr. Holthaus moved, seconded by Mr. Ankney to deem sewer not accessible due to feasibility and install an on-lot treatment system. If sewer becomes accessible in the future, the property owners may need to hook up. Motion approved.

Resolution 25-2 Water Pollution Control Loan Fund Agreement

Mr. Ankney moved, seconded by Mr. Holthaus to approve Resolution 25-2 Water Pollution Control Loan Fund Agreement. Motion approved.

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. Flyers have been distributed via social media and email.

Paul Deitz has filed a Prayer to the Court regarding a pending litigation case.

APPROVAL OF BILLS

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

FINANCIAL REPORT

Erica Lentz presented the January 2025 financial report.

February 10, 2025 Letter to the Auditor

The Health Commissioner sent a letter to the Auditor on February 10, 2025 to advance \$55,000 from Advance-Out Covid-19 Enhanced Operations Grant to Advance-In Health.

Mr. Ankney moved, seconded by Dr. Vasko to approve the February 10, 2025 Letter to the Auditor. Motion approved.

PUBLIC HEALTH NURSING REPORT

Monthly Report

Erica Lentz presented the January 2025 nursing report, infectious disease report, and nursing updates.

KATHY HINES RETIREMENT LETTER

Kathy Hines submitted her notice of retirement on February 12, 2025. Her last day at the health department will be June 1, 2025. Kathy will retire with 18 years of service.

Mr. Holthaus moved, seconded by Dr. Vasko to accept Kathy Hine’s letter of retirement. Motion approved.

HEALTH COMMISSIONER REPORT

Erica Lentz shared the following.

District Advisory Council (DAC) Meeting letter and agenda. The Annual DAC meeting will be at the health department on March 12, 2025 at 6:30PM.


A State Subsidy letter was received. The health department received \$30,393.20.

A News release from the Ohio Department of Health on February 12, 2025 on first Ohio human case of the Bird Flu.


Next Board of Health Meeting- March 19, 2025 at 7:00 p.m.

ADJOURNMENT

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



Matthew Vasko, MD, Vice President
Sidney-Shelby County Board of Health



Erica Lentz, MSN, RN
Health Commissioner/Board Secretary

3-19-2025
Date