



Public Health
Prevent. Promote. Protect.

Board of Health Sidney-Shelby County

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The regular meeting of the Sidney-Shelby County Board of Health was called to order by Dr. Aaron Sargeant at 7:01 p.m. on January 21, 2026. 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, Ted Holthaus, and Shelby Pence. Quorum was established. Also in attendance were Erica Lentz, Health Commissioner, Kent Topp, Environmental Health Director, Teri Heath, Director of Nursing, Tia Toner, Human Resource Manager, and Eric Mayberry.

ADOPTION OF AGENDA

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

APPROVAL OF DECEMBER 17, 2025 MEETING MINUTES

Ms. Pence moved, seconded by Mr. Ankney to approve the December 17, 2025 meeting minutes. Motion approved.

ENVIRONMENTAL HEALTH REPORT

Kent Topp presented all Environmental Health topics.

Eric Mayberry, 3023 St. Rt. 66, Houston – HSTS Approval Request

Situation:

Mr. Mayberry has a discharging aerobic type Household Sewage Treatment System (HSTS) that was installed in 2006. The approval of the HSTS in 2006 came with the requirement that the homeowner is to maintain a service contract with a registered aeration system contractor for the life of the HSTS. Mr. Mayberry is seeking the Board of Health approval to be his own HSTS service contractor for the above location.

Mr. Mayberry has passed the Ohio Sewage System Rules test. Mr. Mayberry is requesting the Board of Health to waive the requirements of the Ohio Sewage Treatment System Rules, OAC Rule 3701-29-03(C)(1) & (C)(5) for the registration fee and continuing education requirements.

Mr. Mayberry would still be required to submit semi-annual HSTS maintenance/inspection records as required by HSTS Rule 3701-29-03(J)

Additional Information:

1. This is the second time since the current HSTS rules were adopted in January 2015 that a request has been made for this type of approval/waiver. The first approval/waiver was granted in 2024 to Clint Meyer at 14248 Lochard Road, Anna.
2. System specific service provider factory training/certification is not required for HSTS's installed prior to 2008.
3. In December of 2025, Mr. Mayberry had his outlet tile for his HSTS replaced/repaired by Right On Excavation through funding by the OEPA WPCLF program.

EH Staff Recommendation:

The staff recommends approval and waiving the registration fee and continuing education requirements to allow Mr. Mayberry to be his own HSTS Service Provider at his residence. Mr. Mayberry would have to submit semi-annual HSTS maintenance reports to the Health Department. This variance can be revoked if Mr. Mayberry fails to submit the semi-annual maintenance inspection reports or fails to maintain the HSTS.

Ms. Pence moved, seconded by Mr. Holthaus to approve Mr. Mayberry to be his own HSTS Service Provider at his residence and to waive the registration fee and continuing education requirements. Mr. Mayberry is required to submit semi-annual HSTS maintenance reports to the Health Department. The variance can be revoked if Mr. Mayberry fails to submit the semi-annual maintenance inspection reports or fails to maintain the HSTS. Motion approved.

Skylar Brown, 1574 S. CR 25A, Sidney – Approval to Hire Service Contractor

Situation:

Mr. Brown has a failing aeration type Household Sewage Treatment System (HSTS). Mr. Brown has failed to obtain the required maintenance contract from a registered Aeration System HSTS Service Provider. The Shelby County Prosecutor's office has directed the health department take actions per Ohio Revised Code sections 3707.01 & 3707.02. Gehle's Aeration provided a quote to repair the HSTS and provide a Service Contract.

EH Staff Recommendation:

To hire Gehle's Aeration Service to repair the HSTS and to provide a 3-year HSTS Service Contract for \$1,765. After the work is completed, the expenses will be brought back before the Board of Health to certify to the County Auditor to place on the property taxes.

Mr. Holthaus moved, seconded by Ms. Pence to approve hiring Gehle's Aeration to repair the HSTS and provide a 3-year HSTS Service Contract. Motion approved.

K & L Vacation Homes LLC, 526 Michigan St., Sidney- Order to Remain Vacant

Mr. Ankney moved, seconded by Ms. Pence to approve the Order to Remain Vacant. Motion approved.

Environmental Health Updates

On November 5, 2025, the Environmental Division completed the annual survey for the Solid and Infectious Waste Programs and Construction and Demolition Debris Programs. Survey results showed full compliance. The Sidney-Shelby County Health Department's Solid and Infectious Waste Programs and Construction and Demolition Debris Programs were placed on the Director's Approved Lists.

APPROVAL OF BILLS

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

RESOLUTION 26-1 "THEN AND NOW CERTIFICATE"

Ms. Pence moved, seconded by Mr. Ankney to approve the Resolution 26-1 "Then and Now Certificate." Motion approved.

FINANCIAL REPORT

Erica Lentz presented the December 2025 financial reports.

December 19, 2025 Letter to the Auditor

The Health Commissioner sent a letter to the auditor on December 19, 2025 to increase General Nursing appropriations in PERS by \$325.

Ms. Pence moved, seconded by Mr. Ankney to approve the December 19, 2025 Letter to the Auditor. Motion approved.

PUBLIC HEALTH NURSING REPORT

Monthly Report

Teri Heath presented the January 2026 nursing reports and infectious disease report.

HEALTH COMMISSIONER REPORT

Erica Lentz shared an article from the newspaper on a toy donation from Leuger’s Insurance. The toys were distributed to Help Me Grow families for Christmas.


The District Advisory Council (DAC) meeting will be held on March 18, 2026, before the monthly Board of Health Meeting. The DAC meeting will begin at 6:30 pm.

Data on the harm reduction program was shared. Data showed the number of items being taken and the method of distribution.

Next Board of Health Meeting- February 18, 2026 at 7:00 p.m.

ADJOURNMENT


Mr. Ankney moved, seconded by Ms. Pence to adjourn the meeting at 8:46 p.m. Motion approved.



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

18 Feb 2026

Date



Erica Lentz, MSN, RN
Health Commissioner/Board Secretary

2-18-2026

Date