



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 7:00 p.m. on August 19, 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 and Ted Holthaus. Quorum was established. Also in attendance were Erica Lentz, Health Commissioner, Ted Wuebker, Registered Environmental Health Specialist, Teri Heath, Director of Nursing, Alysha Orsborne, City Council, Luke Gephart, Christopher Meyer and Angie Bigelow.

ADOPTION OF REVISED AGENDA

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

APPROVAL OF JULY 15, 2026 MEETING MINUTES

Mr. Ankney moved, seconded by Dr. Sargeant to approve the July 15, 2026 meeting minutes. Motion approved.

ENVIRONMENTAL HEALTH REPORT

Ted Wuebker presented the following Environmental Health items.

Lukas & Abbey Gephart, 7820 Dawson Rd., Ft. Loramie – STS Variance

Situation:

The Gepharts have a residence on a rural 5.26-acre lot. The lot contains a water well to the west of the house and a sewage treatment system (STS) to the east of the house. They would like to build a 22' x 24' addition to the east side of the house. There was an existing sunroom and deck on the east side, which would be removed to construct the new addition. The sewage system passed its latest inspection in July of 2026.

The proposed construction plans would put the addition in a location involving the STS. The addition would be 5-6 feet from the STS. This would not meet the current code requirement of 10 feet of separation. They are seeking a variance for the addition to be only 5-6 feet from the STS.

Additional Information:

A variance would be needed from the Ohio Sewage Treatment System Rules: O.A.C. 3701-29-06(G)(3)(a) for a distance of less than 10 feet between an STS and an addition. These requirements are in the rules to allow adequate room to access the addition and the STS, and to prevent possible damage between the addition and the STS.

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

EH Staff Recommendation:

The staff recommends granting a variance allowing the proposed addition to be no closer than 5 feet to the STS.

Mr. Holthaus moved, seconded by Mr. Ankney to approve the variance to allow the proposed addition to be no closer than 5 feet to the STS. Motion approved.

Retirement Letter- Ted Wuebker

Ted Wuebker submitted a letter on July 24, 2026, with intentions to retire from the Sidney-Shelby County Health Department. Mr. Wuebker has been employed with the health department for 32 years. The Board of Health thanked him for his dedication and service to the health department and Shelby County. Mr. Wuebker's last day with the department will be December 31, 2026.

Mr. Ankney moved, seconded by Mr. Holthaus to accept Mr. Wuebker's retirement letter. Motion approved.

Environmental Health Updates

The Smoke Free Workplace Program report was shared with the Board. The Smoke Free Case Workflow worksheet was reviewed with the Board, covering the process of a complaint from the initial report through the investigation.

Angie Bigelow attended the Board Meeting to notify the Board and health department staff of a property located at 10881 Schenk Road. Ms. Bigelow showed a video of the property and voiced concerns with solid waste. The health department was aware of the property and in the process of working with the new owners to abate the solid waste concerns. Health department staff will follow up with Ms. Bigelow with an update on August 20, 2026.

APPROVAL OF BILLS

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

FINANCIAL REPORT

Erica Lentz presented the July 2026 financial reports.

BUILDING LEASE

A new building lease was presented to the Board. The proposed lease is for 5 years.

Mr. Ankney moved, seconded by Mr. Holthaus to approve the building lease as presented. Motion approved.

VACATION PAYOUT

Shelby County Commissioners are offering a vacation payout for employees. The vacation payout would allow staff who have been employed for 10 years and have a vacation carryover of 120 hours to take 20 or 40 hours.

Mr. Holthaus moved, seconded by Mr. Ankney to approve the vacation payout as proposed by the County Commissioners. Motion approved.

PUBLIC HEALTH NURSING REPORT

Monthly Report

Teri Heath presented the July 2026 nursing report and infectious disease report.

HEALTH COMMISSIONER REPORT

Erica Lentz shared the following with the Board:

An internship evaluation completed by Victoria, the health department's first intern for the Harm Reduction Program. The feedback for the evaluation will be used to improve future intern experiences.

The PHEP Annual Newsletter highlighting PHEP deliverables and activities for the July 2025-June 2026 grant year.

Bylaws for the Board of Health were discussed. Proposed bylaws were given to members to review and make edits. The matter will be on the September Board of Health meeting agenda.

The health department will participate in the Overdose Awareness Day on August 29, 2026.

The Shelby County Commissioners are currently looking into options for health insurance. The current insurance carrier is proposing a 9.3% increase. A decision is expected to be made in September.

Next Board of Health Meeting- September 16, 2026 at 7:00 p.m.

ADJOURNMENT

Mr. Holthaus moved, seconded by Mr. Ankney to adjourn the meeting at 8:07 p.m. Motion approved.


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

9/16/26
Date


Erica Lentz, MSN, RN
Health Commissioner/Board Secretary

9-16-2026
Date

