Seneca County Board of Health Meeting Minutes

The Seneca County Board of Health met on Thursday, July 27, 2023, at the Seneca County General Health District, Basement Conference Room A, 92 E Perry St, Tiffin, OH 44883. With a quorum present, Board President Dr. Clay Wolph called the Board's regular meeting to order at 6:00 pm.

Dr. Clay Wolph started the meeting by reading the Mission Statement in the Seneca County Board of Health bylaws:

> The Seneca County General Health District, in collaboration with its citizens, promotes wellness, prevents disease, protects the environment, and assures access to quality health care.

Board Members Roll Call:

Scott Lyons – Excused	Robert Podach – Yes	McKenzie Posey –Absent
Dr. Sarah Sewell– Yes	Natasha Vitte – Yes arrived at 6:02	Allen Weinandy – Yes
Dr. Zachary West–Yes	Dr. Clay Wolph – Yes	

The Board then recited the Pledge of Allegiance.

Others Present:
Julie Richards, MA, LSW, LPCC/S, Health Commissioner
Anita Gaietto, BBA, Fiscal Director
Andrea Barrell, BSN, RN, Director of Nursing
Trisha Kahler, RD, LD, WIC Director
Erika Handru, Communication Specialist
Ryan Sendelbach, Register Environmental Specialist
Lisa England, Registrar

Executive Session
Dr. West made a motion to go into executive session at 6:01 pm for the purpose of discussing pending litigation. Dr. Sewell seconded the motion. The motion carried upon roll call vote:

Robert Podach – Yes	Dr. Sarah Sewell –Yes	Allen Weinandy – Yes
Dr. Zachary West–Yes	Dr. Clay Wolph – Yes	

The Board asked that Julie Richards and Erika Handru attend the executive session.

Mrs. Vitte arrived at 6:02 pm and joined the session.

Dr. Wolph announced the return from the executive session at 6:51 pm. He stated no action was taken.

Presentation Commissioner Anthony Paradiso
Commissioner Paradiso reviewed with the Board the health insurance plan for the upcoming year. He presented a handout which came from the Seneca County Insurance committee. On this handout, he reviewed the county insurance plan and he explained an increase in the insurance premium. In September they will start having meetings with employees to answer any questions about the benefit package. Commissioner Paradiso opened the floor for questions from the Board.

Continuing Education – Ryan Sendelbach, Register Environmental Specialist

Mr. Sendelbach started with a hand out listing the different programs within the Environmental Department. Then Mr. Sendelbach reviewed the Operation and Maintenance program which was established by the State of Ohio. Ryan then opened the floor for questions from the Board.

CONSENT AGENDA:

Approval of Consent Agenda

Dr. West made a motion to approve the Consent Agenda:

1. Minutes from Previous Meetings 06/22/2023
2. WIC Division Report – Trisha Kahler, RD, LD
3. Nursing Division Report – Andrea Barrell, RN, BSN
4. Environmental Division Report (including Landfill report) - Laura Wallrabenstein, MA, REHS
5. Health Planning and Promotion Section Report (Harold Huffman, PhD)

Mrs. Vitte seconded the motion. The motion carried unanimously.

ACTION AND DISCUSSION ITEMS

Public Records Request

Mrs. Handru presented two public records requests to the board for the prior month. First was a request for a list of Board members from 2019 – present. And the second was a request received from WIN Waste Innovations.

Dr. West also added that the request from WTOL had been completed.

Personnel Actions

Approve Revised Employment Contract

Dr. West explained the corrections and revisions to the Employment Contract with Julie Richards for the position of Health Commissioner.

Mrs. Vitte made a motion to approve the revised contract for Health Commissioner Julie Richards, MA, LSW, LPCC/S, Health Commissioner. Dr. Sewell seconded the motion. The motion carried upon roll call vote:

Robert Podach – Yes	Dr. Sarah Sewell– Yes	Natasha Vitte –Yes
Allen Weinandy – Yes	Dr. Zachary West–Yes	Dr. Clay Wolph – Yes

Registered Environmental Specialist Position

The Board discussed the current position and the possibility to increase the pay grade for the Registered Environmental Health Specialist – Landfill Inspector.

Mr. Podach made a motion to approve the reposting the Registered Environmental Health Specialist – Landfill Inspector position with an increased top pay grade for the open position. Mrs. Vitte seconded the motion. The motion carried upon roll call vote:

Robert Podach – Yes	Dr. Sarah Sewell– Yes	Natasha Vitte –Yes
Allen Weinandy – Yes	Dr. Zachary West–Yes	Dr. Clay Wolph – Yes

Resolution 2023.18

Resolution 2013.18 - Approving Employment of Adria Guardiola, Full-Time, Environmental Health Clerk 1, effective 07/31/2023.

Dr. West made a motion to approve resolution 2023.18. Dr. Sewell seconded the motion. The motion carried unanimously.

Robert Podach – Yes	Dr. Sarah Sewell– Yes	Natasha Vitte –Yes
Allen Weinandy – Yes	Dr. Zachary West–Yes	Dr. Clay Wolph – Yes

POLICY ACTIONS

Medical Freedom Policy

Dr. West reviewed the medical freedom policy and handed out a copy of the policy presented.

Dr. West made a motion to approve the Medical Freedom policy. Mr. Podach seconded the motion.

The board then discussed and reviewed the policy.

Mr. Podach made a motion to table the policy till the next meeting. Mr. Weinandy seconded the motion. The motion carried unanimously.

Property Condemnation Orders

Dr. West made a motion to approve the condemnation of the following properties:

1. 720 Cherry St. Fostoria, Ohio 44830
   Owned by John C. Thomas, 150 E South St. Fostoria, OH 44830
2. 115 E. Baker St. Green Springs, Ohio 44836
   Owned by Lisa Bower, 115 E. Baker St. Green Springs, Ohio 44836

Dr. Sewell seconded the motion. The motion carried unanimously.

Suspend Fat Pete's License

Dr. West made a motion to Suspend Fat Pete's License (FSO class 4) for multiple violations of the Ohio Building Code and failure to complete the required plan review. Dr. Sewell seconded the motion.

After a discussion, the Board would like to see the inspection reports before voting to suspend the license.

Mrs. Vitte made a motion to table the suspension of Fat Pete's License (FSO class 4) for multiple violations of the Ohio Building Code and failure to complete required plan review until the Board can view the inspection reports. Mr. Weinandy seconded the motion. The motion carried upon roll call vote:

Robert Podach – Yes	Dr. Sarah Sewell– Yes	Natasha Vitte –Yes
Allen Weinandy – Yes	Dr. Zachary West–Yes	Dr. Clay Wolph – Yes

Out of county travel

Dr. West made a motion to approve the following out of county travel as presented to the Board in the board packet. Dr Sewell seconded the motion. The motion carried unanimously.

Financial Transactions

Payment of Bills

Dr. Sewell made a motion to approve the June 2023 bills as presented. Mrs. Vitte seconded the motion. The motion carried upon roll call vote:

Robert Podach – Yes	Dr. Sarah Sewell– Yes	Natasha Vitte –Yes
Allen Weinandy – Yes	Dr. Zachary West–Yes	Dr. Clay Wolph – Yes

Approval of June Intra-Fund Transfers (Appropriation Transfers)
Dr. West made a motion to approve the following Intra-Fund Transfers:

1. Fund 7096 Integrated Naloxone-salaries to leases - $900.00
2. Fund 7142 Public Health Emergency Preparedness-salaries to leases - $200.00
3. Fund 7143 Public Health Workforce-salaries to software license/serv. - $600.00
4. Fund 7142 Public Health Emergency Preparedness-equipment to supplies - $4,800.00
5. Fund 7120 Enhanced Operations-supplies to other expenses - $859.00

Mr. Podach seconded the motion. The motion carried upon roll call vote:

Robert Podach – Yes	Dr. Sarah Sewell– Yes	Natasha Vitte –Yes
Allen Weinandy – Yes	Dr. Zachary West–Yes	Dr. Clay Wolph – Yes

Contracts and Agreements
Dr. West made a motion to approve the following contracts:

1. Civica North America, Inc., for financial software upgrade, effective upon signatures-indefinitely, not to exceed $49,944.00 (payer)
2. A & D Excavating, L.L.C., for home sewage treatment systems installation (Hamons property), 07/27/2023-10/24/2023, not to exceed $19,224.00 (payer)
3. A & D Excavating, L.L.C., for home sewage treatment systems installation (Hossler property), 07/27/2023-10/24/2023, not to exceed $16,574.00 (payer)
4. Pine View Excavating, L.L.C., for home sewage treatment systems installation (Swickard property), 07/27/2023-10/24/2023, not to exceed $18,900.00 (payer)
5. Pine View Excavating, L.L.C., for home sewage treatment systems installation (Tiell property), 07/27/2023-10/24/2023, not to exceed $14,950.00 (payer)
6. Pine View Excavating, L.L.C., for home sewage treatment systems installation (Myers property), 07/27/2023-10/24/2023, not to exceed $18,000.00 (payer)
7. Pine View Excavating, L.L.C., for home sewage treatment systems installation (Ramirez property), 07/27/2023-10/24/2023, not to exceed $18,000.00 (payer)

Dr. Sewell seconded the motion. The motion carried upon roll call vote:

Robert Podach – Yes	Dr. Sarah Sewell– Yes	Natasha Vitte –Yes
Allen Weinandy – Yes	Dr. Zachary West–Yes	Dr. Clay Wolph – Yes

Public Comment
First to Speak, Courtney French, owner of Fat Pete's, spoke in defense of the possibility of suspension of their license.

Next was Mr. Brian Ezyk, WIN Waste Innovations, discussed three project updates at the Sunny farms landfill

Dr. Sewell made a motion to adjourn the meeting at 7:40pm. Motion carried.

The next Board of Health meeting is scheduled for August 24, 2023, at 6:00 pm. at the Seneca County General Health District, Basement Conference Room A, 92 E Perry Street, Tiffin, Oh 44883.

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Board of Health President Board of Health Secretary