Seneca County Board of Health Meeting Minutes

The Seneca County Board of Health met on Thursday, November 21, 2024, at the Seneca County General Health District 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:

Deborah Hay – Yes	Nathanael Heiser – Excused	Scott Lyons – Yes
Robert Podach – Yes	Dr. Sarah Sewell– Yes	Dr. Traci Sittason Stark – Excused
Allen Weinandy – Yes	Dr. Zachary West–Excused	Dr. Clay Wolph – Yes

Pledge of Allegiance

The Board recited the Pledge of Allegiance.

Others Present:

Julie Richards, MA, LSW, LPCC/S, Health Commissioner
Anita Gaietto, BBA, Fiscal Director
Trisha Kahler, RD, LD, WIC Director
Ryan Sendelbach, REHS Environmental Director
Erika Handru, Communication Specialist
Lisa England, Registrar

Consent Agenda:

Approval of Consent Agenda

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

1. Board Minutes 10/24/2024
2. WIC Program Report – Trisha Kahler, RD, LD
3. Nursing Section Report – Andrea Barrell, RN, BSN
4. Health Commissioner Report – Julie Richards, MA, LSW, LPCC/S
5. Health Planning and Promotion Section Report - Harold Huffman, PhD
6. Epidemiologist Report – Caitlin Dennison, MPH

Mr. Weinandy seconded the motion. The motion carried unanimously.

Action and Discussion Items

Public Records Request

Erika Handru reviewed the public record requests that were received since the last board meeting. There was one request this month, on 11/8/2024 from Mr. Ben Nutter of WIN Waste Innovations.

Montrose Environmental Group Inc, proposal discussed

Ms. Richards presented to the board the proposal from Montrose Environmental Group Inc for a landfill monitoring program. The board received a copy of the proposal in their board folders for review.

Mr. Podach made a motion to approve the proposal from Montrose Environmental Group, Inc. for a landfill monitoring program at a cost of $20,835.00 for the calendar year 2025 and then $10,500.00 per year beginning in 2026. Mr. Weinandy seconded the motion. The motion carried upon roll call vote:

Deborah Hay – Yes	Scott Lyons – Yes	Robert Podach – Yes
Dr. Sarah Sewell– Yes	Allen Weinandy – Yes	Dr. Clay Wolph – Yes

Personnel Actions

Resolution 2024.24

Dr. Sewell made a motion to approve Resolution 2024.24 recognizing years of service. Mr. Lyons seconded the motion. The motion carried unanimously.

Nursing Fees

Bingocize Program fees

Mr. Lyons made a motion to approve the proposed fees for the Bingocize program of $1,288.00 for a 10-week program of 20 sessions. Mrs. Hay seconded the motion. The motion carried upon roll call vote:

Deborah Hay – Yes	Scott Lyons – Yes	Robert Podach – Yes
Dr. Sarah Sewell– Yes	Allen Weinandy – Yes	Dr. Clay Wolph – Yes

Policy Actions

Rescind Condemnation

Dr. Sewell made a motion to rescind the condemnation of 430 McDougal Street, Fostoria, OH 44830. Mr. Weinandy seconded the motion. The motion carried unanimously.

Dr. Sewell made a motion to rescind the condemnation of 430 W. Center Street, Fostoria, OH 44830. Mr. Weinandy seconded the motion. The motion carried unanimously.

Third Reading of proposed 2025 Food fees

The board had the third reading of the proposed 2025 food fees. The Board reviewed and discussed the table below:

Food Service Category	Current Local Fee	Proposed Local Fee
Commercial Risk I <24,999 sq. ft.	**$166.60**	**$184.00**
Commercial Risk II <24,999 sq. ft.	**$188.18**	**$207.00**
Commercial Risk III <24,999 sq. ft.	**$364.05**	**$400.00**
Commercial Risk IV <24,999 sq. ft.	**$462.49**	**$509.00**
Commercial Risk I >25,000 sq. ft.	**$242.92**	**$268.00**
Commercial Risk II >25,000 sq. ft.	**$255.71**	**$287.00**

Commercial Risk III >25,000 sq. ft.	**$917.59**	**$1010.00**
Commercial Risk IV >25,000 sq. ft.	**$972.96**	**$1070.00**
Mobile	**$270.00**	**$297.00**
Vending	**$13.49**	**$13.95**
Temporary	**$70.00**	**$80.00**

Add $28.00 for state fees
Late Fee: 25% of Local Fee.
Plan Review Fees: Class 1 or 2 = $ 300.00
Class 3 or 4 = $ 350.00
We are only adjusting the local fees and the state fee will be added to the amounts shown.

Adoption of 2025 Food License Fees
Mr. Weinandy made a motion to approve the 2025 Food Fees as presented. Dr. Sewell seconded the motion. The motion carried upon roll call vote:

Deborah Hay – Yes	Scott Lyons – Yes	Robert Podach – Yes
Dr. Sarah Sewell– Yes	Allen Weinandy – Yes	Dr. Clay Wolph – Yes

Out of County Travel
Mr. Podach made a motion to approve the out of county travel as presented to the Board in the board packet. Mr. Weinandy seconded the motion. The motion carried upon roll call vote:

Deborah Hay – Yes	Scott Lyons – Yes	Robert Podach – Yes
Dr. Sarah Sewell– Yes	Allen Weinandy – Yes	Dr. Clay Wolph – Yes

Financial Transactions
Payment of Bills
Dr. Sewell made a motion to approve the October 2024 bills as presented. Mr. Weinandy seconded the motion. The motion carried upon roll call vote:

Deborah Hay – Yes	Scott Lyons – Yes	Robert Podach – Yes
Dr. Sarah Sewell– Yes	Allen Weinandy – Yes	Dr. Clay Wolph – Yes

Cash Advances, Cash Advance repayments, and Intra-fund Transfers
Mr. Weinandy made a motion to approve the following:

1. Cash advances*
   a. From Fund 7060 General Fund to Fund 7092 Get Vaccinated - $8,000.00 – 10/23/24
2. Cash advance repayments*
   a. From Fund 7143 PH Workforce to Fund 7060 General Fund - $10,000.00 – 10/23/24
   b. From Fund 7092 Get Vaccinated to Fund 7060 General Fund - $10,000.00 – 10/23/24
3. Intra-fund Transfers*

a. From Fund 7062 Water systems – salaries to software licenses/service - $65.00 – 10/29/24
b. From Fund 7164 HSTS – supplies to software licenses/service - $60.00 – 10/29/24

Mrs. Hay seconded the motion. The motion carried upon roll call vote:

Deborah Hay – Yes	Scott Lyons – Yes	Robert Podach – Yes
Dr. Sarah Sewell– Yes	Allen Weinandy – Yes	Dr. Clay Wolph – Yes

Resolutions

Dr. Sewell made a motion to approve the following resolutions:

1. Resolution 2024.25 Approving Payment for Employee Service Awards
2. Resolution 2024.26 Approving Cell Phone Rates and Stipend Payments
3. Resolution 2024.27 Transfer of funds into the Termination Benefits Fund

Mrs. Hay seconded the motion. The motion carried upon roll call vote:

Deborah Hay – Yes	Scott Lyons – Yes	Robert Podach – Yes
Dr. Sarah Sewell– Yes	Allen Weinandy – Yes	Dr. Clay Wolph – Yes

Supplemental Appropriations

Mr. Weinandy made a motion to approve the following Supplemental Appropriation:

1. Fund 7069 – Joint Solid Waste - ($15,600.00)
2. Fund 7081 - Senior Grant - ($550.00)
3. Fund 7082 – WIC Grant – ($22,100.00)
4. Fund 7092 – Get Vaccinated – ($3,195.00)
5. Fund 7120 – Enhanced Operations FY 23 – ($95,000.00)

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

Deborah Hay – Yes	Scott Lyons – Yes	Robert Podach – Yes
Dr. Sarah Sewell– Yes	Allen Weinandy – Yes	Dr. Clay Wolph – Yes

Contracts and Agreements

Mr. Weinandy made a motion to approve the following contracts:

1. The Diversity Center of Northeast Ohio, for an inclusive workplaces session services, 10/28/2024 - 10/27/2025, not to exceed $4,165.00 (payer).
2. Wood County Health District, for Medical Reserve Corps State, Territory and Tribal Nations, Representative Organizations for Next Generation grant services, 8/16/2024 - 5/15/2025, not to exceed $17,312.00 (payee).
3. Fostoria City School District, for nursing and health services, 11/01/2024 - 06/30/2024, not to exceed $22,000.00 (payee).

Mrs. Hay seconded the motion. The motion carried upon roll call vote:

Deborah Hay – Yes	Scott Lyons – Yes	Robert Podach – Yes
Dr. Sarah Sewell– Yes	Allen Weinandy – Yes	Dr. Clay Wolph – Yes

Public Comments

Mr. Bill Sayer asked about the meeting location being moved back to the Health Department, and asked if the Board of Health meetings are online or recorded. He discussed his concerns about the COVID Pandemic. Mr. Sayer was also concerned about a letter received by some residents in the city of Fostoria about the water system. He felt some citizens would not be able to afford the repairs their property may need.

Executive Session

At 6:33pm Mr. Weinandy made a motion to go into executive session to consider the appointment, employment and compensation of a public employee, according to (G)(1) of section 121.22 of the Ohio Revised Code. Dr. Sewell seconded the motion. The motion passed upon roll call vote:

Deborah Hay – Yes	Scott Lyons – Yes	Robert Podach – Yes
Dr. Sarah Sewell– Yes	Allen Weinandy – Yes	Dr. Clay Wolph – Yes

The Board asked Julie Richards, Health Commissioner, to attend the executive session.

Dr. Wolph announced the return from the executive session at 6:57. Dr. Wolph stated no action was taken.

Mr. Weinandy made a motion to adjourn the meeting at 6:58. Mrs. Hay seconded the motion.

The next Board of Health meeting is scheduled for December 12, 2024, 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