Seneca County Board of Health Special Meeting Minutes

The Seneca County Board of Health met on Thursday, December 12, 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 special meeting to order at 5:00 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 – Arrived at 5:02	Nathanael Heiser – Arrived at 6:22	Scott Lyons – Excused
Robert Podach – Yes	Dr. Sarah Sewell– Excused	Dr. Traci Sittason Stark – Yes
Allen Weinandy – Yes	Dr. Zachary West–Yes	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
Andrea Barrell, RN, BSN, Nursing Director
Erika Handru, Communication Specialist
Lisa England, Registrar

Dr. West made a motion to amend the agenda to add new business after public comments. Dr. Sittason Stark seconded the motion. The motion carried unanimously.

Dr. West made a motion to go into executive session at 5:02pm to discuss pending court action, according to Section 121.22 G3 of the Ohio Revised Code. Mr. Weinandy seconded the motion. The motion carried upon roll call vote:

Robert Podach – Yes	Dr. Traci Sittason Stark – Yes	Allen Weinandy – Yes
Dr. Zachary West–Yes	Dr. Clay Wolph – Yes	

Mrs. Hay Arrived at 5:02 pm.

The board requested that Health Commissioner Julie Richards and Communications Specialist Erika Handru to attend the executive session.

Dr. Wolph announced the return from the executive session at 5:51. Dr. Wolph stated no action was taken.

2025 Landfill License Discussion
Board members discussed their concerns about the past licenses that have been issued. They did not believe that the conditions placed on past licenses were effective. The Board expressed concerns about expansion if current conditions are not being followed. Board members were concerned about issuing the 2025 Operating license.

Dr. West made a motion to pass resolution 2024.29 the notice of intent to deny the application of WIN Waste Innovations of Seneca County LLC for the 2025 License. Mr. Podach seconded the motion. The motion carried upon roll call vote:

Deborah Hay – Yes	Robert Podach – Yes	Dr. Traci Sittason Stark – Yes
Allen Weinandy – Yes	Dr. Zachary West–Yes	Dr. Clay Wolph – Yes

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

1. Board Minutes 11/21/2024
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.

The Board members discussed the good feedback from the Nursing Department surveys on the Nursing Section report.

Action and Discussion Items
Public Records Request
Erika Handru reported that there were no records requests received since the last board meeting.

Discussion of the OSS Agreement
Commissioner Richards discussed the proposed agreement between the board of directors of the Ottawa Sandusky Seneca Counties Joint Solid Waste management district and the Board of Health of the Seneca County General Health District Board of Health. Mrs. Richards was looking for feedback from the board on the proposal.

Policy Actions
Rescind Condemnation
Dr. West made a motion to rescind the condemnation of 2757 W. TR 170 Bettsville, Ohio 44815. Mr. Weinandy seconded the motion. The motion carried unanimously.

Out of County Travel
Dr. West 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	Robert Podach – Yes	Dr. Traci Sittason Stark – Yes
Allen Weinandy – Yes	Dr. Zachary West–Yes	Dr. Clay Wolph – Yes

Financial Transactions

Payment of Bills
Mr. Weinandy made a motion to approve the November 2024 bills as presented. Dr. Sittason Stark seconded the motion. The motion carried upon roll call vote:

Deborah Hay – Yes	Robert Podach – Yes	Dr. Traci Sittason Stark – Yes
Allen Weinandy – Yes	Dr. Zachary West–Yes	Dr. Clay Wolph – Yes

Intra-fund Transfers*
Dr. West made a motion to approve the Intra-fund Transfers:

1. From fund 7067 Food service-equipment to advertising/printing - $50.00 – 11/20/2024
2. From fund 7165 Seneca County Health Alliance-supplies to other expenses - $850.00 – 11/21/2024
3. From fund 7062 Water systems-salaries to contact service - $500.00 – 12/2/2024

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

Deborah Hay – Yes	Robert Podach – Yes	Dr. Traci Sittason Stark – 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. **TERMINATE** Seneca Regional Planning Commission, for home sewage treatment systems grant services, 04/09/24 - until the agreement is fully satisfied, not to exceed $600.00 per system or $475.00 per tap-in (payer).
2. Pine View Excavating, L.L.C., for home sewage treatment systems installation (Everly property), 10/30/2024 – 01/27/2025, not to exceed $31,500.00 (payer).
3. Pine View Excavating, L.L.C., for home sewage treatment systems installation (Neller property), 10/30/2024 – 01/27/2025, not to exceed $25,000.00 (payer).
4. Toledo-Lucas County Health Department, for placing a health linkage navigator in programming for support of overdose prevention, 09/01/2024 - 08/31/2025, not to exceed $94,868.02 (payee).
5. Great Lakes Community Action Partnership, for Fostoria building lease, 01/01/2025 - 12/31/2025, not to exceed $22,523.28 (payer).

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

Deborah Hay – Yes	Robert Podach – Yes	Dr. Traci Sittason Stark – Yes
Allen Weinandy – Yes	Dr. Zachary West–Yes	Dr. Clay Wolph – Yes

2025 Budget
Dr. West made a motion to approve the 2025 Budget as presented in the Board Packet. Dr. Sittason Stark seconded the motion. . The motion carried upon roll call vote:

Deborah Hay – Yes	Robert Podach – Yes	Dr. Traci Sittason Stark – Yes
Allen Weinandy – Yes	Dr. Zachary West–Yes	Dr. Clay Wolph – Yes

Mr. Heiser arrived at 6:22 pm.

Election of 2025 Board Officers
Dr. West made a motion to elect Dr. Wolph as President and Mr. Podach as Vice President for 2025. Mr. Weinandy seconded the motion. The motion carried upon roll call vote:

Deborah Hay – Yes | Nathanael Heiser – Yes | Robert Podach – Yes
Dr. Traci Sittason Stark – Yes | Allen Weinandy – Yes | Dr. Zachary West–Yes
Dr. Clay Wolph – Yes

Public Comments

Jennifer Sattfield, representing WIN Waste Innovations of Seneca County, read a letter to the Board signed by Brian Ezyk, Vice President WIN Waste. The letter was in support of renewing the operating license for WIN Waste Landfill for 2025. In the letter, Mr. Ezyk stated that WIN's operating license must be issued without conditions at this Board's meeting today.

New Business

Dr. West made a motion to the board to move the Board of Health Meeting times from 6:00 pm to 5:00 pm. Mrs. Hay seconded the motion. The motion carried upon roll call vote:

Deborah Hay – Yes | Nathanael Heiser – Yes | Robert Podach – Yes
Dr. Traci Sittason Stark – abstain | Allen Weinandy – Yes | Dr. Zachary West–Yes
Dr. Clay Wolph – Yes

Executive Session

At 6:32pm Dr. West 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. Sittason Stark seconded the motion. The motion passed upon roll call vote:

Deborah Hay – Yes | Nathanael Heiser – Yes | Robert Podach – Yes
Dr. Traci Sittason Stark – Yes | Allen Weinandy – Yes | Dr. Zachary West–Yes
Dr. Clay Wolph – Yes

The Board asked Julie Richards, Health Commissioner and Ryan Sendelbach, Environmental Health Director to attend the executive session.

Dr. Wolph announced the return from the executive session at 6:58. Dr. Wolph stated no action was taken.

Dr. West made a motion to approve Resolution 2024.28 the promotion of Harold Huffman to the Environmental Sciences and Landfill Oversight and Compliance Director, effective January 11, 2025. Mr. Podach seconded the motion. The motion passed upon roll call vote:

Deborah Hay – Yes | Nathanael Heiser – Yes | Robert Podach – Yes
Dr. Traci Sittason Stark – Yes | Allen Weinandy – Yes | Dr. Zachary West–Yes
Dr. Clay Wolph – Yes

Mr. Weinandy made a motion to adjourn the meeting at 7:01.

The next Board of Health meeting is scheduled for January 23, 2025 at 5:00 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