Seneca County Board of Health Meeting Minutes- amended 03-27-2025

The Seneca County Board of Health met on Thursday, November 16, 2023, 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:

Scott Lyons – Yes	Robert Podach – Yes	McKenzie Posey –Yes
Dr. Sarah Sewell– Yes	Dr. Traci Sittason Stark – Yes	Natasha Vitte – 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
Andrea Barrell, BSN, RN, Director of Nursing
Trisha Kahler, RD, LD, WIC Director
Dainna Raye, BS, REHS, Director of Environmental Health
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 11/16/2023
2. WIC Program Report – Trisha Kahler, RD, LD
3. Nursing Section Report – Andrea Barrell, RN, BSN
4. Environmental Health Section Report– Dainna Raye, BS, REHS
5. Health Commissioner Report – Julie Richards, MA, LSW, LPCC/S
6. Health Planning and Promotion Section Report - Harold Huffman, PhD

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

Scott Lyons-Yes	Robert Podach – Yes	McKenzie Posey –Yes
Dr. Sarah Sewell– Yes	Dr. Traci Sittason Stark – Yes	Natasha Vitte-Yes
Allen Weinandy – Yes	Dr. Zachary West–Yes	Dr. Clay Wolph – Yes

ACTION AND DISCUSSION ITEMS
Public Records Request
Mrs. Handru presented two public records requests to the board from the past month. One request was from WIN Waste Innovation and one from Gary Baty OSS Solid Waste Management District.

Personnel Actions

Resolution 2023.25

Mrs. Richards presented to the board resolution 2023.25 Holiday Event. The board discussed the amount that would be needed for the Holiday Event.

Mrs. Posey made a motion to approve resolution 2023.25 for amount of $1000.00. Mrs. Vitte seconded the motion. The motion carried upon roll call vote:

Scott Lyons-Yes	Robert Podach – Yes	McKenzie Posey –Yes
Dr. Sarah Sewell– Yes	Dr. Traci Sittason Stark – Yes	Natasha Vitte-Yes
Allen Weinandy – Yes	Dr. Zachary West–Yes	Dr. Clay Wolph – Yes

Proposed 2024 Holidays

Dr. West made a motion to approve the proposed 2024 Holidays. Mr. Weinandy seconded the motion. The motion carried unanimously.

Proposed 2024 Board of Health Meetings

Dr. West made a motion to approve the proposed 2024 Board of Health meetings with moving one meeting to the City of Fostoria. Mrs. Posey seconded the motion. The motion carried unanimously.

Discussion Board Members involvement in Strategic plan

Mrs. Richards discussed with the Board the possible involvement with the Strategic Plan. She described the process and the possible time period. Mrs. Richards asked Board members to reach out to her if they were interested in becoming involved in the process.

Discussion of Environmental Impact Study

Dr. Wolph introduced the discussion regarding and Environmental Impact Study.

Dr. West made the following motion: I move that the Seneca County Health Board approve the funding and commencement of effort of an Environmental Impact Study related to the proposed expansion of the landfill operated by Win Waste Innovations of Seneca County; and authorize the Health Commissioner to publicly open and promote the bidding process for such study, effective immediately. The bids for such study shall be considered during a public meeting in the first quarter of calendar year 2024. The health commissioner shall notify Ohio Environmental Protection Agency of the Seneca County Board of Health's approval of the funding and scope of work and associated timeline of an Environmental Impact Study and the expectation that the results of the Environmental Impact Study should be received and thoroughly assessed prior to a decision about any expansion of the landfill operated by Win Waste Innovations of Seneca County Mr. Podach seconded the motion. The motion carried upon roll call vote:

Scott Lyons-Yes	Robert Podach – Yes	McKenzie Posey –Yes
Dr. Sarah Sewell– Yes	Dr. Traci Sittason Stark – Yes	Natasha Vitte-Yes
Allen Weinandy – Yes	Dr. Zachary West–Yes	Dr. Clay Wolph – Yes

POLICY ACTIONS

Third reading of proposed 2024 food fees

The board had the third reading of the proposed 2024 food fees. The table reviewed is below:

FOOD SERVICE CATEGORY	CURRENT LOCAL FEE	2024 FEE based on Cost Analysis	2024 Proposed fee *
Commercial Risk 1 <24,999 sq. ft.	**$138.83**	**$169.46**	**$166.60**
Commercial Risk 1I <24,999 sq. ft.	**$156.86**	**$191.46**	**$188.18**
Commercial Risk 1II <24,999 sq. ft.	**$303.22**	**$370.05**	**$364.05**
Commercial Risk 1V <24,999 sq. ft.	**$385.41**	**$470.35**	**$462.49**
Commercial Risk I >25,000 sq. ft.	**$202.28**	**$246.88**	**$242.92**
Commercial Risk II >25,000 sq. ft.	**$213.09**	**$260.08**	**$255.71**
Commercial Risk III >25,000 sq. ft.	**$764.66**	**$933.13**	**$917.59**
Commercial Risk IV >25,000 sq. ft.	**$810.80**	**$989.43**	**$972.96**
Mobile	**$225.00**	**$357.70**	**$270.00**
Vending	**$12.67**	**$13.49**	**$13.49**
Temporary	**$70.00**	**$70.00**	**$70.00**

Late Fee: 25% of Local Fee.
Plan Review Fees: Class 1 or 2 = $250.00 **Class 3 or 4 = $300.00**

Adoption of 2024 Food License Fees
Dr. Sewell made a motion to approve the 2024 Food Fees as presented. Dr. Sittason Stark seconded the motion. The motion carried upon roll call vote:

Scott Lyons-Yes	Robert Podach – Yes	McKenzie Posey –Yes
Dr. Sarah Sewell– Yes	Dr. Traci Sittason Stark – Yes	Natasha Vitte-Yes
Allen Weinandy – Yes	Dr. Zachary West–Yes	Dr. Clay Wolph – Yes

First Reading of proposed 2024 Campground fee increases with comparison to surrounding counties(license renewal May 1)
Dr. Wolph read the following proposed 2024 campground fees:

Program Category	Current Local Fee	2024 Fee based on Cost Analysis	**2024 Proposed fee**	Comparison: Henry County, Napoleon OH	Comparison: Wood County, Bowling Green *2022	Comparison: Shelby County *2022
Campground (50 sites or less)	$200.00	$211.12	**$211.00**	$190.00	$380.80	$400.00
Additional Per site (over 50	**$1.25**	**$4.22**	**$4.00**	$4.00	$1.00 (base rate is higher)	$6.00

sites) (campground)						
Temporary Campground with 50 sites or less	$100.00	$175.68	**$175.00**	$85.00	$100.00	$125.00
Additional Per site (over 50) (temporary campground)	$1.25	$2.01	**$2.00**	$1.50	$1.00	$.50

First Reading for the proposed 2024 Swimming Pool/Spa/Special Use pool fee increases in comparison to surrounding counties(License renewal May 1)

Dr. Wolph presented the first reading of the proposed 2024 Swimming Pool/Spa/Special Use pool fees:

Program Category	Current Local Fee	2024 Fee Based on Cost Analysis	**2024 Proposed Fee**	Comparison 1: Henry County, Napoleon OH	Comparison 2: Wood County, Bowling Green OH *2022	Comparison: Shelby County, *2022
Swimming Pool	$200.00	$282.15	**$282.00**	$250.00	$480.00	$450.00
Spa	$200.00	$296.62	**$290.00**	$250.00	$480.00	$450.00
Special Use Pool	$200.00	$204.62	**$204.00**	n/a	$480.00	$450.00
Additional Swimming Pool or Spa License	$100.00	n/a	**$140.00**	$125.00	$355.00	$225.00

Approval of Body Art/Tattoo2024 fees (license renewal Dec1)

Dr. Wolph read the following Body Art/Tatttoo 2024 fees:

Program Category	Current Local Fee	2024 Cost Analysis Fee	Fee REMAINS THE SAME
Body Art Permit	$175.00	$192.52	$175.00
Temporary Body Art Permit	$50.00	$107.56	$50.00

** No State Fees

Ms. Rayes explained the fees.

Dr. West made a motion to approve the Body Art/Tattoo 2024 fees. Dr. Sewell seconded the motion. The motion carried upon roll call vote:

Scott Lyons-Yes
Dr. Sarah Sewell– Yes
Allen Weinandy – Yes
Robert Podach – Yes
Dr. Traci Sittason Stark – Yes
Dr. Zachary West–Yes
McKenzie Posey –Yes
Natasha Vitte-Yes
Dr. Clay Wolph – Yes

Rescind Condemnation
Dr. West made a motion to approve the rescind condemnation of the following property:

1. 407 N Tr 91, Tiffin, Ohio 44883
   Owned by Kenneth Welly 2703 W TR 132

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

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

1. 224 S Polar St., Fostoria, Ohio 44830
   Owned by Toni Hill 224 S. Poplar St. Fostoria Ohio

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

Out of county travel
Mrs. Posey made a motion to approve the out of county travel as presented to the Board in the Board packet. Mrs. Vitte seconded the motion. The motion carried upon roll call vote:

Scott Lyons-Yes	Robert Podach – Yes	McKenzie Posey –Yes
Dr. Sarah Sewell– Yes	Dr. Traci Sittason Stark – Yes	Natasha Vitte-Yes
Allen Weinandy – Yes	Dr. Zachary West–Yes	Dr. Clay Wolph – Yes

<u>Financial Transactions</u>
Payment of Bills
Mr. Weinandy made a motion to approve the October 2023 bills as presented. Mr. Podach seconded the motion. The motion carried upon roll call vote:

Scott Lyons-Yes	Robert Podach – Yes	McKenzie Posey –Yes
Dr. Sarah Sewell– Yes	Dr. Traci Sittason Stark – Yes	Natasha Vitte-Yes
Allen Weinandy – Yes	Dr. Zachary West–Yes	Dr. Clay Wolph – Yes

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

1. From 7089 Construction and Demolition Debris-remit to state to contract services - $33,000.00 (10/23/23)
2. From 7145 Covid 19 vaccination – salaries to out of county travel - $500.00 (10/30/2023)
3. From 7143 PH Workforce – equipment to out of county travel - $1,500.00 (11/02/2023)

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

Scott Lyons-Yes	Robert Podach – Yes	McKenzie Posey –Yes
Dr. Sarah Sewell– Yes	Dr. Traci Sittason Stark – Yes	Natasha Vitte-Yes
Allen Weinandy – Yes	Dr. Zachary West–Yes	Dr. Clay Wolph – Yes

Supplemental Appropriations
Dr. West made a motion to approve to following supplemental appropriations:

1. Fund 7089 – C&DD - $1,000,000.00

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

Scott Lyons-Yes	Robert Podach – Yes	McKenzie Posey –Yes
Dr. Sarah Sewell– Yes	Dr. Traci Sittason Stark – 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. Seneca County Board of Commissioners, for Seneca County Youth Center nursing services, 01/01/2024-12/31/2024, not to exceed $20,390.00 (payee)
2. Air Monitoring Easement – Dustin Wagner - $2,500.00 annually, no end date (payer)

Mrs. Vitte seconded the motion.

Mrs. Barrell was asked to explain the first contract to the Board for the Seneca County Board of Commissioners, for Seneca County Youth Center nursing services.

The motion carried upon roll call vote:

Scott Lyons-Yes	Robert Podach – Yes	McKenzie Posey –Yes
Dr. Sarah Sewell– Yes	Dr. Traci Sittason Stark – Yes	Natasha Vitte-Yes
Allen Weinandy – abstain	Dr. Zachary West–Yes	Dr. Clay Wolph – Yes

Public Comments

First to speak was Mr. Brian Ezyk, WIN Waste Innovations. Mr. Ezyk spoke of the improvements at the landfill and the importance of community trust in the landfill.

Next Mr. Ben Nutter, WIN Waste Innovations, invited the Board to come tour the landfill.

Dr. West wished everyone a Happy Thanksgiving

Mrs. Vitte made a motion to adjourn the meeting at 6:29. Motion carried.

The next Board of Health meeting is scheduled for December 14, 2023, at 6:00 pm. at the Seneca County General Health District, Basement Conference Room A, 92 E Perry Street, Tiffin, Oh 44883.

_____ _____

Board of Health President Board of Health Secretary