Seneca County Board of Health Meeting Minutes

The Seneca County Board of Health met on Thursday, June 26, 2025, at the Fostoria Learning Center, 342 Perry St. Fostoria, Ohio 44830. With a quorum present, Board President Dr. Clay Wolph called the meeting to order at 5:01 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:

Dr. Nathaniel Beres –Yes	Dwight Clary – Yes	Dr. Andrew Gase-Arrived at 5:30
Deborah Hay – Yes	Nathanael Heiser – Yes	Scott Lyons – Yes
Robert Podach – 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
Caitlin Dennison, MPH, Epidemiologist
Jordan Pruitt, BS, Landfill Inspector
Lisa England, Registrar

Approval of Minutes
Mr. Heiser made a motion to approve the minutes from the May 22, 2025, June 3, 2025, and June 17, 2025, Board of Health Meetings. Dr. Beres seconded the motion. The motion carried unanimously.

Public Records Request
Health Commissioner Julie Richards reported that there have been two records requests since the last meeting. One request has been fulfilled; the other no requested information was found.

Review Expenditures/Approve Payment of Bills
Mr. Podach made a motion to approve the May 2025 bills as presented. Mr. Heiser seconded the motion. The motion carried upon roll call vote:

Dr. Nathaniel Beres –Yes	Dwight Clary – Yes	Deborah Hay – Yes
Nathanael Heiser – Yes	Scott Lyons - Yes	Robert Podach – 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. Mrs. Hay seconded the motion. The motion carried upon roll call vote:

Dr. Nathaniel Beres –Yes	Dwight Clary – Yes	Deborah Hay – Yes
Nathanael Heiser – Yes	Scott Lyons - Yes	Robert Podach – Yes
Dr. Clay Wolph – Yes		

Appropriation Transfer

Mr. Clary made a motion to approve repaying the appropriation transfer:

a. Fund 7096 Naloxone – salaries to advertising-$1,000.00–05/05/25
b. Fund 7142 Public Health Emergency Preparedness–salaries to hospitalization-$1,800.00 – 05/20/25
c. Fund 7082 WIC-salaries to consultant-$1,200.00-06/03/25

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

Dr. Nathaniel Beres –Yes	Dwight Clary – Yes	Deborah Hay – Yes
Nathanael Heiser – Yes	Scott Lyons - Yes	Robert Podach – Yes
Dr. Clay Wolph – Yes		

Contracts

Dr. Beres made a motion to approve the following contracts:

a. Ohio Department of Health, for access and use of Ohio Vital Statistics Data for Lisa England, 05/24/2025 - 5/23/2026, no money.
b. Ohio Department of Health, for access and use of Ohio Vital Statistics Data for Cat Dennison, 06/19/2025 - 6/18/2026, no money.
c. CBOSS, Inc., for the Ohio Department of Health Accela Project for Local Health Districts, 05/23/2025 - 06/30/2027, no money.
d. Director of the Environmental Protection Agency of the State of Ohio, for water pollution control loan fund assistance, effective upon signatures thru 12/31/2026, not to exceed $150,000.00 (payee).
e. Geophyta, Inc., for home sewage treatment systems soil evaluation & system design (Diaz property), 05/01/2025 – 06/14/2025, not to exceed $2,540.00 (payer).
f. Geophyta, Inc., for home sewage treatment systems soil evaluation & system design (Neikirk property), 05/01/2025 – 06/14/2025, not to exceed $2,540.00 (payer).
g. Geophyta, Inc., for home sewage treatment systems soil evaluation & system design (Swartz property), 05/01/2025 – 06/14/2025, not to exceed $2,540.00 (payer).

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

Dr. Nathaniel Beres –Yes	Dwight Clary – Yes	Deborah Hay – Yes
Nathanael Heiser – Yes	Scott Lyons - Yes	Robert Podach – Yes
Dr. Clay Wolph – Yes		

Resolution 2025.12

Mr. Podach made a motion to rescind Resolution 2025.12 Resolution to authorize a renewal levy for the November 2025 Election. Mr. Heiser seconded the motion to rescind the resolution.

Health Commissioner Richards explained that there was an error in the dates on resolution 2025.12.

The motion carried upon roll call vote:

Dr. Nathaniel Beres –Yes	Dwight Clary – Yes	Deborah Hay – Yes
Nathanael Heiser – Yes	Scott Lyons - Yes	Robert Podach – Yes
Dr. Clay Wolph – Yes		

Resolution 2025.13
Mr. Heiser made a motion to pass Resolution 2025.13 Resolution to authorize a renewal levy for the November 2025 Election. Mrs. Hay seconded the motion. The motion carried upon roll call vote:

Dr. Nathaniel Beres –Yes	Dwight Clary – Yes	Deborah Hay – Yes
Nathanael Heiser – Yes	Scott Lyons - Yes	Robert Podach – Yes
Dr. Clay Wolph – Yes		

WIC Division Report
Trisha Kahler reviewed her report that was in the Board packet. Ms. Kahler discussed a reduction in funds for farmers' market vouchers.

Nursing Division Report
Andrea Barrell reviewed her monthly nursing report that was included in the packet. She discussed events and presentations the nursing division had attended. Mrs. Barrell also stated that the contract with Tiffin City schools had passed at the school board meeting on June 23, 2025.

Environmental Health Division
Ryan Sendelbach reviewed his Environmental Report from the packet and gave an update on their new state software, Accela. Ryan also discussed with the Board adjusting the environmental office hours to 7:30 am to 4:00 pm.

Epidemiologist /Emergency Planner Report
Caitlin Dennison reviewed her report from the Board packet and also gave a brief update on the measle cases in Ohio. She continues to participate in trainings to improve preparedness.

Landfill Division Report
Jordan Pruitt reviewed her Board packet report. Ms. Pruitt is continuing training and has been onsite at the landfill weekly.

Health Commissioner
Health Commissioner Julie Richards reviewed her Broad report. Mrs. Richards discussed the personnel changes within the health department. Mrs. Richards also discussed the challenges with funding. Mrs. Richards along with three staff members, participated in a county-wide Emergency Management functional exercise hosted by Seneca County EMA.

Mrs. Richards reviewed the Board of Health Cell Phone policy with the Board. Mr. Lyons asked if there could be voice mail boxes set up for the Board members. Mrs. Richards said she could look into it.

Mrs. Richards also handed out a proposed draft copy of a vehicle use policy for the board to review and discuss at the next meeting.

Mr. Podach made a motion to accept the division reports. Mr. Lyons seconded the motion. The motion carried unanimously.

Employee Related Actions
Mr. Podach made a motion to accept the resignation of Kerry Werner as full-time Public Health Nurse effective June 18, 2025. Mr. Clary seconded the motion. The motion carried unanimously.

Mr. Heiser made a motion to Authorize Health Commissioner to offer employment to Ajith Singh Bhagavath Singh for the position of Environmental Sciences and Landfill Oversight and Compliance Director. Mrs. Hay seconded the motion. The motion carried upon roll call vote:

Dr. Nathaniel Beres –Yes	Dwight Clary – Yes	Dr. Andrew Gase- Yes
Deborah Hay – Yes	Nathanael Heiser – Yes	Scott Lyons – Yes
Robert Podach – Yes	Dr. Clay Wolph – Yes	

Unfinished Business
Environmental Impact Study
Ms. Richards reviewed the updates on adjusting the scope of the impact study and then will be brought back to the board at a later date.

Public Concerns/Requests
First to speak was Mrs. Deb Tyson, she thanked the board for holding a meeting in Fostoria. She is also thankful that there is now a landfill division.

Mr. Louis Watkins discussed his concerns about the water quality in his and other local wells. Also, he discussed his concerns with the landfill and the spills that have recently occurred. He also does not like the truck traffic from the landfill.

Mr. Ben Nutter of WIN Waste Innovations discussed how the landfill has 60 groundwater monitoring wells surrounding the landfill. He said there are years of data that shows the landfill is not contaminating the groundwater. Mr. Nutter also addressed the spill from June.

Mr. Lyons made a motion to adjourn the meeting at 6:11 p.m. Mrs. Hay seconded the motion.

The next Board of Health meeting is scheduled for July 24, 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