

Portage County Combined General Health District
Board Meeting Revised Agenda: September 16, 2025

6:00 PM



I. CALL THE MEETING TO ORDER

II. APPROVAL OF MINUTES:

A. Board of Health Meeting – August 19, 2025

III. PORTAGE COUNTY TOWNSHIP ASSOCIATION: (District Advisory Council)

IV. PUBLIC COMMENT:

V. ACTION ITEMS:

B. Expenditure Ratifications \$ 61,421.91

Invoice Batch No.	5911	\$	8,473.13
Invoice Batch No.	5942	\$	927.07
Invoice Batch No.	5967	\$	10,897.35
Invoice Batch No.	6002	\$	8,948.06
Invoice Batch No.	6131	\$	6,181.13
Invoice Batch No.	6144	\$	988.47
Invoice Batch No.	6187	\$	1,068.91
Invoice Batch No.	6244	\$	13,491.90
Invoice Batch No.	6268	\$	10,445.89

C. Travel Requests

D. Resolution #25-60 Amendment to the 2025 Portage County Combined General Health District Annual Appropriations Previously and to be Certified.

E. Resolution #25-61 A Journal Entry / Expense Correction for Portage County Combined General Health District Annual Appropriations for Revenue Previously Certified.

F. Resolution #25-62 The Portage County Board of Health Acceptance to Allow Rebecca Lehman to Sign the Agreement with the Mental Health & Recovery Board for the Youth Suicide Prevention Grant

G. Resolution #25-63 The Portage County Board of Health Acceptance to Allow Rebecca Lehman to Sign the Agreement with Townhall II for the Youth Suicide Prevention Grant.

❖ **BOARD OF HEALTH EDUCATION:** Per the Ohio Administrative Code

(OAC) 3701-36-05, which outlines board responsibilities, including training; A 30-minute educational session presented for the Board of Health CEUs (0.50 CEU) on Household Sewage Treatment System Cost Methodology Review. Presented by Justin Rechichar, Director of Environmental Health & William Duck, Wastewater Supervisor.

- H. Resolution #25-64** Establishing Fees for Household Sewage Treatment Operation Permit, Maintenance Permit, Site Re-evaluation, and Layout and Design Plan Change Review; and Revising Fees for Site Evaluation and Home Sale Sewage Treatment System Inspections. Fees to Be Effective on January 1, 2026 – **1st Reading**
- I. Resolution #25-65** Revising the Private Water System Fees to Comply with Ohio Revised Code Chapter 3701 and Ohio Administrative Code Chapters 3701-28. Fees to Be Effective January 1, 2026 – **1st Reading**
- J. Resolution #25-66** Revising the Food Service Operation and Retail Food Establishment Fees to Comply with Ohio Revised Code Chapter 3717 and Ohio Administrative Code Chapters 3701-21 and 901:3-4. Fees To Be **Effective December 1, 2025** – **1st Reading**
- K. Resolution #25-67** Revising the Public Swimming Pool and Spa Fees to Comply with Ohio Revised Code 3749 and Ohio Administrative Code Chapter 3701-31. Fees To Be Effective January 1, 2026 – **1st Reading**
- L. Resolution #25-68** Revising the Recreational Vehicle Parks, Recreation Camps, Combined and Temporary Park-Camp Fees to Comply with Ohio Revised Code 3729 and Ohio Administrative Code Chapter 3701-26. Fees To Be Effective January 1, 2026 – **1st Reading**
- M. Resolution #25-69** Declaring a Public Health Nuisance, Ordering Abatement of that Nuisance, and Approving the Civil Prosecution for Violation(s) of ORC Chapter 3718 and OAC Chapter 3701-29 Regulating Sewage Treatment Systems, Located at 3618 Pioneer Trail, Mantua Twp.
- N. Resolution #25-70** A Resolution Declaring a Public Health Nuisance, Ordering Abatement of That Nuisance, and Approving the Civil Prosecution for Violation(s) of Ohio Revised Code (ORC) Chapter 3718 and Ohio Administrative Code (OAC) Chapter 3701-29 Regulating Sewage Treatment Systems, Located at 6829 Avon Avenue, Paris Twp.
- O. Resolution #25-71** A Resolution of the Portage County Combined General Health District Detailing and Affirming Asset Expenses Allocated in Resolution No. 25-60, Amendment to the 2025 Portage County Combined General Health District Annual Appropriations for Revenue Previously Certified
- P. Resolution #25-72** A Journal Entry Cash Advance for Portage County Combined General Health District Annual Appropriations for Revenue Previously Certified.
- Q. Resolution #25-73** The Portage County Board of Health Acceptance to Allow Rebecca Lehman to Sign Lease Agreement Between Portage County Health District and the Columbiana Port Authority for The Columbiana County WIC Building

VI. DISCUSSION REPORTS:

- Administration
- Finance
- Environmental Health
- Community Health
- Health Commissioner

VII. OLD BUSINESS: None

VIII. NEW BUSINESS:

- a. Permission to Post, Advertise and Hire, a Part-Time Health Professional 2 for the WIC Lisbon location in Columbiana County.
- b. Accept the Hiring of a Full-Time WIC Assistant for the WIC-Ravenna Location, Pending Background Check and Drug Screen.

IX. BOARD ISSUES AND DISCUSSION: N/A

X. ADJOURNMENT TO END OPEN MEETING TO ENTER EXECUTIVE SESSION:

XI. EXECUTIVE SESSION: Pursuant to Ohio Revised Code 121.22(G)(1), to consider the promotion, compensation, and transition of a public employee (Director of Personnel and Administrative Services to newly defined Administrator position).

XII. RETURN TO OPEN SESSION:

- a. Consideration of revision to salary range
- b. Consideration of transition of Director of Personnel and Administrative Services to the Administrator position.

XIII. ADJOURNMENT: