

**Miami County Public Health**  
Board of Health Meeting  
**Hobart Center for County Government – Room 225**  
**510 West Water Street**  
**Troy, OH 45373**

**October 23, 2025**  
**Meeting Minutes**

- 1. Introductions:** See attached sign in sheet.
- 2. Next meeting:** November 20, 2025, at 9:00 a.m.
- 3. Additions to and adoption of agenda:** Mrs. Baird made a motion to approve the agenda with the change of Operation Permit Program (OPP) to Household Sewage Treatment System (HSTS) in item number 5 and item number 6, specifically resolution 2025-09-25-03. Mr. Ristoff seconded the motion. All voted in favor.
- 4. Approval of Minutes:**
  - » September 25, 2025, Regular Session: A motion was made by Mrs. Baird to approve the minutes as presented. Mrs. Welker seconded the motion. Mr. Sarver abstained due to not being present at the meeting. All voted in favor.
- 5. Public Hearing for Resolution 2025-09-25-1, 2025-09-25-02, and 2025-09-25-03:**
  - » Resolution 2025-09-02-01: Mrs. Welker opened the public hearing for fee changes in the food program outlined in resolution 2025-09-02-01. Jane Tomcisin presented the changes and answered questions. Others, in-person and via zoom, were invited to comment. Tito Fuentes, representative of Boston Stoker, was present but had no comments or concerns. No other comments were received. Mrs. Baird then closed the public hearing portion of the meeting.
  - » Resolution 2025-09-02-02: Mrs. Welker opened the public hearing for fee changes in the private water system program as outlined in resolution 2025-09-02-02. Jane Tomcisin presented the changes and answered questions. Others, in-person and via zoom, were invited to comment. No comments were received. Mrs. Baird then closed the public hearing portion of the meeting.
  - » Resolution 2025-09-02-03: Mrs. Welker opened the public hearing for fee changes in the household sewage treatment system program as outlined in resolution 2025-09-02-03. Jane Tomcisin presented the changes and answered questions. Others, in-person and via zoom, were invited to comment. No comments were received. Mrs. Baird then closed the public hearing portion of the meeting.
- 6. Old Business**
  - » **Resolution 2025-09-25-01 Adjust Food Fees – Second Reading (Tomcisin):** To adopt new fees to pay for the Health District’s portion of the Retail Food Establishment and Food Service Operation program.

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- » **Resolution 2025-09-25-02 Adjust Private Water System Fees – Second Reading (Tomcisin):** To adopt new fees to pay for the Health District’s portion of the private water system program.
- » **Resolution 2025-09-25-03 Adjust Household Sewage Treatment Systems – Second Reading (Tomcisin):** To adopt new fees to pay for the Health District’s portion of the household sewage treatment system program.

**7. New Business**

- » **Presentation on Antibiotic Resistant Infections (Hodges):** Through a PowerPoint presentation, Janel Hodges presented information on antibiotic resistant infections, including how they are spread, who is most susceptible and best practices on prevention.

**8. Financial reports**

- » **Budget reports – September 2025** - Mr. Propes reviewed the report with the Board. After discussion, Mr. Ristoff made a motion to accept the Budget Report as presented. Mr. Sarver seconded the motion. All voted in favor.
- » **Expenditure report – September 2025** – Mr. Propes reviewed the report with the Board. After discussion, Mr. Sarver made the motion to accept the Expenditure Report as presented. Mrs. Welker seconded the motion. All voted in favor.

**9. Health Commissioner’s supplemental report:**

- » 2026 budget adjustments will be presented at the November board meeting.
- » 2026 health insurance renewal is promising. This will come with a cost to get out of the Jefferson Health Plan.
- » Flu vaccine is available for board members after the meeting.
- » Hallie Whitley has announced her retirement after 32 years of service in the WIC program.
- » Joanna Pittenger requested clarification on a nuisance report address. Jane Tomcisin will research and provide an update.

**10. Additional Business:** None

**11. Public Comment:** None

**12. Executive Session, Appointment of Personnel (Propes):** Mr. Ristoff made a motion to enter into executive session to discuss personnel. Mrs. Baird seconded the motion. A roll call was taken.

Mrs. Pittenger: Yes    Mr. Ristoff: Yes    Dr. Malarkey: Absent    Mrs. Quillen: Absent  
Mrs. Baird: Yes    Mr. Sarver: Yes    Mrs. Welker: Yes    Mr. Maiberger: Absent

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Mr. Ristoff made a motion to enter back into regular session of the Board of Health. Mrs. Welker seconded the motion. A roll call was taken.

Mrs. Pittenger: Yes    Mr. Ristoff: Yes    Dr. Malarkey: Absent    Mrs. Quillen: Absent  
Mrs. Baird: Yes    Mr. Sarver: Yes    Mrs. Welker: Yes    Mr. Maiberger: Absent

Mrs. Welker made a motion to approve the hiring of Kimberley Watkins as a Help Me Grow Home Visitor. Mr. Sarver seconded the motion. All voted in favor.

**13. Adjournment Recommended:** A motion to adjourn was made by Mr. Sarver and seconded by Mr. Ristoff. All voted in favor.

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**Joanna Pittenger**

**Date**

**Board of Health President**

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**Dennis R Propes**

**Date**

**Health Commissioner**