

# Pickaway County Public Health

110 Island Road, Suite C, Circleville, OH 43113  
Phone 740-477-9667 | Fax 740-474-5523 | Clinical Health Fax 740-420-6102

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**PICKAWAY COUNTY  
PUBLIC HEALTH**

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## **REGULAR BOARD OF HEALTH MEETING**

**NOVEMBER 28, 2023**

**PAGE 1 OF 5**

### **REGULAR BOARD OF HEALTH MEETING**

The Pickaway County General Health District met in regular session on Tuesday, November 28, 2023, at 6:00 p.m., located at 110 Island Road, 2nd floor.

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#### **1) CALL TO ORDER**

Board of Health President, Mike Wolford called the meeting to order at 6:02 p.m. The following Board of Health Members answered roll call:

Mr. Mike Wolford, President  
Dr. Linda Iskra, Vice President  
Ms. Nancie Bechtel, Board Member (absent)  
Mr. Spencer Cheek, Board Member  
Mr. Colin Hedges, Board Member  
Ms. Roxan Sigmon, Board Member  
Ms. Brenda Strittmatter, Board Member (absent)  
Mr. Don McIlroy, DAC Chairman (absent)

#### **Staff:**

Mr. Andrew Bull, MPH, REHS, Health Commissioner  
Ms. Stephaney Bauman, MSN, RN, Director of Clinical Health Services  
Ms. Hannah Montgomery BPS, REHS  
Mrs. Kaleigh Fields, Office Manager  
Mr. K Royce Chesser, Fiscal Officer

#### **Guests in attendance:**

None

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NOVEMBER 28, 2023

PAGE 2 OF 5

### 2) PUBLIC COMMENTS:

None

4) **RESOLUTION #23-106 OCTOBER 24, 2023, MINUTES WERE APPROVED:** At 6:03 p.m. a motion was made by Mr. Hedges to approve the October 24, 2023, board minutes. The motion was seconded by Dr. Iskra. All ayes and the motion carried.

5) **RESOLUTION #23-107 OCTOBER 2023 BILLS & REVENUE/EXPENSE REPORTS WERE APPROVED:** At 6:04 p.m. a motion was made by Dr. Iskra to approve the October 2023 Bills & Revenue/Expense Reports. The motion was seconded by Mr. Cheek. All ayes and the motion carried.

At 6:07 p.m. Ms. Bechtel enters the meeting.

### 6) STAFF REPORTS:

a) **BUSINESS OFFICE:** In addition to the monthly written report, Mrs. Fields shared that in October the department participated in the Community in Action Day by doing a food and toiletry drive to benefit the Community Cupboard. Mrs. Fields shared that the department's participation was greatly appreciated, and they were able to donate two large boxes of items. Mrs. Fields shared that Mr. Chesser and herself did go to Greene County to discuss financials and get a better understanding of where the department stands and how to best move forward. Mrs. Fields shared that there was also a meeting with the Auditor's office to discuss the department's needs and how to best work together. Mrs. Fields states that the engagement committee is working on internal and external events. For the staff there was a Works-giving lunch for Thanksgiving where the staff was able to have fellowship and relax for a little bit. The engagement committee is planning a door decoration contest for the holiday season as well. Mr. Chesser shared his new fiscal report in comparison to the reports from the Auditor's office in hopes that it will be easier to understand. Mr. Chesser answered questions to help the board understand these new reports.

b) **VITAL STATISTICS:** There was nothing further to report for Vital Statistics beyond the monthly written report.

c) **CLINICAL HEALTH:** There was nothing further to report for Clinical Health beyond the monthly written report.

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NOVEMBER 28, 2023

PAGE 3 OF 5

- d) **ENVIRONMENTAL HEALTH:** Ms. Montgomery, in addition to her monthly written states that the board needs to have the second reading for the 2024 environmental fees. Ms. Montgomery stated that the public hearing for these fees will be December 19<sup>th</sup> in the morning before the board meeting. Ms. Montgomery shared a spreadsheet of the percentage increases as asked at the last board meeting in comparison to the full suggested increase amount. A discussion was held on what these percentages mean and what would be best for the community. Ms. Montgomery shared that all these fees were run by the Ohio Department of Health to make sure the calculations were done correctly. Ms. Montgomery states that there will be a new development possibly going up in the Darby township. This development will be around 100 lots, each lot would be two acres and that is something to consider when looking at fees as they will all have sewage systems. The board agreed with the fees as discussed. Ms. Montgomery states she will mail out the fee schedule to all food establishments and registered providers along with the information for the public hearing on December 19<sup>th</sup>. Ms. Montgomery states that the department was recently approved by the Ohio Department of Health for the person in charge certification for food safety training. The department is now able to provide this training to the community. Ms. Montgomery shared information on the Operation and Maintenance sewage program with regards to having the contractor verses hiring a fourth sanitarian and the profit of this program.
- 7) **HEALTH COMMISSIONER REPORT:** Mr. Bull shared the holiday schedule for 2024 with adjustment for keeping Juneteenth as a holiday. Mr. Bull shares that the board approved holiday policy states that for the Christmas Eve Holiday if the holiday falls on a weekend it will be observed on the closest workday. This year, that would be Friday December 22<sup>nd</sup> and the office would close at noon. Mr. Bull wanted to get clarification on how the board voted for the holiday schedule to be followed as there is some confusion. The board agreed with the current holiday schedule Mr. Bull presented at the meeting. Mr. Bull also shared he is getting more information together but wanted to get the board thinking about cost of living raises and what that looks like from a cost perspective. Mr. Bull presented a spreadsheet on percentages for cost-of-living increases and how much it would cost at each percentage for the year.
- 8) **OLD BUSINESS:**  
Mr. Hedges asked for an update on the Mobile Medical Clinic. Ms. Bauman shared the department is waiting on funding from the Ohio Department of Health grant to be able to proceed. Mr. Hedges then asked for an update on the Commercial Point Road nuisance. Mr. Montgomery shared that it was turned over to the prosecutor's office and there was a hearing where the owners must come up with a plan to have a temporary fix by December 5<sup>th</sup>, 2023, until they can get approved for a repair. Mr. Hedges asked for an update on Ashville Pike

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NOVEMBER 28, 2023

PAGE 4 OF 5

warehouse sewage issue. Ms. Montgomery states that this is a privately own sewer that is own by JLL properties that is on Tradeport Court that has three warehouses attached to this sewer line that goes to a lift station that they maintain before it is pumped into the City of Columbus sewer. The pump for the lift station malfunctioned because one of the warehouses produces paper and there was a lot of pulp build up causing the back up and blow out of this system. They currently have two back up pumps pumping that line to the City of Columbus line and are working with two companies to clean out their current line from all the pulp build up. The company is also working to clean up the exterior from the blow out. Ms. Montgomery states that JLL properties are sending multiple updates a day on the progress.

### 8) NEW BUSINESS:

- a) **RESOLUTION #23-108 TO APPROVE AN ADVANCE BACK FROM FUND 606 (CN22- COVID-19) FOR \$15,000.00 TO FUND 605 (BOH) TO REPAY PREVIOUS ADVANCES:** At 7:30 p.m. a motion was made by Mr. Hedges to approve Resolution #23-108. The motion was seconded by Ms. Sigmon. All ayes and the motion carried.
- b) **RESOLUTION #23-109 TO APPROVE A VARANCE FROM OAC 3702-28-07 (G) FOR EMERGENCY REPLACEMENT OF PRIVATE WATER SYSTEM TO BE INSTALLED APPROXIMATELY 17 FEET FROM THE EDGE OF THE ROAD AT 12550 HEFFNER ROAD:** At 7:34 p.m. a motion was made by Mr. Hedges to approve Resolution #23-109. The motion was seconded by Dr. Iskra. There was a discussion of this resolution and the board asked Ms. Montgomery to get more information from the township. At 7:38 p.m. Ms. Bechtel moved to table Resolution #23-109. The move was seconded by Mr. Cheek. Resolution #23-109 was tabled until the next meeting.
- c) **RESOLUTION #23-110 TO APPROVE THE PROPOSED VITAL STATISTICS FEE SCHEDULE:** At 7:39 p.m. a motion was made by Mr. Cheek to approve Resolution #23-110. The motion was seconded by Ms. Bechtel. All ayes and the motion carried.

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PAGE 5 OF 5**

- d) **RESOLUTION #23-111 TO AUTHROIZE THE ENVIROMENTAL HEALTH DIRECTOR TO APPLY FOR, ACCEPT, AND ENTER INTO A WATER POLLUTION CONTROL LOAN FUND AGREEMENT ON BEHALF OF THE COUNTY/HEALTH DISTRICT OF PICKAWAY COUNTY FOR THE REPAIR AND REPLACEMENT OF HOME SEWAGE TREATMENT SYSTEMS FOR THE REMAINDER OF THE 2023 GRANT YEAR:** At 7:43 p.m. a motion was made by Dr. Iskra to approve Resolution #23-111. The motion was seconded by Mr. Hedges. All ayes and the motion carried.

**9) EXECUTIVE SESSION:**

Not called.

**A) EXCUTIVE SESSION ACTIONS:**

None

**14) ADJOURNMENT:** At 7:46 p.m., a motion was made by Mr. Hedges to adjourn. The motion was seconded by Mr. Cheek. Meeting adjourned.

**Next Board of Health Regular Meeting is to be held on DECEMBER 19, 2023.**

  
\_\_\_\_\_  
Board of Health President

  
\_\_\_\_\_  
Health Commissioner

16 Jan 24  
Date

1-17-2024  
Date