

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



**PICKAWAY COUNTY
PUBLIC HEALTH**

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REGULAR BOARD OF HEALTH MEETING

APRIL 15, 2025

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REGULAR BOARD OF HEALTH MEETING

The Pickaway County General Health District met in regular session on Tuesday, April 15, 2025, at 7:00 p.m., located at 110 Island Road, 2nd floor.

1) CALL TO ORDER

Board of Health President, Mike Wolford called the meeting to order at 7:00 p.m. The following Board of Health Members answered roll call:

Mr. Mike Wolford, President
Dr. Linda Iskra, Vice President
Mr. Spencer Cheek, Board Member (absent)
Mr. Colin Hedges, Board Member
Ms. Roxan Sigmon, Board Member
Ms. Nancie Bechtel, Board Member
Ms. Brandy Dickson, Board Member (absent)

Staff:

Mr. Andrew Bull, MPH, REHS, Health Commissioner
Ms. Hannah Montgomery MPH, REHS (absent)
Ms. Angela (Miller) Sigler, RN
Mrs. Kaleigh Fields, Office Manager

DAC Chair:

Warren Spangler

Guests in attendance:

None

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2) PUBLIC COMMENT:

None

3) CONTINUING EDUCATION: MEHKO (Microenterprise Home Kitchen Operation)

At 7:01 p.m. Mr. Bull presented on Microenterprise Home Kitchen Operations, which is currently being discussed as being allowed to operate in Ohio. Currently this model is only permitted in California. Mr. Bull showed a video on what the permit in California allows and does not allow explaining the possibility of how it would work in Ohio.

4) RESOLUTION #25-26 TO APPROVE THE MARCH 18, 2025, BOARD MINUTES: At 7:20 p.m. a motion was made by Mr. Hedges to approve the March 18, 2025, board minutes. The motion was seconded by Ms. Bechtel. All ayes and the motion carried.

5) RESOLUTION #25-27 TO APPROVE THE MARCH 2025 BILLS & REVENUE/EXPENSE REPORT: At 7:21 p.m. a motion was made by Mr. Hedges to approve the March 2025 Bills & Revenue/Expense Reports. The motion was seconded by Ms. Sigmon. All ayes and the motion carried.

6) STAFF REPORTS:

- a) **BUSINESS OFFICE:** In addition to the written monthly report, Mrs. Fields shared that she is working on financial forecasting and a desk review for the Workforce development grant.
- b) **VITAL STATISTICS:** In addition to the monthly report, Mr. Bull shared that the new vital system is currently on hold until further notice due to funding cuts. Mr. Bull shared there are no new updates at this time.
- c) **CLINICAL HEALTH:** In addition to the monthly report, Ms. (Miller) Sigler states that there are several events coming up for safe communities. Ms. (Miller) Sigler states that she has moved some staff offices around and the staff is getting used to their new spaces. Ms. (Miller) Sigler states that Ms. Singer is doing an amazing job of getting new grants for the community and will continue to work on that effort. Ms. (Miller) Sigler states that it is our goal to get the Health Department name out in the community more and to create new community partnerships. Mr. Hedges asked us to look for partnerships instead of reinventing the programs that are already in place. Ms. (Miller) Sigler states that she will make sure to ask around about community programs. Ms. (Miller) Sigler states that Ms. Singer is working on getting vending machines for products and resources for the community.

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- d) **ENVIRONMENTAL HEALTH:** Mr. Bull states that in the packet is the Ohio EPA solid waste survey which took place earlier this year. Mr. Bull states that the survey was passed, and the health department remains on the director's approved list. Mr. Bull states that there were no findings of being deficient in the solid waste program. Mr. Bull states the health department did receive the Retail Flexible Funding Model (RFFM) grant for the Food and Drug Administration (FDA) food standards that we received last year although the funding was cut due to federal funding cuts not due to deficiency in application. Mr. Bull shared that the health department received the Ohio Environmental Protection Agency (EPA) mosquito grant, however about \$5,000 in funding was cut from that as well. The EPA will no longer cover costs that do not have a direct impact on the program. The funding will still cover the salary of the intern, mosquito surveillance and the tire event up to \$10,000 to collect and properly dispose of the tires. Mr. Bull states he is working on a complaint with the village of Tarlton that the board has seen before about the trailer that had all the buckets of raw sewage, the nuisance is still on going and Mr. Bull shared he will be taking a different approach with writing a notice of violation for not having a proper sewage treatment system instead of just a nuisance. Mr. Bull states that the board has already declared it a nuisance, but it has not officially been closed because supporting documents for mitigation have not been sent in. Mr. Bull shared that the nuisance, adding the notice of violation and then the village has an ordinance that states you cannot live in a trailer within the village, should help get rid of the problem. Mr. Bull states that there is house in Circleville on Watt St. that have had several complains, the current complaint has come from Job and Family Services of possible sewage in the basement which is the homeowner's problem to fix because it is hooked up to city sewage and is within the home. Mr. Bull states that he agreed that if Job and Family Service got a search warrant, he would go with them to make an opinion about the situation and if it is raw sewage. Mr. Bull states that per his inspectors there is about an inch of what they would consider raw sewage in the basement, and it is our opinion that the living situation is unfit, and it can be repaired and remediated by fixing the plumbing and having cleaning service come in. Mr. Bull shared that Ms. Montgomery has reached out about coming back early from maternity leave and will be returning on April 21st.
- 7) **HEALTH COMMISSIONER REPORT:** Mr. Bull shared that there is a resolution for the construction project. Mr. Bull shared that the dry wall, electric and rough plumbing is done but nothing is complete. Mr. Bull shared a lot of materials that were ordered but the lab and exam rooms have not been started. Mr. Bull states the health department was able to pay \$39,000 out of the grant before it ended but that that still leaves \$71,000 for the whole project to be finished. Mr. Bull was able to get a quote for the front office area to be finished so that we can get the offices moved around and get the other areas that are currently being used for storage to go back to functioning rooms.

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- 8) **OLD BUSINESS:**
NONE
- 9) **NEW BUSINESS:**
- a) **RESOLUTION #25-28 TO AUTHORIZE THE HEALTH OR ENVIRONMENTAL 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 SYSTEMS FOR THE 2025 GRANT YEAR:** At 7:48 p.m. a motion was made by Mr. Hedges to approve Resolution #25-28. The motion was seconded by Dr. Iskra. There was a discussion on the resolution. All ayes and the motion carried.
 - b) **RESOLUTION #25-29 TO GIVE THE HEALTH COMMISSIONER PERMISSION TO POST, INTERVIEW AND HIRE A SEASONAL INTERN FOR VECTOR CONTROL:** At 7:49 p.m. a motion was made by Ms. Bechtel to approve Resolution #25-29. The motion was seconded by Ms. Sigmon. There was a discussion on the resolution. All ayes and the motion carried.
 - c) **RESOLUTION #25-30 TO APPROVE A 6.5% INCREASE IN PAY FOR KERI HOWARD, NURSING CLERK, EFFECTIVE APRIL 14TH 2025:** At 7:50 p.m. a motion was made by Mr. Hedges to approve Resolution #25-30. The motion was seconded by Dr. Iskra. There was a discussion on the resolution. All ayes and the motion carried.
 - d) **RESOLUTION #25-31 TO APPROVE A 6.5% INCREASE IN PAY FOR TIFFANY SINGER, PHEP COORDINATOR, EFFECTIVE APRIL 14TH 2025:** At 7:59 p.m. a motion was made by Ms. Bechtel to approve Resolution #25-31. The motion was seconded by Ms. Sigmon. There was a discussion on the resolution. All ayes and the motion carried.
 - e) **RESOLUTION #25-32 TO AUTHROIZE THE HEALTH COMMISSIONER TO SPEND UP TO \$14,000.00 TO FINISH THE OFFICE CONSTRUCTION:** At 8:02 p.m. a motion was made by Mr. Hedges to approve Resolution #25-32. The motion was seconded by Dr. Iskra. There was a discussion on the resolution. All ayes and the motion carried.
- 10) **EXECUTIVE SESSION:**
NOT CALLED

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11) EXECUTIVE SESSION ACTIONS:

NONE

12) **ADJOURNMENT:** At 8:13 p.m. a motion was made by Ms. Sigmon to adjourn. The motion was seconded by Dr. Iskra. Meeting adjourned.

Next Board of Health Regular Meeting is to be held on May 20, 2025.



Board of Health President

24 June 25

Date



Health Commissioner

6/24/2025

Date