

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**

We Care.

REGULAR BOARD OF HEALTH MEETING

MAY 20, 2025

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REGULAR BOARD OF HEALTH MEETING

The Pickaway County General Health District met in regular session on Tuesday, May 20, 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 (absent)
Mr. Spencer Cheek, Board Member
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
Mrs. Kaleigh Fields, Office Manager

DAC Chair:

Warren Spangler

Guests in attendance:

None

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2) PUBLIC COMMENT:

None

3) CONTINUING EDUCATION: Leadership Pickaway

At 7:02 p.m. Mrs. Fields presented on Leadership Pickaway. Mrs. Fields discussed what Leadership Pickaway is and what each of the seven (7) sessions held. Mrs. Fields expressed her gratitude for being able to participate in this program and that she learned a lot about this county and was able to increase her network of possible partnerships in the future.

4) **RESOLUTION #25-33 TO APPROVE THE APRIL 15, 2025, BOARD MINUTES:** At 7:21 p.m. a motion was made by Mr. Hedges to approve the April 15, 2025, board minutes. The motion was seconded by Ms. Bechtel. All ayes and the motion carried.

5) **RESOLUTION #25-34 TO APPROVE THE APRIL 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) **RESOLUTION #25-35 TO APPROVE THE APRIL 2025 THEN AND NOWS:** At 7:22 p.m. a motion was made by Ms. Sigmon to approve the April 2025 Then and Nows. The motion was seconded by Mr. Hedges. All ayes and the motion carried.

7) STAFF REPORTS:

a) **BUSINESS OFFICE:** In addition to the written monthly report, Mrs. Fields shared that the desk review for the Workforce development grant is complete, everything went well, and there were no comments on it.

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 stated there are no new updates at this time.

CLINICAL HEALTH: In addition to the monthly report, Mr. Bull shared that in general the clinical staff is doing fine. Mr. Bull shared that there was a confirmed meningitis case in Pickaway County, the patient was treated, and the immediate family was given prophylactic treatment. All protocols were followed and the infectious disease nurse responded appropriately. Mr. Bull shared that the colors of hope event went well. Mr. Bull shared that the health department has been collaborating with Ohio Health with the help of Ms. Dickson to get a provider for the mobile medical unit and second to get a medical director. Mr. Bull states that Ms. Dickson has been integral in getting this going and communications started.

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- c) Mr. Bull states that Ohio Health held a school physical event and utilized our mobile unit to do the physicals. Mr. Bull states that he is working with Ohio Health to try to get out to all the local schools to offer the physicals. Ohio Health will have volunteers to do the physicals with our mobile and our nurses. These events will be a test run to see how a partnership would work. Mr. Bull states he will have more information about this in the coming months.
- d) **ENVIRONMENTAL HEALTH:** In addition to her monthly written report, Ms. Montgomery added that for mobile food operators, the department has asked that they bring their mobiles here to be inspected to help with cost methodology to keep fees lower. Ms. Montgomery states she is working with operators if they have two (2) or more registered mobiles and going to them to be inspected. Mr. Bull states that the other purpose is to prove that they are mobile and can be moved which is a requirement to have a mobile license. Ms. Sigmon asked for an update on the sewage nuisance in the Village of Tarlton. Mr. Bull states he is working on the legalities on how to move forward with the prosecutor's office because it is not as easy as giving them a citation. Mr. Bull states that the village has an ordinance that can make this trailer move, the mayor is trying to figure out how to legally enact the ordinance and make them move. Mr. Bull states that it is in the process of being worked on to get the situation mitigated. Mr. Hedges asked for an update on the Watt St house with the possible sewage in the basement. Mr. Bull states that the opinion was given to Pickaway County Job and Family Services, and they took their action. Mr. Bull states he made the city aware of the issue as well.
- 8) **HEALTH COMMISSIONER REPORT:** Mr. Bull shared most of his updates are with the resolutions. Mr. Bull states that he is working with the nursing staff to make sure they have what they need to get their job done. Mr. Bull states he is working with Ms. Montgomery to get settled after returning from leave. Mr. Bull state that the environmental health department is switching reporting systems from Health Space database which was the state-wide reporting, to Accela which is also state-wide but will be free to the department. Mr. Bull states that he expects hiccups with the transition from one system to another but that overall the process should go smoothly. Mr. Wolford asked for an update on the construction project. Mr. Bull states the last time he contacted them they were waiting for supplies. Mr. Bull states that this has been an on going problem since the start of the project.
- a) **RESOLUTION #25- 39 TO GIVE AUTHORITY TO THE HEALTH COMMISSIONER TO ENTER INTO A NEW CONTRACT IF AND WHEN PICKAWAY COUNTY PUBLIC HEALTH BREAKS CONTRACT WITH PINE VALLEY, WHO IS IN BREACH OF CONTRACT FOR THE CONSTRUCTION PROJECT, FOR AN AMOUNT NOT TO EXCEED \$14,000.00:** At 7:44 p.m. a motion was made by Ms. Bechtel to approve Resolution #25-39. The motion was seconded by Mr. Cheek. There was a discussion on the resolution. All ayes and the motion carried.

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Ms. Fields shared the updated projections for financials with the new numbers which extends our negative budget by three (3) years from 2029 to 2032, giving the department more time to find further funding or asked for more funding from the District Advisory Council (DAC). Ms. Sigmon asked for an update on the job descriptions. Mr. Bull states he will have them to the board before the next board meeting.

9) OLD BUSINESS:

NONE

10) NEW BUSINESS:

- a) **RESOLUTION #25-36 TO APPROVE THE RESIGNATION OF ANGELA (MILLER) SIGLER, RN, DIRECTOR OF NURSING, EFFECTIVE 5/5/2025:** At 7:50 p.m. a motion was made by Ms. Bechtel to approve Resolution #25-36. The motion was seconded by Mr. Hedges. There was a discussion on the resolution. All ayes and the motion carried.
- b) **RESOLUTION #25-37 TO ALLOW THE HEALTH COMMISSIONER TO ENTER INTO CONTRACT WITH MOXLEY PUBLIC HEALTH TO PROVIDE STRATEGIC PLANNING SERVICES NOT TO EXCEED \$15,000.00:** At 7:50 p.m. a motion was made by Mr. Hedges to approve Resolution #25-37. The motion was seconded by Mr. Cheek. There was a discussion on the resolution. All ayes and the motion carried.
- c) **RESOLUTION #25-38 TO APPROVE THE UPDATED OPERATION AND MAINTENANCE (O&M) PROGRAM TERMS AND CONDITONS:** At 7:56 p.m. a motion was made by Mr. Hedges to approve Resolution #25-38. The motion was seconded by Ms. Sigmon. There was a discussion on the resolution. At 8:10 p.m. a motion to amend the resolution to add a one (1), three (3) and five (5) year payment option for the O&M one (1) year mechanical permits and a three (3) and six (6) year payment options for the three (3) year non mechanical O&M permits were made by Mr. Hedges. The amendment was seconded by Ms. Sigmon. All ayes and the amendment carried. All ayes and the motion carried as amended.
- d) **RESOLUTION #25-40 TO ADD TO THE POLICY MANUAL EMPLOYEES CAN NOT CASH OUT VACATION TIME IF THEY RESIGN DURING THEIR PROBATIONARY PERIOD:** At 8:28 p.m. a motion was made by Ms. Bechtel to approve Resolution #25-40. The motion was seconded by Mr. Cheek. There was a discussion on the resolution. All ayes and the motion carried.

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11) EXECUTIVE SESSION:

At 8:31 p.m. a motion was made by Mr. Hedges to go into Executive Session pursuant to ORC 121.22 (G) to discuss personnel matters. It was seconded by Ms. Bechtel. All ayes and the motion carried.

ROLL CALL:

Mr. Mike Wolford, President

Dr. Linda Iskra, Vice President (absent)

Ms. Nancie Bechtel, Board Member

Mr. Spencer Cheek, Board Member

Mr. Colin Hedges, Board Member

Ms. Roxan Sigmon, Board Member

Ms. Brandy Dickson, Board Member (absent)

At 8:51 p.m., a motion was made by Ms. Bechtel to come out of executive session. The motion was seconded by Ms. Sigmon. All ayes and the motion carried.

ROLL CALL:

Mr. Mike Wolford, President

Dr. Linda Iskra, Vice President (absent)

Ms. Nancie Bechtel, Board Member

Mr. Spencer Cheek, Board Member

Mr. Colin Hedges, Board Member

Ms. Roxan Sigmon, Board Member

Ms. Brandy Dickson, Board Member (absent)

12) EXECUTIVE SESSION ACTIONS:

NONE

13) ADJOURNMENT: At 8:54 p.m. a motion was made by Ms. Bechtel to adjourn. The motion was seconded by Mr. Hedges. Meeting adjourned.

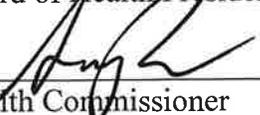
Next Board of Health Regular Meeting is to be held on June 24, 2025.



Board of Health President

15 July 25

Date



Health Commissioner

7-28-2025

Date