

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

DECEMBER 9, 2025

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REGULAR BOARD OF HEALTH MEETING

The Pickaway County General Health District met in regular session on Tuesday, December 9, 2025, at 6:00 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 6:05 p.m. The following Board of Health Members answered roll call:

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

Staff:

Mr. Andrew Bull, MPH, REHS, Health Commissioner
Ms. Hannah Montgomery MPH, REHS (absent)
Ms. Anne Roberts, BSN, RN
Mrs. Kaleigh Fields, Office Manager

DAC Chair:

Warren Spangler (absent)

Guests in attendance:

None

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2) PUBLIC COMMENT:

None

3) VOTE FOR NEW BOARD PRESIDENT:

Moved the voting to the end of the meeting

4) CONTINUING EDUCATION:

None

5) RESOLUTION #25-78 TO APPROVE THE NOVEMBER 18, 2025, BOARD MINUTES:

At 6:20 p.m. a motion was made by Ms. Bechtel to approve the November 18, 2025, board minutes. The motion was seconded by Ms. Sigmon. All ayes and the motion carried.

6) RESOLUTION #25-79 TO APPROVE THE NOVEMBER 2025 BILLS &

REVENUE/EXPENSE REPORT: At 6:21 p.m. a motion was made by Mr. Hedges to approve the November 2025 Bills & Revenue/Expense Reports. The motion was seconded by Mr. Hughes. There was a discussion on the revenue and expense reports. All ayes and the motion carried.

7) STAFF REPORTS:

a) **BUSINESS OFFICE:** There was nothing further to report for the Business office beyond the monthly written report.

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

c) **CLINICAL HEALTH:** In addition to the monthly written report Ms. Roberts states that the vision screening training was completed 12/9/2025. This training will allow the nurses to perform visual acuity screening and possibly contract with the school. The testing provided will be vision tests and color blindness testing. Ms. Roberts states that this training and equipment are free to us from #####. Mr. Hedges asked if we do outreach for homeschool groups and private schools in the area. Mr. Bull states that we do reach out to offer to private schools but do not really have contacts for the homeschool groups.

d) **ENVIRONMENTAL HEALTH:** In addition to the monthly written report, Mr. Bull shared that the inspection stats are in the board report and asked if there were any questions regarding those. Mr. Bull states that Ms. Shapiro and Ms. Vanbuskirk went to certified pool operator training to get their certification to inspect pools more effectively. Mr. Bull shared that the department is having the wastewater contractor conference in Ross County on 12/10/2025 in conjunction with Ross County Health District.

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Mr. Bull states this conference helps build an open line of communication with the department and contractors. Mr. Wolford asked what is going on with the state route 56 property from the board report. Mr. Bull shared this is just an update as to what is going on and that further action will need to be taken in the coming board meeting.

8) **HEALTH COMMISSIONER REPORT:** Mr. Bull shared that we accept Mr. Wolford's resignation with regret. Mr. Bull shared that a plaque will be presented to Mr. Wolford once it arrives. Mr. Bull shared that the department is in a very good spot staffing wise, the day-to-day operations are running smoothly and the department can prepare for the future. Mr. Bull states that the nursing division will be doing a volunteer day at the senior center. Ms. Roberts shared that the nursing staff will be going to the senior center to serve cookies and hot chocolate for Santa day, that way the seniors will get used to seeing the staff. Ms. Sigmon states she was at the homelessness meeting and states that Ms. Singer did a nice job presenting. Mr. Bull shared that there are a few small grant opportunities coming the department's way so to keep an eye out for more information to come. Mr. Bull states that he and Ms. Roberts met with Ms. Watkins, the health educator, to go over duties and Ms. Watkins was very responsive and excited about her new role. Mr. Bull shared that scanning has started for sewage online system. Mr. Bull shared that the food inspection reports are back live on the website. Mr. Bull shared that there may be some choppiness with the reports until the old system reports are uploaded. Mr. Bull asked if anyone knows of anyone who can help with updating our current website. Mr. Wolford asked the department to add some safeguards that meeting minutes and board packets do not get changed after approval. Mr. Bull shared that those folders will be only available to the leadership team moving forward.

9) **OLD BUSINESS:**

a) **None**

10) **NEW BUSINESS:**

a) **RESOLUTION #25-80 TO APPROVE THE FINAL READING OF THE PROPOSED 2026 ENVIRONMENTAL HEALTH FEE SCHEDULE:** At 7:01 p.m. a motion was made by Ms. Bechtel to approve Resolution #25-80. The motion was seconded by Mr. Hedges. There was a discussion on the resolution. All ayes and the motion carried.

b) **RESOLUTION #25-81 TO APPROVE THE ISSUING OF A 2026 SOLID WATE FACILITY LICENSE TO RUMPKE TRANSFER STATION LOCATED AT 21955 HASSLE DRIVE, CIRCLEVILLE OH 43113:** At 7:02 p.m. a motion was made by Mr. Hedges to approve Resolution #25-81. The motion was seconded by Mr. Hughes. There was a discussion on the resolution. All ayes and the motion carried.

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- c) **RESOLUTION #25-82 TO APPROVE THE ADJUSTED EXPENSE APPROPRIATIONS FOR 2025:** At 7:02 p.m. a motion was made by Ms. Sigmon to approve Resolution #25-82. The motion was seconded by Mr. Hedges. There was a discussion on the resolution. All ayes and the motion carried.
- d) **RESOLUTION #25-83 TO ADOPT THE 2026 BOARD OF HEALTH REGULAR MEETING SCHEDULE:** At 7:04 p.m. a motion was made by Mr. Hedges to approve Resolution #25-83. The motion was seconded by Mr. Hughes. At 7:05pm a motion was made by Ms. Bechtel to amend Resolution 25-83 to all meeting time be moved to 6pm. The motion was seconded by Ms. Sigmon. All ayes and motion to amend carried. Resolution #25-83 to adopt the 2026 Board of Health regular meeting schedule as amend. All ayes and motion as amended carried.
- e) **RETOLUTION #25-84 TO ALLOW THE HEALTH COMMISSIONER TO ENTER INTO AN MOU WITH PICKAWAY COUNTY TO RECEIVE IT SERVICES AND TO FOLLOW THE COUNTY'S CYBER SECURITY POLICY WHICH WILL MEET THE REQUIREMENTS FOR OHIO HOUSE BILL 96:** At 7:12 p.m. a motion was made by Mr. Hughes to approve Resolution#25-84. The motion was seconded by Ms. Sigmon. There was a discussion on the resolution. All ayes and the motion carried.
- 11) **VOTE FOR NEW BOARD PRESIDENT:** At 7:16 a motion was made by Ms. Bechtel to make Mr. Hedges Board President. The motion was seconded by Ms. Sigmon. At 7:17 pm Mr. Hughes motioned to close voting on the Board President. The motion was seconded by Ms. Bechtel. All ayes and motion to make Mr. Hedges Board President carried.
- 12) **EXECUTIVE SESSION:**
NOT CALLED
- 13) **EXCUTIVE SESSION ACTIONS:**
NONE
- 14) **ADJOURNMENT:** At 7:23 p.m. a motion was made by Ms. Sigmon to adjourn. The motion was seconded by Ms. Bechtel. Meeting adjourned.

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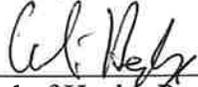
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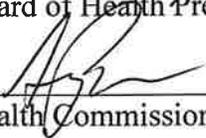
Next Board of Health Regular Meeting is to be held on January 20, 2026.



Board of Health President

2/17/2026

Date



Health Commissioner

2/17/2026

Date