



**Public Health**  
Prevent. Promote. Protect.  
MORGAN COUNTY HEALTH DEPT.

**MORGAN COUNTY BOARD OF  
HEALTH MEETING MINUTES  
June 12, 2025**

**CALL TO ORDER:**

At 8:00 a.m. President Elaine Flesher called the meeting to order.

**PLEDGE OF ALLEGIANCE:**

The Pledge of Allegiance was led by Mrs. Flesher with all participating.

**ROLL CALL:**

Mrs. Flesher called the roll as follows:

Elaine Flesher – Here; Rhonda Smith – Here; Dr. Julia Clemens – Here; Michael Huck – Here; Dr. Murrell – Here.

**STAFF PRESENT:**

Jeff Michaels, Administrator; Lynn Mercer, Accreditation Coordinator; and Teara Mayle, Environmental Health Tech.

**GUESTS:**

Grant Wymer

**READING AND APPROVAL OF MINUTES:**

Minutes of the May 15, 2025 Regular Session and May 16, 2025 Special Session were reviewed. Mr. Huck made a motion to approve the May 15<sup>th</sup> minutes as submitted and Dr. Murrell seconded. All in favor. Motion carried. Dr. Clemens made a motion to approve the May 16<sup>th</sup> minutes as submitted and Mr. Huck seconded the motion. All in favor. Motion carried.

**BOARD ORIENTATION REVIEW AND CEUs:**

Teara Mayle did a presentation for the Board titled *Backflow and Emergency Preparedness*. She discussed why backflow inspections were important and how the process works. She noted that there are 284 backflows in Morgan County and those all have to be tracked by the health department. She explained what Public Health Emergency Preparedness (PHEP) is and why it is important. She discussed hazards in Morgan County and drills that she participates in with other counties so the health department will be prepared in the event of a real disaster.



**Public Health**  
Prevent. Promote. Protect.  
MORGAN COUNTY HEALTH DEPT.

## **PUBLIC PARTICIPATION:**

Mr. Michaels stated that Mr. Wymer is here today representing Scott Eddleblute to request a variance for installation of a sewage system. The variance request is to install an approved Sewage Treatment System at 3600 Hawthorn Drive, McConnelsville, OH 43756 with part of the system being installed under the driveway of the residence.

Mr. Wymer provided a sketch of the area for the Board. The property on Hawthorn Drive is only one acre in size so there is limited space to work with. He tried to find the best location while fighting to get as much elevation as possible. He will use schedule 40 pipe coming out of the house and schedule 80 pipe under the driveway. The only other option would be to go over the hill and tear out trees.

Mr. Michaels stated that because going under the driveway is varying from code, the Board will need to approve a variance before Mr. Wymer can proceed.

Dr. Clemens made a motion to approve the variance for the property located at 3600 Hawthorn Drive. Mr. Huck seconded the motion. Roll call vote:

Mrs. Flesher – aye; Mrs. Smith – aye; Dr. Murrell – aye; Dr. Clemens – aye; Mr. Huck – aye

**Mr. Wymer left the meeting at 8:15 a.m.**

## **EXPENSES AND BALANCES REVIEW/APPROVAL:**

The Board reviewed the Expenses and Balances. Mr. Michaels noted that the General Fund balance of \$339,700.36 is healthier than it has ever been. Mrs. Flesher noted that the Project Dawn Fund is in the red. Mr. Michaels said some funds are no longer being used. The Project Dawn funding is gone. He talked to Courtney at the Auditor's Office about zeroing out the unused funds.

Mr. Michaels commented that the Lice Fund with \$16,312.72 will be used, along with some funding from the schools, to continue the program at the schools for another year. Mrs. Smith noted that Jobs & Family Services supports that program as well.

Mr. Michaels stated that next month the Board will see the purchase of tobacco products in the Expense Report. This is due to a grant deliverable requiring compliance checks with local vendors.

Mr. Huck made a motion to approve the Expenses and Balances. Mrs. Smith seconded the motion. All in favor. Motion carried.

## **OLD BUSINESS:**

Mrs. Flesher asked Mr. Michaels and Mrs. Mercer to share information regarding the ORC 121.221 and the Virtual Meeting Policy. Mr. Michaels said as he understands it, the Board just needs to decide on the two missing pieces of information in the policy. Mrs. Mercer concurred and stated that the Board needs to decide what they consider a major expense and a significant hiring decision. She said



**Public Health**  
Prevent. Promote. Protect.  
MORGAN COUNTY HEALTH DEPT.

this is up to the individual Boards to decide. She gave examples of the purchase of property for a major expense and said it could be worded that way in the policy or the Board could set a dollar amount that they consider “major”. After further discussion, the Board decided that a significant hiring decision would be to hire the Administrator and/or the Health Commissioner and a major expenditure would be anything over \$20,000.

Dr. Murrell made a motion to approve the Virtual Meeting Policy with those additions. Mrs. Smith seconded the motion. Motion carried.

### **NEW BUSINESS:**

**County Auditor and Commissioners** - Mr. Michaels reported that he and Mrs. Flesher met with the County Commissioners regarding the approval of health department expenses. Mrs. Flesher told the Commissioners that they can look at public records, but they do not approve the health department’s expenses. She gave them a copy of ORC 3709.31. The Auditor’s Office said they will not pay the health department’s invoices unless the Commissioners approve them. Mrs. Flesher pointed out that the ORC does not say the County Commissioners have to approve the health department’s expenses. The Auditor only needs to verify that the funds are available. She noted that page 49 of the Commissioner’s handbook tells them what their responsibilities are to the health department and it does not say they approve expenses. In conversations with Mr. Williams, he was very condescending. The Auditor’s Office has not only questioned various invoices; they have also questioned why an employee was only paid for 76 hours when she is an 80-hour employee. (The employee only worked 76 hours and has no paid benefits.) Mrs. Flesher said she told the Commissioners not to answer any health-related questions or any health department specific questions. They are to refer those types of questions to Mr. Michaels. Mr. Michaels noted that he sent Mr. Williams an invitation to attend today’s Board of Health meeting, but he declined.

Mr. Michaels read a portion of Mr. William’s letter to the District Advisory Council which reads “They did this, of course, because at the annual District Advisory Council Meeting in March you voted to turn down their request for the increase.” However, in the March 2025 District Advisory Council Minutes, Mrs. Flesher pointed out there is no motion denying the 6% increase. They only meet once per year so they won’t be able to amend the minutes until 2026.

**Emergency Board of Health meeting review and updates** - Mr. Michaels noted that he has been dealing with fallout from the Herald article due to some errors in the article. He met with Heidi Burns to address her concerns about the information in the article. She explained to him that it was not a Children’s Services case because children were not being abused by parents. She said she would have liked to have had a heads up about the situation. Children’s Services employees have flexible hours and work past their regular hours when needed. Jobs & Family Services employees work a set schedule. Due to them being called on a Friday evening, she had to pay overtime.

Mr. Michaels said he received a call from Derek Moorehead, Council for David Becker. He wanted to talk to the Board President. Mrs. Flesher called him and he asked her what structural issues need to be addressed at the Main Street property owned by his client. Mrs. Flesher stated that structural issues were not the reason the health department condemned the building. She asked if he read a copy of the



**Public Health**  
Prevent. Promote. Protect.  
MORGAN COUNTY HEALTH DEPT.

letter sent to Mr. Becker. He confirmed that he had and asked if he should contact the engineer. Mrs. Flesher agreed that he should.

Mr. Michaels said that David Becker called him to say the letter was sent to a residence where he was not present so it was not signed for. He has since received a copy.

Mr. Michaels shared that Mayor Finley said he is going to ask the County Commissioners to push Jason Baughman (Mid-East Ohio Building Inspector) to act on getting the building condemned. The Board of Health's action was to condemn to human habitation, but the Village of McConnelsville would like the building to be razed.

Mrs. Flesher said she feels certain this matter will go to court.

Mr. Michaels reported on the property located at 154 South Kennebec Avenue. This property is owned by Community Action. Mr. Michaels met with a Jobs & Family Services employee in charge of Adult Services and Mr. David Brightbill, Community Action Director. Mr. Michaels told Mr. Brightbill he was responsible for maintaining sanitary conditions on the property. There have been syringes and trash everywhere on the property. Apperson Brothers will no longer go into the house due to syringes floating in the toilet. An email from Stephen Collins with Washington County Community Action states that the sewer lines are clear at this address as of 06/11/25 and Roto Rooter will be back the following Monday. Mr. Collins states in his email that he verified with both tenants that the situation is remedied.

Mrs. Smith asked if someone verified, other than the tenants, that the lines are clear. Mr. Michaels called Mr. Collins during the meeting to confirm. Mrs. Flesher asked him if he went into the premises to verify the water is flowing. Mr. Collins said the maintenance men did. He said the trash and syringes were initially cleaned up, but yesterday there was more trash in the basement and syringes outside on the ground. Roto Rooter will return on Monday to replace the line from the house to the street.

**Tobacco grant compliance checks** - Mr. Michaels explained that as a deliverable for the tobacco grant, a minor was sent to various establishments to purchase tobacco products. He reported that three establishments did not pass: Kroger, Little Dog Deli, and Par Mar. Mr. Michaels shared a sample warning letter for those businesses and a kudos letter for the businesses who passed.

### **ACCREDITATION REPORT: (handout and verbal)**

Mrs. Mercer said she is still waiting on Moxley Public Health to complete the Community Health Assessment and Community Health Improvement Plan. In the meantime, she is being trained on birth and death certificates and invoice pay-ins in the front office.

### **HEALTH COMMISSIONER/MEDICAL DIRECTOR REPORT: (written)**

Mr. Michaels reviewed Dr. Clark's report in his absence.



**Public Health**  
Prevent. Promote. Protect.  
MORGAN COUNTY HEALTH DEPT.

## **EXECUTIVE SESSION:**

At 9:23 a.m. Mrs. Smith made a motion to go into Executive Session to discuss personnel appointment, employment, dismissal, discipline, promotion, demotion and/or compensation. Dr. Murrell seconded the motion. Roll call vote:

Mrs. Flesher – aye; Mrs. Smith – aye; Dr. Murrell – aye; Dr. Clemens – aye; Mr. Huck – aye

The Board returned to regular session at 10:12 a.m.

Dr. Murrell made a motion to authorize Mr. Michaels to increase hourly wages by \$3.00 per hour across the board for hourly employees employed by the health department as of 06/12/25 with the pay increase being effective 06/30/25 contingent upon continued available funding. Dr. Clemens seconded the motion. All in favor. Motion carried.

## **ADMINISTRATOR'S REPORT: (Handout)**

## **PUBLIC HEALTH NURSING AND EPIDEMIOLOGY REPORTS: (Handouts)**

Mr. Michaels noted that Lyme disease continues to increase.

## **ENVIRONMENTAL HEALTH REPORTS: (Handouts)**

## **PHEP AND EDUCATION REPORTS: (Handouts)**

## **ADJOURNMENT:**

Dr. Clemens made a motion to adjourn at 10:18 a.m. The next Board meeting will be held Thursday, July 17<sup>th</sup> at 8:00 a.m.

**Elaine Flesher, President**

**Jeff Michaels, Administrator**