



**MORGAN COUNTY BOARD OF
HEALTH MEETING MINUTES
July 17, 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; Michael Huck – Here; Dr. Murrell – Here. (Julia Clemens was absent)

STAFF PRESENT:

Jeff Michaels, Administrator; Dr. Richard Clark, Health Commissioner; Lynn Mercer, Accreditation Coordinator; and Peydon Kincaid, Fiscal Specialist

GUESTS:

Mayor John Finley; County Commissioner Steve Best; and Malachi Morrison representing the County Prosecutor's Office

READING AND APPROVAL OF MINUTES:

Minutes of the June 12, 2025 Regular Session were reviewed. Mrs. Smith noted that the word "Hawthorn" should not have an "e" on the end of it. Dr. Murrell made a motion to approve the June 12th minutes with that correction and Mr. Huck seconded. All in favor. Motion carried.

BOARD ORIENTATION REVIEW AND CEUs:

None this month. Alyssa Hosom will present epidemiology trends and communicable diseases at the August 21st meeting.

EXPENSES AND BALANCES REVIEW/APPROVAL:

Mr. Michaels introduced new Fiscal Specialist, Peydon Kincaid. Mr. Kincaid has a Bachelor's degree



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from Franklin University and an Associate's degree from Zane State College and has been working at the health department for two weeks. Mr. Michaels noted that he has been doing very well and has had 100% attendance. The Board reviewed the Expenses and Balances. Mrs. Smith asked about the negative balance in the Workforce Development line. Mr. Kincaid explained that it is a reimbursable grant and it has not been reimbursed yet. Mr. Michaels stated that sometimes when a grant ends the remaining balance has to be returned to the state. Unrelated to grants, he noted that, according to the State Auditor's Office, the 2021-2022 audit report is forthcoming.

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

OLD BUSINESS:

Mr. Michaels reported that the deficiencies in the fire alarm system have been corrected thanks to the County Commissioners. ABC Communications installed a new system in the building. Right now, it is plugged into an outlet while waiting on the electrician, Jason Pierce, to complete the wiring.

Mr. Michaels noted that the siding on the building has also been completed thanks to the commissioners.

NEW BUSINESS:

Mr. Michaels asked Mr. Best to share information regarding his bonding question. Mr. Best stated he called Mr. Michaels to inquire if Peydon Kincaid needed to be bonded. He said Mr. Michaels was very helpful and shared ORC 3709.31 with him regarding bonding.

Mr. Michaels stated that, as the Health Commissioner for the Washington County Health Department, Dr. Clark signs a form every two weeks regarding voucher approval. If MCHD could have the same form here, that should suffice. Mr. Best agreed.

PUBLIC PARTICIPATION:

Mr. Best said he wanted to note that Mr. Michaels has been very helpful in his goal to get properties cleaned up in Morgan County. He shared that Mr. Michaels explained the health department's nuisance complaint process to him. Mr. Best discussed this with the County Prosecutor and the prosecutor said if he receives a complaint from the health department, he will take action. Mr. Best is working to get Land Bank involved so they will reimburse the Township Trustees for costs incurred for clean-up. He hopes to build a flow chart to share with Trustees so they can see the plan. If they work with the health department and can make a little bit of money from the clean-up, it would help build better relationships. Mrs. Flesher suggested the health department could sponsor a "Clean-up Day" and provide dumpsters. She and Mr. Michaels will discuss that further.

Steve Best left the meeting at 8:17 a.m.



EXECUTIVE SESSION:

At 8:17 a.m. Dr. Murrell made a motion to go into Executive Session to discuss pending litigation. Mr. Huck seconded the motion. Roll call vote:

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

The Board returned to regular session at 8:50 a.m. with no action taken.

Mr. Finley said he wanted to make the Board aware of a nuisance property owned by Community Action and located at 154 S. Kennebec Avenue. He has been in contact with Community Action, but the situation has not been resolved. In his opinion, the house is not fit to live in due to drug activity and bed bug infestation. Mr. Michaels said he is aware of the situation at that location. He said perhaps the village could consult an attorney to have the building declared a nuisance property. That could result in the property being taken away from Community Action and turned over to the Village of McConnelsville.

Mr. Finley left the meeting at 8:54 a.m.

HEALTH COMMISSIONER/MEDICAL DIRECTOR REPORT: (verbal)

Dr. Clark reported that he will be retiring August 31st. Under state employee retirement, he cannot return to work until November. The Board asked if he would be willing to return as Medical Director at that time. He said if they could not find anyone else, then he would do so in a limited capacity. He would not be available to attend monthly board meetings, but would be available by phone.

The Board discussed contracting with a medical doctor for three months until Dr. Clark is able to return. The Board asked Dr. Murrell if she would be interested in serving as interim Medical Director. She is not interested. Mr. Michaels will contact his physician and ask if he is interested.

Mrs. Smith asked if the health department is permitted to go 90 days without a Medical Director. Mr. Michaels stated he believes 90 days would be acceptable, but he will look into finding someone else.

ACCREDITATION REPORT: (handout and verbal)

Mrs. Mercer stated the only thing she had to add to her report is that Makenna Morris is reviewing new hire orientations with her. Mrs. Mercer will be doing orientations during Mrs. Morris's maternity leave.

Malachi Morrison left the meeting at 9:14 a.m.

EXECUTIVE SESSION:

At 9:14 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



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the motion. Roll call vote:

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

The Board returned to regular session at 9:32 a.m. with no action taken.

ADMINISTRATOR’S REPORT: (Handout and verbal)

Mr. Michaels noted that burial permit fees are increasing in September from \$3.00 to \$10.00. He reminded the Board that the fund-raising event for Michelle Tompkins is tomorrow night at the Eagles.

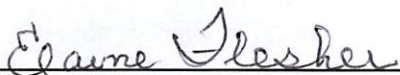
PUBLIC HEALTH NURSING AND EPIDEMIOLOGY REPORTS: (Handouts)

ENVIRONMENTAL HEALTH REPORTS: (Handouts)

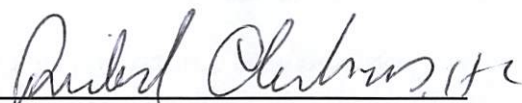
PHEP AND EDUCATION REPORTS: (Handouts)

ADJOURNMENT:


Mr. Huck made a motion to adjourn at 9:38 a.m. The next Board meeting will be held Thursday, August 21st at 8:00 a.m.



Elaine Flesher, President



Richard Clark, MD-HC, Secretary



Jeff Michaels, Administrator