



**MORGAN COUNTY BOARD OF
HEALTH MEETING MINUTES
January 15, 2026**

CALL TO ORDER:

At 9:00 a.m. Vice-President Michael Huck called the meeting to order.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Mr. Huck with all participating.

ROLL CALL:

Mr. Huck called the roll as follows:

Rhonda Smith – Here; Dr. Murrell – Here; Dr. Swingle – Here; and Michael Huck – Here. President, Elaine Flesher was absent.

STAFF PRESENT:

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

GUESTS:

County Commissioner, Steve Best

READING AND APPROVAL OF MINUTES:

Minutes of the December 18, 2025 Regular Session were reviewed. Dr. Murrell noted that on page 4 of the minutes *Dr. Clemen's* should be *Dr. Clemens'*. She made a motion to approve the minutes with that correction. Mrs. Smith seconded the motion. Motion carried.

BOARD OFFICERS FOR 2026:

Dr. Murrell made a motion to keep the same officers for 2026: Elaine Flesher, President; Michael Huck, Vice-President; and Dr. Clark, Secretary. Mrs. Smith seconded the motion. All in favor. Motion carried.

BOARD CEUs:

The Board watched a 15-minute video created by Kent State titled Foundational Public Health



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Services. The video reviewed the following areas: Foundational Capabilities, Foundational Areas, Community Specific Services, and Equity. All of these components must work together. The Public Health Accreditation Board (PHAB) ties the Foundational Public Health Services to accreditation standards and measures.

Mr. Michaels noted that he and Dr. Clark submit an Annual Financial Report (AFR) to the Ohio Department of Health and it includes foundational capabilities. The report requires that he put the percentage of time staff spends on each of the capabilities.

PUBLIC PARTICIPATION:

Commissioner Best reported that the water line going up State Route 60 is complete. Public water is now available clear up to Tractor Supply. There are no plans to go further than that at this time. Commissioners are working with utility companies and he believes the natural gas situation in the county has been resolved.

Commissioner Best noted that rather than texting, the County Prosecutor would like correspondence to be through email for a public record. Commissioner Best asked Mr. Michaels to shoot him an email the next time he needs something.

Mr. Michaels commented that the health department's hot water tank was leaking and the commissioners had it repaired.

EXPENSES AND BALANCES REVIEW/APPROVAL:

Mr. Kincaid reviewed the Revenue, Expense, and Statement of Cash reports. He noted that in the Expense report there was an error in payroll where Mr. Michaels salary was taken out of the wrong account. This has been corrected. Mr. Kincaid reported that he is still working with the Auditor's Office to clean up accounts. Mrs. Smith asked if the negative balance in the Tobacco line is negative due to deliverables. Mr. Kincaid confirmed that it is. After deliverables are submitted the health department will be reimbursed.

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

Commissioner Best said he appreciates Mr. Kincaid's efforts to work with the Auditor's Office. They are working very well together.

OLD BUSINESS:

Mr. Michaels reported that he attended a meeting with Mr. Becker, Mayor Finley, Chief Jenkins, Rick Dostal, Tim Lewis, and Shannon Wells regarding the Main Street property. The county has funds to pay 80% toward tearing down the building. Mr. Becker wants to sell the building, but he wants to sell it at a good price.



Dr. Murrell expressed concern that Mr. Dostal originally said the building needed to be torn down. Then Mr. Becker convinced him that it could be repaired. She thought Mr. Becker had 60 days to make those repairs. Mr. Michaels said he heard that Mr. Becker has purchased permits. Mrs. Smith asked if the Board could speak to Mr. Dostal to ask him some questions. At this point, Mr. Michaels placed a call to Mr. Dostal, but had to leave a voice mail.

Commissioner Best said there is a possibility that the county could hire an attorney from Columbus to weigh in on imminent domain. The attorney would require a \$90,000 annual retainer. The commissioners have not approved this yet.

Mr. Michaels said Mayor Finley asked him to talk to Dr. Clark about the presence of mold in the Main Street building. Dr. Clark said the building is already condemned for human habitation. That is as much as the health department can do.

NEW BUSINESS:

Campground and Environmental Health fees – Mr. Michaels did the third and final reading of the Campground fees and Environmental Health fees.

Dr. Murrell made a motion to approve the 2026 Campground and Environmental Health fees. Dr. Swingle seconded the motion. All in favor. Motion carried.

DAC Meeting – The meeting is set for Monday, March 16th at 6 p.m. No location has been set yet. Dr. Murrell's term is up for reappointment. The DAC will be asked to reappoint her. He noted the term expirations for the remaining board members are as follows: Mrs. Smith: 2027; Dr. Swingle: 2028; Mrs. Flesher: 2029; and Mr. Huck: 2030.

Mr. Kincaid left the meeting at 9:52 a.m.

REVIEW AND ADOPT REVISED PERSONNEL POLICY CHAPTER(S) 1,2,3,4

The Board reviewed proposed changes to chapter 1, 2, and 3 with one change noted in Chapter 3. In section 3.01 instead of "brother or sister-in-law", it should read "brother-in-law or sister-in-law".

Prior to reviewing Chapter 4, at 9:59 a.m. Mr. Rick Dostal returned Mr. Michaels phone call.

Mr. Huck asked Mr. Dostal if Mr. Becker purchased building permits for the Main Street property. Mr. Dostal confirmed that he did. Mr. Huck said he thought Mr. Becker had 60 days to complete the repairs. Mr. Dostal replied that there is no time limit on making the repairs. He has 360 days to start on the repairs after the permits are issued. Dr. Murrell stated that when the Board of Health first spoke to Mr. Dostal, he agreed that the building could not be repaired. Mr. Dostal said he never said it couldn't be salvaged. He said Mr. Becker intends to work on the foundation as well as the roof. Mr. Michaels asked Mr. Dostal how much the permits cost. Mr. Dostal said he would have to check. He hung up and called back at 10:11 a.m. He said Mr. Becker paid around \$4,000 for the permits. Mr. Michaels thanked Mr. Dostal and the call ended.



At this point the Board resumed reviewing Chapter 4 of the Personnel Policy Manual.

The Board requested one correction to Chapter 4. In section 4.07 Section E, approval of the County Auditor should be removed.

Dr. Murrell made a motion to approve revisions to chapters 1, 2, 3, and 4 of the Personnel Policy Manual with the corrections discussed. Mrs. Smith seconded the motion. All in favor. Motion carried.

HEALTH COMMISSIONER REPORT/MEDICAL DIRECTOR REPORT:

No report at this time.

ADMINISTRATOR'S REPORT: (Handout and verbal)

Mr. Michaels reviewed his report and highlighted information about the county giving employees December 26th as a paid holiday as well as reviewing department reports. He reported that the county Child Fatality Review is coming up. Dr. Clark and the Director of Nursing will participate in that review. He expressed disappointment that the Homemaker program is going away. This program, which was funded by Jobs & Family Services, was very beneficial to the community.

ACCREDITATION REPORT: (handout and verbal)

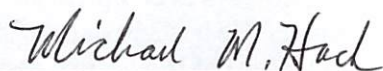
Mrs. Mercer stated that she has been working on revisions to Chapter 6 of the Personnel Manual in addition to completing the annual Bureau of Worker Compensation report and beginning work on the PHAB annual report.

PUBLIC HEALTH NURSING AND EPIDEMIOLOGY REPORTS: (Handouts)

ENVIRONMENTAL HEALTH and PHEP REPORTS: (Handouts)

ADJOURNMENT:

Dr. Murrell made a motion to adjourn at 10:30 a.m. The next Board meeting will be held Thursday, February 19th at 9:00 a.m.



Michael Huck, Vice-President



Jeff Michaels, Administrator