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**MORGAN COUNTY BOARD OF
HEALTH MEETING MINUTES
April 16, 2026**

CALL TO ORDER:

At 8:30 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:

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

STAFF PRESENT:

Jeff Michaels, Administrator; Lynn Mercer, Accreditation Coordinator; Peydon Kincaid, Fiscal Specialist; and Keala Coon, Environmental Health Director.

GUESTS:

Steve Best, County Commissioner and Casey Singree, Contractor.

READING AND APPROVAL OF MINUTES:

Minutes of the March 19, 2026 Regular Session were reviewed. Mrs. Smith made a motion to approve the minutes. Mr. Huck seconded the motion. All in favor. Motion carried.

EXPENSES AND BALANCES REVIEW/APPROVAL:

Mr. Kincaid reviewed the Revenue, Expense, and Statement of Cash reports. He noted that quite a bit of money came in from food license fees, PHEP deliverables, and the Workforce Development grant. He continues to work on cleaning up line items. Mrs. Smith inquired about late fees that are noted in the Revenue Report. Mr. Kincaid explained that if an establishment pays their licensing fees late, they are assessed a late fee. Mr. Michaels stated this is required by the State. The late fee is assessed at a rate of 25% of the licensing fee.



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

PUBLIC PARTICIPATION:

County Commissioner, Steve Best, shared information about trash that has been cleaned up at a local mobile home residence. He asked the Board if they would like to share before and after pictures of the property on the health department website. The Board expressed concern about doing this since it is private property. Commissioner Best said it is a matter of public record so he does not think it will be an issue. Mr. Michaels will ask the Prosecuting Attorney for advice before moving forward.

Commissioner Best noted that County Commissioners recently met with Windsor Township Trustees regarding junk cars that need to be cleaned up. Commissioners have also been working on getting the area in front of Brock's cleaned up. ODOT was contacted. ODOT then contacted the Morgan County Sheriff to ask about the situation. The Director of ODOT sent a letter to Brock's stating they have until tomorrow to clean up everything in the right of way or they will be charged \$100 per day.

Mr. Michaels commented that he and Commissioner Best also recently met with Cheryl Brink and Rick Welch and the county will be going after properties that are not maintained. Property owners will be given the opportunity to clean up their property. If not cleaned up, the county will do it and charge the owner. Mrs. Brink is also looking closely at delinquent tax properties. Over 1 million in unpaid taxes is owed to the county. Mrs. Smith asked if anyone has done a breakdown of who hasn't paid their taxes. Is it primarily the elderly or people who just can't afford to pay the taxes? Commissioner Best said Mrs. Brink is looking at all of that.

BOARD CEUs:

The Board watched a video produced by Kent State titled "How Can We Use Foundational Public Health Services Cost Data in Ohio?" <https://www.kent.edu/publichealth/local-boards-health-continuing-education-lectures>

VARIANCE REQUEST:

Keala Coon, Environmental Health Director, stated that Contractor Casey Singree is putting in a septic system at the Transit Building. In order to install it, he needs to go under the driveway, which requires variance approval. Mr. Singree will use schedule 80 pipe, which is a thicker pipe. Dr. Clark commented that since there is no residence next to the Transit Building, he feels the risk is minimal. Mr. Michaels read the entire variance request to the Board and asked for approval.

Mr. Huck made a motion to approve the variance request for 900 S. Riverside Drive, McConnelsville, Ohio 43756. Dr. Swingle seconded the motion. Roll call:

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



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NEW BUSINESS:

Mrs. Fleisher shared information regarding a meeting she and Mr. Michaels attended with Congressman David Taylor. She felt the meeting was very interesting. Congressman Taylor gave an overview of his funding plans. Mrs. Fleisher said she is afraid conglomerates will get money that should go to local agencies. The Congressman assured those attending the meeting that he will work to make sure agencies that need money get it.

At 9:21 a.m. Commissioner Best, Keala Coon, and Peydon Kincaid left the meeting.

EXECUTIVE SESSION:

At 9:22 a.m. Mr. Huck made a motion to go into Executive Session to discuss personnel appointment, employment, dismissal, discipline, promotion, demotion and/or compensation. Mrs. Smith seconded the motion. Roll call vote:

Mrs. Fleisher – aye; Mrs. Smith – aye; Mr. Huck – aye; Dr. Swingle – aye

The Board returned to regular session at 10:01 a.m. with no action taken.

REVIEW AND ADOPT Annual Appropriation Resolution for 2027:

Mrs. Fleisher noted that the Finance Committee met and reviewed the Appropriation Resolution and decided to table it at this time.

REVIEW AND ADOPT REVISED PERSONNEL POLICY CHAPTER 8

Mr. Michaels asked Mrs. Mercer to review the proposed changes to Chapter 8 of the Personnel Policy Manual. Mrs. Mercer said it is proposed that the references to “fining” employees as part of the disciplinary process be removed. She and Mr. Michaels were unsure when a fine would be imposed and for what reason. Dr. Clark said it could be if an employee has committed fraud or theft and therefore may be fined as a partial restitution. The Board decided to leave the references to “fines” in the manual. The Board was in agreement with all other proposed changes. Mrs. Smith made a motion to approve the changes to Chapter 8 of the Personnel Manual. Mr. Huck seconded the motion. All in favor. Motion carried.

HEALTH COMMISSIONER REPORT/MEDICAL DIRECTOR REPORT:

Dr. Clark said he previously reviewed personnel issues with Mr. Michaels and asked if the Board has any questions for him. None were posed.

ADMINISTRATOR’S REPORT: (Handout and verbal)

Mr. Michaels reviewed his report and highlighted the section on Public Health Nursing. He and the



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Director of Nursing have been working on various grant submissions.

PUBLIC HEALTH NURSING AND EPIDEMIOLOGY REPORTS: (Handouts)

Mr. Michaels highlighted the EPI report noting an increase in Chlamydia and a new Lyme disease case.

ENVIRONMENTAL HEALTH and PHEP REPORTS: (Handouts)

Several dog bites were reported in the last month.

OLD BUSINESS:

Mr. Michaels asked the Board to be thinking about how to proceed with a new Strategic Plan. He would like the Board to be involved in creating the plan. If funding is available, he could hire a consultant to assist with writing the plan. If the Board prefers that it be done in-house, that can be considered as well. The Board decided to table the Strategic Plan and discuss it next month.

ADJOURNMENT:

Mrs. Smith made a motion to adjourn at 10:25 a.m. The next Board meeting will be held Thursday, May 21st at 9:00 a.m.

Elaine Flesher, President

Dr. Richard Clark, HC/Medical Director

Jeff Michaels, Administrator