
Board of Health Meeting Minutes July 8, 2025

Board of Health (BOH) Vice President Edna Weber called the convention to order at 5:02PM.

In attendance: Weber; Administrator Courtney Midkiff; Health Commissioner Marc Barr; Director of Environmental Health Steve Swatzel; BOH Medical Member Wilma Mansfield, MD; BOH Member Pam Patterson; BOH Member Roger Gaul, who entered at 5:05PM; Medical Director Morgan Gordon, DO; Public Health Nurse Juli Simpson. Absent was BOH President Eric Rock.

Attendees recited the Pledge of Allegiance and Swatzel offered prayer.

Staff Presentation:

Simpson presented a brief PowerPoint about the Meigs County Health Dept.'s (MCHD) Overdose and Suicide Fatality Review (OSFR) efforts to date.

Simpson exited the meeting at 5:20PM after being thanked by the Membership for her time and efforts.

Approval of Meeting Minutes:

Midkiff beseeched a motion to approve the 6/10/25 BOH Meeting Minutes as emailed prior to the meeting for Member review. Mansfield noted that former MCHD Medical Director Douglas Hunter, MD and Director of Nursing Leanne Cunningham were omitted from the list of meeting attendees. Mansfield made a motion to approve the document as revised; Patterson seconded the motion. All were in favor of the motion.

New Business:

Midkiff requested a motion to approve the June BOH Fiscal Report; payment of BOH monthly bills as presented via spreadsheet including a Then and Now Certificate; the June 2025 daily deposits to the Auditor's Office; June billing remuneration report; an appropriation increase in S000S54 (IT Costs) by \$1,000 for a total appropriation of \$5,000; establishment of a new fund for FY 26 PHEP (T090); appropriation of \$27,000 into T090T01 (Salary and fringes), \$2,050 into T090T02 (ODC), \$7,000 into T090T03 (Contracts), \$0 into T090T04 (Advance Back); certification of \$36,050 revenue into T090T01 and \$20,000 advance into T090T02; an advance of \$20,000 into T090T02 (Advance In) from S000S31 (General Fund Advance). There were no June 2025 donations. Gaul made a motion to approve the fiscal items as presented; Mansfield seconded the motion. Motion carried unanimously.

Midkiff asked for a motion to approve the revised MCHD Communications Policy as emailed prior to the meeting for Member review. Weber made a motion to approve the revised policy as emailed; Patterson seconded the motion. All were in favor of the motion.

Midkiff solicited a dual motion to approve retroactively the revision of Juli Simpson's part-time employment to become a Public Health Nurse (PHN) effective 6/30/25. Simpson will work 28 hrs. per wk. (21 from General Fund and seven from the Sister's Health OSFR grant) x \$27.01 (her current rate of pay) and to approve retroactively Simpson's revised job description. Weber made a dual motion to approve retroactively Simpson's revised part-time employment and job description; Gaul seconded the motion. Motion carried unanimously.

Midkiff beseeched a motion to approve retroactively the MCHD's renewal of adoption of the State of Ohio Affirmative Action Plan effective 7/3/25. Gaul made a motion to approve retroactively the renewal of adoption of the State of Ohio Affirmative Action Plan; Patterson seconded the motion. All were in favor of the motion.

Environmental Health:

In June 2025, there were four nuisance complaints: one sewage inspection, one food service inspection, one hazardous waste investigation and one solid waste inspection. There were four animal bites investigated in June 2025 involving three dogs and one cat.

There was one completed bid submitted for one WPCLF project including three household sewage replacements at 39421 Smith Road in Pomeroy for Karen Casey; at 48399 Yellowbush Road in Racine for Peggy Proffit; at 34960 Sorden Road in Long Bottom for Johnny Payne. The complete bid was from Dais Septic Services in the amount of \$32,553. Patterson made a motion to approve the bid as submitted; Mansfield seconded the motion. Motion carried unanimously. Swatzel noted that he invited more than 20 registered installers to submit bids.

Swatzel provided an update on the status of the post-closure care of both the Karrten C&DD Landfill and the Meigs County Landfill. Karrten owners Chris Tenoglia and Wes Karr continue having Dais Septic Services pump leachate from the facility on a weekly basis. Swatzel said that Dave Williams of Dais Septic Services reported no overflow at the facility during the last service call. The leachate is being disposed of in the Village of Pomeroy's Sanitary Sewer System. OEPA is requiring Tenoglia and Karr to get a permit to discharge the leachate into the Village's system. The process has been delayed because of the Village's reluctance to disclose requested information. Meanwhile, the permitting process for approval of a wetland construction at the facility was discussed. OEPA is reviewing information provided by Tenoglia and Karr's engineer, but the process has been impacted by staff turnover at OEPA. Members were reminded that the Board of Meigs County Commissioners received an H2Ohio Grant in the amount of \$675,000 with which to repair the Meigs County Landfill. Part of the funds will be used to secure the engineering services of DLZ. The Board wants to satisfy requirements of both the USEPA and OEPA. There is no deadline on expending the grant funds per Swatzel.

The MCHD has funding via the OEPA Mosquito Control Grant with which to offer additional scrap tire amnesty. These efforts have been delayed because of space issues. There is no location near the MCHD office to situate a tire trailer now with the previous sites being used by the Sheriff to store confiscated vehicles and with the construction of the Meigs County Public Transit facility. Therefore, Swatzel plans to rent a storage container to place on the decommissioned helipad in which residents can deposit scrap tires for disposal. Liberty Tire Services will be contacted when the container becomes full to transport

the tires for disposal. Meanwhile, MCHD contractor Hannah Circle continues to collect mosquitoes at various locations throughout the County for testing purposes. To date no vector-borne disease has been detected.

At 5:46PM, Midkiff requested a motion to enter into Executive Session to discuss personnel compensation: revision of the MCHD Salary Schedule for Registered Environmental Health Specialists (REHS) 1 and 2 as well as the REHS in Training (REHSIT). Mansfield made a motion to enter into Executive Session, which was approved with the following roll call vote: Gaul – yes; Weber – yes; Patterson – yes; Mansfield – Yes. In attendance were Gaul, Weber, Patterson, Manfield, Swatzel, Gordon, Barr and Midkiff.

At 6:09PM, the meeting resumed in Regular Session with a motion made by Gaul. The motion was approved with a roll call vote as follows: Gaul – yes; Weber – yes; Patterson – yes; Mansfield – Yes. In attendance were Gaul, Weber, Patterson, Manfield, Swatzel, Gordon, Barr and Midkiff.

Mansfield made a motion to increase REHS 1 Elizabeth Fisher’s hourly rate of pay from \$18.36 to \$23 effective 8AM on July 14th. Weber seconded the motion. All were in favor of the motion.

Weber made a motion to revise the MCHD Salary Schedule as follows:

REHSIT Low \$20	Medium \$20.50	High \$21.00
REHS 1 Low \$21.75	Medium \$24.00	High \$29.95
REHS 2 Low \$23.00	Medium \$27.00	High \$36.40

Patterson seconded the motion. Motion carried unanimously.

Other New Business:

Midkiff sought a motion to approve revised nursing policies as emailed to Members prior to the meeting for review. She noted that Dr. Gordon and Barr have reviewed and approved the policies. Weber made a motion to approve the revised policies as emailed; Gaul seconded the motion. All were in favor of the motion.

Midkiff advised that the MCHD applied for the FY 26 ODH WIC grant in the amount of \$171,716. If awarded the grant would begin Oct. 1st.

Old Business:

Midkiff announced that ODH Vital Statistics (VS) plans to implement its new Ohio Vital Record System (OVRS) on Aug. 6th with births being first and deaths anticipated by the end of 2025. Meanwhile, the cost of the security paper on which the records must be issued has increased significantly as follows for 1,000 sheets per box: Birth Abstract = \$322; Birth = \$382; Death = \$458. Midkiff relayed that she had to order security paper already and the cost exceeds \$1,900. The MCHD’s current fee per certified copy is \$25. The fee was established in 2009 and never increased. Meigs’ fee is not the lowest or the highest in the region with Athens being \$22 per certified copy and Pike being \$30 per certified copy. During a recent regional meeting attended in person by Barr and virtually by Midkiff, none of the counties indicated that they would be revising their VS fees. With the cost of doing business steadily increasing

and since the MCHD fee has remained the same for nearly 16 years, Midkiff recommended increasing the certified copy fee from \$25 to \$27 effective Aug. 6th. Midkiff also advised that the new system will inventory security paper issued to the MCHD and will not allow the MCHD to provide affidavits to correct birth or death certificates or supplementals to update cause of death on death certificates. This means customers will have to purchase new copies of the records that undergo amendments once OVRS is implemented. After discussion, Weber made a motion to increase the MCHD VS certified copy fee from \$25 to \$27 effective Aug. 6th; Gaul seconded the motion. Motion carried unanimously.

There was brief discussion following the passing of President Trump's One Big Beautiful Bill and Ohio's 2026-27 State Budget Bill, which included more than 60 issues vetoed by Governor Mike DeWine (some of which greatly impacted public health). It is anticipated that some of the vetoes may be overridden by the Ohio House and Senate including those associated with property taxes with which the MCHD is largely funded.

Infectious Disease Update:

Barr noted that the June 2025 Meigs County Infectious Disease Report as compiled by Regional Epidemiologist Nathan Christian was not available for review, but, upon receipt, it will be posted at www.meigs-health.com.

Building Update:

Midkiff reported that AEP made the necessary connections on June 19th (Juneteenth, which is a MCHD observed Federal Holiday) to make electricity/lighting accessible in the MCHD carport. The project is now complete.

Miscellaneous Business:

Upcoming events include a Staff Meeting on July 9th from 8:15-10AM; the Meigs Co. Back to School Bash on July 30th from noon-6PM at the Fairgrounds; the Kid's Prevention Day at the Meigs Co. Fair on Aug. 13th from 10AM-1PM; Visit with State Representative (District 94) Kevin Ritter on Aug. 25th from 8:30-10AM at the MCHD; a Food Giveaway (in conjunction with the SE Ohio Foodbank and OhioHealth Wellness on Wheels) on Aug. 26th from 10AM-1PM.

Barr announced that the Ohio Association of Boards of Health (of which the MCHD is a member) Fall Membership Meeting is scheduled for Saturday, September 20th from 10:00AM to 3:00PM at Delaware Public Health. A virtual option will be offered. BOH members are encouraged to participate to obtain the annual State-required two hours of continuing education.

The next BOH Meeting will take place on 08/12/25 at 5:00 PM in the conference room of the MCHD.

With no further business to discuss, the meeting adjourned at 6:34PM with a motion by Weber.



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Health Commissioner

(Midkiff transcribed the 7/8/25 BOH Meeting Minutes.)