



Fairfield County Health Department

R. Joseph Ebel RS, MS, MBA
Health Commissioner

BOARD OF HEALTH RECORD OF PROCEEDINGS

Fairfield County Health Department
Minutes of the Board of Health
December 10, 2025, at 4:00 p.m.

MEETING LOCATION: Fairfield County Health Department (FCHD), 1550 Sheridan Dr., Ste. 100, Lancaster

The meeting was called to order by Dr. Michele Morrone at 4:00 p.m.

Board Members Present

Brian Oliver
Dr. Michele Morrone
Tina Anderson
Tina Childers

Board Members Absent

Dr. Allen Shaw

STAFF PRESENT

Mary Smith, WIC Director; Rachel Moresea, Environmental Health Director; Baylie Blevins, Health Promotion and Planning Director; Jamie Ehorn, Administrative Services Director; Gale Neville, Nursing Director; Dr. Steven Kapetansky, Medical Director; McCray Wooten, Environmental Health Specialist-in-Training

OTHERS PRESENT

N/A

A quorum was established. The meeting began with the Pledge of Allegiance.

PUBLIC COMMENTS

N/A

APPROVAL OF MINUTES

The meeting minutes from the board meeting on November 12, 2025, were presented for approval. Dr. Morrone recommended the following language be reflected in the November 12, 2025, meeting minutes:

The Board of Health supported the recommendation to proceed with the WPCLF project on 3509 Stepath Mound Road.

Tina Childers made a motion to approve the minutes as amended, Brian Oliver seconded. The minutes were approved.

HEARINGS & VARIANCES

Rachel Moresea, Environmental Health Director, presented a variance from regulation OAC 3701-28-07 for 13395 Maple Rd, Thornville for distance requirements for a new well installation. The well is outside of 50 ft. from the step tank and is outside of the power line easement.

Brian Oliver made a motion to approve the variance from regulation OAC 3701-28-07 for 13395 Maple Road, Thornville, for distance requirements for a new well installation. Tina Childers seconded the motion. The motion passed by unanimous voice vote.

Mrs. Moresea proposed two 2026 registration denials to the board:

Chad Warthman, Warthman Services, has been a repeat offender. In 2023, Mr. Warthman registered but did not turn in required paperwork. In 2024, he did work and did not register. In 2025, he registered but has not submitted required paperwork.

Tina Childers made a motion to deny the 2026 registration for Chad Warthman, Warthman Services. Tina Anderson seconded the motion. The motion passed by unanimous voice vote.

Will Burchfield, Elite Septic, has been in front of the board of health multiple times regarding the same issues and sent to prosecution several times. He has not provided proper pumping documentation in 2025.

Tina Childers made a motion to deny the 2026 registration for Will Burchfield, Elite Septic. Brian Oliver seconded the motion. The motion passed by unanimous voice vote.

DIVISION REPORTS

Environmental Health Report

Mrs. Moresea provided a written report to the Board. Mrs. Moresea explained an unusual incident involving the homeowners of a WPCLF property on Refugee Rd. The sheriff's department and prosecutor's office were involved, and our liability insurance company was contacted. Future WPCLF projects will require a three-way contract between the contractor, the homeowner and FCHD.

Dr. Michele Morrone and Mrs. Moresea provided updates and supporting documentation regarding the Sepath Mound property. The board discussed the sewage issue and reviewed the support. The EPA has agreed that the homeowner is eligible for WPCLF funding.

Tina Childers has requested an update on the 2985 Savage Hill Road property once the clean-up is complete.

Nursing Report

Gale Neville, Nursing Director, provided a written report to the Board. Our Immunization Nurse will be helping Community Action with Help Me Grow visits, they recently had a nurse retire and requested the extra help.

WIC Report

Mary Smith, WIC Director, provided a written report to the Board. Ms. Smith was asked about food packages for participants and stated that they do not change much from year to year.

Planning and Promotion Report

Baylie Blevins, Health Promotion Director, provided a written report to the Board. Mrs. Blevins passed out a Community Health Assessment overview sheet that included key findings and proposed planning for the Community Health Improvement Plan. Mrs. Blevins discussed a new grant award that will officially be announced at a later date. Received notice that funding for PHEP FY27 will remain flat. We received \$15,000 in funding from the Fairfield County Foundation to provide support for a family/child injury prevention program. Our re-accreditation site visit will include a 30-minute interview of two board members. Mrs. Blevins received her MPH.

Health Commissioner's Report

Joe Ebel, Health Commissioner, provided a written report to the Board but was not present. Mrs. Ehorn and Mrs. Blevins reviewed Mr. Ebel's report with the Board.

Nominations for the 2025 Public Health Guardian Award were discussed.

Tina Childers made a motion to nominate Carrie Woody, Lancaster City Service / Safety Director, to receive the 2025 Public Health Guardian Award. Tina Anderson seconded the motion. Motion passed.

The 2026 Fairfield County Board of Health Meeting Schedule was presented to the board for approval.

Tina Childers made a motion to approve the 2026 Fairfield County Board of Health Meeting Schedule as presented. Tina Anderson seconded the motion. Motion passed.

FINANCIAL REPORTS AND BILLS

Jamie Ehorn, Administrative Services Director provided financial reports and a bill list to the Board for approval.

Brian Oliver made a motion to approve the financial report and bill list. Tina Anderson seconded the motion. Motion passed by unanimous voice vote.

Mrs. Ehorn presented resolution 2025-13, appropriation of unappropriated funds for the Water Systems Fund.

Brian Oliver made a motion to approve Resolution 2025-13. Tina Childers seconded the motion. Motion passed by unanimous voice vote.

The board decided not to go into executive session.

Brian Oliver made a motion to award Mr. Ebel a 3% increase in pay for 2026. Second, Tina Anderson. Motion approved by unanimous voice vote.

MEDICAL DIRECTOR COMMENTS: Dr. Kapetansky is grateful for a year of productivity. The emergency department is having an uptick in burns from heated gloves.

BOARD MEMBER COMMENTS AND OTHER BUSINESS: Mrs. Moresea discussed requirements for pop-up bakeries.

NEXT BOARD MEETING: January 14, 2026, at 4:00 p.m.

LOCATION: Fairfield County Health Department, 1550 Sheridan Drive, Ste. 100, Lancaster

ADJOURN The Board of Health Meeting adjourned on a motion by Brian Oliver. Tina Childers seconded the motion at 5:17 p.m. Motion passed.

Approved:

Signature and date on file Date: _____ Dr. Michele Morrone, Board President

Signature and date on file Date: _____ R. Joseph Ebel, Health Commissioner