

# Brown County Board of Health

## Board Meeting Minutes

**June 11, 2025**

The Brown County Board of Health met in regular session on Wednesday, June 11, 2025, with the following members present, Ralph Jennings, Mark Klump, Dr. Michael McHenry, and Rachael Jodrey. Also attending was Health Commissioner, Kyle Arn, Environmental Health Director, Steve Dick, Deputy Health Commissioner, Pam Williams, Public Health Nurse, Ami Yelton, Fiscal Officer, Jennifer Fetters, and Miss Natalie Cooper. Board President Mr. Jennings called the meeting to order at 5:00pm.

### **Approval of Board Minutes:**

Mr. Jennings asked if there were any questions or corrections to the minutes for the meeting on May 14, 2025, provided to the board. Dr. McHenry made a motion to approve the minutes. Mrs. Jodrey seconded the motion. All members present voted aye. Motion passed.

### **Approval of Bills:**

Mr. Jennings asked about any unusual bills. Miss Fetters went over the bills. Dr. McHenry made a motion to approve the bills. Mr. Klump seconded the motion. All members voted aye. Motion passed. Miss Fetters went over the Supplemental Appropriations. Mr. Klump made a motion to approve the Supplemental Appropriations. Dr. McHenry seconded the motion. All members present voted aye. Motion passed.

### **Environmental Division:**

Mr. Dick introduced the guest April Bissantz who contacted Mr. Dick regarding a complaint that she filed. The house has squatters, and the owner cannot get them to leave. Mr. Dick has visited the property. The owner is Diana Helbling. Mr. Dick went to the property and took photographs. The property is connected to the public sewer. Mrs. Bissantz yard has raw sewage in her yard from the neighbor's grinder pump. Mr. Dick stated that there is no power to the panel for the grinder pump, so it is backed up into the complainant's yard and possibly others. Mr. Jennings asked if she was hooked to the public sewer and she said no, she was not. Mr. Dick said that he had spoken to Mrs. Helbling, and she was okay with moving it to the Prosecutor as soon as possible. Mr. Jennings asked if Mrs. Helbling had ever lived there and Mrs. Bissantz said a long time ago, but not anymore. Mr. Dick would like the Board to discuss sending this to the Prosecutor.

Mr. Arn asked if Mrs. Helbling is okay with this being on her since she is the owner. Mr. Dick said that he could contact Mrs. Helbling again tomorrow, but he would like to send this to the Prosecutor. Mr. Arn stated that if Mrs. Helbling is okay with going to the Prosecutor, then we can send it. Mr. Jennings made a motion to waive the three violation notifications and refer this to the Prosecutor's Office. Dr. McHenry seconded the motion. All members present voted aye. Motion passed. Mrs. Jodrey also recommended to Mr. Dick to contact water/sewer company to check on water usage as well. Mr. Dick stated that he will do that and will discuss with Mrs. McMullen, Assistant Prosecutor on Monday. Mr. Dick noted that we are getting a new prosecuting attorney in January. His name is Mr. Michael Benintendi.

Mr. Dick Presented to the Board a PowerPoint presentation on Brown County Soil Conditions. Miss Natalie Cooper assisted in the creation of the PowerPoint presentation. The soil conditions determine the types of septic systems that can be installed.

### **Nursing Division:**

Mrs. Williams updated the board on the numbers for the exchange. Their numbers are up, and they have other people calling from other counties to come here for the exchange.

### **Emergency Response/Accreditation:**

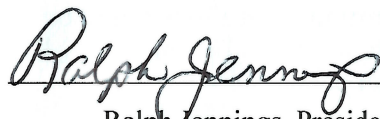
Mr. Arn stated that we are still waiting to hear on the bill that may affect the PHEP/CRI grant money. Mrs. Williams stated that we have been going through our PPE and will be distributing some to Matthew 25 and anyone else who needs it.


Administrative:

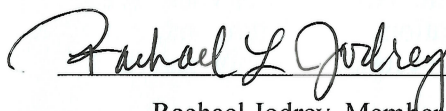
Mr. Arn stated that he did not have anything else at this time. Mr. Jennings asked if all the members have seen the new building and suggested that everyone take a walk through after the meeting.

Mr. Dick asked the board to enter Executive Session for personnel reasons at 5:37pm. Roll Call Vote; Mrs. Jodrey, aye, Mr. Jennings, aye, Mr. Klump, aye, and Dr. McHenry, aye. The board exited Executive Session at 5:38pm. The Board exited Executive Session at 5:40pm.

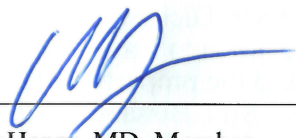
Mr. Klump made a motion to adjourn the meeting at 5:41pm. Mrs. Jodrey seconded the motion. All members present voted aye. Motion Passed. Meeting adjourned.


  
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Ralph Jennings, President

  
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Mark Klump, Vice President

  
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Rachael Jodrey, Member

*Not Present*  
\_\_\_\_\_  
Dena Richter, Member

  
\_\_\_\_\_  
Michael McHenry, MD, Member

  
\_\_\_\_\_  
Kyle D. Arn, MS, REHS, Health Commissioner



## Brown County Health Department

826 Mt Orab Pike, Georgetown, OH 45121

www.browncountyhealth.org

Health Commissioner: Kyle D. Arn, MS, RS

Our mission is to protect and improve the health of Brown County residents by providing preventive services, ensuring healthy environments and promoting healthy lifestyles.

PHONE: 937.378.6892 | TOLL FREE: 866.867.6892 | FAX: 937.378.4301 | MON-FRI 8AM - 4:30PM

June 12, 2025

Brown County Auditor  
800 Mt. Orab Pike  
Georgetown Ohio 45121

Attn: Colby

During the June Board of Health meeting, Mark Klump made a motion to make the following supplemental appropriation from 2025 unappropriated funds into the codes listed below. Michael McHenry seconded; motion carried.

Fund	Fund-Code	Amount
2600 (General)	2600-6000-52118 (Contract Services)	\$3,000.00
2608 (Private Water)	2608-6000- <del>52166</del> (Other Expenses)	\$600.00

*52116 JP*

If you have any questions, please do not hesitate to contact Jennifer at the above number.

Thank you,

Kyle D. Arn, MS, RS  
Health Commissioner

10/10/10

Handwritten signature or scribble