

Miami County Public Health
Board of Health Meeting
Hobart Center for County Government – Room 225
510 West Water Street
Troy, OH 45373

November 20, 2025
Meeting Minutes

1. **Introductions:** See attached sign in sheet. New employee Kimberley Watkins was introduced.
2. **Next meeting:** December 18, 2025, at 9:00 a.m.
3. **Additions to and adoption of agenda:** Mrs. Baird made a motion to approve the agenda as presented. Mr. Maiberger seconded the motion. All voted in favor.
4. **Approval of Minutes:**
 - » October 23, 2025, Regular Session: A motion was made by Mr. Ristoff to approve the minutes with the following change. The public hearing portion of the meeting was opened by Mrs. Pittenger not Mrs. Welker. Mrs. Baird seconded the motion. Mrs. Quillen abstained due to not being present at the meeting. All voted in favor.
5. **Old Business**
 - » **Resolution 2025-09-25-01 Adjust Food Fees – Third Reading (Tomcisin):** To adopt new fees to pay for the Health District’s portion of the Retail Food Establishment and Food Service Operation program. Mr. Maiberger made a motion to approve the resolution. Mrs. Quillen seconded the motion. A roll call was taken.
Mrs. Pittenger: no vote Mr. Ristoff: Yes Dr. Malarkey: Yes Mrs. Quillen: Yes
Mrs. Baird: Yes Mr. Sarver: Yes Mrs. Welker: Yes Mr. Maiberger: Yes
 - » **Resolution 2025-09-25-02 Adjust Private Water System Fees – Third Reading (Tomcisin):** To adopt new fees to pay for the Health District’s portion of the private water system program. Mr. Ristoff made a motion to approve the resolution. Dr. Malarkey seconded the motion. A roll call was taken.
Mrs. Pittenger: no vote Mr. Ristoff: Yes Dr. Malarkey: Yes Mrs. Quillen: Yes
Mrs. Baird: Yes Mr. Sarver: Yes Mrs. Welker: Yes Mr. Maiberger: Yes
 - » **Resolution 2025-09-25-03 Adjust Household Sewage Treatment System Fees – Third Reading (Tomcisin):** To adopt new fees to pay for the Health District’s portion of the household sewage treatment system program. Mrs. Baird made a motion to approve the resolution. Mr. Ristoff seconded the motion. A roll call was taken.
Mrs. Pittenger: no vote Mr. Ristoff: Yes Dr. Malarkey: Yes Mrs. Quillen: Yes
Mrs. Baird: Yes Mr. Sarver: Yes Mrs. Welker: Yes Mr. Maiberger: Yes

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6. New Business

- » **2026 Adjusted Budget (Propes):** Mr. Propes presented adjustments that were made from the initial budget due to grant changes and our insurance renewal. Discussion session followed. Mrs. Quillen made a motion to approve the 2026 adjusted budget. Mr. Ristoff seconded the motion. All voted in favor.
- » **Resolution 20245-11-20-01 for HSA contribution (Propes):** A resolution for the provision of 2026 Health Savings Account insurance benefits for employees. A motion was made by Mr. Maiberger and seconded by Mr. Sarver to approve the resolution. A roll call was taken, and the resolution passed.
Mrs. Pittenger: no vote Mr. Ristoff: Yes Dr. Malarkey: Yes Mrs. Quillen: Yes
Mrs. Baird: Yes Mr. Sarver: Yes Mrs. Welker: Yes Mr. Maiberger: Yes
- » **Resolution 2025-11-20-02 for COLA (Propes):** A resolution to grant a 2.5% wage adjustment increase to employees. A motion was made by Mrs. Quillen and seconded by Dr. Malarkey to approve the resolution. A roll call was taken, and the resolution passed.
Mrs. Pittenger: no vote Mr. Ristoff: Yes Dr. Malarkey: Yes Mrs. Quillen: Yes
Mrs. Baird: Yes Mr. Sarver: Yes Mrs. Welker: Yes Mr. Maiberger: Yes
- » **Resolution 2025-11-20-03 Then and Now Certificate (Propes):** Mrs. Quillen made a motion to approve the resolution. Mrs. Baird seconded the motion. A roll call was taken and the resolution passed.
Mrs. Pittenger: no vote Mr. Ristoff: Yes Dr. Malarkey: Yes Mrs. Quillen: Yes
Mrs. Baird: Yes Mr. Sarver: Yes Mrs. Welker: Yes Mr. Maiberger: Yes

7. Financial reports

- » **Budget reports – October 2025** - Mr. Propes reviewed the report with the Board. After discussion, Mr. Maiberger made a motion to accept the Budget Report as presented. Mr. Ristoff seconded the motion. All voted in favor.
- » **Expenditure report – October 2025** – Mr. Propes reviewed the report with the Board. After discussion, Mr. Ristoff made the motion to accept the Expenditure Report as presented. Mrs. Baird seconded the motion. All voted in favor.

8. Health Commissioner’s supplemental report:

- » Annual Christmas luncheon will be on December 18th from 11:30 a.m. to 1:30 p.m. at the Hayner Center.

