



LAWRENCE COUNTY HEALTH DEPARTMENT

2122 So. 8th Street
Ironton, OH 45638
740-532-3962



Public Health
Prevent. Promote. Protect.
Lawrence County Health Department

Georgia Dillon, APRN, CNP
Health Commissioner

Jim Meadows, MD
Medical Director

Lawrence County Board of Health December 14th, 2022, Minutes

Call Meeting to Order

The meeting was called to order at 4:00 PM. Board Members present included: Randy Lambert (President), Curt Anderson (Vice-President), Mark Dickess, and Brenda Shipley.

Also present was Georgia Dillon (Health Commissioner), Zach Schweinsberg (Fiscal Officer), and Garrett Carpenter, EHSIT.

Approve Minutes

Randy Lambert asked for a motion to approve the minutes for the Board of Health meeting held on 11/23/2022. Brenda Shipley made the motion to approve the minutes. Mark Dickess seconded the motion. Curt Anderson abstained from the vote. Mark Dickess, Brenda Shipley, and Randy Lambert voted yes. The motion passed.

Randy Lambert noted that no members of the public were present at the meeting.

Financial

Zach Schweinsberg presented various financial reports. He noted that the previously used formatting may have been difficult to interpret, and so presented them in a different manner than in previous months. The Board Members reviewed the reports.

After reviewing the reports, Zach Schweinsberg reviewed the current vacation accruals for all Health Department employees. The Board discussed the employee's current accruals and plans to reduce the amount of vacation time. Mark Dickess made a motion to approve the expenditures, pay the bills and salaries, and to accept the financial reports, including management's plan to conform (with Ohio Revised Code sections relevant to the vacation accruals of county employees). Brenda Shipley seconded the motion. All were in favor. The motion passed.

Next, the Board reviewed two contracts for the dental sealant program, one for Rhonda Cahal and the other for Sarah Buckley. Zach Schweinsberg stated that there were no changes made to their hourly rate than what was in the previous contract. Randy Lambert asked for a motion to approve the contract for Rhonda Cahal. Curt Anderson made a motion to approve the contract for Rhonda Cahal. Mark Dickess seconded the motion. All were in favor. The motion passed. Randy Lambert asked for a motion to approve the



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contract for Sarah Buckley. Mark Dickess made a motion to approve the contract for Sarah Buckley. Curt Anderson seconded the motion. All were in favor. The motion passed.

Next, the Board of Health reviewed the initial budgets for 2023. Randy Lambert asked for a motion to pass Resolution 12142022B. Curt Anderson made the motion. Brenda Shipley seconded the motion. All were in favor. The motion passed. Note that although the President of the Board of Health referred to this as a resolution, it was later clarified in the meeting that the initial budgets were established in the form of a motion and not a resolution.

Next, the Board of Health discussed a sick time donation policy. Zach stated that an employee recently asked if sick leave could be donated to him, but without any kind of policy and since this had not been done before, Zach did not allow any sick time to be donated. Brenda Shipley stated that she liked the idea of a sick time donation policy, but felt that certain limits needed to be put in place. Mark Dickess stated that the City of Ironton leaves the approval of donated sick time up to the individual supervisors but that a specific policy was not put into place so that discretion can be used in determining if an employee should be able to receive donated sick time. Randy Lambert suggested that someone make a motion to authorize the donation of sick time between employees within the Health Department, for the Administrator to exercise discretion in allowing the donation of sick leave, and for donated sick leave to be reported to the Board of Health. After some more brief discussion, Brenda Shipley made the motion. Mark Dickess seconded the motion, stating that if the use of donated sick time becomes an issue, then the Board may develop a policy to correct any issues. All were in favor of the motion. The motion passed.

Environmental

The Board of Health reviewed the environmental health report. Randy asked if there was anything that we needed to know about the report. Garrett Carpenter pointed out a packet that was placed in the front of the Board reports. The packet was a letter about hand sinks in the food preparation area for food service operations. The environmental health department intends to send this letter out to food service operations that are not compliant with this section of Ohio's food code. It was noted that to help vendor's get in compliance with this requirement, the Health Department will likely waive the plan review fees that would typically be associated with this change. Garrett solicited feedback from the Board of Health. Board members provided feedback concerning the content of the letter.

Next, the Board of Health held the first reading of Resolution 12142022A A RESOLUTION TO APPROVE ENVIRONMENTAL FEES FOR LAWRENCE COUNTY HEALTH DEPARTMENT FOR



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CALENDAR YEAR ENDING DECEMBER 31ST, 2023. The resolution was read by title only. Zach Schweinsberg reviewed the fees with the Board. It was noted that food licensing fees are returning to pre-covid levels, plan review fees were adjusted based on the consumer price index, fees were updated for the pools & spas program, fees were updated for tattoos and body art, fees were established for private water systems (some of the PWS fees are set at \$0.00).

Next, the Board of Health discussed the WPCLF project concerning Beverly Clay. Randy stated that he let Beverly's son place a double wide on a small section of his farm for her, her father, and her brother. Randy estimated that the double wide was placed there around 1995. Randy stated that they helped him on the farm, but now Beverly's father and brother have died so it is just her living there. Randy has continued to let her live there on the farm, so her gave her a life tenancy so that her and her brother can live there the rest of their lives. After this, their sewage system failed, so then she was approved for WPCLF assistance. Randy acknowledged that he voted on the approval of WPCLF funding without considering that he had the remainder interest in that parcel of land. Randy stated that he has no use of the land until Beverly and her brother pass away. Randy stated that his remainder interest in the property was disclosed to Paul O'Banion at the time the WPCLF application was submitted, and that he believes Paul checked with the state at the time the application was originally submitted and that the state approved the project. Randy then stated that the system was then put in, the Health Department was paid for the job, and when the Health Department went to pay the vendor, the County Auditor's Office inquired about his ownership interest in the property. Randy acknowledged that he should have abstained from the vote approving the WPCLF funding. Mark Dickess made a motion to rescind the vote on 09-15-2021 to approve a WPCLF grant contract for Beverly Clay. Curt Anderson seconded the motion. Randy Lambert abstained from the motion. Brenda Shipley voted yes. The motion passed with 3 voting in favor and 1 abstention.

Mark Dickess made a motion to approve the WPCLF contract for Beverly Clay with discussion before voting. Mark stated that his motion is to approve the WPCLF application in accordance with correspondence with Ohio EPA that Beverly Clay is qualified as an owner. Randy Lambert stated that he would step aside and allow Curt Anderson to preside over the meeting prior to the motion being accepted (all Board members remained present in the room). Curt Anderson stated that he seconded the motion. Georgia Dillon stated that Beverly Clay was approved by Lawrence County Health Department for WPCLF funding because of her household income. Curt Anderson provided his thoughts on the decision, noting that Beverly Clay was 68 years old, which he does not consider to be that old. Curt



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also noted that given her age, she could live another 20-30 years, and so any potential benefit that could be realized by Randy would be very tenuous. Curt stated that if the age gap between Randy and Beverly were larger, then he would be more concerned about the transaction. Mark Dickess stated he wishes this issue had been known when the contract was initially approved. Mark stated that he wanted to point out some things for the record. First, he asked if it was customary for the County Auditor's Office to perform title searches on properties affected by WPCLF assistance. Zach Schweinsberg stated that he did not know and had not asked. Randy Lambert asked if the County Auditor's Office had ever questioned a previous payment in connection with WPCLF assistance. Zach said he did not recall the County Auditor's Office have previous issues with any WPCLF payment. Zach stated that the issue was brought to his attention on 12/05/2022 when he went to the Auditor's Office to pickup checks and deliver pay-ins. Zach stated that he was told that Sue Robinson noticed Randy's name associated with that parcel number and that due to Randy's interest in the property, the County Auditor's Office declined to pay the expenditure. Mark expressed that he was concerned about Chris's portrayal to the Ohio EPA that the Board of Health intentionally mislead the Ohio EPA. Mark does not feel that a conflict exists, but rather, Randy is just an interested party. Mark's other concern is that Chris has made it apparent that he will not pay the expenditure without a writ of mandamus. Randy asked if we could obtain an opinion from the Auditor of State of Ohio. Zach stated that we can reach out to them in an email to request an opinion on the situation. Curt stated that ordinarily he would talk to Paul Knipp about this issue, but that he has a different ongoing issue with the County Auditor's Office. Randy and Curt agreed that the Board of Health should consult with the Auditor of State's Office, and then request another opinion from the Lawrence County Prosecutor. Curt Anderson called the vote for Mark's motion concerning the approval of the WPCLF assistance for Beverly Clay. Brenda Shipley voted yes. Randy abstained. The motion to approve WPCLF assistance for Beverly Clay passed with 3 voting in favor and 1 abstention.

With the discussion of the WPCLF project concluded, Randy Lambert resumed his position over the meeting

Personnel

Randy Lambert asked for a motion to appoint Debbie Fisher as the Administrator, effective 01/01/2023, with a pay raise of \$10.00/hr. Mark Dickess made the motion. Brenda Shipley seconded the motion. All were in favor. The motion passed.



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Mark Dickess made a motion to hire Dr. Jennifer Richards as Health Educator at \$23.00/hr. Brenda Shipley seconded the motion. All were in favor. The motion passed.

Brenda Shipley made a motion to accept the resignation of Peyton Arden. Mark Dickess seconded the motion. All were in favor. The motion passed.

Other Reports

Curt Anderson made a motion to approve the reports listed under section 6 of the agenda. Brenda Shipley seconded the motion. All were in favor. The motion passed.

Continuing Education

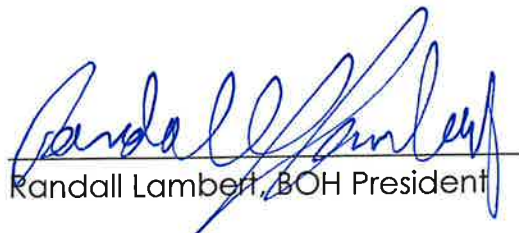
The Board of Health reviewed a publication of the Ohio Ethics Commission titled *The Voice of Ethics*, the fourth quarter of the 2022 edition.

Adjournment:

Randy Lambert declared the meeting adjourned since all the agenda items had been addressed. The meeting adjourned at 5:02 PM.

The next meeting is scheduled for 12/21/2022 at 4:00 PM in the Conference Room of Lawrence County Health Department.

Minutes Approved by:


Randall Lambert, BOH President

12-21-22
Date