



# LAWRENCE COUNTY HEALTH DEPARTMENT

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



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

Tony Virgin, MD  
Health Commissioner

Jim Meadows, MD  
Medical Director

## Lawrence County Board of Health 06-18-2025 Minutes

### Call Meeting to Order

The meeting was called to order at 12:05 PM.

### Roll Call

Randy Lambert (President)	<input type="checkbox"/> Absent <input checked="" type="checkbox"/> Present
Mark Dickess (Vice-President)	<input type="checkbox"/> Absent <input checked="" type="checkbox"/> Present
Brenda Shipley	<input type="checkbox"/> Absent <input checked="" type="checkbox"/> Present
Melanie Taylor	<input type="checkbox"/> Absent <input checked="" type="checkbox"/> Present
Kevin Willis	<input checked="" type="checkbox"/> Absent <input type="checkbox"/> Present

Also present was:

Tony Virgin (Health Commissioner)	<input type="checkbox"/> Absent <input checked="" type="checkbox"/> Present
Debbie Fisher (Administrator)	<input checked="" type="checkbox"/> Absent <input type="checkbox"/> Present
Angela Bostick-Doyle (Director of Nursing)	<input type="checkbox"/> Absent <input checked="" type="checkbox"/> Present
Paul O'Banion (Environmental Health Director)	<input type="checkbox"/> Absent <input checked="" type="checkbox"/> Present
Zach Schweinsberg (Fiscal Officer).	<input type="checkbox"/> Absent <input checked="" type="checkbox"/> Present

Mitchell Jenkins, the Nuisance Control Officer for LCHD, was also present.

### Approve Minutes

Randy Lambert asked for a motion to approve the minutes. Brenda Shipley made a motion to approve the minutes from the last meeting. Melanie Taylor seconded the motion. All were in favor. The motion passed.

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

### Financial

Randy Lambert asked for a motion to approve expenditures, pay bills & salaries, and accept the financial reports. Mark Dickess made the motion. Melanie Taylor seconded the motion. All were in favor. The motion passed.

The Board of Health reviewed a report on the 2026 budget. At current spending levels, there is a project annual deficit of approximately \$300,000 for FY2026. The Board intends to



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conduct a review of the expenses and wants to approve a plan that allows for the 2026 budget to be balanced. The Board of Health suggested that such a plan should include the following elements: note of essential employees, what services can be cut without eliminating grants, provide options for staff reductions, and reduce the Health Commissioner's hours to 3 days per week. Three primary reasons for the deficit were provided:

- 1.) LCHD receives .28 mills from inside millage and 0 from outside millage, whereas other surrounding Health Departments generally at least 1 mill. If LCHD had 1 mill, the 2026 budget would go from a \$300,000 deficit to a \$1.5 million surplus without an additional expense reduction.
- 2.) The EO23 COVID-19 Enhanced Operations Grant abruptly ended in March, preventing LCHD from asking for approximately \$150,000.
- 3.) The WF23 Public Health Workforce Development Grant funds are projected to be spent down in early 2026 if spending is not reduced.

The Board of Health will revisit the matter in a work session on a date that is not yet determined.

The Board of Health also reviewed the financial audit for 2022-2023. It was noted that the number of findings has continued to decline since the 2018-2019 financial audit.

### Environmental

Paul said that the septic program has been fairly active. Mitchell Jenkins, the nuisance control officer, presented pictures to the Board of Health for the property located 3706 S 3rd Street, Ironton, OH 45638. He stated that the City of Ironton shut off water to the property. The Health Department sent a 30-day notice to the property owned in March 2025, which notified the property owner that the condition of the property needed to be remediated to avoid action by the Board of Health. A 15-day notice was sent on or about 06-10-2025.

After reviewing the pictures, Mark Dickess made a motion to pass Resolution 06182025A, A RESOLUTION TO DECLARE 3706 S 3RD ST, IRONTON, OH 45638 A PUBLIC HEALTH NUISANCE. The motion was seconded by Brenda Shipley. All were in favor. The resolution passed.



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### Personnel

Mitchell Jenkins' resume was presented to the Board of Health. It was proposed to combine the position of Nuisance Control Officer and Public Health Emergency Preparedness Coordinator. Mark Dickess made a motion to combine the two positions, to adjust Mitchell's pay to \$18.48 per hour, effective 07-01-2025.

A proposed personal service contract between Pauletta Bartram and Lawrence County Board of Health was reviewed. The contract is for Pauletta to provide the same services that were previously provided by Darrell Carter, which included cleaning around the Health Department. The contract language was similar how it was before. Mark Dickess made a motion to approve the contract. Brenda Shipley seconded the motion. All were in favor. The motion passed.

Next, there was discussion about the possibility of hosting a working lunch to review PHAB requirements with the staff. The working lunch would mean that the Health Department will provide lunch for all the staff in attendance, as well as setting up an agenda for the topics that need to be discussed. After the working lunch, staff will be allowed to go home. Mark Dickess made a motion to approve the working lunch and early leave. Melanie Taylor seconded the motion. All were in favor. The motion passed.

### Other Reports

The Board of Health reviewed the reports listed in section 6 of the agenda. Mark Dickess made a motion to receive and file the reports as presented. Brenda Shipley seconded the motion. All were in favor. The motion passed.



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### Adjournment

Having covered everything on the agenda, the Board President adjourned the meeting at 1:14 PM.

The next meeting is scheduled for 07-23-2025 at 4 PM in the Conference Room of Lawrence County Health Department

Minutes Approved by:

  
\_\_\_\_\_  
Randall Lambert, BOH President

7-23-25

\_\_\_\_\_  
Date



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June 18<sup>th</sup>, 2025

### **Resolution 06182025A**

*A RESOLUTION TO DECLARE 3706 S 3<sup>RD</sup> ST, IRONTON, OH 45638 A PUBLIC HEALTH NUISANCE*

WHEREAS Lawrence County Health Department has the statutory authority under ORC 3707.01 to compel the abatement of a public health nuisances;

The Lawrence County Board of Health hereby resolves the following:

- 1.) To declare the property located at 3706 S 3<sup>rd</sup> St, Ironton, OH 45638 a public health nuisance;
- 2.) To prohibit the occupation of any structure on this property until the public health nuisance is abated

Adopted 006/18/2025

  
Lawrence County Board of Health

Attest:

  
Fiscal Officer

