



# 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 02-20-2025 Minutes

### Call Meeting to Order

The meeting was called to order at 12:12 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 type="checkbox"/> Absent <input checked="" type="checkbox"/> Present
Angela Bostick-Doyle (Director of Nursing)	<input checked="" type="checkbox"/> Absent <input 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
Jessica Stapleton (Environmental Clerk) was also present.	

### Approve Minutes

Randy Lambert asked for a motion to approve the minutes. Mark Dickess 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.

Debbie Fisher showed the Board of Health how Clear impact was being used for performance management within the Health Department. Different functions of the software were shown. The Board was able to view metrics and indicators that provided insight about various health department programs, plans, and progress made in meeting goals and objectives.



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### 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 the proposed contract for Darrell Carter to provide cleaning services for the Health Department. It was noted that the contract was very similar to what was established last year. Mark Dickess made a motion to approve the contract. Brenda Shipley seconded the motion. All were in favor. The motion passed.

### Environmental

Paul O'Banion explained to the Board of Health that it was necessary to approve a septic variance for Karen Workman-Literal. A septic installer broke a water line while digging the leach field. As a result, the leach field needs to be relocated. By relocating the leach field, this will require shorter trench lines to be used than what is determined by the linear hydraulic loading rate. Randy Lambert asked for a motion to approve the variance. Mark Dickess made the motion. The motion was seconded by Brenda Shipley. All were in favor. The motion passed.

The Board of Health reviewed a closing letter from the Ohio Department of Health concerning the 2024 septic survey. Debbie explained that a corrective action plan is being drafted in response to the letter.

The Board of Health reviewed a request for a septic variance from Kenneth Whitley Excavating LLC. The septic installer was late in completing CEUs. The Board of Health reviewed documents that supported the approval of the variance. Randy Lambert asked for a motion to approve the variance for Kenneth Whitley Excavating LLC. Mark Dickess made the motion. Brenda Shipley seconded the motion. All were in favor. The motion passed.



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## Personnel

The Board of Health reviewed the resume for Hollie Haney. Hollie was hired as a medical receptionist to assist with the newly established primary care clinic. Melanie Taylor made a motion to approve hiring Hollie at \$15 per hour. Mark Dickess seconded the motion. All were in favor. The motion passed.

The Board of Health reviewed the existing vacation policy. Discussion was had about the calculation of prior service credit and ORC 325.19. It was decided to table the proposed policy revision until the next Board of Health meeting.

## 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.

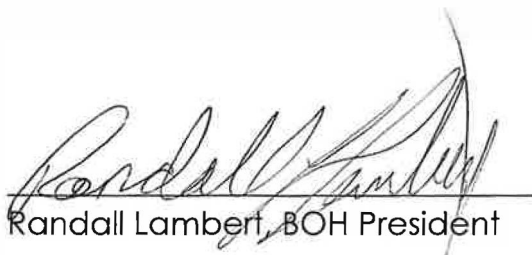
Dr. Virgin provided the Board of Health with an update concerning the primary care clinic. He stated that patient numbers seemed to be picking up.

## Adjournment

Having covered everything on the agenda, the Board President adjourned the meeting at 1:02 PM.

The next meeting is scheduled for March 19th at 4 PM in the Conference Room of Lawrence County Health Department

Minutes Approved by:

  
Randall Lambert, BOH President

3-19-25  
Date

Resolution No. 03192025A

A RESOLUTION AUTHORIZING LAWRENCE COUNTY HEALTH DEPARTMENT TO APPLY FOR, ACCEPT, AND ENTER INTO A WATER POLLUTION CONTROL LOAN FUND AGREEMENT ON BEHALF OF THE HEALTH DISTRICT OF LAWRENCE COUNTY FOR THE REPAIR AND REPLACEMENT OF HOME SEWAGE SEPTIC TREATMENT SYSTEMS:

Whereas, the Health District of Lawrence County seeks to repair and/or replace failing home sewage treatment systems; and

Whereas, the Health District of Lawrence County intends to apply to the Water Pollution Control Loan Fund (WPCLF) for the repair and/or replacement of failing home sewage treatment systems; and

Whereas, the Ohio Water Pollution Control Loan Fund requires the government authority to pass legislation for application of a loan and the execution of a WPCLF assistance agreement; now therefore,

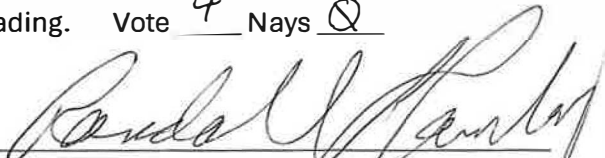
BE IT RESOLVED by the Board of the Health District of Lawrence County, Ohio:

SECTION 1. That Tony Virgin, Health Commissioner, be and is hereby authorized to apply for a WPCLF Assistance agreement, sign all documents for and enter into a Water Pollution Control Loan Fund with the Ohio Environmental Protection Agency for the repair and/or replacement of failing home sewage treatment systems on behalf of the Health District of Lawrence County, Ohio.


SECTION 2. That is resolution shall take effect and be in force from and after the Earliest period allowed by law.

Passed: 3-19-25 after 1 reading. Vote 4 Nays 0

Approved 3-19-25

  
\_\_\_\_\_  
President of Lawrence County Board of Health

Attest:   
\_\_\_\_\_  
Fiscal Officer

  
\_\_\_\_\_  
Board Member

Offered by: MARK DICKESS

Seconded by: MELANIE TAYLOR



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March 19<sup>th</sup>, 2025

## Resolution 03192025B

### A RESOLUTION TO ADOPT FEES FOR SEPTIC PROGRAM

WHEREAS Lawrence County Health Department has the statutory authority to assess fees and penalties under various sections of the Ohio Revised Code and Ohio Administrative Code;

The Lawrence County Board of Health hereby resolves to approve the proposed fees below:

Fee ID	Description	2025 Total	Local Amount	State Amount	Late Fee	Total with Late Fee	Statutory Authority
1	An application for site review of an HSTS or GWRS (includes soil evaluation and/or design)	\$ 375.00	\$ 375.00	\$ -	\$ -	\$ 375.00	OAC 3701-29-09 (A)(1), OAC 3701-29-05 (D)(1), ORC 3718.06 (A)
2	Permit for the installation of a new or replacement HSTS and GWRS	250.00	176.00	74.00	-	250.00	OAC 3701-29-05 (D)(4), ORC 3718.06 (A), ORC 3718.06 (B)
3	Permit for the alteration of an existing HSTS and GWRS	285.00	250.00	35.00	-	285.00	OAC 3701-29-05 (D)(5), ORC 3718.06 (A), ORC 3718.06 (B)
4	Permit for the operation of a standard tank, leaching, one-two foot soil depth (includes inspection)	100.00	100.00	-	-	100.00	OAC 3701-29-05 (D)(8), ORC 3718.06 (A)
5	Permit for the operation of an NPDES / Aerator System (includes inspection)	\$ 100.00	\$ 100.00	\$ -	\$ -	\$ 100.00	OAC 3701-29-05 (D)(8), ORC 3718.06 (A)



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Fee ID	Description	2025 Total	Local Amount	State Amount	Late Fee	Total with Late Fee	Statutory Authority
6	Permit for the operation of any other type of HSTS that is not otherwise covered on this fee schedule (includes inspection)	\$ 100.00	\$ 100.00	\$ -	\$ -	\$ 100.00	OAC 3701-29-05 (D)(8), ORC 3718.06 (A)
7	Registration of septic installers	170.00	170.00	-	42.50	212.50	OAC 3701-29-05 (D)(9), ORC 3718.06 (A), ORC 3709.09 (D)
8	Registration of septic service providers	170.00	170.00	-	42.50	212.50	OAC 3701-29-05 (D)(9), ORC 3718.06 (A), ORC 3709.09 (D)
9	Registration of septic haulers	170.00	170.00	-	42.50	212.50	OAC 3701-29-05 (D)(9), ORC 3718.06 (A), ORC 3709.09 (D)
10	Vehicle permits for septic haulers	\$ 50.00	\$ 50.00	\$ -	\$ 12.50	\$ 62.50	OAC 3701-29-05 (D)(10), ORC 3718.06 (A), ORC 3709.09 (D)



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Fee ID	Description	2025 Total	Local Amount	State Amount	Late Fee	Total with Late Fee	Statutory Authority
11	Inspection of a GWRS or a STS as authorized in division (A)(7) of section 3718.02 of the Revised Code or for re-inspection to ensure compliance with this chapter as allowed in rule 3701-29-09 of the Administrative Code.	\$ 100.00	\$ 100.00	\$ -	\$ -	\$ 100.00	OAC 3701-29-05 (D)(11), ORC 3718.06 (A)
12	Abandonment of a STS or GWRS (not needed if paying for replacement)	88.00	88.00	-	-	88.00	OAC 3701-29-05 (D)(12), ORC 3718.06 (A)
13	Application for a variance	50.00	50.00	-	-	50.00	OAC 3701-29-05 (D)(13), ORC 3718.06 (A)
14	Collection and examination of effluent samples taken to determine compliance	\$100 + lab fee (lab fee billed to client)	\$100 + lab fee (lab fee billed to client)	\$ -	\$ -	\$ -	OAC 3701-29-05 (D)(14), ORC 3718.06 (A)



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Fee ID	Description	2025 Total	Local Amount	State Amount	Late Fee	Total with Late Fee	Statutory Authority
15	A site review, evaluation and approval/disapproval of land application of septage	\$ 100.00	\$ 100.00	\$ -	\$ -	\$ 100.00	OAC 3701-29-05 (D)(15), ORC 3718.06 (A)
16	Review of a subdivision or lots in accordance with rule 3701-29-08 of the Administrative Code	100.00	100.00	-	-	100.00	OAC 3701-29-05 (D)(16), ORC 3718.06 (A)
17	Sale of Property Inspection / Septic Tank Inspection (non-refundable; includes soil evaluation, design, and/or consultation; does not apply for complaint investigation,)	\$ 300.00	\$ 300.00	\$ -	\$ -	\$ 300.00	OAC 3701-29-05 (D)(17), ORC 3718.06 (A)





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Fee ID	Description	2025 Total	Local Amount	State Amount	Late Fee	Total with Late Fee	Statutory Authority
18	Penalty for the installation of a new or replacement STS or GWRS prior to a permit being issued	\$ 625.00	\$ 625.00	\$ -	\$ -	\$ 625.00	OAC 3701-29-05 (E), ORC 3718.06 (A)
19	Penalty for the alteration of an existing STS or GWRS prior to a permit being issued	625.00	625.00	-	-	625.00	OAC 3701-29-05 (E), ORC 3718.06 (A)
20	Penalty for a person who performs the duties of an installer, septage hauler, or service provider prior to obtaining registration or a vehicle permit as required in OAC 3701-29-03	625.00	625.00	-	-	625.00	OAC 3701-29-05 (E), ORC 3718.06 (A)
Fee ID	Description	2025 Total	Local Amount	State Amount	Late Fee	Total with Late Fee	Statutory Authority
21	Penalty for purposeful violation of ORC 3718.08 - intentional violation of Ohio Septic Code	\$ 100.00	\$ 100.00	\$ -	\$ -	\$ 100.00	ORC 3718.99

Adopted 03/19/2025

Lawrence County Board of Health

Attest:

Administrator