



PERSONNEL FILE
9-25-02

CITY OF PORTSMOUTH
ENGINEERING DEPARTMENT

728 SECOND STREET, ROOM 25
PORTSMOUTH, OHIO 45662

TELEPHONE: 740 / 354-7557

WRITTEN REPRIMAND

ISSUED TO: LARRY JUSTICE
September 24, 2002

Several days prior to the September 17, 2002 meeting of the City Planning Commission, you were given copies of the meeting Agenda to distribute to property owners surrounding the area on 12th Street that was before the Commission for rezoning discussion.

On two occasions before the Planning Commission meeting I asked you if the agendas had been distributed. Your answer both times was "yes"- not perhaps, or let me check- only "yes". Consequently, the Planning Commission was told all the neighborhood was notified of their public meeting. The Commission then voted to recommend the rezoning to City Council.

Later, a Council member contacted the Mayor's office stating a citizen in that area was not notified of the Commission's public meeting. Only at that point, when I asked you for the addresses of the properties you distributed the agendas to did you acknowledge you had notified no one.

Your answer when I first asked about the distribution was direct, positive and without qualification. You stated you had completed an assignment given you when in fact you had not. The false information you gave was given to members of the Planning Commission, distributed to numerous departments through the meeting minutes and to City Council members.

Your failure to attempt to complete an assignment and your false statements that you had completed it warrant a disciplinary reprimand. A copy of this reprimand will be placed in your personnel file for a minimum period of eighteen (18) months.

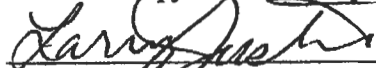
Please understand that should you ever knowingly give me, or anyone else, false information in the future, I will most certainly recommend dismissal.

If you wish to have a meeting concerning this matter and have union representation present, let me know immediately.

Issued pursuant to: Current AFSCME Bargaining Unit Contract Article 3 and Article 11


Janita Jewett, Assistant Director/Engineering

Received a copy of this Oral Reprimand this 9 day of 25, 2002.


Larry Justice



CITY OF PORTSMOUTH
ENGINEERING DEPARTMENT

728 SECOND STREET, ROOM 25
PORTSMOUTH, OHIO 45662

TELEPHONE: 740 / 354-7557

ORAL REPRIMAND/WRITTEN WARNING

ISSUED TO: LARRY JUSTICE
August 1, 2002

You received a letter dated July 25, 2002 from the Ohio Department of Commerce, Division of Industrial Compliance, regarding the plumbing inspector certification for Mr. William Horton. This letter was addressed to you as the City's Building Official.

You previously asked me about the possibility of the City contracting with Mr. Horton to act as our Plumbing Inspector should he be re-instated by the State. At that time, I informed you our Department was not interested in contracting with Mr. Horton.

Evidently you talked with Mr. Gary Krebs, Plumbing Chief with the Industrial Compliance Division, about Mr. Horton's certification and he responded to you by the July 25th letter.

Your position of employment with the Engineering Department is as Housing Inspector/Code Enforcement Officer. Your duties do not include negotiating contracts or talking with State Officials regarding current or past employees of this department, especially acting under a title you do not hold.

After our discussion today, I understand better what your objectives were which caused this action. However, you must be aware of the scope of your job duties and not attempt to expand those duties by taking actions which are not assigned to you nor approved by me as assistant director of this department.

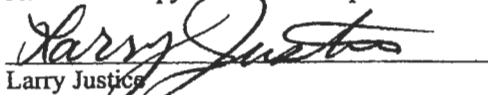
A copy of this reprimand will be placed in your personnel file for a minimum period of one (1) year.

If you wish to have a meeting concerning this matter and have union representation present, let me know immediately.

Issued pursuant to: Current AFSCME Bargaining Unit Contract Article 3 and Article 11


Juanita Jewett, Assistant Director/Engineering

Received a copy of this Oral Reprimand this 1 day of 8, 2002.


Larry Justice



Ohio Department of Commerce

Division of Industrial Compliance
Construction Compliance

6606 Tussing Road • P.O. Box 4009
Reynoldsburg, OH 43068-9009
(614) 644-2622 FAX (614) 644-3505
www.com.state.oh.us/dic

Bob Taft
Governor

Gary C. Suhadolnik
Director

July 25, 2002

Larry Justice, Building Official
Portsmouth Building Department
728 Second Street
Municipal Building, 2nd Floor, Room 25
Portsmouth, Ohio 45662

Dear Mr. Justice:

I am writing in regards to William Horton's plumbing inspector certification. Mr. Horton, certificate number K00038, is being placed on interim plumbing inspector status. He may only inspect plumbing that is within the jurisdiction of the Portsmouth Building Department. Mr. Horton's interim status will remain effective until I receive notification that he has successfully completed a thirty-hour plumbing inspectors' re-certification course. The next scheduled re-certification course will be held on October 7th, 8th, 9th, and 10th, 2002. Please contact me if you have any questions regarding this matter.

Sincerely,

A handwritten signature in cursive script, appearing to read "Gary Krebs".

Gary Krebs
Plumbing Chief

Cc: Mr. William Horton

BOB TAFT
GOVERNOR



GERALD G. HOLLAND
CHAIRMAN

BOARD OF BUILDING STANDARDS
CERTIFICATION
BUILDING DEPARTMENT PERSONNEL

This is to certify that
has met the requirements of
the OAC and is hereby issued
certification as:

LARRY JUSTICE

**INTERIM
BUILDING INSPECTOR
P002279**

John H. Rount
Executive Secretary

Expiration Date **06/30/07**