

CITY-COUNTY BOARD OF HEALTH MINUTES

Board Meeting

June 25, 2025 | 7:30am

PRESENT:

Tom Overn, Chair

Mike Schwehr

Ashley Horner, Health Officer/Secretary

Dick Gulman, Vice Chair

Tommy Bergan

ABSENT:

ALSO PRESENT:

Katie Beyer, Administrator

Marcie Bata

Evonne Johnson, Admin. Specialist

CALL TO ORDER:

The Health Board meeting was called to order at 7:30 am by Tom Overn, Chair, in the CCHD conference room or by remote.

AGENDA:

Agenda was reviewed, Motion made by Mike Schwehr to approve the agenda, seconded by Dick Gulman. Unanimous vote, motion carried.

MINUTES:

Reviewed. Motion made by Dick Gulman to approve previous months minutes and May 15, 2025 Special Meeting minutes presented, seconded by Tommy Bergan. Unanimous vote, motion carried.

DIRECTOR'S REPORT:

Kaitlen Lee and Emma Tufte went to Bismarck to accept the 2025 NDPHA Public Health Team of the Year award. Trainings and advancement in education are being completed by employees. Three units on the roof were tipped over from the previous weekend's storm. Low on Home Health admits and still only have PT and working to find OT provider. Motion made by Dick Gulman to approve director's report, seconded by Ashley Horner. Unanimous vote, motion carried.

FINANCIAL REPORT:

Katie Beyer noted that \$628,515.98 is the account balance with a grant reserve balance of \$330,978.03 and cash balance of \$297,537.95 at the end of May. Home Health is in the red \$7,653.67 for May and in the red \$30,077.39 for the year. Dick Gulman made a motion to approve financials as presented, seconded by Mike Schwehr. Unanimous vote, motion carried.

VOUCHERED EXPENSES:

Reviewed. Mike Schwehr made a motion to approve the May/June voucherred expenses, seconded by Dick Gulman. Unanimous vote, motion carried.

OLD BUSINESS:

Buildings/Grounds

- 2nd floor – South Central HSC Expansion Project, approaching finalization.
- Security cameras have an early August installation date.

Population Health Status

- Updates on previous action, presumptive measles tests all came back negative.

NEW BUSINESS:

Environmental Health

Updates on septic:

- Enderlin/Crossroads Steakhouse – No action from property owners. Motion made by Ashley Horner to send to States Attorney, seconded by Tommy Bergan. Unanimous vote, motion carried.
- Marcie is following up with the installer in Litchville from last fall to see what their intent is with the property. In communication, will follow up in July.
- Wesley Acres no response, working on getting to State's Attorney.
- 1414U Sibley, installer/property owner put in septic system on top of gravel pit and excavated out. The engineer was contacted in November, still waiting for an update.
- Application received for a Tattoo shop to open in Straus Mall. They have a 30-day waiting period before they can open.

Other:

- Landfill requested permission for emergency burns due to number of trees being hauled to the landfill from the recent storm.

City Budget Request

- Will only be able to ask for 3% due to cap, edit will be made to reflect request for \$34,549 and sent over to the City Commission. Motion made by Dick Gulman to approve letter with edit, seconded Ashley Horner. Unanimous vote, motion carried.

Administrator

- Job description and evaluation criteria for Administrator were reviewed and approved. Motion made by Dick Gulman to approve, seconded Ashley Horner. Unanimous vote, motion carried.

ADJOURNMENT:

With no further business before the Board, the meeting was adjourned at 8:15 am.

Next monthly meeting: Wednesday, July 23, 2025 at 7:30 am in the CCHD conference room.

Respectfully submitted,

Dr. Ashley Horner, Secretary