

CITY-COUNTY BOARD OF HEALTH MINUTES

Board Meeting

May 28, 2025 | 7:30am

PRESENT:

Tom Overn, Chair
Mike Schwehr

Dick Gulman, Vice Chair
Tommy Bergan

ABSENT:

Ashley Horner, Health Officer/Secretary

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 Dick Gulman to approve agenda with changes, seconded by Mike Schwehr. Unanimous vote, motion carried.

MINUTES:

Reviewed. Motion made by Dick Gulman to approve previous months minutes presented, seconded by Mike Schwehr. Unanimous vote, motion carried.

DIRECTOR'S REPORT:

We continue to prepare for Measles response. Summer events in queue. Motion made by Mike Schwehr to approve director's report, seconded by Dick Gulman. Unanimous vote, motion carried.

FINANCIAL REPORT:

Katie Beyer noted that \$695,796.20 is the account balance with a cash reserve balance of \$333,047.00 at the end of April. Home Health is in the black \$9,582.28 for April due to receiving some payments that had been lagging and in the red \$22,423.72 for the year. Mike Schwehr made a motion to approve financials as presented, seconded by Dick Gulman. Unanimous vote, motion carried.

VOUCHERED EXPENSES:

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

OLD BUSINESS:

Environmental Health

Central Valley Health District received the 2024 Dr. R. Neil Lowry Grant to get education out for aquatics safety tips. With the grant they will develop outreach for licensed facilities, including a newsletter with guidance on regulatory compliance and safety; educate patrons on how to ensure a safe and healthful aquatic experience; and promote general aquatic safety on topics such as drowning prevention, safety equipment, and maintaining the health of aquatic facilities. Swim Safe brochures to be handed out to Corp of Engineers and camp hosts.

Wesley Acres have received their certified letters. Mike Schwehr made a motion to send to States Attorney if no response received from them, seconded by Dick Gulman. Unanimous vote, motion carried.

Updates on septic:

- Enderlin/Crossroads Steakhouse - Had previously approved holding tank for the business, now is a residence and this is not allowed. The house behind Crossroads septic has failed as well. Both are owned by the same person. Mobile food truck septic waste cannot be dumped into hold tank. No pumping receipts for septic have been received. Motion made by Mike Schwehr to send certified letter, 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. Removed pump from hold take, but no formalized plan. Motion made by Dick Gulman to send certified letter, seconded by Tommy Bergan. Unanimous vote, motion carried.
- Rogers property received certified letter, we have reached out to see where things are at. Installed their own septic system without a permit and was not up to code. Certified letter was sent and was sent to States Attorney. Waiting to hear from States Attorney Deputy.

Buildings/Grounds

The 2nd floor project looks great, on time and on budget.

Population Health Status

No cases in Barnes County. Action from special meeting has accepted and has been put into action and is working. State will contact trace until they are unable to. We are tracking expenses related to Measles in the event we need to ask for reimbursement. Current cases: 13 Williams County, 7 Cass County, 3 Grand Forks County.

NEW BUSINESS:

Paid Holiday Policy Review

Reviewed paid Holiday policy. Juneteenth is the one additional day that was approved by the board in 2021. Presented board with considerations. Motion made by Dick Gulman to retire the Juneteenth Holiday starting 2026, seconded by Tommy Bergan. Unanimous vote, motion carried.

Electro Watchman Quote

Concerns of missing areas that are not visible with current camera views. With the increased activity upstairs and safety concerns we feel we need to have more coverage on the South and East sides of the building. If this is approved, it would be paid for by the Opioid grant. Dick Gulman made a motion to move forward with the additional cameras, Tommy Bergan seconded. Unanimous vote, motion carried.

Administrator Job Description

- Annual Review – move to June 25th meeting.

ADJOURNMENT:

With no further business before the Board, the meeting was adjourned at 8:17 am.

Next monthly meeting: Wednesday, June 25, 2025 at 7:30 am in the CCHD conference room.

Respectfully submitted,

Dr. Ashley Horner, Secretary