

LAKE REGION DISTRICT HEALTH UNIT

Board of Health Meeting

January 28th, 2025

5:30 P.M.

Members Present

Joel Berg	P
Doris Griffin	B
Elonda Nord	R
James Allmaras	E
Tammy Kuk	B
Glenda Collier	E
Terry Hoffert	P
Blaine Volk	R

Staff & Others Present

Denton Heisler, Administrator
Sheri Bertsch, Finance Manager
Wendy Frelich, RN, DON, Ramsey County
Charlotte Rardon, Claims Billing Specialist
Tammie Roed, RN, PHN
Lori Lippert, WIC Dietitian
Sheri Hatten, WIC Director/Dietitian
Mindy Cavanaugh, Administrative Assistant
Toby Schall, NP
David Erickstad
Chris Wahl
Kensi Wateland

Present Via Phone: Mike Ludwig

Members Absent

Dr. Derek Wayman MD

The meeting was called to order by Chairman, Blaine Volk.

Discussion was held on the officers for the Board of Health for the coming year. Blaine Volk was nominated to be Chairman by Tammy Kuk. Nominations ceased by Terry Hoffert. Tammy Kuk moved to have Blaine Volk remain as Chairman. Second by Glenda Collier. All members voting "Aye". Motion carried. Tammy Kuk was nominated to be Vice Chairman by Doris Griffin. Nominations ceased by Terry Hoffert. Doris Griffin moved to have Tammy Kuk as Vice Chairman. Second by Glenda Collier. All members voting "Aye". Motion carried. Elonda Nord was nominated as Secretary/Treasurer by Terry Hoffert. Nominations ceased by Tammy Kuk. Terry Hoffert moved to have Elonda Nord remain as Secretary/Treasurer. Second by Glenda Collier. All members voting "Aye". Motion carried. The officers for 2025 will be Blaine Volk as Chairman, Tammy Kuk as Vice Chairman, and Elonda Nord as Secretary/Treasurer.

Denton announced the years of service awards for 2024. Wendy Frelich honored for three years of service. Mindy Cavanaugh was honored for 10 years of service and Sheri Bertsch was honored for 15 years of service.

Denton called Mike Ludwig on the phone and put him on the speaker. Discussion was held on 600 square feet and what constitutes as finished square feet, especially concerning garages and additional structures. Blaine talked about garages becoming livable spaces after the permits are granted. Mr. Ludwig said other states only care about the number of bedrooms. Blaine explained all livable space is included and not just number of bedrooms. Chris Wahl explained that David Erickstad was denied

a permit because he had a three-season porch which put him over the 600 square feet allowable. Mr. Wahl did agree if people divert from the original permit plan, they should be held accountable. He wanted clarification on the 600 square feet to help the developers and realtors as they try to sell more lots and also to help perspective clients know what they can and cannot do on their property. Denton asked for clarification on what is considered livable space. There was discussion on what realtors and tax officials use and how they are not necessarily the same. Denton asked the Board for their interpretation so the Health Unit would have a standard to go by for all clients. This was not changing the regulations, just providing clarification for permitting. Tammy Kuk made a motion for defining it as 600 square feet of livable space and she further clarified by stating it can only be a single-story home, allowing lofts not over seven feet in height on average. Second, to the motion by Jamie Allmaras. All members voting "Aye". Motion carried.

Discussion was made about people getting a variance and then adding on after the fact. Blaine explained that not all Townships have a Zoning and Planning Commission. Discussion was made to hold people accountable if they are diverting from the permit. Denton stated that Ramsey County Zoning and Planning Commission are in the process of developing ordinances that would address this issue.

Jamie Allmaras moved to approve the minutes of the October 17th, 2025, Board of Health meeting. Second by Glenda Collier. All members voting "Aye". Motion carried.

Quarterly Newsletter was discussed and reviewed.

Quarterly financial reports were reviewed. The Board members' questions were discussed and answered. Terry Hoffert made a motion to approve the quarterly financial statements as presented. Second by Glenda Collier. All members voting "Aye". Motion carried.

Bills were discussed for the quarter. Glenda Collier made a motion to accept the bills for the quarter. Second by Terry Hoffert. Roll call vote taken. All members voting "Aye". Motion carried.

Old Business: Denton said he would discuss more about Zink Appeal at the next Board Meeting. Terry asked if it would involve the Spirit Lake Tribe. Denton stated that we don't know what will happen, it all depends on the appeal that's still being deliberated on by the courts. Joel Berg, new Board member, inquired as to what the appeal was regarding. Denton explained that the Zink appeal was about a septic permit at Wood Lake in Benson County.

Denton informed the Board members that the attorney is waiting for the Zink appeal to be complete before he starts reviewing the permitting process.

Denton stated that the Health Unit has two open nursing positions, one in Pierce County and one in Ramsey County. The Ramsey County nurse position opened after our new nurse was out sick for three weeks and then resigned effective immediately. Terry inquired as to whether the nursing positions were for RN's? Denton stated the positions were for RN or LPN.

Denton informed the Board that Taylor Hart was hired to fill the Substance Use/Abuse Prevention position.

Final audit update was given by Denton.

Denton brought up the discussion from the last Board meeting regarding the potential closure of the Family Planning Clinic. Denton stated that the funds were getting close to being depleted, and that it is very likely that the funding will be decreased yet again in next year's grant. Toby Schall, NP expressed her concerns regarding the closing of the clinic and the effect on the community. The Board discussed the importance of the clinic; however, they stated that we can't continue to operate a clinic when there is a lack of funding. Terry Hoffert made a motion to close the Family Planning Clinic. Second to the motion by Doris Griffin. Roll call vote taken, all members voting "Aye". Motion carried.

Tammie Roed discussed the final plans for the syringe exchange program to the Board members. Blaine asked if this would require staff to be present at the syringe exchange location. Denton stated yes, a staff member will need to be present and that the grant will cover personnel and supplies. Discussion was held regarding whether there was a need in the community. Tammie Roed stated that there is a significant need in this area. Denton asked the Board to approve for them to start and operate the program. Terry Hoffert made a motion to approve the Syringe Exchange Program. Second by Tammy Kuk. All members voting "Aye". Motion carried.

New Business: The 2024 final budget was discussed. Revenue is \$2,806,337.00 and expenses are \$2,470,774.79. Terry Hoffert moved to amend the 2024 budget to \$2,806,337.00 for revenue and \$2,470,774.79 for expenses. Second by Glenda Collier. All members voting "Aye". Motion carried.

Investment authorization was discussed. Glenda Collier moved to have Denton Heisler, Sheri Bertsch and Elonda Nord as having investment authorization. Second by Terry Hoffert. All members voting "Aye". Motion carried.

Discussion was held on Designation of Depository. Terry Hoffert moved to continue to use the same Designation of Depositories that we are currently using and to re-evaluate interest rates upon their renewal. Second by Doris Griffin. All members voting "Aye". Motion carried.

Pledge of Securities was received and reviewed by the Board of Health. Terry Hoffert moved to accept the current Pledge of Securities from Western State Bank. Second by Doris Griffin. All members voting "Aye". Motion carried.

Next meeting will be held April 22, 2025, at 5:30 P.M.

Meeting adjourned.

Chairman

Secretary/Treasurer

Date

Date