

1. Call to Order. The meeting was called to order by Vice Chair Chris Albertson, 8:31 am.
2. Roll Call. Chris Albertson, Bernie Belgarde, Allen Schlenvogt, Karen Armstrong, staff members Renae Henderson, Janelle Carnahan, and Barb Frydenlund via video conferencing. Candace Carlson Lake Region Environmental Health Specialist joins the group at 9:20 am.
3. Minutes. Minutes of January 18, 2024, were reviewed. Allen moved to approve the minutes as presented, Bernie seconded the motion, and the motion passed.
4. Standing Reports
 - A. Administrative Update. The printed administrative report and agenda will cover key items.
 - B. Fiscal Reports. Karen moved to approve expenditures noted in the January 2024 check-detail report. Bernie seconded the motion. The motion passed. Bernie moved to approve the February 2024 expenditures as noted in the month's reports. Allen seconded the motion, and it was passed.
 - C. Environmental Health Update. Candace continues to work on statewide sewer code. As of our July 2023 a sewer permit is not required when there is an addition to an existing structure provided that the water consumption is not going to be increased because of the addition. This was added as a clarification statement in the Intent of Rules and Regulations. (A. Intent and Application). Candace is working on On-site sewer installations with county residents.
5. Old Business.
 - A. Board of Health Annual Re-organization. Allen moved to keep the Rolette County Health Board Officers the same as in 2023. Bernie seconded the motion. The motion carried. Officers for 2024 will remain Craig Poitra Chairperson, Chris Albertson Vice President, and Karen Armstrong Secretary.
 - B. Health Officer Appointment. Chris assisted in setting up a meeting in which Dr. John Mark Gingerich and Barb Frydenlund about the Rolette County Health Officer position. Dr. Gingerich is interested in serving as Rolette County Public Health Officer. Bernie moved that Dr. John Mark Gingerich become the Rolette County Health Officer effective May 1, 2024. Karen seconded the motion. The motion carried.
 - C. USDA Grant Update-garage. The USDA grant payment is still incomplete. Barb has reached out to Issac. He indicated the grant payment is in process and all paperwork has been completed. Downspouts and gutters need to be installed. Allen will contact the contractor asking for a completion date of May 1st. Bernie will also reach out to the contractor as he has collaborated with him in the past.
 - D. Window Project Update. An internal environmental assessment has been requested. Tests for radon, lead and asbestos have been conducted. The test results have not been shared at this time.
 - E. Roof Project Update.
 - a. Still waiting for electrical work to allow completion of front awning area. Barb reached out to the contractor and learned that due to medical issues and major surgery he is not able to work, currently.
 - F. Heat Pump Replacement. Bernie moves that a heat pump be purchased within a budget of \$12,000. Allen seconded the motion. The motion passed unanimously.
6. New Business
 - A. General Public BoH Agenda Request Policy. Discussion on transparency, public input, and procedural policy. Bernie moved agenda be made public as specified in century code. Allen