

Call to Order. Chris Albertson called the meeting to order at 3:10pm.

Roll Call. Members in attendance: Chris Albertson, Bernie Belgarde, Allen Schlenvogt, Karen Armstrong, and staff members Janelle Carnahan and Barb Frydenlund. Absent Craig Poitra with permission from chair.

Minutes were reviewed. Allen moved to approve the minutes of May 12, 2025. Karen seconded the motion, the motion carried.

Standing Reports

Administrative Update

Fiscal Reports.

Allen moved to approve the expenditures noted in May 2025 check-detail report. Karen seconded the motion. The motion was approved. The department's total expenditure on May 31, 2025, was \$129,227.01

Karen moved to approve the expenditures noted in June 2025 of the check-detail report. Allen seconded the motion. The motion was approved. The department's total expenditure on June 30, 2025, was \$135,032.29.

Allen moved to approve the expenditures noted in July 2025 of the check-detail report. Karen seconded the motion. The motion was approved. The department's total expenditure on July 31, 2025, was \$103,905.05.

Karen moved to approve the expenditures noted in August 2025 of the check-detail report. Allen seconded the motion. The motion was approved. The department's total expenditure on August 31, 2025, was \$130,535.71.

Discussion was held about profit and loss. The budget is reflecting a loss for 2025, mainly due to the loss of federal grants including COVID funding.

Discussion was held about the two CD's that were purchased at Starion Bank, a total of \$500,000.00 was invested.

Discussion was held about the annual audit. Barb shared that there has been no communication with the state auditor's office regarding the 2023 audit. This audit has not been started nor any estimation of when it will be started. Janelle stated that she will attempt to reach out to get some information. Allen stated that he has not heard of any dates for the County to

5. *Old Business*

A. *Window Project.*

Barb gave update on the progress of the window replacement project. The environmental testing that took place resulted in no contamination found in the soil tests.

6. *New Business*

A. *Security System Quotew*

Discussion was held on the purchase of a security system for the office. Barb presented a quote from Goldeneye Technologies for a total of \$11,690.88. The various grants that have been received for the purchase of this system total \$9,000.00, \$2,690.00 short of total quote. It was moved by Allen to approve the purchase of a security system. The motion was seconded by Karen. The motion was carried.

B. *Vaccine Preventable Disease Policy*

Barb presented the vaccine preventable disease policy. The board overlooked with no changes requested.

C. *Receptionist/Program Assistant position*

Cheryl Bonn announced her retirement, her last day at Rolette County Public Health is September 25, 2025. The board expressed their gratitude to Cheryl for her dedicated employment at public health and wished her a very enjoyable retirement. Barb informed the board that interviews for the position had been conducted on September 22, 2025. 3 interviews were held with Barb, Karen, and Renae as the interview panel. They will discuss the candidates.

D. *Jail Nursing Servies*

Discussion was held about the possibility of providing nursing services to Rolette County Jail. Renae and Barb had a meeting with jail administration discussion the nature of the potential contract. There has been no formal contract or agreement presented yet.

E. *2026 Budget*

Barb informed the board that the budget is still being worked on. The amount public health will receive from the County had not been approved and she is waiting for that number to finalize the suggested budget for 2026.

*Next Regular Board of Health meeting will be held at Rolette Public Health District
Conference room November 10, 2025 at 3:00pm.*

*Allen moved to adjourn the meeting. Bernie seconded the motion. Motion approved
and carried. Meeting was adjourned at 4:30pm*

Respectfully submitted,

Janelle Disrud

Janelle Disrud, Business Manager
