



**District Board of Health Minutes
Zoom Meeting
September 27, 2021
2:00 PM**

Members Present:

Judge Casey Ellis
Judge Ryan Morris
Judge David Fields
Judge Harold Tomlinson
Matt Cull
Henry Bertram
Sandy May

Staff Present:

Georgia Heise
Michelle Wilburn
Justin Pittman
Sherry Fitzgerald
Amy Marston
Lindsey Tirey

Others Present:

Adam Culbertson

Welcome

Vice-Chairman Casey Ellis called the meeting to order at 1:59pm. A quorum was present.

Topic: Approval of August 9, 2021, meeting minutes

Discussion: The Board was asked to review the minutes from the previous meeting. There was no further discussion.

Action: Judge Fields made a motion to approve the minutes. Matt Cull seconded. The motion carried unanimously.

Topic: Old Building Demolition Bids

Discussion: Dr. Heise and Justin Pittman discussed the bids received and the associated costs. Judge **Action:** Tomlinson made a motion to accept the lowest bid. Henry Bertram seconded. The motion carried unanimously.

Topic: Culbertson Proposal

Discussion: Dr. Heise discussed a proposal submitted for the Culbertson property as a potential site for a new facility. Specifics were presented by guest Adam Culbertson.

Action: Not action needed at this time.




Topic: 60 Old Monterey Rd Church

Discussion: Dr. Heise discussed the availability of a local property with an existing structure that could potentially meet the agency's district office facility needs.

Action: Motion was made by Henry Bertram to have the building committee to assess the facility and report back to the board. Sandy May seconded. The motion carried unanimously.

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Topic: Line of Credit

Discussion: Dr. Heise discussed the need for a line of credit for \$25,000 through CUB o be used for travel and purchases due to ongoing complications with existing line at PNC.

Action: Motion to approve the line of credit at CUB for \$25,000 was made by Henry Bertram. Matt Cull seconded. The motion carried unanimously.

Topic: Unrestricted Funds

Discussion: Dr. Heise explained to the Board the need to allocate unrestricted funds in excess of three months operating expense to a designated purpose. The recommendation was made that \$1,081,302 be restricted for capital expenditures.

Action: Motion was made by Henry Bertram to designate \$1,081,302 for capital expenditures. Judge Fields seconded. The motion carried unanimously.

Topic: Covid Updates

Discussion: Dr. Heise provided an update on the COVID situation within the district.

Action: No action needed at this time.

Topic: Staffing Updates

Discussion: Dr. Heise provided the Board with an update on staffing levels and current requirements.

Action: No action was needed at this time.

Topic: Social Media Policy

Discussion: Dr. Heise presented the Board with a social media policy for review and discussion.

Action: Henry Bertram made the motion to accept the policy. The motion was seconded by Judge Morris.

Topic: Adjourn

Action: Judge Morris made the motion to adjourn. Judge Tomlinson seconded. The motion carried unanimously, and the meeting ended at 3:39 PM.



[Handwritten Signature]
Board Vice Chairperson

10/21/21
Date

[Handwritten Signature]
District Director

10/21/21
Date

[Handwritten Signature]
Board Secretary

10/21/21
Date

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