

**Ste, Genevieve County Health Department
Public Meeting of Board of Trustees
Minutes of February 28, 2023**

- 1. Call to order for regular session:** A regular session of the Sainte Genevieve County Health Department was called to order by Robert Bach on Tuesday, February 28, 2023, at 5:07 PM at the Sainte Genevieve County Health Department located at 115 Basler Drive, Sainte Genevieve, MO 63670.
- 2. Roll call:** Board members answering the roll call were Robert Bach, James Brochtrup, Carl Kinsky, constituting a quorum. Jennifer Mueller, health department administrator, was also present.
- 3. Approval of agenda:** Mr. Brochtrup moved to approve the agenda, with the motion seconded by Mr. Kinsky and passed unanimously.
- 4. Consent agenda:** James Brochtrup moved to approve the consent agenda, consisting of minutes of the previous meeting (both the open and closed session), financial statements, and transactions by account. The motion was seconded by Carl Kinsky, and passed unanimously.
- 5. Director's report:** The Director's report included the following:

 - Covid cases:** There were 101 covid cases for January, 71 to date for February.
 - Flu cases:** There were 19A and 1B flu reported for January, and 2A flu reported to date for February.
 - Helmer refrigerator:** The administrator discussed recurring problems with the Helmer refrigerator and a grant for purchase of a new one.
- 6. CD Rates:** There was discussion regarding purchasing CDs and taking advantage of a one time bump-up provision allowing the health department to take advantage of an increase in interest rates. After discussion, no action was taken, in view of the potential for a further increase in interest rates.
- 7. New Business:**

 - Removal of items from inventory:** Ms. Mueller discussed deterioration of teal blue fabric chairs. Mr. Brochtrup made a motion to remove the chairs from inventory. The motion was seconded by Mr. Kinsky and passed unanimously.
 - Flood insurance:** Ms. Mueller discussed increase in the premiums for flood insurance. After discussion, Mr. Brochtrup moved for the purchase flood insurance. The motion was seconded by Mr. Kinsky and passed unanimously.
 - Revisions to Administrative Manual, Sections 1-3:** The Board discussed revisions to the Administrative Manual, Sections 1-3, proposed by Ms. Mueller. On

motion by Mr. Brochtrup, seconded by Mr. Kinsky, the changes were approved, with Ms. Mueller to confirm that the references to the Sunshine Law cited the correct provisions.

8. Public Forum: No member of the public being present, no public forum was held.

9. Next scheduled meeting: The next scheduled regular board meeting is March 28, 2023, at 4:00 PM at the Sainte Genevieve County Health Department located at 115 Basler Drive, Sainte Genevieve, MO 63670.

10. Adjournment: Mr. Brochtrup made a motion to adjourn, seconded by Mr. Kinsky, which passed unanimous. Mr. Bach adjourned the meeting at 5:37 p.m.

Respectfully submitted,

Carl Kinsky, Secretary