Board of Health Meeting Minutes
Hale Eagle Pointe Plaza
415 E. Main Hale, Michigan 48739
Monday, January 27, 2025
8:30 a.m.

ROLL CALL OF BOARD MEMBERS: David Jagst; (Excused), Craig Johnston; (Excused), Terry Dutcher; (Present), Alexander Hardy; (Present 8:40am), Mark Surbrook; (Present), Craig Scott; (Present), Tom McCauley; (Present), Ted Handrich; (Present)

STAFF PRESENT: Denise Bryan (Health Officer); Devin Askwig (Deputy Health Officer); Connie Shaw (Administrative Director); Cori Upper (Environmental Health Director); Anthony Spiot (Finance Director); Deb Laird (Community Health Director); Heather LeForce (Community Health Director/DON); Scott Izzo (Community Health Director/EPI), and Elisa Dack (Community Health Director/KOHA)

The meeting was called to order by Denise M. Bryan, MPA, Health Officer, at 8:30am.

Election of Officers for Board of Health

The Health Officer opened the floor for nominations of officers. A motion was made by Commissioner McCauley and seconded by Commissioner Surbrook to nominate Commissioner Dutcher as Board Chair. Commissioner Dutcher accepted the nomination.
Roll Call: Surbrook: Yes, Scott: Yes, McCauley: Yes, Handrich: Yes, Dutcher: Yes/**Motion Passed**

Commissioner/Chair Dutcher took over leading the Board of Health meeting.

Commissioner Surbrook was nominated as Vice Chair by Commissioner McCauley and seconded by Commissioner Scott. Commissioner Surbrook accepted the nomination.
Roll Call: Hardy: Abstain, Surbrook: Yes, Scott: Yes, McCauley: Yes, Handrich: Yes, Dutcher: Yes/**Motion Passed**

Committee Appointments

Motion was made by Commissioner Scott and seconded by Commissioner Surbrook to maintain the same committee members as the previous year.
All Ayes/**Motion Passed**

Water Supply Advisory Committee Appointments

Commissioner Jagst was appointed to continue serving on the Water Supply Advisory Committee (WSAC) for DHD2.

Food Advisory Committee Appointments

Commissioner McCauley was appointed to continue serving on the Food Advisory Committee for DHD2.

Wastewater Advisory Committee

Commissioner Dutcher was appointed to continue serving on the Wastewater Advisory Committee for DHD2.

Open to the Public: None.

Approval of Agenda

Motion made by Commissioner Surbrook and seconded by Commissioner Scott to approve the agenda.

All Ayes/**Motion Passed**

Approval of Minutes:

Motion made by Commissioner Hardy and seconded by Commissioner McCauley to accept the minutes from the December 16, 2024, Board of Health meeting.
All Ayes/**Motion Passed**

Approval of Expenditures:

Motion made by Commissioner McCauley and seconded by Commissioner Handrich to approve good faith payables as of January 25, 2025, in the amount of $159,918.87.
Roll Call: Hardy: Yes, Dutcher Yes, Scott: Yes, Surbrook: Yes, McCauley: Yes, Handrich: Yes/**Motion Passed**

Motion made by Commissioner Handrich and seconded by Commissioner McCauley to approve the accounts payable of $99,458.20.
Roll Call: Hardy: Yes, Dutcher Yes, Scott: Yes, Surbrook: Yes, McCauley: Yes, Handrich: Yes/**Motion Passed**

Motion made by Commissioner Surbrook and seconded by Commissioner McCauley to approve the payroll and taxes as of January 24, 2025, in the amount of $321,067.81.
Roll Call: Hardy: Yes, Dutcher Yes, Scott: Yes, Surbrook: Yes, McCauley: Yes, Handrich: Yes/**Motion Passed**

Board of Health Orientation

The Board of Health Orientation manual was reviewed including the Conflict-of-Interest Statement.

Old Business: No old business.

New Business:

Approval of 2025 Board of Health Meeting Schedule

Motion made by Commissioner Surbrook and seconded by Commissioner McCauley to approve the 2025 Board of Health Meeting Schedule.
All Ayes/**Motion Passed**

Rollover Maturing Certificate of Deposit (CD)

Motion made by Commissioner Scott and seconded by Commissioner Surbrook to approve the investment of $450,000.00 in a Certificate of Deposit (CD) at Huntington Bank, at the most advantage term Huntington Bank offers for municipal government funds. DHD2 will rollover current CDs with Huntington Bank that are due to mature on 2/5/2025 and 2/24/2025 respectively.
Roll Call: Hardy: Yes, Dutcher Yes, Scott: Yes, Surbrook: Yes, McCauley: Yes, Handrich: Yes/**Motion Passed**

Revised Travel Policy

Motion made by Commissioner Surbrook and seconded by Commissioner Handrich to approve the revised travel policy as presented to the Board.
Roll Call: Hardy: Yes, Dutcher Yes, Scott: Yes, Surbrook: Yes, McCauley: Yes, Handrich: Yes/**Motion Passed**

Water Supply Advisory Committee

Motion made by Commissioner Scott and seconded by Commissioner Handrich to appoint a second commissioner to the Water Supply Advisory Committee. Commissioner Surbrook volunteered to sit on the Committee.
Roll Call: Hardy: Yes, Dutcher Yes, Scott: Yes, Surbrook: Yes, McCauley: Yes, Handrich: Yes/**Motion Passed**

Commissioner's Comments:

- Commissioner Surbrook stated he was happy to be back serving on the Board of Health.

Open to the Public: None

Correspondence:

- None

Adjourned

Motion made by Commissioner Scott and seconded by Commissioner Hardy to adjourn at 10:06 a.m.
All Ayes/**Motion Passed**

Terry Dutcher, Board Chair
Health Officer

Denise M. Bryan, MPA, Administrative

Connie Shaw, Recording Secretary