

CITY-COUNTY BOARD OF HEALTH MINUTES

Special Board Meeting

Nov. 13, 2014

- PRESENT:** Sharon Buhr, Chair
Dr. James Buhr, Secretary
Tom Overn, Vice Chair
- ABSENT:** Madeline Luke, Cindy Schwehr
- ALSO PRESENT:** Theresa Will, RN, Director
Bobbi Hepper Olson, Architect
Angie Martin, Office Manager
- CALL TO ORDER:** Meeting was called to order at 4:13 p.m. by Sharon Buhr, Chair, in the County Commission room in the Barnes County Courthouse.
- AGENDA:** Agenda items were switched around as follows: 1) Generator 2) Building renovations 3) FCCU loan. Agenda approved as changed.
- NEW BUSINESS:** Building generator: Bobbi Hepper Olson, Hepper Olson Architect, addressed the Board. She suggested that the Board stay with the 25kw generator option (as originally bid) rather than increasing to a 35kw generator due to the added cost (bid came back higher than anticipated) and the additional costs for a bigger electrical service, conduit and cement pad. Hepper Olson provided Board members with an updated floor plan that noted where lights and heat would be available during a power outage. Noted yellow areas are currently slated to be on the generator panel and orange areas would be added, plus boiler for heating. Will stated that lights would be needed in the finance and director offices in an emergency, so one circuit of lighting in the home health area will be taken off and the finance and director offices will be added. Hepper Olson noted that contractor will upgrade conduit to 3" in the event that CCHD opts to install a larger generator in the future. And she will also double check regarding emergency lighting in the public bathrooms, but stated that lighting is usually on battery backup in public bathrooms.
- Regarding changing out to larger conduit, we need to get a list of changes to the electrical contractor. There will be some cost implications to move some of these things onto the electrical panel. If the cost is reasonable, we can probably just go ahead with it. A final cost for upgrade will be available at the regular November Board meeting, said Hepper Olson.
- Overn made a motion to go with the 25kw generator, bigger conduit, and add more load to the single phase generator. Second by Dr. Buhr. Unanimous vote, motion carried.
- Building renovation: Additional abatement work \$5,010 (final). Board had already approved \$5,900 for floor tile abatement. It will cost \$5,010 for ceiling and elbow abatement, and \$2,025 for air testing. Board previously approved up to \$10,000 for ceiling, elbows and air testing. No further motion was needed since the floor tile abatement was already approved at a previous meeting. This was only a report.
- Lighting: Two different types of lighting bid – fluorescent (T8) and LED. Hepper Olson stated that the Board had approved an upgrade to LED at a previous meeting. However, after doing the calculations for the grant, LED lighting does not pay back the way it was anticipated (energy savings needs to be 10-year payback). Hepper Olson recommended

that we do fluorescent lights, not LED, based on these calculations. CCHD already has \$8,477 in the contract with the electrical contractor for LED upgrades, so we will ask for this credit back. And we won't do the LED upgrades we talked about which amounted to approximately \$3,500 in Alternate 1 and 2. Between the energy efficiency grant and rebates, CCHD's total out-of-pocket cost for fluorescent lighting on the south side of the building on the first floor will be \$2,025.50, as opposed to \$13,224.00 for LED.

Dr. Buhr made a motion to request energy-efficient fluorescent lighting instead of LED, and request a credit (\$8,477.00) from the electrical contractor for LED lighting (Alternate 6). Second by Overn. Unanimous vote, motion carried.

Dr. Buhr made a motion to rescind a previous motion dated July 30, 2014 to put LED upgrades in the north portion of the first floor (Alt. 1 & 2). Second by Overn. Unanimous vote, motion carried.

Overn made a motion to get formal bids to complete ceiling, lights and carpet on first floor in the director/finance area. Second by Dr. Buhr. Unanimous vote, motion carried.

Hepper Olson stated that abatement will take place Nov. 18-20.

FCCU interim loan: Dean Roehrich, FCCU, contacted Will last week to inform her that it is time to pay the renovation loan which came due Nov. 8. There is a 20-day grace period. We either need to pay it off or sign an extension. The accrued interest will be \$15,996 as of Nov. 18 (\$82.89 interest charged per day at 5.5%). Will talked with all county commissioners last week. Rather than signing an extension to the loan (to March 2015) and incurring approximately \$11,000 in additional interest, if we take half the loan payoff amount out of our cash reserve, would the county loan us the other half until our Bank of ND loan comes in in March? It would save taxpayer dollars. We can't get the Bank of ND loan until the renovations are completed. All five commissioners tentatively agreed to this. Will reviewed an assessment of the cash reserve through December 2014. As of September 30, 2014, there was \$556,015 in reserve. Total estimated expenditures for November through December 2014 are \$226,138. Total estimated revenue through December 2014 is \$299,494. Cash reserve as of Dec. 31, 2014 interim budget is \$550,576. Cash reserve used to pay off loan until renovations are complete: \$283,026. Estimated balance remaining at the end of December 2014: \$267,550.

Dr. Buhr made a motion to pay off the FCCU loan using half (\$283,026) from our cash reserve and borrowing the other half from the County of Barnes County (pending their formal approval). Second by Overn. Unanimous vote, motion carried.

CCHD would pay the County of Barnes County back when the building is completed – about March 2015.

ADJOURNMENT: With no further business before the Board, the meeting adjourned at 4:55 p.m. The next regular meeting will be held Tuesday, Nov. 25 at 3:30 p.m. in the County Commission chambers.

Respectfully submitted,

Dr. James Buhr, Secretary