

## Asotin County Health District 102 1st Street | PO Box 306, Asotin, WA 99402 Phone: 509-243-3344 Fax 509-2432-3345 www.ac-hd.org

## Asotin County Local Board of Health Meeting January 17, 2024 at 12:30 PM

Present: Skate Pierce (Chair), Chuck Whitman (Vice Chair), Lisa Barnes, Brendan Johnson, Dan

Button, Lori Loseth

Absent: None

ACHD Staff: Administrator Brady Woodbury, Program Manager Margaret Burch, Program Manager Lora

Gittins, Beth Usher, CLA- Sarah Croskey

Public: Joyce Keefer, Troy Syverson-Realtors, Jerry Brotnov-Architect

The special Board Meeting was called to order by Skate Pierce at 12:30PM

Topic	Discussion	Action
New Building Approval		
Approval of a Public Health Building located in Clarkston, WA	Skate Pierce Asked for a motion to approve the New Building Resolution 01-2024 located at 719 5th Street Clarkston WA, 99403 Chuck Whitman Moved to approve the New Building as presented. Brendan Johnson Seconded Comments: Finances have been discussed and built into the budget for 2024.  - ACHD Administrator confirmed that this purchase puts no financial stress on the Agency. Due to working closely with realtors and architects to identify the opportunity to build out the building to be functional for Public Health.  - Majority of funding coming from state Foundational Public Health Service (FPHS) dollars and part of ACHD reserve.  - Board of Health Vice Chair Chuck Whitman voiced concern about evidence of moisture in the building. Mainly in corners of building and recommend collecting and testing samples from locations within the building in the purchase process to be aware the potential for mold.  - The roof estimate is built in to the negotiation – options to spot fix or fully replace. Reviewed architects estimations for remodel and roof replacement.  - ACHD will follow required procurement policy for bids and remodel of building updates.  - Offer placed with a contingency clause to gain on Board of Health approval and feasibility study.  - Property line—location of actual property lines needs to be determined.	Motion Passed
Resolution 01-2024		



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	Resolution to allow ACHD the purchase of building and property at 719 5 <sup>th</sup> Street Clarkston WA 99403 to continue for moving forward with offer process following contingency. Yes- 6 No- 0 Motion approved.	
Financial Report		T
FPHS Funding Approval	FPHS Funding Approval In accordance with the adopted Purchasing Policy, the FPHS 2023 voucher and warrant packet # APPKT07441, Voucher # 287, in the amount of \$111,819.00 as presented, is approved. Payment processed by the Asotin County Auditor's Office to replenish the Asotin County Public Health District's Revolving Imprest Expense Account.	Motion Passed
	Chuck Whitman Moved to approve the FPHS 2023 Expense Voucher as presented.  Lori Loseth Seconded Motion passed unanimously with no further discussion.	
Expense Voucher Approval	December 2023 Expense Approval In accordance with the adopted Purchasing Policy, the December 2023 voucher and warrant packet # APPKT07439, Voucher # 286, in the amount of \$27,356.61 as presented, is approved. Payment processed by the Asotin County Auditor's Office to replenish the Asotin County Public Health District's Revolving Imprest Expense Account.  Lori Loseth Moved to approve the December 2023 Expense Voucher as	Motion Passed
	presented.  Daniel Button Seconded  Motion passed unanimously with no further discussion.	
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Scheduled Meetings	Next Meeting: 1:00 PM January 29 <sup>th</sup> , 2024 Asotin County Commissioners' Chambers	
Meeting Adjournment	Skate Pierce adjourned meeting at 1:00 PM, after completed agenda items discussed	

Meeting minutes taken by:

Margaret Burch, Program Manager