

**KEOKUK COUNTY BOARD OF HEALTH**  
**MEETING MINUTES\***  
**12-17-24 – 9:00 a.m.**  
**Keokuk County Public Health Office**  
**1303 – 200<sup>th</sup> Ave | Sigourney, IA 52591**

Call to order: Meeting called to order by Mike Hadley at 9:24 a.m.

Roll Call: Mike Hadley, Heather Collins, Jerlyn Bowers. Others present: Allie Helmuth, Richard Fortney, Robbin Clubb

Approval of Agenda: Motion to approve the agenda by Heather Collins; motion carried.

Discussion/Approval of consent agenda:

- a. Minutes of previous meeting
- b. Administrator's report
- c. Financial and Statistical report

No questions or concerns regarding the consent agenda items. Motion to approve the consent agenda by Jerlyn Bowers; motion carried.

Sanitarian Report – Eric was unable to be at the meeting, he sent an email report to the board on 12/12/24.

*"I will be at a training Tuesday and Wednesday next week. It's for Sanitarians to train on the Time of transfer law and interpretations. Nothing really new to talk about. Ongoing septic's, site evaluations, plugging wells, sampling water . I am starting on the letters to go out the first of year for those that are non-compliant. I will be working on continuing education the first of the year. I recently spoke to the Senior class at Sigourney high school on career paths into environmental sciences. I also spoke to a different group of high school students at the Public health office with Allie and Richard. I did have one student graduating this spring from Sigourney approach me after the class looking for an internship in the environmental field. I am working with a couple Park Rangers currently to see if we can get him in one of the summer programs the DNR or Conservation Departments have every summer. Grants to Counties paid last quarter claim."*

See attached email.

Discussion and possible approval of FY 26 budget: Allie Helmuth explains that she gave everyone a 3% increase for raises currently, then we will go by whatever the Board of Supervisors set as the increase. Also budgeted is 25% of the EMA/PH salary in our budget. Increased the contracted services item due to increase in annual software and general services. Motion to approve the budget with salary recommendations set by the Board of Supervisors by Jerlyn Bowers; motion carried.

Date for the next meeting: January 21, 2025.

Discussion of Old/New business and Public Input – none.

Adjournment: Mike Hadley adjourned the meeting at 9:32 a.m.

Respectfully submitted,

*Robbin Clubb*