

CENTRAL VALLEY HEALTH DISTRICT

BOARD MEETING MINUTES

April 20, 2026

The Central Valley Health District Board of Health met at noon on April 20, 2026, in the conference room at Central Valley Health District. Dr. Torrance called the meeting to order at 12:03 p.m.

MEMBERS PRESENT: Sandy Rivinius Rob Lech Bryan Batsch Dr. Torrance Dr. Huber Heidi Larson

MEMBERS ABSENT: Levi Taylor

OTHERS PRESENT: Kara Falk Kim Lee Shannon Klatt Sadie Barnick Beth Schwartz Marcie Bata(via Teams)

INSERVICE: None

APPROVAL OF MEETING MINUTES: No additions or corrections were needed. Rob Lech made a motion to approve the minutes, seconded by Dr. Huber. Motion carried.

NARRATIVES: Reviewed by Board.

HEALTH OFFICER REPORT: No report. Will meet with nurses April 29, 2026.

FINANCE COMMITTEE REPORT: Board directed committee to determine best term/rate for \$850,000 CD maturing out of 4% at Unison Bank. After discussion about future liquidity needs and desired liquid balance at fiscal year-end, committee recommended 12-month CD at best rate (3.53% at Dakota Heritage Bank in Gackle). Barnick will make sure to negotiate best rate when finalizing terms. Barnick reported that City requested 2027 budget via mail (letter received March 27th and budget due April 10th). Barnick reported that last 5 years of request have increased by exactly 3% and recommended the same. After discussion, committee agreed with \$72,100 City of Jamestown request.

OLD BUSINESS:

1. **Second Reading of Rule 2.1.5:** This is the second reading on this rule related to permits for mound construction for septic systems. The rule reads that design information will need to be submitted prior to the permit being issued to ensure the system design will meet code. Bryan Batsch made a motion to approve Rule 2.1.5, seconded by Dr. Huber. Motion carried.
2. **Lease of EH Space:** Nick Bruns contacted the office regarding the lease space next door. He met with his investors and they are open to a contract buy out. Discussion was held and a motion was made by Rob Lech, seconded by Dr. Huber to send a proposal to Nick. The proposal will be stating we would be out by May 30, 2026, and pay through the end of fiscal year which is June 30, 2026. Total amount would be \$5,000.00 and this would allow for counteroffer on contract buyout. Roll call vote: Batsch, Huber, Lech, Rivinius, Torrance and Larson voted aye. Motion carried.

NEW BUSINESS:

1. **Annette Niemeier's Retirement:** Annette Niemeier submitted her retirement letter. Her last day of employment will be May 1, 2026. A retirement party will be held at Central Valley on April 30 at 3 p.m. The Board is thankful to Annette for her many years of service. Bryan Batsch made a motion to approve the retirement, seconded by Sandy Rivinius. Motion carried.

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2. **Summer Internship Approvals:** Kara requested to have 2 summer internship positions. One would be in Marketing and the other with Finance. Motion and second made to approve the internship positions for 160 hours each at \$15.00 per hour, seconded by Rob Lech. Heidi Larson declared a conflict of interest and did not vote. Roll call vote: Huber, Lech, Rivinius, Torrance, Batsch voted aye. Motion carried.
3. **Program Review and Contract Approvals:** Contracts were received for Public Water Supply Supervision in amount of \$4320.00 and Family Planning in the amount of \$49,765.00. Heidi Larson made a motion to approve the contracts, seconded by Bryan Batsch. Motion carried by unanimous vote.
4. **Approval of Expenditures and Profit and Loss – March 2026:** Financial statements were reviewed by Board. Sadie reported the final PHIG funding was spent down. Rob Lech made a motion to approve Expenditures/Profit and Loss, seconded by Bryan Batsch. Roll call vote: Lech, Larson, Rivinius, Torrance, Batsch and Larson voted aye.
5. **Next Meeting: May 18, 2026, at Noon**

Having no further business, Torrance adjourned the meeting at 12:33 p.m.

Respectfully submitted,
James Torrance, MD
Health Officer