

**BENZIE-LEELANAU DISTRICT HEALTH DEPARTMENT  
BOARD OF HEALTH MEETING  
Wednesday, January 22, 2025 2p.m.  
Benzie Resource Center – Ingemar Johansson Conference Room  
6051 Frankfort Hwy., Ste. 100  
Benzonia, MI 49616**

Chairperson Gary Sauer called the meeting to order at 2:00 p.m.

**Members Present:**

Gary Sauer - Benzie County Board of Commissioners  
Gwenne Allgaier – Leelanau County Board of Commissioners  
Dr. David Quimby – Leelanau County Member at Large  
Mark Walter – Leelanau County Board of Commissioners  
Christina Trigg – Benzie County Board of Commissioners  
Dr. Mark Kuiper – Benzie County Member at Large

**Members Excused: None**

**Members Absent: None**

**Staff Present:**

Dodie Putney – Director of Administrative Services  
Eric Johnston – Director of Environmental Health  
Michelle Klein - Director of Personal Health  
Dan Thorell – Health Officer  
Dr. Joshua Meyerson – Medical Director (remote via teams)  
Shelley Jablon – Director of Administrative Services

**Staff Excused: None**

**Pledge of Allegiance**

With 3 new BOH members, Klein suggested we do introductions of ourselves.

**Approval of the November 20, 2024 Regular Board of Health Meeting Minutes:**

**Motion By:** Allgaier to approve the November 20, 2024 BOH meeting minutes.

**Seconded By:** Sauer

**Voice Vote:** 6 yeas 0 nay 0 excused 0 absent Motion carried

**Approval of the December 11, 2024 Board of Health Special Meeting Minutes:**

**Motion By:** Allgaier to approve the December 11, 2024 Special BOH meeting minutes.

**Seconded By:** Sauer

**Voice Vote:** 6 yeas 0 nay 0 excused 0 absent Motion carried

**Approval of the Agenda:**

**Motion By:** Trigg to approve the agenda as presented.

**Seconded By:** Allgaier

**Voice Vote:** 6 yeas 0 nay 0 excused 0 absent Motion carried

**Election of Officers & Committee Assignments:**

**Motion By:** Sauer to nominate Allgaier for Board of Health Chairperson.

**Voice Vote:** 6 yeas 0 nay 0 excused 0 absent Motion carried

**Motion By:** Trigg to nominate herself for Board of Health Vice-Chairperson.  
**Voice Vote:** 6 yeas 0 nay 0 excused 0 absent **Motion carried**

**Motion By:** Sauer and Walter nominated themselves for the Personnel and Finance Committee.  
**Voice Vote:** 6 yeas 0 nay 0 excused 0 absent **Motion carried**

**Motion By:** Dr. Quimby and Sauer nominated themselves for Program and Evaluation Committee.  
**Voice Vote:** 6 yeas 0 nay 0 excused 0 absent **Motion carried**

**Public Comment - None**

**Health Officer Update- Dan Thorell**

A report was distributed prior to the meeting. Please refer to it for details. Thorell welcomed the new BOH members and set up a new members orientation on the same day of the next board meeting. Discussed the new WIC Produce Connection Program that was started last year and allows WIC clients to use benefits to purchase fresh, local produce. Have experienced a lot of issues with the program going electronically and not a lot of local vendors are participating. Met recently with State WIC Produce Connection staff to try to get insight into and brainstorm solutions. Administrative and Environmental Health staff moved out of the existing space in anticipation of the remodel to start. The remodel project has not started yet due to contract negotiations with the architect and contractor. Diligently working to meet middle ground so work may begin.

**Accounts Payable**

**Motion By:** Sauer to approve accounts payable and pay the bills in the amount of \$822,259.14.

**Seconded By:** Allgaier

**Roll Call Vote:** Walter- yea, Allgaier- yea, Quimby - yea, Sauer - yea, Trigg - yea, Kuiper - yea  
6 yeas 0 nay 0 excused 0 absent **Motion carried**

**December Financial Statements**

**Motion By:** Sauer to accept the financial statements as presented.

**Seconded By:** Allgaier

**Roll Call Vote:** Walter- yea, Allgaier- yea, Quimby - yea, Sauer - yea, Trigg - yea, Kuiper - yea  
6 yeas 0 nay 0 excused 0 absent **Motion carried**

**BOH Meeting Dates for 2025**

**Motion By:** Sauer to approve the BOH meeting dates that were listed in the BOH packet.

**Seconded By:** Trigg

**Voice Vote:** Walter- yea, Allgaier- yea, Quimby - yea, Sauer - yea, Trigg - yea, Kuiper - yea  
6 yeas 0 nay 0 excused 0 absent **Motion carried**

**Immunization Refrigerator**

**Motion By:** Sauer to approve the purchase of the Arctiko LR-1350 High-Capacity Upright Refrigerator or equivalent for the approximate price of \$6995 or Arctiko PR-1350 Large Glass Door Medical Refrigerator or equivalent for the approximate price of \$7895. Price not to exceed \$8400.

**Seconded By:** Allgaier

**Roll Call Vote:** Walter- yea, Allgaier- yea, Quimby - yea, Sauer - yea, Trigg - yea, Kuiper - yea  
6 yeas 0 nay 0 excused 0 absent **Motion carried**

**Discussion:** Old immunization refrigerator needs to be replaced because it is not functioning well and it was advised to replace it. Several quotes were received but it was narrowed down to two as they will fit in the space and will allow the unit to be delivered without taking several doors off

the frames. The refrigerator is shared with Northwest Michigan Health Services Inc. NMHSI will reimburse BLDHD for half of the refrigerator purchase. Approval for the purchase is being requested as the initial purchase is over the threshold of BLDHD's Capital Outlay Purchase policy. It was decided to purchase the fridge with the glass doors if it is available and is within budget.

#### **Bank Signatures**

**Motion By:** Trigg made a motion for the removal of Dodie Putney from all bank accounts, (Honor Bank, Independent Bank and MI Class), along with all the credit accounts that BLDHD holds. Dan Thorell and Shelley Jablon should be added to all bank accounts, (Honor Bank, Independent Bank and MI Class) and all credit accounts that BLDHD holds.

**Seconded By:** Kuiper

**Roll Call Vote:** Walter- yea, Allgaier- yea, Quimby - yea, Sauer - yea, Trigg - yea, Kuiper - yea  
**6 yeas 0 nay 0 excused 0 absent Motion carried**

**Discussion:** With Dodie Putney's pending retirement, a motion was made to remove her from all bank and credit accounts and add Dan Thorell and Shelley Jablon.

#### **Staff Reports:**

##### **Medical Director – Dr. Joshua Meyerson**

A report was distributed prior to the meeting. Please refer to it for details. Highlighted the recent change of adult pneumococcal vaccine. The CDC changed the recommendation from 65 and older that could receive the vaccine to 50 and older. The reason being that by the time a person reaches 50 years old they have a risk factor that the vaccine will help with. Five-year Communicable Disease Report was just issued and is needed for accreditation. There has been an uptick in flu and covid cases. Stressed the use of masks and good hygiene practices to help prevent the spread.

##### **Personal Health – Michelle Klein**

A report was distributed prior to the meeting. Please refer to it for details. Kudos given to Rachel Pomeroy for developing the Quarterly Marketing Report. A lot of people are using the digital records portal to access well/septic records. The online vaccine scheduling has also been used frequently by clients. Will be distributing flyers with QR codes on them next month that contain all the different services that the health department provides. Klein also provided a list of all the programs personal health provides to help inform the new BOH members.

##### **Environmental Health – Eric Johnston**

A report was distributed at the beginning of the meeting. Please refer to it for details. The number of permits/evaluations for this fiscal year was discussed. Questions were answered on Leelanau's high rate of failed septic systems due to the new well/septic evaluation program started in January of 2023. Radon month is the month of January. Give a nonperishable food item and get a free radon kit.

##### **Administrative – Shelley Jablon**

No report was distributed prior to the meeting. Administration has been busy moving offices due to the impending remodel. Jablon has been training her replacement and Putney has been training Jablon to take over for her.

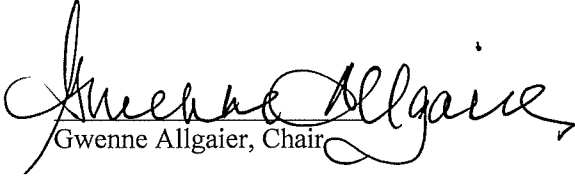
##### **Public Comment – None**


##### **Board Comments – None**

**Adjourn**

**Motion By:** Allgaier to adjourn the BOH meeting at 3:40 p.m.

**Voice Vote:** 6 yeas 0 nay 0 excused 0 absent **Motion carried**

  
Gwenne Allgaier, Chair

  
Sanna Johnson, Recording Secretary