

**Minutes of the Regularly Scheduled Meeting
Platte County Board of Health Center Trustees
August 16, 2022**

Call to Order: Jackson called the meeting to order at 7:00PM at the Platte City facility.

Trustees Present: Jackson, Wright, Hill, and Kingsley attended in person.

Trustees Absent: Willmarth

Staff Present: Warlen and Luebbert attended in person. Gallagher, Cogan and Smith attended virtually via Zoom.

Others Present: Bryan Ruoff, Architect

Agenda Additions: None

COVID-19 Situational Update:

Luebbert gave the Board an update on the COVID-19 numbers in Platte County. Case rates have continued their downward trend, resulting in a 7-day case rate of **103.0** cases per 100,000 residents at the end of last week. According to the CDC's August 11th update, Platte County's community level remains "Medium".

Tax Levy Hearing:

Warlen presented information regarding the current Platte County Personal and Real Estate Property Valuations, as submitted by the County Clerk & State Auditor's office. Following discussion, Wright made the motion, seconded by Hill to approve the tax levy for the current year at \$0.0733 per \$100.00, as allowed by Missouri Statute. Roll call vote: Wright – yes, Hill – yes, Kingsley – no, Jackson – yes. Motion passed by 3 to 1 vote. Appropriate paperwork was signed by Jackson and Willmarth.

Unified Facility Planning Update:

Bryan Ruoff, Architect, gave the Board an update on the progress at the new facility. Warlen asked the Board to authorize the third construction bill submitted by Straub. After discussion, Kingsley made the motion to approve the construction bill from Straub for \$429,162.00, seconded by Hill. Roll call vote: Wright – yes, Kingsley – yes, Hill – yes, Jackson - yes. Motion passed by unanimous vote.

Warlen presented the Contractor's Proposal Request #2 for approval. After discussion, Kingsley made the motion to approve the Contractor's Request #2 for \$11,628.00, seconded by Hill. Roll call vote: Wright – yes, Kingsley – yes, Hill – yes, Jackson - yes. Motion passed by unanimous vote.

Warlen presented the Contractor's Proposal Request #5 for approval, that is for re-routing storm pipe where garage is being built. After discussion, Hill made the motion to allow Ruoff and Warlen to negotiate with Contractor for a price of \$30,000 plus 10% contingency on the Contractor's Proposal Request #5, seconded by Wright. Roll call vote: Wright – yes, Kingsley – yes, Hill – yes, Jackson - yes. Motion passed by unanimous vote.

HVAC Duct & Vent Cleaning Services RFP:

The sealed bid for HVAC & Vent Cleanings Services RFP was opened by Jackson. After discussion, Hill made the motion to decline the bid and send out another RFP for the HVAC & Vent Cleaning Services, seconded by Kingsley. Roll call vote: Wright – yes, Kingsley – yes, Hill – yes, Jackson - yes. Motion passed by unanimous vote.

Front Entry Landscaping/Concrete:

Warlen discussed with the Board the front entry landscaping at the new facility and their thoughts on removing the landscaping and making it all concrete. After discussion, the Board asked Warlen to obtain a quote for removing all the landscaping and pouring new concrete at the entry of the new facility.

Facility Services Products RFP:

Sealed bids for Facility Services Products were opened by Jackson. After discussion, Hill made the motion to authorize Warlen and Luebbert to negotiate with the two companies that bid in an effort to reach acceptable contract terms for the provision of Facility Services Products and bring back to the Board their recommendations, seconded by Kingsley. Roll call vote: Wright – yes, Kingsley – yes, Hill – yes, Jackson - yes. Motion passed by unanimous vote.

EXECUTIVE SESSION:

At 8:24PM Kingsley made the motion, seconded by Hill to enter into Executive Session for Real Estate discussion, pursuant to 610.021 (1), (3), and (13) RSMo 2000. Roll call vote: Wright – yes, Hill – yes, Kingsley – yes, Jackson – yes. Motion passed by unanimous vote.

Warlen, Luebbert and Ruoff were in attendance for the Executive Session.

Executive Session ended at 8:37PM Kingsley made the motion, seconded by Hill to end Executive Session, pursuant to 610.021 (1), (3), and (13) RSMo 2000. Roll call vote: Wright – yes, Hill – yes, Kingsley – yes, Jackson – yes. Motion passed by unanimous vote.

Facility Cable Connections/Network V3:

Warlen presented the quotes from RTI for the Cable Connections/Network V3 for the new building. After discussion, Kingsley made the motion to approve the quote for \$72,700.09 for network V3 hardware and installation and approve the quote for cable connections at \$13,398.00, seconded by Hill. Roll call vote: Wright – yes, Kingsley – yes, Hill – yes, Jackson - yes. Motion passed by unanimous vote.

New Vaccine Refrigerator-Freezer:

Warlen informed the Board that the Missouri Department of Health and Senior Services has approved the purchase of two vaccine refrigerators and one vaccine freezer, using funds from the Adult Immunization Contract. After discussion, Kingsley made the motion to authorize Warlen to purchase the two vaccine refrigerators at a cost of \$4,332.25 each and one vaccine freezer at a cost of \$5,382.24, using funds from the Adult Immunization Contract, seconded by Hill. Roll call vote: Wright – yes, Kingsley – yes, Hill – yes, Jackson - yes. Motion passed by unanimous vote.

Flu Vaccine Fee Proposal:

Smith presented to the Board the cost comparisons for the influenza vaccine and administration. After discussion, Hill made a motion to set the price at \$35 for the Quadrivalent vaccine for 6 months old and over, and \$75 for both the Flublock Quadrivalent vaccine preferred for age 50+ and over as well as Fluzone Sr. High Dose for 65+ and over, seconded by Kingsley. Roll call vote: Wright – yes, Hill – yes, Kingsley – yes, Jackson – yes. Motion passed by unanimous vote.

Blueprint for Safer Roadways Agreement:

Luebbert proposed to the Board that the Blueprint for Safer Roadways Program Agreement for the amount of \$13,748.00 be approved for a period of July 1, 2022 through June 30, 2023. Kingsley made the motion, seconded by Hill to accept the Blueprint for Safer Roadways Program Agreement. Roll call vote: Wright – yes, Kingsley – yes, Hill – yes, Jackson – yes. Motion passed by unanimous vote.

Day of Hope:

Warlen informed the Board that the annual event for The Day of Hope will take place on Saturday, November 5, 2025 at the Christ Chapel Church in Platte City. Warlen asked if the Board would like to contribute to this year's event. The funds would be used to purchase new coats, hats, gloves, socks and underwear for the children of the participants. Registration is already open for the event. Wright made motion to make a \$15,000 contribution to The Days of Hope Foundation, Inc., seconded by Hill. Roll call vote: Wright – yes, Kingsley – yes, Hill – yes, Jackson – yes. Motion passed by unanimous vote.

Director Report:

Warlen gave the Directors Report and answered inquiries regarding each of his respective divisions. Report was reviewed.

Operational Assistant Director Report/Financial Report:

Luebbert gave the Operational Assistant Directors report and answered inquiries regarding each of the respective divisions. Report was reviewed.

Clinic Manager Report:

Smith gave the Clinic Manager Report and answered inquiries regarding each of the respective divisions. Report was reviewed.

Financials:

The description of Revenue and Expenditures for the FY 2022 Budget year to date was reviewed. Warlen answered inquiries regarding the respective divisions.

Payment of Bills:

The list of checks proposed for payment was reviewed, along with the explanation of non-customary bills. After review and discussion, Hill made the motion to approve the bills, seconded by Kingsley. Roll call vote: Wright – yes, Hill – yes, Kingsley – yes, Willmarth – yes, Jackson – yes. Motion passed by unanimous vote.

Fee Resolution:

Hill made the motion to approve the Fee Resolution, seconded by Wright. The Fee Resolution included one change of adding Mycoplasma Genitalium, rRna, TMA for \$75.00. Roll call vote: Wright – yes, Hill – yes, Kingsley – yes, Jackson – yes. Motion passed by unanimous vote. The Fee Resolution was signed by Jackson.

Minutes:

Minutes of the Regular Board meeting of July 19, 2022 were reviewed. Wright moved to accept the minutes, seconded by Hill. Roll call vote: Wright – yes, Hill – yes, Kingsley – yes, Jackson – yes. Motion passed by unanimous vote.

Adjournment:

Hill made the motion to adjourn the meeting, seconded by Kingsley. Roll call vote: Wright – yes, Hill – yes, Kingsley – yes, Jackson – yes. Motion passed by unanimous vote.

Jackson adjourned the Regular Meeting at 9:36PM.


Secretary – Paula Willmarth

8-16-22
Date