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Wells County District Health Unit

Board of Health Meeting
October 15, 2026
8:30 – Conference Room
Wells County District Health Unit Harvey Office

Board of Health members present:
Stan Buxa-Chairman
Dennis Dockter-Treasurer
Cheryl Flick-Vice Chair
Brittany Long-Member
Beth Huseth via Phone
Absent: Dr. Charles Nyhus
Absent: Dr. Greg Christensen

Wells County District Health Staff present:
Caitlyn Roemmich-Administrator
Verla Albrecht- Assistant Office Manager
Brenda Klein-Office Manager

Guests: Marcie Bata, Director of Environmental Health; Central Valley Health District
Cody Faul of Faul Excavating

1. Chairman, Stan Buxa called the meeting to order at 8:30 a.m.

2. Approval of agenda – Motion by Cheryl, seconded by Dennis to accept the agenda with amendment to add Environmental Health septic install concerns by Marcie Bata @ CVHD; legislative updates about body art and waste water treatment. Motion carried

3. Secretary's report was reviewed. Motion by Cheryl to accept the Secretary's report; Dennis seconded the motion; Motion carried

4. Financial report was reviewed/presented by Brenda and Caitlyn. Review of financials for year-to-date and of the approved fund request of $45,000 from the commissioners, as well as an updated look at 2027 financials based on approved mills. Board members resoundingly stated their support of our agency and understanding of the financial challenges presented by reductions in grant funding. They stated they will continue to back us when we interact with the county commissioners for financial support as needed. We reminded them that the $150,000

approval of funds granted in December 2025 stated that no additional presentations needed to be made to the commission and that when the need arose, we just needed to present our financial need to the county auditor who would issue the additional funds. No suggestions were given for additional cost reduction measures. We also briefly discussed the challenges faced when misinformation about us is printed in the county newspaper. Cheryl made a motion to accept the financial report as presented; Dennis seconded the motion. Motion carried.

5. *OLD BUSINESS:*

   a. Cody Faul – Marcie & Cody met in July and completed some things, but there are a few more things that needed signing. Emails were sent to Cody July 28 and August 31. Cody came to today's meeting briefly in person and says he sent off some paperwork by mail to CVHD; however, not received by Marcie. Cody states he has not been able to contact Wanda Melchert, city of Manfred, for her signature for the holding tank installed over a bathroom in 2025. Cody will drop copies of the lost-in-the-mail paperwork at Harvey Elementary office on Friday morning, October 16, with Caitlyn's name on it, and WCDHU will take responsibility for forwarding it to CVHD. Still also missing Terry Thermosgard signature (out of state, lives in Vegas/California year-round), for a septic install south of Hurdsfield, for a 2025 permit. WCDHU will email Terry for the needed signature once we receive Cody's paperwork tomorrow. Once Cody's packet is received and policies and procedures followed regarding inspection etc., the board will need to meet in November to pursue further action on the 2025 systems.

      The 2024 systems (Manfred via Wanda Melchert) board needs to approve sending a letter to obtain her signature. Cheryl moved, Brittany seconded Caitlyn drafting a letter to Wanda for her signature. Weckerly's system also needs a signature obtained, or alternatively WCDHU board could approve without a signature due to new homeowners living there who have nothing to do with this installation permitting.

6. *NEW BUSINESS:*

   a. 2026 Septic Permits – Schimelfenig Excavating submitted a design, which was properly approved. However, 24-hour notice was not granted to allow inspection and the system was installed without inspection. Since the system did not follow policy and procedures, the matter comes before Wells Co District Health Unit for review and approval of the system as presented in the submitted design with a penalty fee to the contractor for failure to provide 24-hour notice. (For example, CVHD Paperwork submission omission = $75/mo. Failure to acquire a permit is $250.) This matter will be acted on at the November special meeting.

   b. Credit Cards – Dennis moved to add Brenda Klein to the FIBT Visa account with an agency credit card in her name with a $20,000 limit, seconded by Cheryl. Motion carried.

   c. Legislation regarding Onsite Wastewater Treatment Systems permitting (see blue insert in packet). Marcie presented to the legislature, who proposed 20 changes regarding septic permitting, and she also provided comments regarding the discussion submitted after the proposals.

   d. Body Art is covered under health and safety (see gold insert). Legislation made updates to the code for body art, which was written in 2008, based on the 1999 model code. Some of it is just reorganizing the code paragraph order and updating fees. Motion was made by legislation to rescind the code entirely, and the matter was tabled until the next legislative session. We are reaching out to our county legislators to educate for the need for regulation to protect public health and safety regarding body art.

   e. Dennis Dockter is stepping down as treasurer, effective December 14, 2026. Dennis is willing to stay on as acting treasurer until the incoming treasurer is officially installed. Dennis has recommended Jason Schneider as incoming treasurer, to be added as a signer on Wells County District Health Unit financial accounts at First International Bank & Trust; and for Dennis Dockter to be removed from same. Since this is a county commissioner position, this recommendation needs to be approved by the commissioners before being finalized by WCDHU. Tabled until November 24 special BOH meeting.

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7. Administrator's Report: Busy with flu season. Community clinic attendance is down this year, but it seems in-office appointments have increased. Health maintenance has been a challenge lately, filing vulnerable adult with a few, and firing a client we felt was unsafe. Jordan has been teaching prevention curriculum in Harvey and was recently accepted into the Fessenden schools. A complaint was received regarding Pizza Ranch in which marijuana was part of the complaint. We reached out to the chief regarding the marijuana piece.

8. Next meeting scheduled for: Tuesday, November 24 at noon. Knoephla soup will be provided.

9. Adjournment: Brittany moved to adjourn the meeting. Second by Dennis. Meeting adjourned at 9:32 a.m.

Respectfully submitted,
Dr. Charles Nyhus, Board of Health Secretary

Caitlyn Roemmich-Administrator

Brenda Klein-Office Manager
Wells County District Health Unit

CR/bk