

**Jones County Board of Health  
Regular Meeting Minutes  
December 29, 2025**

**Members Present:** John Schlarmann, Connie Goldsmith, Denny Coon, Dr. Deb Oldham **Members Absent:** Dr. Kirk Kilburg **Presenters:** Julia Steere, Brad Knudson, and Lisa Bogran

Meeting called to order at 6:30p.m.

Motion to approve minutes from the October 16, 2025 meeting made by John seconded by Connie, all aye.

**Linn County Public Health – Julia Steere Provided Updates from Matt Dobler**

8478 Slide Rock Road, Anamosa – A written update provided by Matt was read by Julia regarding the ongoing issue between neighbors. Steve and Linda Hamilton were present and provided additional information on the matter. A motion was made by Dr. Deb to send a letter to the property owners requiring them to pay to have a Time of Transfer Inspection completed, or pay to replace the septic system to bring it up to code and be in compliance by June 1, 2026, seconded by Denny, all aye.

- Hanna 507 S. Linn Street – County Attorney (CA) sent letter regarding violation of septic system. Julia read the written update that Matt provided, they need to install a septic or connect to City of Anamosa. Matt checked with the City of Anamosa and no records of connecting. Motion made by Denny that a letter will be sent to the City of Anamosa regarding 507 S. Linn Street, seconded by Dr. Deb, all aye.

- 104 2<sup>nd</sup> Street, Onslow – Well Abandonment Letter Discussion and Possible Motion – Julia read the written update that Matt provided and John provided additional information. Motion made by Connie to send the matter to the CA if the given deadline is not met, seconded by Denny, all aye.

- Maintenance contract letters will be mailed in January – Matt provided a written update that Julia read. 45 letters will be mailed out at the beginning of January with a March 1, 2026 deadline, hopefully speeding up the process so the CA can get any matters resolved quickly.

- A discussion was had regarding the Linn County Public Health Food Inspector signing the liquor license approval forms at the time of pre-opening inspections. A motion was made by Dr. Deb that Linn County Food Inspectors may sign the liquor license approval forms, seconded by Denny, all aye.

- Other Linn County Updates – None were written from Matt. Julia and Lisa mentioned a food establishment that was delinquent on their food service license, they are now 60 plus days delinquent. A discussion was had regarding closure, for failure of renewal/payment. The BOH members will be notified by email if it progresses to that. Julia will contact the individual to discuss the situation and next steps.

**Jones County Public Health – Brad Knudson**

- Broadway Place Annex Maintenance – Brad provided an update on maintenance requests that have not been fulfilled in a timely manner. A discussion occurred. John will have further conversations with the appropriate people regarding this matter.

- Minimum Maintenance Code discussion occurred; an update was provided by Brad. He spoke to both Anamosa and Monticello’s City Administrators regarding this possibility, waiting for a response from them.

- Sharps disposal update - Public Health has travel and regular size sharps containers for the public in this office. Brad provided an update, according to sanitation companies, that he contacted, sharps may be disposed of in the garbage if in a hard, sealed container with “sharps” written on the container.

- The Jones County Public Health FY27 Budget was discussed. Dr. Deb made a motion to approve the Public Health budget with the exception of, reducing the Part-Time Help line item to \$5,000 and recalculate all accompanying line items, seconded by Denny, all aye.

- Other Public Health Updates provided by Brad: A brief discussion of the billboard and vaccinations was had.

## **Jones County Environmental Health – Lisa Bogran**

- Lisa presented documents that had been signed/submitted/updated since last BOH meeting. The Private Well Grant (PWG) 1<sup>st</sup> Quarter Claims and PWG Policy and Procedures were both approved. There is a new PWG Intern Policy guide for any future interns for this department. The DIAL-BOH Pool/Tattoo Contract has been signed. Updates have been made on the Jones County Env. Health Website.
- Private Well Grant Updates and Upcoming Requirements were provided by Lisa. The 2<sup>nd</sup> Quarter Update Report will be submitted tomorrow for the Progress Report. Upcoming important deadlines the Proof of Liability is due at the end of January, CEU Submission has been done and approved for this year, and there are several training opportunities coming up that Lisa may attend: IOWWA Pre-Conference Jan. 6<sup>th</sup> and Conference 7<sup>th</sup> and 8<sup>th</sup> in Cedar Rapids, the IWWA Conference is January 29<sup>th</sup> and 30<sup>th</sup> in Altoona and the Iowa Public Health Conference will be held April 7-9<sup>th</sup> in Des Moines. A free 8-hour Onsite Wastewater A to Z Course by NOWRA would be beneficial to complete, if time allows.
- Environmental Health Coordinator Salary Adjustment for FY27 Discussion and Possible Motion – The budget is due to the Auditor’s Office by January 7<sup>th</sup>. An 8% salary increase was proposed in the FY27 budget. A discussion was had by members; it was determined that the salary starting July 1<sup>st</sup> would be \$24 per hour. This increase will be updated to be reflected in the budget. Discussed raising the salary again next year, if not before.
- Jones County Environmental Health FY27 Budget Discussion & Motion. Lisa spoke with the Auditor for guidance on this process. The Auditor will add the requested new line items to reflect expenses and revenue. The new line items presented will be adjusted to not increase the overall budget. There were no other changes proposed and a motion was made by Denny to approve the Environmental Health budget with a proposed salary raise to \$24 per hour, seconded by Connie, all aye.
- Other Environmental Health Updates were provided by Lisa. ISU plans to host a Private Well Stewardship Program in Jones County, Lisa will attend, if available, and will work with those who attend to schedule water samples. SAFHER is moving ahead, information is provided as they request it. Lisa plans to be out of the office from March 16<sup>th</sup> through March 20<sup>th</sup>.

**Open Discussion** – Next meeting will be in February. We are considering Monday, February 16<sup>th</sup>. Lisa will check with members on their availability and determine the next meeting date.

Motion to adjourn by Denny at 8:29p.m. seconded by Connie, all Aye.

Recorded by Lisa Bogran, Jones County BOH Administrator/Jones County Environmental Health Coordinator