

MINUTES
BERWYN PUBLIC HEALTH DISTRICT
November 9, 2017

1. President Pechous called the meeting to order at 4:05 pm. Avila and Paul answered present on the Call of the Roll.
2. The Pledge of Allegiance was recited.
3. **Open Forum:** Supervisor Pechous called for the Open Forum. District Treasurer David Avila requested that he be provided a copy of all future Berwyn Township agendas. Mr. Avila then raised the issue that the November 9, 2017 agenda for the Health District meeting was not posted in the Health District building lobby. He distributed copies of 5 ILCS 120/2.02 (a) to all present. Mr. Avila questioned the legality of the meeting under the Illinois Open Meetings Act. Secretary Paul accepted responsibility for the error. She stated that she had timely posted the agenda under Township & Health District Notices and Agendas on the notice board outside her office in the Berwyn City Hall building (located one block west of the public body's meeting place). Pechous then recognized Health District Attorney Lawrence Zdarsky who spoke concerning the Open Meetings Act rules and the actions that the members could take. Discussion ensued. Thereafter, the members agreed to continue with the meeting.
4. **Approval of Minutes:** Pechous made the motion, seconded by Avila, to approve the Minutes of the Regular Meeting of October 12, 2017 and Special Meeting of November 2, 2017. The motion passed by a unanimous voice vote.
5. **Bills Payable & Payroll – November, 2017:** Pechous motioned, second by Avila, to accept and approve the bills and payroll in the amount of \$44,968.55 as presented. The motion passed unanimously on the call of the roll. Thereafter, the members affixed their signatures to the Certificate approving payment.
6. **Statement of Receipts and Disbursements – October, 2017:** Pechous recognized Accountant Brian Eagan who presented his report. The communication was marked as informational by Order of the Chair.
7. **Medical, Nursing, and Sanitation Reports - October, 2017:** The communication was marked as informational by Order of the Chair.
8. **Vital Statistics Report – October, 2017:** Pechous made the motion, seconded by Avila, to accept the report as submitted and place the money in the proper funds. The motion passed by unanimous Call of the Roll.
9. **Correspondence:** An email from Ms. Shelley Titzer to Secretary Paul dated November 9, 2017 was discussed. The item was marked Informational by Order of the Chair. An email from Dr. Magda Houlberg, Chief Clinical Officer of Howard Brown Clinic, which was emailed to Health District Medical Director Dr. Brad Wainer, was discussed. Paul made a motion, seconded by Pechous, to defer this communication to the December meeting. The motion passed by a unanimous voice vote.
10. **Old Business:**
 - a. a. Emergency Preparedness – City of Berwyn All Hazard Emergency Plan – Laureto: Pechous recognized Anthony Laureto, Interim Berwyn Emergency Management Director. Mr. Laureto advised the members the past history of the development of the operations plan and of the need to review and authorize its implementation. Health District members will review the plan as there is a required Resolution to be passed by the Health District in the plan documents. This plan must be passed in December, 2017. Note: Avila left the meeting at 4:45 p.m. Avila returned at 4:50 p.m. Pechous made a motion, seconded by Paul to defer the item to the December, 2017 meeting. The motion passed by a unanimous voice vote.

- b. Interoperability – Mike Holub: Mr. Holub was not present for the meeting. Discussion ensued. The item was marked Informational by Order of the Chair.
- c. Tourniquet Training – Paul: Paul made a motion, seconded by Pechous, to defer the item to the December meeting. The motion passed by a unanimous voice vote.
- d. 2017 Tax Levy – Approve Tentative – Public Hearing 12/11/2017 3:45 p.m.: Pechous recognized accountant Brian Eagan and attorney Zdarsky for a presentation of the financial and legal requirements necessary to capture the Health District’s portion of real estate taxes available due to the ending of the Ogden TIF District. Discussion ensued. Note: Avila left the room at 5:25 p.m. and returned at 5:30 p.m. Thereafter, Pechous made a motion, seconded by Paul, to approve a tentative tax levy of 5% to be collected in 2018 and direct the Secretary to publish a notice of the levy and scheduled public hearing in the local newspaper. The motion passed by the following Roll Call vote: Pechous and Paul voted AYE and Avila voted NAY.
- e. 2018 Schedule of Regular Meetings and Holidays – Paul: Secretary Paul presented a tentative schedule for 2018 meetings and recognized holidays for consideration. Discussion ensued. Avila made the motion, seconded by Paul, to amend the schedule by moving the January, 2018 meeting to January 16, 2018, to accept the remaining meeting dates and holidays as submitted and to publish once amended. The motion passed by a unanimous voice vote.
- f. Water Fountain Update – Avila: Avila made the motion, seconded by Paul to defer to item to the Budget Workshop. The motion passed by a unanimous voice vote.
- g. Feasibility Study – Avila: Avila made the motion, seconded by Pechous, to table the item indefinitely. The motion passed by a unanimous voice vote.
- h. Children and Family Wellness Program: Paul made a motion, seconded by Avila to defer the item to the December meeting. The motion passed by a unanimous voice vote.
- i. Eyes for Education: Paul made a motion, seconded by Avila to defer the item to the December meeting. The motion passed by a unanimous voice vote.

11. New Business:

- a. Rush Oak Park Site Agreement: Attorney Zdarsky reported that the agreement lacked an indemnification clause but that all other parts of the agreement were acceptable. Pechous made the motion, seconded by Paul, to approve the agreement with the inclusion of an indemnity clause, to refer it to attorney Zdarsky to contact Rush Oak Park for agreement on language, then and authorized the corporate authorities to sign the agreement once amended. The motion passed by a unanimous Roll Call vote.
- b. Chana Project Agreement: Dr. Rafael Hernandez-Arias, Research Director of the Community Health Assets and Needs Assessment Projects, was recognized. Pechous and Dr. Hernandez-Arias provided a history of the needs assessment that was performed from 2012 through 2014. Discussion ensued. Note: Avila left the room at 5:50 p.m. Thereafter, Pechous made the motion, seconded by Paul, to approve payment in the amount of \$8,000 to Dr. Hernandez-Arias for completion and publication of the research. On the Call of the Roll, Pechous and Paul voted AYE. Avila was absent.
- c. Farmers Market Recap: Pechous marked the item Informational by Order of the Chair. Note: Avila returned to the meeting at 6:00 p.m.
- d. Liability, E&O, Workers Compensation Renewal: Pechous made the motion, seconded by Avila to accept and approve the premium renewal rate for Liability, E&O, and Workers Compensation as submitted. The motion carried by a unanimous Roll Call vote.
- e. Health Insurance / Life Insurance Renewal: Avila made a motion to enter into an intergovernmental agreement with the City of Berwyn allowing Health District employees and

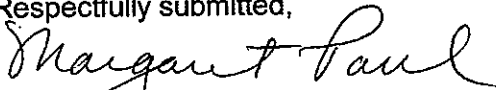
MINUTES
BERWYN PUBLIC HEALTH DISTRICT
November 9, 2017

Officers to be covered under the city's insurance plans thereby affording Health District employees Plus 1 and Family Coverage. There being no second, the motion failed. Paul made the motion, seconded by Pechous, to renew the health and life insurance plans at the rates presented. On the Call of the Roll, Pechous and Paul voted AYE. Avila voted Present.

- f. Roofing / Building Concerns: Pechous provided a verbal report of her efforts for air duct cleaning and identifying a structural engineer for the roof. The matter was marked Informational by Order of the Chair.
- g. AFR Filing Update: Pechous advised that the Annual Financial Report was completed by Evans, Marshall & Pease, P.C. The electronic report was received. The hard copy report has not yet been received. Paul made the motion, seconded by Pechous, to accept the report and file same with the County Clerk. The motion passed by a unanimous voice vote.
- h. Ad Hoc Committee Participation: Pechous made the motion, seconded by Paul, to designate Avila and Pechous as Health District members to the City of Berwyn Lead Poisoning Committee and designate Paul as a Health District member to the City of Berwyn Rat Abatement Committee. The motion passed by a unanimous voice vote.
- i. Berwyn Public Health District Building Availability Act: Pechous made the motion, seconded by Paul to defer the item to the December meeting, ask that it also be made a part of the next Township agenda, and refer it to attorney Zdarsky for review. The motion passed by a unanimous voice vote.

12. **Adjournment:** Upon motion by Pechous, seconded by Avila, the meeting was adjourned at 6:40 p.m. by unanimous voice vote.

Respectfully submitted,



Margaret Paul, Secretary
Berwyn Township Health District