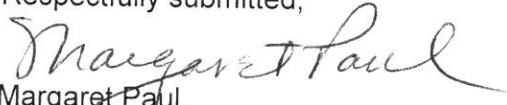


THE BERWYN HEALTH DISTRICT BOARD AND  
BERWYN TOWNSHIP BOARD OF TRUSTEES  
JOINT MEETING MINUTES FOR MARCH 26, 2018

1. Supervisor Pechous called the Joint Meeting of the Berwyn Township Board of Trustees and Health District Board Members to order at 6:08 p.m. Upon the call of the roll, the following Trustees and Board members responded present: Hayes, Espinoza, Bossany, Johnston, Pechous, Avila, and Paul. A sign-in sheet was passed. Kimberly Sanchez, Tina Kloss, Ariel Lopez, Debi Burke, and Shannon Owens also were in attendance.
2. The Open Forum portion of the meeting was opened. No one appeared to make comment and the Open Forum was ended.
3. Supervisor Pechous gave the floor to Assessor Avila who then conducted the meeting.
4. Assessor Avila recognized Nona Chapman who has been responsible for the Market Manager duties. Ms. Chapman advised of the work completed thus far. Ms. Chapman reported that a preliminary staffing schedule has been passed among Township and Health District staff. Letters to former vendors have been sent. The committee viewed drafts of signage and approved a design. Ms. Chapman advised of a market event schedule. The petting zoo is scheduled for July 1<sup>st</sup>. There will be no market on Labor Day weekend. The Pet Parade is scheduled for September 30<sup>th</sup>. Discussion ensued regarding competing events in Berwyn and the Chicagoland area.
5. Discussion ensued regarding required numbers of staff at each market and compensation. There will be a Manager and Co-Manager. On dates with special events, all staff will be required to work. Time requirements will be from 8:00 a.m. until 1:00 p.m. or until the "break down" of event is complete. The market hours will not be extension of clinic or other regular duties so that staff will only be required to handle market duties. Market staff will include G.A. recipients, if available, Eddie (Janitor) and Adrian who assisted last year. Additional summer seasonal help may be sought. It was agreed to pay this category of staff \$10.00/hr. Regular full time employees will receive pay rate or Comp rate of 1 ½ hour per hour worked at the market. All staff will have an opportunity to sign up for dates so that all will have a chance at overtime or comp hours.
6. Assessor Avila advised that he had spoken with Caroline at City Barbeque regarding the Chili Cook Off event. The company is still interested in hosting the event. Discussion ensued regarding food safety, who will be invited to enter, sponsorship of the event, awards to be given to the winner of event, a competitor entry fee of \$25.00 and an attendee \$5.00 taste punch card, possible donation of any proceeds from fees to a local charity or food pantry.
7. The possibility of attaining sponsors for the event was discussed. Paul and Bossany volunteered to assist with calling local businesses when the time comes.
8. The joint committee will continue to act as the Farmers Market Committee. The next Joint meeting will occur following the next Board Meeting on April 9, 2018 where a discussion of the event year budget, details of the Art Fair, and music provided by Aaron Mitchell will be on the agenda.
9. Avila made the motion, seconded by Bossany, to adjourn. The meeting was adjourned at 7:28 p.m.

Respectfully submitted,

  
Margaret Paul,  
Berwyn Township Clerk