



BERWYN PUBLIC HEALTH DISTRICT  
REGULAR MEETING MINUTES of FEBRUARY 12, 2018

1. President Pechous called the meeting to order at 4:00 pm. Pechous, Avila and Paul answered present on the Call of the Roll.
2. The Pledge of Allegiance was recited.
3. **Open Forum** was announced. No one approached and the open forum was declared closed.
4. **Approval of Minutes:** Pechous made an omnibus motion, seconded by Paul, to approve the Minutes of the Regular Meeting of January 16, 2018 and the Minutes for the Health District Budget Committee Meeting of January 16, 2018. The motion passed by a voice vote.
5. **Bills Payable & Payroll:** Pechous made the motion, seconded by Avila, to accept and approve the bills and payroll in the amount of \$50,738.60 as presented. The motion passed unanimously on the Call of the Roll.
6. **Medical, Nursing & Sanitation Reports:** Pechous recognized staff nurse Tina Kloss who reported on the concluded Healthy Heart event and advised that the supply of remaining doses of Flu vaccine was almost depleted. The oral report and additional submitted written reports were marked Informational by Order of the Chair.
7. **Statement of Receipts and Disbursements – December, 2017:** District Accountant Brian Egan reviewed his submitted report. The communication was marked as informational by Order of the Chair.
8. **Vital Statistics Report – December, 2017:** Pechous made the motion, seconded by Paul, to accept the report as submitted and place the money in the proper funds. The motion passed unanimously on the call of the roll.
9. **Correspondence:** No correspondence was received.
10. **Old business:**
  - a. **API Architects Structural Engineer Question:** Paul requested that J-4 API Architects Report (Deferred from 1-16-18) be brought forward as germane. Discussion ensued regarding the information in API's report dated January 5, 2018 and the subsequent communications. Thereafter, Paul made a motion, seconded by Pechous, to direct the President to pay the fee requested by API Architects as listed in Scenario 3 and Scenario 4 in an amount not to exceed \$3,500 to determine next steps to repair the roof. The motion passed on the unanimous Call of the Roll.
  - b. **New Water Fountain Request (deferred from 10/12/2018):** Avila submitted information regarding the cost to replace two existing water fountains within the building. Thereafter, Pechous made the motion, seconded by Avila to go forward with the replacement at a cost of \$3,850 each for two water fountains. The motion passed unanimously on the Call of the Roll.
  - c. **Berwyn Public Health District Building Availability Act (deferred from 1/16/2018):** Pechous recognized Avila who gave an oral presentation on providing services to residents until 8:00 p.m. on Tuesday evenings. Health District employees will have a shortened Friday work day and services will end at 2:00 p.m. to compensate for the extended Tuesday hours. Discussion ensued. Thereafter, Avila made the motion, seconded by Paul to implement the new hours effective with the new budget year. The motion passed on a voice vote.
11. **New Business:**
  - a. **Irving School Request for Funding:** Pechous recognized Ms. Stephanie Perga, Chair of the Irving Elementary School Parent Teacher Organization (PTO). Ms. Perga provided a letter and Power Point materials regarding a funding request for development of a playground with equipment for Irving School. The cost of the project is estimated to be \$165,000. Thereafter, Avila made a motion to provide \$165,000 for the project. There being no second, the motion failed. District Attorney Zdarsky requested information about the project concerning the ownership of the play equipment if purchased by the District, the inability to enter into contracts

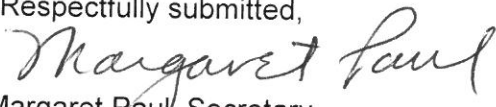
MINUTES  
BERWYN PUBLIC HEALTH DISTRICT  
February 12, 2018

without an Inter-governmental agreement with School District 100 and questions about the bid process for the development of the play area and purchase of the equipment. Thereafter, Paul made the motion, seconded by Pechous, to refer the matter to the Budget Committee for the consideration of allocation of funds for a grant. The motion passed with Pechous and Paul voting AYE and Avila voting PRESENT.

- b. **Berwyn Park District Request for Funding:** The District Board received a funding request letter dated January 25, 2018 from the Berwyn Park District for replacement playground equipment at Freedom Park owned and operated by the Berwyn Park District. The park district is requesting 25% of the anticipated costs of the equipment in an amount equal to \$65,000. Discussion ensued. Thereafter, Paul made the motion, seconded by Pechous, to refer the matter to the Budget Committee for consideration. The motion passed on a voice vote.
- c. **Annual Audit Proposal:** Paul made the motion, seconded by Pechous, to accept the proposal for audit services from Evans, Marshall & Pease, P.C. as outlined in the communication dated February 1, 2018 in an amount not to exceed \$5,915 and direct the corporate authorities to sign the contract. The motion passed unanimously on the Call of the Roll.
- d. **Update on an Action Plan for Emergency Health Inspections:** Pechous made the motion, seconded by Paul, to defer the matter to the March meeting. The motion passed on a voice vote.
- e. **Update on an Action Plan for Emergency Hoarder House Inspections:** Pechous made the motion, seconded by Paul, to defer the matter to the March meeting. The motion passed on a voice vote.
- f. **Health District Plan Initiative:** On the request of Avila, Paul read the communication entitled Berwyn Public Strategic Plan Initiative aloud. Discussion ensued. Thereafter, Avila made the motion, seconded by Paul, to approve the submitted resolution to initiate a plan which would include and utilize the data developed by the Health Board funded CHANA Project (a strategic planning tool) already underway. The motion passed by a voice vote.
- g. **To Have All Berwyn Public Health District Meetings and Committee Meetings Audio Recorded:** Avila presented his request to have all District meetings audio recorded. Discussion ensued. Thereafter, the matter was deferred to the March meeting.

**Adjournment:** Upon motion by Pechous, seconded by Avila, the meeting was adjourned at 5:55 p.m. by unanimous voice vote.

Respectfully submitted,

  
Margaret Paul, Secretary,  
Berwyn Township Health District