



BERWYN PUBLIC HEALTH DISTRICT
REGULAR MEETING MINUTES of October 11, 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. Attorney Zdarsky was also in attendance.
2. The **Pledge of Allegiance** was recited.
3. **Open Forum:** Open Forum was called. Secretary Paul spoke on Early Voting at Berwyn City Hall. Open Forum was ended.
4. **Approval of Minutes:** Pechous made a motion, seconded by Avila, to approve minutes submitted for the Special Meeting of August 29, 2018 and the Regular Meeting of September 7, 2018. The motion carried by a voice vote.
5. **Closed Session Minutes Review:** Secretary Paul distributed a folder to each member and Attorney Zdarsky containing minutes for the Health District closed sessions conducted on May 14, 2018 and June 20, 2018. Paul requested each person to review the minutes without discussion. If any corrections to the minutes needed to be made, then a closed session could be called to discuss the item requiring correction. Following review, President Pechous made the motion, seconded by Avila, to accept the closed session minutes as presented but require them to remain confidential until such time as issues discussed within the Minutes are determined to be resolved. The motion carried by a unanimous call of the roll.
6. **Bills Payable and Payroll:** Paul made a motion, seconded by Avila, to approve the payables and payroll submitted through September 7, 2018 in the amount of \$52,177.10. The motion carried unanimously on the call of the roll.
7. **Statement of Receipts and Disbursements – September, 2018:** The monthly report was marked informational by Order of the Chair.
8. **Resignation of Tina Kloess, R.N.:** The resignation of Ms. Kloess and final compensation was discussed. The item was marked informational by Order of the Chair.
9. **Health Fair Recap:** Pechous made the motion, seconded by Avila, to accept the report as presented. The motion carried by a unanimous voice vote.
10. **Medical, Nursing & Sanitation Reports:** The reports for September, 2018 were reviewed. Pechous made the motion, seconded by Paul, to accept the reports as presented. The motion carried by a unanimous voice vote.
11. **Vital Statistics Report – September, 2018:** Pechous made the motion, seconded by Paul, to accept the report as submitted and place the money in the proper funds. The motion carried by a unanimous call of the roll.

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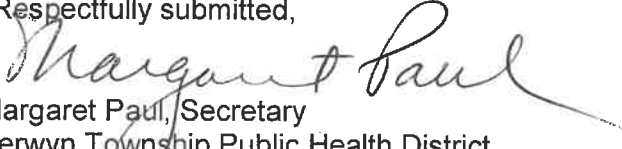
12. **Receipt for Filing Annual Audit:** Paul reported that the Annual Report, Treasurer's Report and Comptroller's Report have all been properly filed with the appropriate county offices on time. The item was marked informational by Order of the Chair.
13. **Eyes for Education Executed Agreements:** Contracts were received from District 98 and District 100. Mr. Zdarsky will follow up with the service provider Tropical Optical. The matter was marked informational by Order of the Chair.
14. **Fitness Grant Disbursement Update:** Pechous made the motion, seconded by Avila, to disburse \$10,000.00 for the Irving Elementary School project out of the grant funds. The motion carried by a unanimous call of the roll. Mr. Zdarsky then raised the point that the correct grant award amount should be \$9,000.00. Pechous made the motion, seconded by Paul, to reconsider the prior motion and authorize and disburse the correct amount of \$9,000.00. The motion carried by a unanimous call of the roll. Paul made the motion, seconded by Avila, to authorize the disbursement of \$49,500.00 grant award for the Piper Elementary pour in place playground surface. The motion carried by a unanimous call of the roll.
15. **Holiday Fund Contribution:** This item had been deferred from the September meeting. Mr. Zdarsky reported on his research and subsequent conversation with Berwyn Mayor Robert Lovero. This fund pays for three annual programs. The Holiday Fund is not an Illinois non-profit corporation. It is not a federal 501 (c) 3 non-profit corporation. There is no committee or board that oversees the receipts or disbursements. This fund is not sponsored by the City of Berwyn. Mayor Lovero stated that it does have its own bank account and could issue a W-9 if one was requested. Discussion ensued. Paul made a motion, seconded by Pechous to not authorize any funds for this event. The motion carried with Paul and Pechous voting AYE and Avila voting Nay.
16. **Children's Wellness Program Agreements and Update:** Treasurer Avila gave an oral report on the program. Discussion ensued about the lack of Health District signatures on the Prairie Oak Agreement of Indemnity document. Paul made a motion, seconded by Pechous, to ratify the agreement which was dated September 7, 2018. The motion carried by a unanimous voice vote. participants' insurance companies. Release forms that Avila had created were discussed and he stated that he would be doing the paperwork, if any, to report the bills to the insurance companies.
17. **Policy Handbook:** Pechous made a motion, seconded by Paul, to defer this item to the December meeting. The motion carried by a unanimous voice vote.
18. **Update of Roof, HVAC, & Masonry Repairs:** Pechous provided copies of signed contracts with Licitra and Martin-aire Heating & Cooling. Pechous reported on the work completed for this project. The item was marked informational by Order of the Chair.
19. **Additional Masonry – Exterior Walls – Tuck pointing/Repair:** Pechous advised that the sections of the Health District building need to be tuck pointed. While the work done by Lovitt & Sons, Inc. for the roof project was adequate, she is hesitant about hiring the company for additional work. Discussion ensued. Avila made the motion, seconded by Paul, to seek bids for the building tuck

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pointing work and authorize Zdarsky to draft a Request for Proposal for the project with bids to be received and reviewed by the November meeting. The motion carried by a unanimous voice vote.

20. **PAC YMCA Partnership – Lunch & Learn:** Dr. Wainer's programs, in partnership with the YMCA have started. The schedule of programs was reviewed. The item was marked informational by Order of the Chair.
21. **Tax Levy Discussion:** The District's accounting firm will prepare a report advising of revenue generated by a Zero, CPI, or 5% levy for the upcoming tax year. The item was marked informational by Order of the Chair.
22. **Farmers Market Recap:** A list of expenses for the market season was presented. The board will invite the Township to meet at a Joint Special Meeting to be scheduled for November 8, 2018 immediately following the conclusion of the Township meeting. The item was marked informational by Order of the Chair.
23. **Adjournment:** Paul made the motion, seconded by Pechous, to adjourn the Regular Meeting of the Health District Board. The motion carried by a unanimous voice vote.
24. The meeting was adjourned at 5:45 p.m.

Respectfully submitted,


Margaret Paul, Secretary
Berwyn Township Public Health District