



BERWYN PUBLIC HEALTH DISTRICT
MINUTES OF THE BUDGET COMMITTEE MEETING OF FEBRUARY 11, 2019

President Pechous called the Budget Committee meeting to order at 3:00 p.m. Secretary Paul answered present. Treasurer Avila had called to say he was caught in traffic. President Pechous recognized that a quorum of office holders was present and then made the motion, seconded by Paul, to temporarily recess to await Mr. Avila's arrival. The motion carried.

Pechous made the motion, seconded by Paul, to call the meeting back to Order at the hour of 3:25 p.m. On the call of the roll, Pechous, Paul, and Avila answered present. Attorney Larry Zdarsky was also present.

1. Open Forum was called. No one approached to be heard. Open Forum was ended.
2. **Line 5006 Roof and Building Improvements:** The budget committee began the discussion of adding a heating system to the basement. A proposal in the amount of \$5,233.00 from Martin-Aire Heating and Cooling was distributed for review. Paul suggested a dehumidifier system should also be considered at the same time to protect records and documents stored there. Discussion ensued. Pechous will obtain a projected cost for adding this system. For the purpose of budget discussion, the committee agreed to estimate the combined cost of a heating and dehumidifying system at \$7,000.

Budget Line	Prior Action in January 2018
5006 Roof and Building Improvements	Suggested improvements for the fiscal year included: tuck pointing, purchase of emergency generator, repair to building exterior stair rails, general repair and painting. Discussion on the roof experience and tuck pointing bids assisted in budget recommendations. \$150,000 for tuck pointing \$50,000 for an emergency generator \$50,000 general painting and repairs Total: \$200,000 <i>250,000</i>
Line 5006	2/11/2019 Discussion Amounts
Added items discussed during the 2/11/2019 meeting:	Add \$7,000 for Heating and humidifier. \$30,000 for generator \$ Unknown for tuck pointing

3. **Line 5332 Eyes for Education:** Treasurer Avila will contact Tropical Optical for their costs to run the program for the 2019 budget season. Zdarsky asked Avila to relay the message to have their lawyers send him the contract for review. The program schedule was discussed.

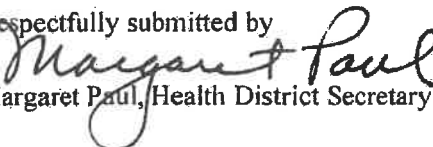


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4. **Line 5310 Lead Awareness:** This line is for promotional costs. Lead testing is included in Clinic costs. Nothing appears to have been charged against this line in the 2018-2019 budget as listed. Avila suggested that a brochure about lead awareness be considered for the 2019-2020 budget. There were no recommendations made to this line during the meeting.
5. **Line 5315 Clinics:** Paul observed that this line has only expended approximately one-ninth of the budgeted amount. The committee agreed that increased publication of Lead Awareness would increase usage of this line for lead testing. No further action was taken on this item. Flu shots expense will probably use up this amount. Unreported expenses for flu shots may use up allotted money.
6. **Line 5405 Conferences and Education:** The date to attend NALBO was discussed. No changes to this line were discussed.
7. **Line 5333 Special Programs – Tourniquet Training:** This line allotment was discussed. Paul will reach out to groups to gauge interest.
8. **Line 5331 Needs Assessment:** Pechous updated the committee regarding the finalization of the CHANA report. This will soon be made public. There is a small amount to pay to finalize the agreement for this report. Pechous will follow up.
9. **Line 5335 Narcan:** Paul reported that the Berwyn Police Department currently is receiving a federal grant for Narcan. Distribution to certain groups was discussed. Paul will research other ways to help for this program.
10. **Line 5329 Farmers Market:** This line will be deleted due to cancellation of the program.
11. **Line 5328 Emergency Preparedness:** Pechous reminded the committee about the PODs meeting scheduled for next week.
12. **Line 5326 Inter-government Agreements:** Information will be needed from accountant Eagan with regard to what this line was created for.
13. **Line 5332 Eyes for Education** was briefly discussed again. The total expenditures to date were reviewed. No funds were added or subtracted from this line.
14. **Line 5160 Rodent Abatement:** Additional information will be required for further discussion about Avila's proposal for the district's contribution for summer interns hired by the City of Berwyn. Discussion of this line was deferred to the next meeting.
15. Pechous advised that we do not have an employee able to do vision screenings. An additional line will be added under 5100 Contractual Services to hire someone to assist with vision and hearing screenings. The cost is \$7.00 for each vision and for each hearing test. This is \$14.00 per child total with the goal of serving 400 children. Pechous is working on a grant to reduce the cost to the Health District.

Pechous made a motion to adjourn, seconded by Paul. The motion carried by a unanimous voice vote. The meeting adjourned at 4:15 p.m.

Respectfully submitted by


Margaret Paul, Health District Secretary