



BERWYN PUBLIC HEALTH DISTRICT
REGULAR MEETING MINUTES

JANUARY 14, 2019

President Pechous called the meeting to order at 4:00 pm. Treasurer Avila and Secretary Paul answered present on the call of the roll. Attorney Zdarsky and Accountant Eagan were also in attendance.

1. The Pledge of Allegiance was recited.
2. **Open Forum:** Open Forum was called. Ms. Katie Rose addressed the Board asking about the continuation of the Farmers' Market and what would be needed to keep the market going. Elizabeth Kurr also commented with regard to the Farmers' Market. A period of discussion on the topic ensued. There being no further comment, Open Forum was ended.
3. **Approval of Minutes:** Pechous made a motion, seconded by Avila, to approve the Public Hearing Minutes of December 10, 2018 and the Regular Meeting Minutes of December 10, 2018 as submitted by omnibus vote. The motion carried by a voice vote.
4. Avila made the motion, seconded by Paul, to bring forward item **11 d) Clean Alley, Rat Abatement, College Summer Job Pilot Program** and item **10 g) City of Berwyn Ad Hoc Rat Committee Recommendations**. The motion carried by a voice vote. Pechous recognized City of Berwyn Building Department Director Charles Lazzara in attendance. Mr. Lazzara stated that he was attending at the request of Avila. Avila presented his communication outlining a program where the Health Department would subsidize the hiring of summer interns to work under the control and direction of the City of Berwyn. The interns would assist the city's Blight Department in issuing tickets. Questions and discussion ensued. Thereafter, Paul made the motion, seconded by Pechous, to defer both items to the February Budget Committee meeting and the February Regular meeting. The motion carried by a unanimous voice vote.
5. **Medical, Nursing & Sanitation Reports:** The reports for December, 2018 were reviewed. Paul made the motion, seconded by Pechous, to approve the reports as submitted. The motion carried by a voice vote.
6. **Bills Payable and Payroll:** Pechous made a motion, seconded by Paul, to approve the payables and payroll submitted through January 14, 2019 in the amount of \$49,134.31. The motion carried on a unanimous voice vote.
7. **Statement of Receipts and Disbursements – December, 2018:** Pechous recognized Mr. Eagan who gave a brief report. Thereafter, the item was marked informational by Order of the Chair.
8. **Vital Statistics Report – December, 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 voice vote.
9. **2018 Tax Levy Receipt:** Paul reported that she had filed the 2018 Tax Levy Ordinance with the Cook County Clerk prior to the mandated filing deadline.

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10. **PODS Information Meeting:** Pechous reported that the Point of Distribution meeting had been rescheduled to February 13, 2019 at 9:00 a.m. in the Berwyn Public Safety building. The item was marked informational by Order of the Chair.
11. **NIMS Certification:** Pechous reported that new employee Sheri Smith had completed IS-00700.a and IS-00100.b as required. Avila reported that he had not yet obtained his required certification.
12. **Budget Workshop Schedule:** Pechous reminded the Board that the following dates were agreed upon for budget meetings: January 14, February 11, and March 11. All meetings will begin at 3:00 p.m. in the Health District building conference room. The matter was marked informational by Order of the Chair.
13. **Policy / Employee Handbook (Deferred from 12/10/18):** Pechous opened the floor to discussion of Avila's email of 1/8/2019 in which he proposed changes he asked to be incorporated into the handbook. Discussion ensued. Paul then made the motion, seconded by Pechous, to approve and adopt the handbook and attached policies as previously submitted. On the call of the roll, Pechous and Paul voted AYE. Avila voted Nay. The motion carried.
14. **Farmers' Market 2019 Discussion:** Pechous reported the efforts made to contact farmers and vendors to determine their availability to attend markets on Tuesdays. The Board reviewed a report submitted by Debra Burke along with emails received on the topic. Discussion ensued. The Board determined that it would be beneficial to know the position of the Township Trustees on the matter of terminating the markets as the events are joint efforts and the trustees would be voting on the matter later in the evening. Paul made the motion, seconded by Pechous, to temporarily table this item to a time later in the evening following the recess and reconvening of the Health District meeting. The motion carried on a unanimous call of the roll.
15. **Children and Family Wellness Program Recap:** Avila provided a document entitled Children & Family Wellness Program Report September – December 2018 to the Agenda. Questions and discussion on the report ensued. The second half of the program is scheduled to begin in January. Pechous advised that Dominican University had advised her that they could not guarantee participation in the program going forward. Questions arose regarding the viability of the program. Pechous made the motion, seconded by Paul, to refer the item for further discussion to the February Budget Workshop meeting. The motion carried by a unanimous voice vote.
16. **Ethics Statements:** Pechous reminded the Board to watch for email from Cook County advising of the time period to submit the required Statement of Economic Interest. This was submitted only as informational.

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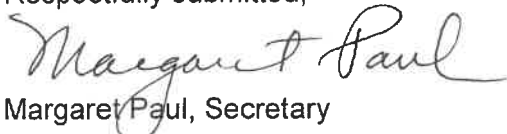
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17. **Audit Proposal – Evans, Marshall & Pease:** Paul made the motion, seconded by Avila, to engage Evans, Marshall & Pease, and P.C. for audit work for the fiscal year ending March 31, 2019 in an amount not to exceed \$5,915.00. The motion carried on a unanimous call of the roll.
18. **Review of Office Hours:** Staff reports on the number of residents utilizing Health District services during the Tuesday evening hours were reviewed. The item was marked informational by Order of the Chair.
19. **Recess of Regular Meeting:** At the conclusion of regular business on the agenda, Paul made a motion, seconded by Pechous, to recess the Regular Health District meeting until 6:15 p.m. January 14, 2019 for the purpose of taking up the **Farmers' Market 2019 Discussion** item. The motion carried by a unanimous voice vote.
20. **Reconvened Regular Meeting:** At the hour of 6:32 p.m. January 14, 2019, Pechous made the motion, seconded by Paul, to reconvene the Regular Meeting of the Berwyn Public Health District for the purpose of taking up the **Farmers' Market 2019 Discussion** item. The motion carried by a voice vote. Members present at the reconvened session were Pechous, Avila and Paul. The Board had observed the Berwyn Township Trustees' discussion and termination of participation earlier in the evening. Once again, discussion of the item ensued. Thereafter, Paul made the motion, seconded by Pechous, to discontinue the Health District's participation in the Farmers' Market. On the call of the roll, Pechous and Paul voted AYE and Avila voted NAY. The motion carried.
21. **Adjournment:** Paul made the motion, seconded by Pechous, to adjourn the Health District Regular meeting. The motion carried.

The meeting was adjourned at 6:42 p.m.

Respectfully submitted,



Margaret Paul, Secretary
Berwyn Public Health District