



BERWYN TOWNSHIP PUBLIC HEALTH DISTRICT
Regular Meeting – October 16, 2025

Call to Order: Board President Avila called the meeting to Order at 4:00 p.m. Board President Avila, Board Secretary Garcia and Board Treasurer Pereda were present. Health District Accountant Eagan, Health District Attorney Zdarsky and Clerk's Office Administrative Assistant Casper also attended. Attendees rose to recite the Pledge of Allegiance.

Open Forum: Avila opened the floor for Public Comment. Seeing no one addressed any comments, Garcia closed the section of Open Forum.

Approval of Minutes:

- A. Regular Meeting of September 8, 2025:** Avila made the motion, seconded by Pereda, to approve the Regular Meeting Minutes for September 8, 2025. The motion passed by a unanimous voice vote in favor.
- B. Special Meeting of September 25, 2025:** Avila made the motion, seconded by Garcia, to approve the Special Meeting Minutes for September 25, 2025. The motion passed unanimously.

Avila made the motion, seconded by Pereda, to move item 10E up after item 3B, Approval of Minutes. The motion passed by unanimous voice vote.

10E: Review and Approve Part-Time Mental Health Clinician 40k-50k Salary – Avila:

Discussion ensued regarding the part-time mental health clinician position. Avila made the motion, seconded by Garcia, to amend the item to reflect \$40-\$50 per hour with 15–20-hour weekly workload. Betsy and Mabel (Clinic Nurses) spoke on the Voucher Program, Dominican interns. Discussion ensued. The motion passed by a unanimous roll call vote in favor.

Staff Report Updates – September 2025

- A. Clinic Activity:** Avila made the motion, seconded by Pereda, to approve the September 2025 Clinic Activity report, as submitted. Mabel spoke on EMR Training. Discussion ensued. The motion passed by a unanimous voice vote in favor.
- B. Sanitation Activity:** Avila made the motion, seconded by Pereda, to approve the September 2025 Sanitation Activity report, as submitted. The motion passed by a unanimous voice vote in favor.
- C. Vital Statistics Activity:** Avila made the motion, seconded by Garcia, to approve the September 2025 Vital Statistics Activity report, as submitted. The motion passed by a unanimous roll call vote in favor.

Approval of Bills Payable & Payroll: Avila made the motion, seconded by Pereda, to approve the disbursements for payables and payroll as submitted for \$172,260.77. The motion passed by a unanimous roll call vote in favor.

Statement of Receipts and Disbursements: Mr. Eagan was recognized and commented on district expenses and reserves. Discussion ensued. Avila made the motion, seconded by Pereda, to accept and file this communication as informational.

Correspondence: Board Secretary Garcia noted email communication received from Cathy Fallon from the Berwyn Park District. Ms. Fallon is following up regarding the bus district donation request. Board President Avila will respond to her directly.

Old Business:

- A. Review and Approve Tuition Reimbursement Program – Avila:** Avila made the motion, seconded by Pereda, to approve the Tuition Reimbursement Program, eliminating the nontaxable up to \$5,250 per IRS regulation. The motion passed by a unanimous roll call vote in favor.

New Business:

- A. Review and Approve Annual Tax Levy – Eagan:** Eagan handed out information regarding the tax levy for 2026, showing what it would look like if they did a 0%, 2.5%, 3%, and a 5%. Tax levy doesn't have to be approved until December, at the latest. Avila made the motion, seconded by Pereda, to defer this item to the November meeting. The motion passed by a unanimous voice vote in favor.
- B. Review and Approve Renewal of MGA Risk Insurance for 2026:** Avila made the motion, seconded by Pereda, to approve the renewal of MGA risk insurance. The motion passed by a unanimous roll call vote in favor.
- C. Review and Approve 2026 Schedule of Regular Meetings and Closure Dates:** Avila made the motion, seconded by Pereda, to defer approval of the 2026 schedule of regular meetings and closure dates to the November 2026 regular meeting. The motion passed by a unanimous voice vote in favor.
- D. Review and Approve Purchase of Credit/Debit Card Machine: \$1,000 – Avila:** Avila made the motion, seconded by Pereda, to approve the credit/debit card machine up to \$1,000. This helps transactions and payments easier for residents, rather than cash if residents prefer. Discussion ensued. The motion passed by a unanimous roll call vote in favor.
- F. Review and Approve Immigration “ICE-Free Zone” Resolution – Avila:** Avila made the motion, seconded by Pereda, to approve the “ICE-Free Zone” Resolution. Attorney Zdarsky stated how we can control what happens on our property and how we stand in solidarity to be non-complicit with related to ICE operations. Discussion ensued. The motion passed by a unanimous roll call vote in favor.

Avila: Shredding event will take place on Saturday, October 18th, with the Pet Parade moved to the following Sunday, October 26, because of rain.

Adjournment: Avila made the motion, seconded by Pereda, to adjourn the meeting at 4:21 p.m. The motion passed by a unanimous voice vote.

Respectfully submitted,



Leticia Garcia,
Health District Secretary