



Public Health
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Champaign-Urbana Public Health District

**BOARD OF HEALTH
Monthly Meeting
August 14, 2023**

On August 14, 2023, the Board of Health of the Champaign-Urbana Public Health District (CUPHD) held a Monthly Meeting at 201 W. Kenyon Road, Champaign, IL. Mr. Kyle Patterson called the meeting to order at 4:31 PM. Upon roll call, the following board members were found to be present: Mr. Kyle Patterson, Chair, and Ms. Danielle Chynoweth, Secretary. Mr. Andy Quarnstrom was absent.

Ms. Danielle Chynoweth made a motion to approve the agenda. Mr. Kyle Patterson seconded the motion. With all in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to approve the minutes from the July 25, 2023 Monthly Meeting. Mr. Kyle Patterson seconded the motion. With all in favor, the motion carried.

Public Participation – None

Correspondence – Ms. Pryde noted that CUPHD's WIC breastfeeding program won a gold award from the USDA.

Old Business – None

New Business – Mr. Ron Fields, Treasurer, reported for June 2023, end of the fiscal year. Cash on hand for the end of June was \$8,260,175 with a fund balance of \$9,003,137 representing 53% of expenditures for the year. The fiscal year ended with a surplus of \$1,647,817 versus an annual budget deficit of \$1,213,396. The total annual budget was just over \$17M. Total revenues were \$15,233,255 which was \$623,223 under the annual budget. Additional notes: Property tax receipts were over the annual budget by \$151,218; Grants & Contracts revenues were under the annual budget by \$787,591; Fee for Services revenues were under the annual budget by \$109,471; and other revenues were over the annual budget by \$122,621. Expenditures were \$13,585,438 which was approximately \$3.5M under budget primarily due to personnel and capital outlay.

Ms. Danielle Chynoweth made a motion to approve check request #6976 to Ron Fields, Board Treasurer, in the amount of \$590.40 for services in July 2023. Mr. Kyle Patterson seconded the motion. With all in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to approve the Truth in Taxation Resolution 2023-09-01. Mr. Kyle Patterson seconded the motion. With all in favor, the motion carried.

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The monthly credit card statement was presented for review.

Ms. Danielle Chynoweth made a motion to approve check request #6997 payable to Berns, Clancy and Associates in the amount of \$8,710.00 for engineering and surveying services. Mr. Kyle Patterson seconded the motion. With all in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to approve requisition #7018 payable to Arrow Glass in the amount of \$24,410.00 for the replacement of exterior windows. Mr. Kyle Patterson seconded the motion. With all in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to approve requisition #7020 payable to C. S. Construction Group, LLC in the amount of \$6,500.00 for CUPHD exterior block repair. Mr. Kyle Patterson seconded the motion. With all in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to approve requisition #7021 payable to A-1 Pavement Maintenance LLC in the amount of \$115,452.00 for resurfacing of the main parking lot. Mr. Kyle Patterson seconded the motion. With all in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to approve the estimate from Suits Lawn Care Inc. for grounds maintenance - 2023. Mr. Kyle Patterson seconded the motion. Ms. Chynoweth encouraged that minority-owned businesses are being contacted for bids and will provide an updated list used by the Township. With all in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to approve the agreement between Kankakee County Health Department and CUPHD for the FY24 ARISE program. Mr. Kyle Patterson seconded the motion. With all in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to approve the estimate from Schomburg & Schomburg Construction Inc. in the amount of \$28,365.00 for the northwest entrance repair. Mr. Kyle Patterson seconded the motion. With all in favor, the motion carried.

There were no pending grant contracts for the Administrator to sign.

A Public Hearing and Special Meeting will be held on August 31, 2023 at 10:30 AM. The next Monthly Meeting will be held September 11, 2023 at 4:30 PM.

Ms. Danielle Chynoweth made a motion to go into close session to discuss pending litigation pursuant to Section 2(C)(11) of the Open Meetings Act, Chapter 5, ILCS 120/2(C)(11). Mr. Kyle Patterson seconded the motion. Upon a roll call vote, the following Board members were found present: Mr. Kyle Patterson and Ms. Danielle Chynoweth. Mr. Andy Quarnstrom was absent. The motion passed and the Board went into closed session at 4:45 PM.

Ms. Danielle Chynoweth made a motion to go into open session at 5:19 PM. Upon a roll call vote, the following Board members were found present: Mr. Kyle Patterson and Ms. Danielle Chynoweth. Mr. Andy Quarnstrom was absent. The motion passed and the Board went into open session at 5:19 PM.

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With no further business to be discussed, Mr. Kyle Patterson adjourned the Monthly Meeting at 5:19 PM.

Chair

Secretary