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Champaign-Urbana Public Health District

**BOARD OF HEALTH
Special Meeting
September 21, 2023**

On September 21, 2023, the Board of Health of the Champaign-Urbana Public Health District (CUPHD) held a Special Meeting at 201 W. Kenyon Road, Champaign, IL.

Mr. Kyle Patterson called the Special Meeting to order at 4:30 PM. Upon roll call, the following board members were found to be present: Mr. Kyle Patterson, Chair, Ms. Danielle Chynoweth, Secretary, and Mr. Andy Quarnstrom.

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

Public Participation – None

Mr. Andy Quarnstrom made a motion to ratify requisition #7054 payable to Berns, Clancy and Associates for the CUPHD sidewalk project in the amount of \$5,729.00. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Andy Quarnstrom made a motion to approve Change Order #1 between CUPHD and StraightUp Solar, LLC for an amended amount of \$1,035,439.00 (an increase of \$25,290.00). Ms. Danielle Chynoweth seconded the motion. Mr. Quarnstrom addressed the Board expressing concerns of a \$1M project that did not go through a bidding or RFP process. The Board Attorney was asked to review and provide a response on the suitability of moving forward with the project. Administrator, Ms. Julie Pryde, stated that the project initially began in 2016 after a meeting with the City of Urbana. Delays of a new roof and COVID have since occurred. Ms. Danielle Chynoweth noted the discussion from the previous Board meeting addressing the bidding process. She does not feel cost should be the only factor rather considering businesses that are minority and women-owned, local, have good labor practices, and diverse staff. She believes that this vendor was part of a competitive bidding process through the City at that time and the project was part of a bulk buy but will research. CUPHD staff are to review Champaign County's process and the Board would like to have a policy set that any project with a minimum cost (e.g. \$20,000) will have a bidding process. Mr. Kyle Patterson was supportive of both Mr. Quarnstrom's and Ms. Chynoweth's comments and concerns regarding the project. Ms. Chynoweth made a motion to table this item until the October 9th meeting and would like to have an open and closed session. Mr. Quarnstrom seconded the motion. With all in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to approve the bid to A & R Mechanical Services, Inc. for the CUPHD sidewalk project in the amount of \$81,189.42. Mr. Andy

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Quarnstrom seconded the motion. With all in favor, the motion carried.

The next Study Session is scheduled for September 28, 2023 at 10:30 AM and the next Monthly Meeting will be held October 9, 2023 at 4:30 PM.

With no further business to be discussed, Mr. Kyle Patterson adjourned the Special Meeting at 4:48 PM.

Chair

Secretary