

COUNTY OF KENDALL, ILLINOIS
Health & Environment Committee
Monday, July 18, 2016
Meeting Minutes

CALL TO ORDER

The meeting was called to order by Chair Judy Gilmour at 9:01a.m.

ROLL CALL

Committee Members Present: Judy Gilmour – here, Elizabeth Flowers – present, Matthew Prochaska – here

Dan Koukol arrived at 9:03a.m.

John Purcell arrived at 9:07a.m.

Elizabeth Flowers left the meeting at 10:39a.m.

Others Present: Megan Andrews, Aaron Rybski, Dr. Amaal Tokars and Jeff Wilkins

APPROVAL OF AGENDA –Member Flowers made a motion to approve the agenda, second by Member Prochaska. **With all members present in agreement, the motion carried.**

APPROVAL OF MEETING MINUTES – Member Prochaska made a motion to approve the meeting minutes from June 20, 2016, second by Member Flowers. **With all members present voting aye, the motion carried.**

STATUS REPORTS

- **Health Department** – No report
- **Kendall County Soil and Water District** – Megan Andrews provided a resource packet including the U.S. Drought Monitor and Water Conservation measures. Ms. Andrews also briefly informed the committee about:

Farm Camp was held in June, and was very successful. They have received requests to expand the camp for additional days, and they are currently in discussions about expansion of the camp next year.

Summer Ag Institute – Jenny Wold is with a group of other teachers for Summer Ag Institute. Today is Kendall County Day with a tour of the Fox Valley Winery vineyard looking at local Agriculture, Food to Table, Aqua-Culture and locally sourced products and items. The day will end with dinner at the Fox Valley Winery.

Ms. Andrews reported that they are busy with Kendall County Fair preparations for next month's fair. They will be at the fair Thursday through Sunday August 4-7), doing activities focusing on soil and water theme, with ag trivia.

Ms. Andrews has busy doing inter-governmental agreements with IL EPA, Federal Partners, USDA addressing some of their farm bill workload.

KCSW wrapped up their fiscal year in June, and are currently preparing the 2017 budget amendments.

Oil Recycling event in June, where they picked up over 1200 gallons of used oil, and two hundred gallons of anti-freeze and a large recycle bin full of used oil filters as well.

- **Water Related Groups** – Jeff Wilkins reported that Michael Gohrs (PBZ intern) attended the Technical meeting of the NWPA. Mr. Wilkins reported that Gohrs has some experience in the water area and did a college project in Mexico studying ceramic water filters in the recent past.

Mr. Wilkins stated that the City of Aurora experienced additional bacteria in the river forcing them to use more well, and giving notice to the other communities. Mr. Wilkins stated that it was a natural occurring bacteria, that could not be filtrated and has to be diluted.

Ms. Andrews reported that a Fox River Study Group has recently set-up a new monitoring location further upstream and is doing daily monitoring. Ms. Andrews will research the group's activities and frequency of river testing and provide additional information to the committee.

OLD BUSINESS

- *Review of Food Protection Ordinance* – Dr. Tokars said that the original request to review the ordinances came as a result of the Admin HR Committee's desire for the County Board to have final authority of the approval of all fees. Dr. Tokars said that in order to proceed with the approval process the State's Attorney's Office advised the Health Department to review the ordinances. Aaron Rybski and his staff reviewed the three ordinances for accuracy and updated them for compliance with state code, modern and regional practices, and current business appropriateness.

A work group Dr. Tokars, Judy Gilmour, Scott Gryder, Aaron Rybski, Steve Curatti, Brian Holdiman, Jeff Wilkins and Becki Rudolph then met to ensure that we were concurring with the elements of the three ordinances before review by the State's Attorney's Office, Planning, Building and Zoning Committee, Health & Environment Committee, State Health Department, and to the County Board for approval.

Aaron Rybski explained that the black print in the draft ordinances is existing language, the red is stricken and the blue are the additions.

Discussion on the dates of April 1 through March 31 for the permits/renewal. Aaron Rybski stated that this is a good time of the year for Facilities and the Health Department to send renewal notices in February, and then to apply for the annual renewal of permits by April 1st. Discussion on the administration of permit renewals and the pro-ration of the renewal fee. Mr. Rybski said that the pro-ration information is spelled out in the fee schedule documentation.

Member Prochaska asked why the menu is needed from the restaurants being inspected. Mr. Rybski explained that the menu plays into the amount of the complexity of the process. They use the menu to determine how food is prepared, if it's cooled, reheated, etc. and that puts it into different risk categories, and helps to determine if there is adequate and proper equipment being used and that then ensures the facility is in compliance with state code on food preparation and safety.

Member Prochaska asked about Inspection Frequency, what are the IDPH grant rules, how often do they change and why the rules aren't spelled out in the ordinance regarding inspection frequency.

Mr. Rybski explained that the grant rules don't change often regarding inspection frequency, and is very much industry standards. Dr. Tokars stated that they could have a reference to the section in the ordinance that points to the requirements of the Health Department as to the inspection frequency.

Member Purcell emphasized his concerns and said that we have a responsibility to make this process user-friendly for our citizens and that we need to remember that not everyone used or wants to use technology when completing applications, etc. Mr. Purcell said that these ordinances should reflect as much information as possible to make it as simple as possible for the applicant without all of the references and need to go to different links.

Member Purcell asked why the Illinois Food Service Sanitation Code is not clearly included with the ordinance for easier reference by the applicant, that isn't using technology to complete the application. Mr. Purcell stated that there are many who will want hard paper copies versus an online copy. Mr. Rybski said that the process is a very active process where his staff works directly with the applicants, and are involved in plan reviews and everything to help them get started and operational. Mr. Rybski said that the State Code is the document that is a very accessible document that the applicants are actively working

with routinely. Dr. Tokars stated that the link is reference throughout the document, and that the Health Department has a live hyperlink to the code.

Member Purcell asked about temporary food event vendors and the process for their temporary permits. Mr. Rybski stated that the temporary food permit process is much simpler, and that his staff works diligently with each vendor in ensuring the ease of the application process and compliance when selling their food.

Discussion on types of violations, the distinction between minor violations that are tertiary to food-borne illness, and the critical violations that directly influence food-borne illness, and unclean and overflowing dumpsters.

Dr. Tokars reminded the committee that the county ordinance is secondary to the state code, and that a copy of the state code is provided to each applicant.

After the committee reviewed the ordinance, they suggested the following additions/corrections:

- a. In the title of the Ordinance the word “*Food*” is misspelled
- b. Section 1, “*therefore be it resolved*” should read, *therefore be it ordained*”, and that this verbiage should be changed in all three ordinances
- c. Section 4 A – Member Purcell stated there was a problem with the sentence “*Approval granted to operated contingent on other relevant required local approvals*” that needs to be corrected or removed
- d. Include verbiage for different distinctions of charging for food, potlucks, open public program with refreshments, and when you are subject to the state code
- e. Section 6, C – Leave in the phrase “for cause” in the sentence “A food handling permit may be suspended *for cause* pending revocation
- f. Section 5, B – Identify the number of inspections of each risk category/violation in the ordinance (list as see attachment A), provide a hard-copy of the chart with each paper copy of the application, and a hyperlink to the chart on the online version of the application
- g. Section 8, Fees – Fee schedule not included in ordinance because it is subject to change

Member Koukol requested that a final draft of all three ordinances come back to the Health & Environment committee after they have been reviewed by the State's Attorney's office. Member Gilmour stated that following complete of the SAO review, the ordinances will be reviewed by the PBZ Committee, State Health Department and then to the County Board for approval.

- *Review of Onsite Wastewater Treatment System Ordinance* – Item tabled until the August 15, 2016 meeting
- *Review of Water Supplies Ordinance* – Item tabled until the August 15, 2016 meeting

NEW BUSINESS - None

CHAIRMAN'S REPORT – No report

PUBLIC COMMENT – None

ACTION ITEMS – None

EXECUTIVE SESSION – None Needed

ADJOURNMENT - Member Purcell made a motion to adjourn the meeting, second by Member Prochaska. **The meeting was adjourned at 10:49a.m.**

Respectfully Submitted,

Valarie McClain
Administrative Assistant/Recording Secretary