

November 20, 2017

**BOROUGH OF ELMWOOD PARK
REGULAR MEETING
BOARD OF HEALTH MEETING
November 20, 2017
7:00 p.m.**

The Regular Meeting of the Elmwood Park Board of Health for November 20, 2017 was called to order by Board Secretary Barbara Dispoto at 7:00 p.m.

Board of Health Members Levine, Marsella, Morello, McCauley and Wareka were present. Board Members Proctor and Spinelli were absent. Also present Health Inspector Michelle Delyannis, Board Secretary Barbara Dispoto and Councilman Golabek.

Whereas, Chapter 231 of the Public Laws of the State of New Jersey requires at the commencement of every meeting a Statement of Compliance be read by the presiding officer.

Now, Therefore Be Advised, that the meeting requirements for this meeting have been met by publishing an annual meeting notice in The Record and Herald News of Woodland Park and by posting such notice in the office of the Health Department and the Borough Clerk as well as in a public place within the Municipal Building, and by notifying interested citizens. Said notice was posted on December 18, 2016.

Regular Meeting Agenda Items:

1 – HEALTH INSPECTION REPORT:

a. Monthly Inspection Report – The Board reviewed the October 2017 Inspection Report.

2 – 2017 Flu Clinic Follow Up – Board Secretary Barbara Dispoto reported that a total of 51 vaccines were administered between the two clinics, with the possibility of only 27 being covered by medicare. Discussion ensued as to the cost the Borough will incur due to the low credit the borough will receive because of the low turnout of valid medicare claims. The low turnout may be a result of the convenience of obtaining flu vaccines at local pharmacies and grocery stores. The Board decided to revisit discussion as to whether or not to continue with the flu clinics prior to the summer break in 2018.

3 – T-N-R Brochure – The Board reviewed the brochure submitted by Board Member Spinelli. The only suggestion made to change on the flier was to increase the font size of the title. Additional copies of the flier will be made for distribution to other municipal buildings.

4 – Health Department Budget Status Report – The Board reviewed the budget status report and discussed requesting additional funding during the budget hearings.

5 – 2018 Pricing Schedule for Shared Services – Accepted without discussion.

6 – ORDINANCES:

a. Food/Cosmetology License – Introduction Ord #2017-03

November 20, 2017

**BOROUGH OF ELMWOOD PARK
DEPARTMENT OF HEALTH
RESOLUTION R-06-17**

**RESOLUTION BY: BOARD MEMBER MARSELLA
SECONDED BY: BOARD MEMBER MORELLO**

**INTRODUCE ORDINANCE #2017-03
FIRST READING**

BE IT RESOLVED, that an ordinance entitled:

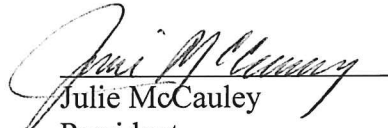
AN ORDINANCE ENTITLED, "AN ORDINANCE ENABLING THE ELMWOOD PARK BOARD OF HEALTH TO CLOSE ANY BUSINESS LISTED IN ACCORDANCE WITH ORDINANCE 2015-02 WHICH FAILS TO HOLD AND MAINTAIN A VALID LICENSE TO CONDUCT BUSINESS WITHIN THE BOROUGH OF ELMWOOD PARK."


Be passed and adopted on first reading; and

BE IT RESOLVED, that a final hearing on said ordinance will be heard in the Municipal Building on Monday, December 11, 2017 at 7:00p.m. or as soon thereafter as same can be heard, at which time any persons interested in said ordinance can be heard;

BE IT FURTHER RESOLVED, that the Board Secretary be, and is hereby authorized to advertise in the legal newspaper a notice of introduction and final hearing as required by law.

APPROVED: November 20, 2017


Julie McCauley
President

ATTEST 
Barbara L. Dispoto
Board of Health Secretary

Record of Board of Health Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Levine	X				Spinelli				X
Marsella	X				Wareka			X	
Morello	X				McCauley	X			
Proctor				X					

This resolution was approved by the Board of Health of the Borough of Elmwood Park at a Special scheduled meeting held on the 20th day of November 2017. Signed and sealed before me.

Barbara L. Dispoto
Board of Health Secretary

Date

November 20, 2017

**BOROUGH OF ELMWOOD PARK
BOARD OF HEALTH
ORDINANCE # 2017-03**

AN ORDINANCE ENTITLED, "AN ORDINANCE ENABLING THE ELMWOOD PARK BOARD OF HEALTH TO CLOSE ANY BUSINESS LISTED IN ACCORDANCE WITH ORDINANCE 2015-02 WHICH FAILS TO HOLD AND MAINTAIN A VALID LICENSE TO CONDUCT BUSINESS WITHIN THE BOROUGH OF ELMWOOD PARK."

A license is required for the privilege of engaging in any business listed in Ordinance 2015-02 within the Borough of Elmwood Park. Such license fee shall be applicable to any business maintaining a permanent business location or branch office within the Borough.

Any Business engaging in any operations covered by this article that does not pay the required license within thirty-one (31) days after the fee due date, and that does not obtain the required license:

1. Shall be required to immediately cease operation of the Business in the Borough until such time as the license is renewed.
2. Shall incur an additional penalty of two hundred fifty dollars (\$250.00).
3. Shall be subject to administrative and/or civil action for collection of the fee, as well as be liable for court costs, reasonable attorneys' fees, additional administrative costs incurred by the Borough as a result of collection efforts

It shall be unlawful for any person, either directly or indirectly, to conduct or carry on a business or to use in connection therewith any vehicle, premises, machine or device, in whole or in part, for which a license is required by any ordinance of this Borough without a license having first been procured therefor and kept in effect at all such times as required by this chapter or other ordinance of this Borough heretofore or hereafter adopted. It shall also be unlawful for any person, either directly or indirectly, to conduct or carry on a business in this Borough in a manner differing from any description of the business operation contained in the previously submitted license application or not consistent with the certification contained on the application for said business license.

Enforcement:

This section shall be enforced by the Elmwood Park Board of Health.

Effective Date:

This section shall take effect upon final passage according to law.

ATTEST: _____
Barbara L. Dispoto, RMC/CMR
Board Secretary

APPROVED: _____
Julie McCauley
Board President

Introduced: November 20, 2017

Adopted:

7 – DEPARTMENTAL REPORTS:

- a. **Bills** – A motion was made by Board Member Marsella and seconded by Board Member Morello to approve the payment of bills. There was no objection, motion carried by the members present.
- b. **Office Department Report – October 2017**
- c. **Vital Statistics Report – October 2017**
- d. **Office Revenue Report – October 2017**
- e. **October 16, 2017 Meeting Minutes**

A motion was made by Board Member Marsella and seconded by Board President McCauley to accept and file the items listed in item 7b through item 7e. Motion carried by the members present.

8 – COMMITTEE REPORTS:

By Law Committee had no report.

Finance Committee had no report.


Ordinance Committee had no report.

Personnel Committee had no report.

Public Relations Committee had no report.

A motion was made by Board Member Levine and seconded by Board Member Wareka to adjourn. Motion carried by the members present.

Respectfully submitted,



Barbara L. Dispoto, RMC/CMR
Board Secretary

Minutes approved at the December 11, 2018 Regular Meeting of the Board of Health.