

December 11, 2017

**BOROUGH OF ELMWOOD PARK
REGULAR MEETING
BOARD OF HEALTH MEETING
December 11, 2017
7:00 p.m.**

The Regular Meeting of the Elmwood Park Board of Health for December 11, 2017 was called to order by Board Secretary Barbara Dispoto at 7:00 p.m.

Board of Health Members Levine, Marsella, McCauley, Proctor, Spinelli and Wareka were present. Board Member Morello was 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 November 2017 Inspection Report. Discussion ensued as to the plans for Jarhead to start selling juices and the opening of Domino's.

2 – Discussion of 2018 Dog/Cat License Renewals – Board Secretary Dispoto discussed the mailing out of the renewal letters and the steady flow of renewals being submitted to the Health Department. She also discussed the advertising of the need to renew pet licenses.

3 – Discussion of Rabies Clinic – Board Secretary Dispoto discussed the success of this year's second free rabies clinic. She attributed the success to the advertisements in multiple medias and the renewal letters stating if an animal required a new vaccine prior to the renewal of the license. A total of 66 dogs were vaccinated and 2 cats.

4 – Proposed 2018 Meeting Schedule – The Board reviewed the meeting schedule suggested by the Board Secretary. A motion was made by Board Member Marsella and seconded by Board President McCauley to approve the 2018 Meeting Schedule. All members present voted in favor the proposed schedule. Mrs. Dispoto will advertise the meeting schedule as required by law.

5 – ORDINANCES:

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

December 11, 2017

motion was made by Board Member Marsella and seconded by seconded by Board Member Levine to open the floor for public comment. Motion carried. There was no one from the public in attendance therefore President McCauley closed the public portion.

**BOROUGH OF ELMWOOD PARK
DEPARTMENT OF HEALTH
RESOLUTION R-07-17**

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

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

WHEREAS, a public notice has been given by the Board Secretary 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."

and;

WHEREAS, said ordinance was introduced and passed at a meeting held on Monday, November 20, 2017 and that further consideration of this ordinance would be taken up at this meeting; and


WHEREAS, all persons interested in said ordinance were given an opportunity to be heard concerning same;

NOW THEREFORE BE IT RESOLVED, by the Board of Health of the Borough of Elmwood Park, 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."

pass on final reading.

APPROVED: December 11, 2017


Julie McCauley
President

ATTEST


Barbara L. Dispoto
Board of Health Secretary

December 11, 2017

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 11th day of December 2017. Signed and sealed before me.

Barbara L. Dispoto
Board of Health Secretary

Date

December 11, 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.

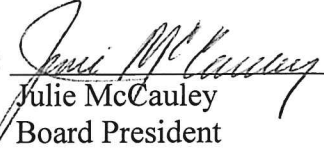
Effective Date:

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: December 11, 2017

December 11, 2017

DEPARTMENTAL REPORTS:

- a. **Bills** – A motion was made by Board Member Proctor and seconded by Board President McCauley to approve the payment of bills. There were no objections and the motion carried by the members present.
- b. **Office Department Report – November 2017**
- c. **Vital Statistics Report – November 2017**
- d. **Office Revenue Report – November 2017**
- e. **November 20, 2017 Meeting Minutes**

A motion was made by Board Member Levine and seconded by Board Member Wareka to accept and file the reports listed in item 6b through item 6e. 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

Board Member Wareka reflected on her term on the Board of Health and thanked everyone. Board members thanked Wendy for all she had done while a member of the Board.

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

Respectfully submitted;



Barbara L. Dispoto, RMC/CMR
Board Secretary

Minutes approved at the January 15, 2018 Re-Organization Meeting of the Elmwood Park Board of Health.