

January 15, 2018

**BOROUGH OF ELMWOOD PARK
RE-ORGANIZATION/REGULAR MEETING
BOARD OF HEALTH MEETING
January 15, 2018
7:00 p.m.**

The Re-Organization/Regular Meeting of the Elmwood Park Board of Health for January 15, 2018 was called to order by Board Secretary Barbara Dispoto at 7:03 p.m.

Board of Health Members DeMarzio, Ingui, Levine, Morello, Proctor and McCauley were present. Board Member Spinelli was absent. Also present Health Inspector Michelle Delyannis, Board Secretary Barbara Dispoto and Councilwoman Pellegrine.

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 15, 2017.

Re-Organization/Regular Meeting Agenda Items:

Public Hearing:

A motion was made by Board Member Levine and seconded by Board Member Morello to open the floor for public comment. Motion carried by the members present. No one from the public was present. The public portion was closed by Board Secretary Dispoto.

1 – APPOINTMENT OF BOARD OFFICERS:

- a. **Board of Health President** – Board Secretary asked if there were any nomination for the position of Board President. A nomination for Member McCauley was made by Member Morello and seconded by Member Levine. A roll call was taken, all aye, motion carried by the members present.
- b. **Board of Health Vice President** – Board Secretary asked if there were any nomination for the position of Board Vice President. A nomination for Member Morello was made by President McCauley and seconded by Member Ingui. A roll call was taken, all aye, motion carried by the members present.
- c. **Board of Health Treasurer** – Board Secretary asked if there were any nomination for the position of Board Treasurer. A nomination for Member Levine was made by President McCauley and seconded by Member Proctor. A roll call was taken, all aye, motion carried by the members present.

2 – Discussion pertaining to the 2018 Committees – President McCauley assigned members to each of the standing committees.

3 – HEALTH INSPECTION REPORT:

- a. **Monthly Status Report** – REHS Inspector Delyannis reported on some of the outstanding inspections for the month of December and answered questions posed by the Board.

4 – 2018 Budget Preparations – Board Secretary Dispoto reported to the Board the previous budgets allotted to the Health Department. She discussed the preparation for the upcoming budget hearings and her recommendation for the Board to ask for additional funding. It was decided the Finance Committee would meet to discuss the 2018 budget.

5 – 2018 Dog/Cat License Renewals – Mrs. Dispoto discussed the processing of approximately 250 dog/cat licenses. She further discussed residents objecting the requirement of their animals having to be re-vaccinated for rabies before being able to license their pets. All residents are advised this is a State law and it must be followed. Resident are also given their options when they choose not to re-vaccinate their animals early. Mrs. Dispoto discussed the late that would take effect on February 1, 2018.

6 – DEPARTMENTAL REPORTS:

- a. **Bills** – A motion was made by Board Member Proctor and seconded by Board Member Levine to approve the payment of bills. There was no objection, motion carried by the members present.
- b. **Office Department Report – December 2017** – Accepted without discussion.
- c. **Vital Statistics Report – December 2017** – Accepted without discussion.
- d. **Office Revenue Report – December 2017** – Accepted without discussion.
- e. **December 11, 2017 Meeting Minutes** – Accepted without discussion.

A motion was made by Board member Morello and seconded by President McCauley to approve and file the reports for item 6b through 6e. Motion carried by the members present.

7 – COMMITTEE REPORTS:

By Law Committee had no report at this time.

Finance Committee had no report at this time.

Ordinance Committee had no report at this time.

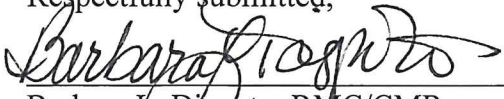
Personnel Committee had no report at this time.

Public Relations Committee had no report at this time.

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

January 15, 2018

Respectfully submitted,


Barbara L. Dispoto, RMC/CMR
Board Secretary

Minutes approved at the February 12, 2018 Regular Meeting of the Board of Health.