

February 12, 2018

**BOROUGH OF ELMWOOD PARK
REGULAR MEETING
BOARD OF HEALTH MEETING
February 12, 2018
7:00 p.m.**

The Regular Meeting of the Elmwood Park Board of Health for February 12, 2018 was called to order by Board Secretary Barbara Dispoto at 7:00 p.m.

Board of Health Members DeMarzio, Ingui, Levine, Morello, Proctor, Spinelli and McCauley were present. 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.

Public Hearing:

A motion was made by Board Member Morello and seconded by Board Member Levine to open the floor for public comment. Motion carried unanimously.

No one wished to be heard. Motion was made by Board Member Ingui and seconded by Board Member Spinelli to close the public portion. Motion carried unanimously.

Regular Meeting Agenda Items:

1 – 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.

2 – 2018 Budget Preparations follow up discussion – Discussion ensued as to the Finance Committee meeting in preparation for the upcoming Budget Hearings with the Mayor and Council. A request for an additional amount of \$10,000 for 2018 will be made by Board Secretary Mrs. Dispoto.

3 – Discussion regarding proposed Bergen County Animal Control Presentation – Mrs. Dispoto reported that Director Debbie Yankow inquired if April 24, 2018 would be considered by the Board for the public presentation by her staff. Upon discussion the Board approved of the date and asked that Director Yankow bring brochures to the event for the residents. Mrs. Dispoto will confirm with Mrs. Yankow and also request the Adoption Bus attend this year's Community Day.

4 – ORDINANCES:

- a. **Fee Schedule Draft** – The draft ordinance was reviewed by the Board and discussion ensued as to the fees for Child/Adult Daycares. The Board then agreed to setting the fee for Child/Adult Daycares with/without food prep to \$265. The Board further agreed to have the ordinance listed for introduction at the March 12, 2018 Regular Meeting

5 – DEPARTMENTAL REPORTS:

- a. **Bills** – A motion was made by Board Member Morello and seconded by Board Member Proctor to approve the payment of bills. There was no objection, motion carried unanimously.
- b. **Office Department Report – January 2018**
- c. **Vital Statistics Report – January 2018**
- d. **Office Revenue Report – January 2018**
- e. **January 15, 2018 Re-Organization/Regular Meeting Minutes**

A motion was made by Board member Proctor and seconded by President McCauley to approve and file the reports for item 5b through 6e. There was no objection, motion carried unanimously.

6 – 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.

7 – EXECUTIVE SESSION:

a. Personnel

WHEREAS, the Open Public Meetings Act P.L. 1975, Chapter 231 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist; and

WHEREAS, the Governing Body wishes to discuss:

Personnel

Minutes will be kept and once the matter involving the confidentiality of the above no longer requires that confidentiality, then the minutes can be made public.

NOW THEREFORE BE IT RESOLVED, that the public be excluded from this meeting.

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A motion was made by Board Member Ingui and seconded by Board Member Spinelli to enter into Executive Session. Motion carried unanimously.

Personnel

A motion was made by Board Member DeMarzio and seconded by Board Member Ingui to return to the public portion. Motion carried unanimously. The public portion resumed at 7:30p.m.

Board President McCauley directed Mrs. Dispoto to put the following items on the March 12, 2018 Board of Health Regular Meeting agenda:

1. Resolution appointing Barbara Dispoto as the Board of Health Secretary with the term ending December 31, 2018
2. Resolution appointing Barbara Dispoto as the Local Registrar with the term ending March 31, 2021.
3. Introduce 2018 Salary Ordinance with a 2% increase to each position

A motion was made by Board President McCauley and seconded by Board Member Ingui to adjourn. Motion carried unanimously.

Respectfully submitted,

Barbara L. Dispoto, RMC/CMR
Board Secretary

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