**BOROUGH OF ELMWOOD PARK**

**BOARD OF HEALTH MEETING MINUTES**

**MARCH 11, 2019**

The Regular Meeting of the Elmwood Park Board of Health for March 11, 2019 was called to order by Board Secretary Marlene DiStefano at 7:00 p.m.

Board of Health Members, Spinelli, Craft, DeMarzio, Intrieri, Proctor, Randazzo, and Council Liaison Councilwoman Pellegine were present. Board President Morello was absent. Also present were Health Inspector Steve Salerno, REHS and Board Secretary, Marlene DiStefano.

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 it 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 an annual meeting 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 December 15, 2018.

**Public Hearing:**

A motion was made by Board Member DeMarzio and seconded by Board Member Craft to open the floor for public comment No one wished to be heard. Board Member Spinelli closed the public portion.

**Regular Meeting Agenda Items:**

**1. – HEALTH INSPECTION REPORT:**

Monthly Status Report – Health Inspector Salerno reviewed the monthly status report with the Board and answered questions. Discussion ensued regarding how some establishments are handling their cleaning products and how that may affect the public. Inspector Salerno said he would discuss it with his supervisor and report back.

**2. – MAY RABIES CLINIC:**  Board of health Secretary Distefano confirmed the date for the

 Clinic as Wednesday, May 15, 2019 from 5:00pm-7:00pm.

**3. – DEPUTY REGISTRAR –** Carrie Paretti – Secretary, DiStefano presented to them that she has appointed Carrie Paretti as Deputy Registrar to help with the Health Department work load. A conversation was prompted regarding the salary of the Deputy Registrar position, it was explained that it is a salaried position by Ordinance. After discussion it was agreed that Ms. Paretti is entitled to said position and compensation.

**4 –** It was asked of the Board Members, by Councilwoman Pellegrine if the meeting scheduled for 4/8/2019 should be rescheduled, due to an event being held on the same date as the meeting. Although not all Board members are attending the event, the Board would not have a quorum. The Board voted unanimously to change the date of our next meeting to Monday, 4/1/2019 at 7:00pm.

**5 – DEPARTMENTAL REPORTS**:

1. **Bills** – A motion was made by Board Member Proctor and seconded by Board Member Intrieri to authorize payment of bills. Motion carried by the members present.
2. **Office Department Report – February 2019**
3. **Vital Statistic Report – February 2019**
4. **Office Revenue Report – February 2019**
5. **February 11, 2019 Regular Meeting Minutes** A motion was made by Board Member Craft and seconded by Board Member Spinelli to accept and file items 4b through 4e. Motion carried by the members present.

**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.

A motion was made by Board Vice-President Spinelli and seconded by Board Member Proctor to adjourn. Motion carried by the members present.

Respectfully submitted,

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Marlene DiStefano

Board of Health Secretary