

Elmwood Park Board of Health Minutes

Meeting of October 7, 2013

The regular meeting of the Board of health of Elmwood Park was held at the Municipal Building on October 7, 2013. The meeting was called to order at 7:20 pm by President Jack Coyne. Mr. Coyne stated that the requirements of the "Open Public Meeting Act" had been met and that a quorum was present.

Present: President Jack Coyne, Health Officer Deborah Ricci, JoAnn Berkenbush, Shirley DeVito, Arlene Levine, Susan Marsella, and Julie McCauley.

Absent: Rhea Boyle, Council Liaison Glen Pettigano.

Minutes: The minutes of the last regular meeting, held on September 9, 2013, were read. There were no corrections. Ms. Berkenbush made the motion to accept the September minutes and was seconded by Ms. McCauley. All aye. The minutes were accepted. Ms. Ricci stated that the potential hiring of Humane Enforcement of Bergen County will be discussed by the Mayor & Council this week. Ms. Ricci was asked by the Mayor & Council to pursue animal control services from Paterson. They have not returned several phone calls.

Reports:

Health Officer's Report: The Health Officer's Report for September was read. Ms. Marsella made the motion to accept the report and was seconded by Ms. Levine. All aye. The September Health Officer's Report was accepted. There were no corrections or discussion.

Office Report: The Office Report for September was read. Ms. Marsella made the motion to accept the report and was seconded by Ms. Berkenbush. All aye. The September Office Report was accepted. A brief discussion of the statistics and summary chart was held. The board agreed that it was a good effort in getting the data together on one table. Mr. Coyne stated that a Year-To-Date column for each category is needed. This will be a "running" chart that will compare months.

Public Health Nurse's Report: The HARP nurse, Ms. Joanne Wedowlowski, attended the meeting and her report is discussed under "New Business".

REHS Report: The REHS Report for September was read. Ms. Levine made the motion to accept the report and was seconded by Ms. McCauley. All aye. The report was accepted. Ms. Levine asked about the Blimpie's restaurant under review and was informed by Ms. Ricci that it is a proposed new

restaurant. Ms. Ricci informed the board that the Krauzer's on Rt. 46 is applying to put in a deli and this is under review.

Several board members raised the issue of wanting to see more detail in the monthly REHS Report. The board agreed that it would be desirable to have the actual complaints listed as well as their resolutions or pending actions. A bullet point report with this information would cover the board's request. Ms. Ricci agreed to inform Ms. Mandeville of this request.

Old Business:

Pet Waste: Ms. McCauley inquired about the idea of placing pet waste stations around the borough's parks. She showed the board a photo taken on her phone of a new pet waste station that she saw at the Dunkin' Donuts strip mall on Market Street. Ms. Ricci said that this must have been installed privately, not by the town.

Warning Signs: There have been no warning signs for coyotes and foxes yet but that a large coyote was spotted on Gilbert Ave. two weeks ago.

All-Purpose Room: There has been no progress reported to date on the clean-up of the All-Purpose Room on the first floor of the Municipal Building. Mr. Pettigano had informed Ms. Ricci that he will handle the request to the Mayor & Council. Ms. Ricci stated that there is still bare plywood, paint cans, etc. in the room where clinics are held. This room is also used by the Homeowner's Assoc., the Deaf Club, and other groups. All board members expressed concern about the safety of those that use the room, especially the children who attend the clinics. It is not only a very unprofessional looking room to hold medical clinics but it is dangerous as well. Mr. Coyne agreed to write a letter to request that the walls and locked door be installed around the proposed storage area to minimize the safety risk to those using the room.

New Business:

Proposed Shared Services with Garfield: Ms. Ricci introduced Ms. Joanne Wendolowski to the board. Ms. Wendolowski is the Public Health Nurse from HARP that provides services to Elmwood Park. Together they explained to the board that the situation in Garfield is one of dwindling numbers attending the clinics there. Ms. Wendolowski proposed shared services that would provide Child Health Clinics and Blood Pressure Clinics for both Elmwood Park and Garfield residents. The Public Health Nurse in Garfield is a full-time employee and Ms. Ricci explained that she is a good nurse and very professional. She feels it would be easy to work with her. If an agreement was entered into with Garfield, then Elmwood Park would utilize the services of the Garfield nurse in place of some of the services of the HARP nurse.

This would bring more Federal aid to Elmwood Park because of the shared services contract. It will also change the contract we now hold with HARP which would decrease in the amount of services needed as well as removing Saddle Brook from the contract. Mr. Coyne stated that the board would need to know the cost for the services from the Garfield nurse as well as an outline of what services would be provided by whom and at which venue the services would be provided. Ms. Wendolowski

explained that the Garfield is a new, clean, professional environment that could be used for our clinics. However, Ms. Ricci stated that we are not sure we would want to move our clinics to Garfield. The board thanked Ms. Wendowlowski for her time and information and agreed to discuss the issue further. Mr. Coyne asked Ms. Ricci to get more information to discuss this matter at a future meeting before a proposal is written.

Mayor's Wellness Campaign: Ms. Ricci attended a meeting in Paramus about Wellness Campaigns being rolled out by local mayors in Bergen County. The local Health Officers will implement the plans and Ms. Ricci will get involved.

New Emergency Management Plan: Ms. Ricci has been given the task to work on a new plan which is due in January, 2014. The regions have been changed by the state and our region now consists of Bergen, Essex, and Hudson Counties.

Guidelines for Board of Health Committees: Mr. Coyne informed the board that, as president, he would like to be invited to any committee meetings held outside of the regular board meetings. Also, each committee should provide a typed summary of any meetings held outside of the regular meetings to the board. The board agreed that when any committee meetings are scheduled in the future, Mr. Coyne will be copied on all emails.

The meeting was then closed to the public at 9:40 pm to discuss confidential personnel matters. The meeting was re-opened at 10:00 pm.

Committee Reports:

Finance: Ms. Marsella & Ms. McCauley met on September 25, 2013 to discuss a preliminary Health Department budget for 2014. Ms. Marsella distributed copies of a summary of that meeting and the preliminary budget (see attached). Ms. McCauley agreed to ask the Finance Department to detail what makes up the line item for "Professional Services". Ms. Ricci stated that the HARP nurse and the Dr. Sciano are paid from that budget.

Mr. Coyne's email comments on the budget were discussed and it was agreed to add \$8,000.00 for the inspection software and an additional \$1,000.00 for car maintenance for Ms. Mandeville, the REHS. The Finance Committee agreed to meet again before the next regular meeting to update the preliminary budget with further detail.

Ordinance: The Ordinance Committee met and agreed not to raise fees at this time. The fees were just increased last year and seem either in-line with or greater than most other local towns. A discussion followed concerning the fact that the borough is struggling to bring new business into town with the current fees and raising them would be a further deterrent. Mr. Coyne stated that our fees should at least be covering the costs of inspections, salaries, etc. The committee was confident that this is so. Ms. DeVito made the motion to continue with the current fee rates with no increase at this time and was seconded by Ms. Marsella. All aye. The Ordinance 2012-02 will remain in effect with no changes.

By-Laws: Progress reported.

Public Relations: Ms. Ricci informed the board that she has been placing advertisements for the Flu, Blood Pressure, & Child Health Clinics on the borough website. She also informed the board that the minutes of the regular board meetings are now being posted on the borough website.

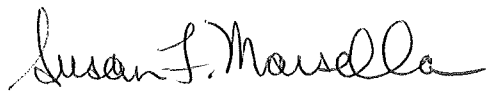
Bills:

All board members reviewed the current bills. Ms. Marsella made the motion to sign and pay the current bills and was seconded by Ms. McCauley. The motion was adopted on the following roll call: S. Marsella, A. Levine, S. DeVito, J. McCauley, J. Coyne. All aye. The current bills were signed for payment.

Adjournment:

A question was raised as to the date of the next regular meeting since Election Day will be in November. Ms. Marsella reported from her records that the next regular meeting is scheduled for November 4, 2013. Ms. McCauley made the motion to adjourn and was seconded by Ms. Marsella. All aye. The meeting was adjourned at 10:03 pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Susan F. Marsella".

Susan F. Marsella

Recording Secretary