

May 9, 2016

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**BOROUGH OF ELMWOOD PARK  
REGULAR MEETING  
BOARD OF HEALTH MEETING**

**May 9, 2016  
7:00 p.m.**

The Regular Meeting of the Elmwood Park Board of Health for May 9, 2016 was called to order by Board Secretary Barbara Dispoto at 7:00 p.m.

Board of Health Members Marsella, Proctor, Wareka and McCauley were present. Board Member Levine was absent due to sickness, Member Morrello was absent due to a work commitment and Member Spinelli was absent due to vacation. Also present Councilman Chirido who sat in for Councilman Dombrowski who was absent due to sickness, Inspector Margaret Dunne and Board Secretary Barbara Dispoto.

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 January 4, 2016.

**Regular Meeting Agenda Items:**

**1 – HEALTH INSPECTION REPORT:**

- a. **Monthly Status Report** – Members present reviewed the monthly report. Some discussion ensued as to three dog bite incidents. Discussion ensued as to a Dunkin Donuts that will be constructed at the location that once housed Kirsch Oil on Market Street. Board President Mc Cauley discussed the upcoming Taste of Elmwood Park Centennial Event. Inspector Dunne stated that she will be at the VFW to conduct the inspection for the Taste of Elmwood Park 30 minutes prior to the start of the event.

**2 – Update regarding Child Health Conference with the Borough of Wallington** – Board Secretary Dispoto discussed her following up with the Borough of Wallington regarding the request to enter into a shared service agreement for the Child Health Conference. In her discussion with the Borough's nurse it was stated that Wallington could accommodate 200 children from Elmwood Park. Discussion ensued between Ms. Dispoto and the nurse as to where the number of 200 children came from. The nurse would not divulge any information other than that was the information that she was given. At which point Ms. Dispoto reached out to the Borough Administrator for additional information. Ms. Dispoto explained to the Borough Administrator that it was puzzling as to where the number of participants derived from. The Borough Administrator stated a decision was made not to enter into the agreement because they could not accommodate 200 children and he would look into where the information that was

reported to him came from. He further stated that he would report back to Mrs. Dispoto within the week. Further discussion will be taken up at the May Board of Health Meeting.

**3 – Letter from the Centennial Committee regarding donation** – Discussion ensued as to a donation to the Centennial Committee and having a table at the fair. The members present decided not to collect a personal donation and it would be difficult to have a table for the 2 day fair therefore they would not have a booth for the Centennial Fair.

**4 – Discussion pertaining to upcoming Rabies Clinic** - Mrs. Dispoto discussed the advertisement of the rabies clinic on the Borough’s website, the sign board on the Boulevard and on the Board of Health and Borough’s facebook page. Discussion ensued as to who would be able to help run the clinic. Licenses will also be issued at the clinic and the late fee will be waived for those who vaccinated their pet at the clinic.

**5 – 2016 Health Department Budget** – The Board reviewed the budget page referring to Health Department. Mrs. Dispoto stated the State Registrar does not have a date as to when they will be implementing marriage licenses electronically. Once the State is getting ready to move in that direction, Mrs. Dispoto will bring it to the Board so the office will be reading to move forward with the needed equipment.

**6 – Draft letter regarding late fee for license renewals** – The Board reviewed the draft letter notifying local businesses of the late fee schedule pertaining to Food licenses and Hair/Nail permits. The letter will be sent to all licensee holders.

**7 – ORDINANCES:**

**a. 2016 Salary Ordinance – Adoption**

A motion was made by Member Marsella and seconded by Board President McCauley to open the floor for public comment. Motion carried by the members present. No one wished to be heard. Council President McCauley closed the public portion.

**BOROUGH OF ELMWOOD PARK  
DEPARTMENT OF HEALTH  
RESOLUTION R-2016-04**

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

**INTRODUCE ORDINANCE #2016-01  
SECOND READING**

**WHEREAS**, public notice has been given by the Board Secretary that an ordinance entitled:

**“AN ORDINANCE TO FIX THE SALARY, WAGE AND COMPENSATION OF THE EMPLOYEES OF THE BOARD OF HEALTH OF THE BOROUGH OF ELMWOOD PARK, COUNTY OF BERGEN, STATE OF NEW JERSEY”.**

May 9, 2016

and;

**WHEREAS**, said ordinance was introduced and passed at a meeting held on Monday, April 11, 2016 and that further consideration of this ordinance would be taken up at this meeting; and

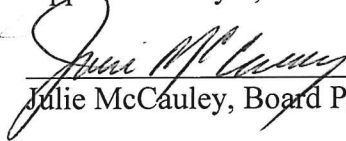
**WHEREAS**, all persons interested in said ordinance were given an opportunity to be heard concerning same;

**NOW THEREFORE BE IT RESOLVED**, by the Board of Health of the Borough of Elmwood Park, that an Ordinance entitled:

**“AN ORDINANCE TO FIX THE SALARY, WAGE AND COMPENSATION OF THE EMPLOYEES OF THE BOARD OF HEALTH OF THE BOROUGH OF ELMWOOD PARK, COUNTY OF BERGEN, STATE OF NEW JERSEY”.**

pass on final reading..

Approved: May 9, 2016

  
Julie McCauley, Board President

ATTEST:   
Barbara L. Dispoto  
Board Secretary

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 Regular scheduled meeting held on the 9<sup>th</sup> day of May 2016. Signed and sealed before me.

\_\_\_\_\_  
Barbara L. Dispoto  
Board of Health Secretary

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Dated



May 9, 2016

**BOROUGH OF ELMWOOD PARK  
BOARD OF HEALTH  
ORDINANCE #2016-01**

**AN ORDINANCE ENTITLED “AN ORDINANCE TO FIX THE SALARY, WAGE AND COMPENSATION OF THE EMPLOYEES OF THE BOARD OF HEALTH OF THE BOROUGH OF ELMWOOD PARK, COUNTY OF BERGEN, STATE OF NEW JERSEY”.**

**BE IT ORDAINED**, by the Board of Health of the Borough of Elmwood Park as follows:

BOARD OF HEALTH SECRETARY	\$7,140.00
REGISTRAR	2,122.42
DEPUTY REGISTRAR	1,353.31

**SECTION X: REPEAL OF PRIOR ORDINANCES**

1. All prior Salary Ordinances or parts of Ordinances inconsistent herewith are hereby repealed.

**SECTION XI: EFFECTIVE DATE**

1. This ordinance shall take effect immediately after publication.

ATTEST: \_\_\_\_\_  
Barbara L. Dispoto  
Board Secretary

APPROVED: \_\_\_\_\_  
Julie McCauley  
President

Introduced: April 11, 2016  
Adopted: May 9, 2016

**8 – DEPARTMENTAL REPORTS:**

- a. **Bills** – A motion was made by Board Member Marsella and seconded by Board Member Wareka to approve the bills for payment. Motion carried by the members present.

A motion was made by Board Member Marsella and seconded by Board Member Proctor to accept and file the reports listed as items 8b through 8e.

- b. **Office Department Report – April 2016** – Accepted without discussion.
- c. **Vital Statistics Report – April 2016** – Accepted without discussion.
- d. **Office Revenue Report – April 2016** – Accepted without discussion.
- e. **April 11, 2016 Regular Meeting Minutes** – Accepted without discussion.

May 9, 2016

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**9 – COMMITTEE REPORTS:**

By Law Committee no report at this time.

Finance Committee no report at this time.

Ordinance Committee no report at this time.

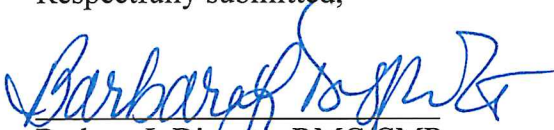
Personnel Committee no report at this time.

Public Relations Committee no report at this time.

Mrs. Dispoto discussed a recent retirement dinner that she attended where Mrs. Ingrasselino also attended. She discussed the conversation in which it was said that the Health Officer did not inspect the hair/nail salons. It was further stated that the State Inspector inspected the establishments and he would report to the Health Department if he had an issue with any of the establishments. Board Member Marsella stated she feels the inspector should notify the Health Department when he inspects the establishments whether or not there is an issue.

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 June 13, 2016 Regular Meeting of the Elmwood Park Board of Health.***