

June 13, 2016

**BOROUGH OF ELMWOOD PARK
REGULAR MEETING
BOARD OF HEALTH MEETING
June 13, 2016
7:00 p.m.**

The Regular Meeting of the Elmwood Park Board of Health for June 13, 2016 was called to order by Board Secretary Barbara Dispoto at 7:04 p.m.

Board of Health Members Levine, Marsella, Morrello, Proctor, Spinelli, Wareka and Mc Cauley were present. Also present Councilman Dombrowski, 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** – Inspector Dunne reported on a complaint that was received by the County pertaining to the location of the ashtray outside the Parkway Diner. Mrs. Dispoto stated when the Health Department first merged with the Clerk's Office she was advised that this individual makes the same complaint repeatedly and that the Parkway Diner is not violating any Borough ordinances. She further stated that when the individual became aware that his identity was known, he stopped calling the Borough offices and started to make his complaint directly to the County Health Department. Board Member Wareka stated the gentlemen reached out to the Chamber of Commerce with his complaint and was directed that it is a Board of Health issue and they could not assist him with his complaint. Discussion ensued as to the inspection of Hunaim Church and why there is a different requirement then the schools. Inspector Dunne stated the Korean Church only cooks for its congregation while St. Leo's cooks for school children and the public at the yearly fair. Board President McCauley discussed a complaint made during the Centennial Fair weekend. Inspector Dunne immediately addressed the complaint to have the violation rectified. President McCauley expressed her concerns when a complaint is made after the inspectors leave for the day or on any additional days of planned events. Inspector Dunne stated a list of items of concern should be kept so it can be reviewed for later events when determining whether or not to allow certain vendors to participate. Inspector Dunne stated County inspectors keep each other informed so they are aware of vendors who have repeated problems.

2 – Update regarding Child Health Conference with the Borough of Wallington – Mrs. Dispoto stated she sent the email to Wallington when the Borough Administrator failed to respond back as promised. She further stated it appears that the letter was just forwarded to the nurse who showed no interest in entering into an agreement with Elmwood Park. Mrs. Dispoto stated an answer was never given as to who stated the Borough would have 200 participants in the program which was totally unfounded. Councilman Dombrowski inquired as to going to Fair Lawn for the services. Mrs. Dispoto stated that Wallington would have only charged the Board of Health when a resident was sent for services, whereas Fair Lawn would be a shared service agreement that would be a greater cost for the Borough. She further stated that the number of phone calls the office receives regarding services would not justify the cost.

3 – Discussion pertaining to Rabies Clinic – Mrs Dispoto stated 88 vaccines were administered at the clinic. The breakdown was 82 dogs and 6 cats. She further stated that 68 dog licenses and 6 cat licenses were issued. Council President McCauley thanked Board members Proctor and Wareka for all their help at the clinic. Discussion then ensued as to a second rabies clinic for 2016. Possible locations would be at Company #4 or the DPW yard. Discussion ensued to an ordinance that does not allow dogs in the Borough parks and the lack of enforcement. Mrs. Dispoto discussed a suggestion to do dog licensing for 2017 at the second clinic. She suggested that licenses not be issued at the clinic and explain why she thought it might be too overwhelming. The Board agreed the second clinic would be for rabies vaccinations only. After some discussion it was decided to schedule the second rabies clinic for November 2, 2016.

4 – 2016 Flu Clinic – Discussion ensued as to the scheduling of the 2016 Flu Clinic. Mrs. Dispoto will reach out to the County with the suggested dates and report back to the Board as to confirmed dates at the regular meeting that is scheduled in September.

5 – Discussion regarding cart setup in food establishments by a different entity – Mrs. Dispoto reported that she received a call from a company that would set up a permanent cart within Acme and inquired what their fee would be. Mrs. Dispoto stated that our ordinance does not address a fee for a separate entity within an existing establishment. She suggested that the company pen a letter of request to the Board of Health explaining what they are looking to do and what other municipalities they currently operate in and include the fees they pay in those towns. Mrs. Dispoto stated that as of this meeting she has not received any requests from this company, however because this seems like a unique situation she wanted to discuss it with the Board. Discussion ensued as to the lower fees under the Board of Health ordinance. Board Member Wareka discussed her thoughts regarding the fees imposed for licensing through the Health Department. Board Member Marsella discussed the efforts that went into the researching of fees charged by other municipalities when the ordinance was first reviewed prior to when the Health Department entered into a shared service agreement with the County. Board Member Morrello discussed the process that was taken when the Board first decided to start to review the fee ordinance.

6 – County Provided literature for Zika Virus and other insect borne diseases – The Board reviewed the documentation that was delivered by the County.

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7 – DEPARTMENTAL REPORTS:

- a. **Bills** - A motion was made by Board Member Marsella and seconded by Board Member Proctor to approve the bills for payment. Motion carried unanimously.

A motion was made by Board President McCauley and seconded by Board Member Morrello to accept and file the reports listed as items 7b through 7e. Motion carried unanimously.

- b. **Office Department Report – May 2016** – Accepted without discussion.
c. **Vital Statistics Report – May 2016** – Accepted without discussion.
d. **Office Revenue Report – May 2016** – Accepted without discussion.
e. **May 9, 2016 Regular Meeting Minutes 2016** – Accepted without discussion.

Mrs. Dispoto discussed a phone from a member of the Centennial Committee regarding a future event that involves pets. Mrs. Dispoto stated that she requested that the registration forms have a field where the applicants would state their dog or cat license number so that it can be verified with the Health Department that the animal is licensed. She further stated any animals that do not have a valid dog license should not be permitted to participate in the event.

8 – COMMITTEE REPORTS:

By Law Committee no report at this time.

Finance Committee no report at this time.

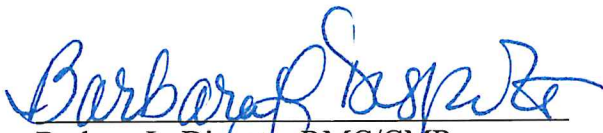
Ordinance Committee no report at this time.

Personnel Committee no report at this time.

Public Relations Committee no report at this time.

A motion was made by Board Member Marsella and seconded by Board Member Proctor to adjourn. Motion carried unanimously.

Respectfully submitted,


Barbara L. Dispoto, RMC/CMR
Board Secretary

Minutes approved at the September 12, 2016 Board of Health Meeting.