

March 13, 2017

**BOROUGH OF ELMWOOD PARK
REGULAR MEETING
BOARD OF HEALTH MEETING
March 13, 2017
7:00 p.m.**

The Regular Meeting of the Elmwood Park Board of Health for March 13, 2017 was called to order by Board Secretary Barbara Dispoto at 7:00 p.m.

Board of Health Members Levine, Marsella, Morello, Proctor, Wareka and McCauley were present. Board Member Spinelli was absent due to a work commitment. Also present Councilman Golabek, Health 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 December 18, 2016.

Regular Meeting Agenda Items:

1 – HEALTH INSPECTION REPORT:

- a. **Monthly Inspection Report** – Inspector Dunne discussed a complaint that was made regarding a hair being found in a sandwich that was purchased. Discussion then ensued as to whether hair nets are required. Inspector Dunne stated that hair nets are no longer required however there is a stipulation that hair should be restrained somehow to prevent hair getting into food.

2 – RESOLUTION:

- a. **Re-adopt Board of Health By-Laws for 2017** – Board Secretary stated that at the last board meeting, Member Wareka stated that no changes were needed to the by-laws. Mrs. Dispoto represented all the Board members with a copy of the by-law to be re-adopted. A motion was made by Board Member Marsella and seconded by Board Member Wareka to re-adopt the by-laws as is. Motion carried by the members present.

3 – ORDINANCES:

- a. **Trap – Neuter – Return** – Board Member Morello discussed how the ordinance was created using other municipalities. A draft of the ordinance was sent to the Director Deb Yankow from Bergen County Animal Control to be reviewed. Director Yankow made minor changes to the ordinance which has now been presented to the rest of the Board for consideration. Mrs. Dispoto discussed the required two readings of the ordinance to adopt and discussed possibilities regarding calling a special meeting to either introduce or to adopt the ordinance. After some discussion it was decided to advertise a special meeting for Thursday, March 23, 2017 to introduce the ordinance and to adopt the ordinance at the scheduled April 10, 2017 meeting.

4 – DEPARTMENTAL REPORTS:

- a. **Bills** – A motion was made by Member Marsella and seconded by Member Proctor to approve the bills for payment. Motion carried by the members present.
- b. **Office Department Report – February 2017**
- c. **Vital Statistics Report – February 2017**
- d. **Office Revenue Report – February 2017**
- e. **February 13, 2017 Meeting Minutes**

A motion was made by Member Marsella and seconded by Board Morello to accept and file the Office Department Report, Vital Statistics Report, Office Revenue Report for February 2017 and the February 13, 2017 Regular Meeting minutes. There were no objections and the motion carried by the members present.

5 – COMMITTEE REPORTS:

By Law Committee had no report.

Finance Committee had no report.

Ordinance Committee T-N-R ordinance discussed under item 3a.

Personnel Committee had no report.

Public Relations Committee had no report.

Board President McCauley discussed the upcoming Community and the purchasing of two tablecloths to be used at functions. Mrs. Dispoto stated that she was advised by Director Yankow that the Adoption Bus has been scheduled for Community Day. President McCauley also stated that Member Proctor gave Mrs. Dispoto a phone for the clinic in Hackensack.

6 – EXECUTIVE SESSION:

- a. Personnel – 2017 Salary Ordinance

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 Elmwood Park Board of Health wishes to discuss:

Personnel – 2017 Salary Ordinance

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.

March 13, 2017

A motion was made by Board Member Morello and seconded by Board Member Levine to enter into Executive Session. Motion carried by the members present.

Personnel – 2017 Salary Ordinance

A motion was made by Board Member Marsella and seconded by Board Member Proctor to return to the public session. Motion carried by the members present.

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. Disposto, RMC/CMC/MMC
Board Secretary

Minutes approved by the Board of Health at the April 10, 2017 Board Meeting.