

**BOROUGH OF ELMWOOD PARK  
SPECIAL JOINT WORK MEETING**

**October 6, 2014**

**8:00 p.m.**

The Special Joint Work Meeting of the Elmwood Park Mayor and Council and the Board of Health for October 6, 2014 was called to order by Municipal Clerk Keith Kazmark at 8:11 p.m. The Statement of Compliance was read.

Governing Body members Colletti, Dombrowski, Martino, Pettigano, Vuoncino and Caramagna were present. Also present were Mayor Mola, Borough Clerk Keith Kazmark and Borough Attorney Giuseppe Randazzo.

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 the publishing an annual notice in The Record of Hackensack and Herald News of Woodland Park and by posting such notice in the office of 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 1, 2014.

**Public Hearing:**

No one wished to be heard.

**Work Meeting Agenda Items:**

**1 – Presentation by the County Health Department regarding shared services** – Mr. Kazmark thanked the Board of Health for attending the meeting. He stated Ms. Ricci tendered her resignation as Health Officer effective September 30, 2014. He further stated that the remaining employees in the Health Department were issued Rice Notices and opted for this discussion to take place during the public session. Mr. Kazmark discussed documentation which was distributed to both the Council and the Board of Health members in which Darlene Mandeville submitted her letter of resignation and Michele Ingrasselino submitted a letter in which she is contemplating retirement during 2015. He discussed the Council authorizing that the Board of Health liaison, Councilman Dombrowski and himself meet with the County Health Department to discuss shared services. He further discussed meeting with Nancy Mangieri from the County Health Department in July. He stated the spreadsheet which was distributed contains costs which came from the July meeting. Board of Health President Jack Coyne inquired about the time laps of when the spreadsheet was created and the time the Board of Health received it. Mr. Kazmark stated that the spreadsheet was created at the request of the Council for the prior work session and the decision was made at that meeting based on the cost savings to meet jointly with the Board of Health. Mr. Kazmark stated the stipend for shared services which was being contested by an employee and potential litigation is what brought the costs of the Health services to the forefront. He further stated that as soon as the Council discussed the cost savings he reached out to set up the joint meeting. Discussion further ensued as to what led up to the joint meeting. Mr. Kazmark reviewed the costs currently incurred for Health Services and the costs proposed by the County Health Department for shared services. Mr. Kazmark stated that statutorily the Registrar is a municipal function. He advised that bumping rights exist under Civil Service. He discussed the costs for the Registrar which are the same on both sides of the spreadsheet. Mr. Kazmark stated the savings, if the Borough enters into a shared service with the County, would be \$123,794.97. He further stated the spreadsheet was structured in line with the municipal budget. Councilman Colletti discussed information that he has collected from other municipalities which utilize the County for shared services. Councilman Dombrowski discussed some concerns the Board of Health has regarding animal control. Mr. Kazmark introduced Nancy Mangieri the Health Officer from the County Health Department. Ms. Mangieri gave an overview of the County shared services. She stated that providing quality services is a priority. Ms. Mangieri discussed the many programs which are offered through the County Health Department. Ms. Mangieri under a shared service agreement would become the Borough's Health Officer. Discussion ensued regarding the role the Health Officer would play under a shared service agreement. A question arose regarding an emergency situation and the time it would take for a response. Ms. Mangieri discussed a 24/7 dispatch system that answers emergency calls and puts the Borough in touch with a responsible party from the County Health Department. Ms. Mangieri answered questions regarding inspectors and the reporting of the inspections. She discussed the costs for services and how those costs are derived. Councilman Colletti inquired about the proposed costs and the possibility of those numbers being subject to change. Ms. Mangieri stated there can be an adjustment to the costs, but does not foresee the costs increasing above what is projected. Ms. Mangieri addressed questions regarding vaccines and other inoculations. Mr. Coyne discussed the current shared services with Garfield. Discussion ensued regarding the services provided by HARP. Ms. Mangieri stated HARP would no longer be needed under a shared service with the County. Ms. McCauley inquired where a resident would get information that they would normally call the Health Department for. Mr. Kazmark stated if the Borough was to enter into a shared services agreement, the public would need to be educated about the new contact information. Discussion ensued as to a rabies clinic. Ms. Mangieri addressed a staffing concern

expressed by Councilman Martino. Ms. Mangieri addressed an inquiry regarding the County Health Department and the yearly audit process. She stated she reviewed the communicable disease folder for the Elmwood Park Health Department and discussed the multiple open cases that need to be closed by the end of the year. Discussion ensued to the open cases. Ms. Mangieri stated that HARP should be working with these cases. Councilman Vuoncino inquired about the possibility of the costs extending beyond the agreed contracted amount. Ms. Mangieri stated any overage beyond the contracted amount is not the responsibility of the municipality. She discussed the curriculum that is available to members of the Board of Health. Discussion ensued regarding blood borne pathogens. Mr. Coyne inquired whether inspections are done electronically or manually. Ms. Mangieri stated they are currently reported electronically but are manually generated. The timing on the reporting being done completely electronically depends on the authorization of the County Board of Chosen Freeholders. Ms. Mangieri addressed the inquiry from Councilman Pettigano regarding the chance of added charges outside of a contract. The Council and the Board discussed the creating a committee to review future possibilities for Health Services.

The meeting was adjourned at 9:47 p.m.

Respectfully submitted,



Keith Kazmark, RMC/CMC/MMC  
Borough Clerk

*Minutes approved at the November 6, 2014 Regular Meeting of the Mayor and Council.*