

Board of Health
Municipal Building
Park Ridge, NJ 07656
January 17, 2013 8PM
Re-organization Meeting

The regular meeting of the Board of Health was called to order by the Board Secretary at the above time, date and place.

The Compliance Statement as required by the Open Public Meetings Act, P. L. 1975, Chapter 231 was read by the Board Secretary.

Present:

Dr. Valas, Dr. Miller, Mrs. Bertini, Mrs. Scheulen, Dr. Lincoln and Mr. Spies

Excused: Mrs. Deppert

Also Present:

Mrs. Quinn, Principal Registered Environmental Health Specialists

PUBLIC COMMENT

The public comment was read. There were no members of the public present; therefore, the public comment was not opened.

NOMINATION FOR THE OFFICE OF PRESIDENT FOR THE YEAR 2013

Mrs. Bertini made a motion to nominate Dr. Valas as President to the Board of Health.

There were no other nominations for President.

Board Secretary requested a motion to close the nomination and to elect Dr. Valas as President to the Board of Health.

Mrs. Bertini made a motion to close the nomination and elect Dr. Valas as President to the Board of Health. Dr. Miller seconded the motion. Members of the Board approved the motion.

NOMINATION FOR THE OFFICE OF VICE-PRESIDENT FOR THE YEAR 2013

Dr. Valas made a motion to nominate Dr. Miller as Vice President to the Board of Health.

There were no other nominations for Vice President.

Board Secretary requested a motion to close the nomination and to elect Dr. Miller as Vice President to the Board of Health.

Dr. Valas made a motion to close the nomination and elect Dr. Miller as Vice President to the Board of Health. Mrs. Bertini seconded the motion. Members to the Board approved the motion.

Dr. Valas, President, advised that the following Board Members have been appointed by Mayor Maguire and Council at the January 1, 2013 Reorganization Meeting.

June Bertini	term expires December 31, 2015
Louis Meyer	term expires December 31, 2015
Chad Spies, Alternate #2	term expires December 31, 2014

By-Laws- Dr. Valas and attendees discussed the attendance by Board Members and notification of an excused meeting by a Board Member. Dr. Valas requested a copy of the By-Laws of the Board of Health. Dr. Valas requested the By-Laws be forwarded to the Board Members. Dr. Valas requested that the present By-Laws be put in a Word document.

Autonomy – Dr. Valas mentioned that she has been in contact with the Borough Attorney, Mr. John E. Ten Hoeve, Jr. and verified the autonomy of the Board of Health with the Borough Attorney and the Board of Health is an autonomous Board of Health.

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APPROVAL OF MINUTES

Mrs. Scheulen made a motion to approve the minutes for the October 18 and November 15, 2012 minutes. Dr. Miller seconded the motion. Members of the Board approved the motion.

REPORTS

Mrs. Quinn, Principal Registered Environmental Health Specialist distributed and reviewed her reports for November and December 2012.

The Plaza Regency - Mrs. Quinn discussed the notification of a concern from an anonymous caller concerning the transportation of a resident who deceased.

Mrs. Quinn discussed the lunch line preparation, serving of the food, required temperature testing and punctuality for the food to be served to the residents and the transition to have a skilled manager in the kitchen.

Bagels For Life - Mrs. Quinn discussed the complaint concerning the dumpster behind the business. Mrs. Quinn mentioned that she visited the site and has spoken to the owner of the business.

New Food Businesses - Mrs. Quinn advised that Papa John's will be opening soon. Dairy Queen will be another food establishment that will be opening.

Have A Heart Trap- Mrs. Quinn talked about the call from a resident requesting the Have A Heart Trap. The resident advised that she has requested and used the trap without a problem. The resident would be catching a raccoon and then she would relocate the animal. Mrs. Quinn advised that it is not safe to capture outside animals and then relocate the animals. Mrs. Quinn discussed her concern for the trapping of an animal, the construction of the trap, safety/medical issues for the person who may trap the animal and be bitten and the trapped animal becoming free. Mrs. Quinn mentioned that there may be a liability to the Borough if the trap is given to a resident and the resident is bitten by the captured animal. Dr. Valas mentioned that at the present time the Borough is under contract and has a licensed control agent who is responsible for animal control and that the Department of Public Works and staff in the Municipal Building should no longer give out a Have A Heart Trap. The Board Secretary was requested to research if there if a policy on the lending of Have a Heart Trap.

APPROVAL OF INVOICES

Postage	57.91
Maco Office Supplies	26.48
Maco Office Supplies	36.37
Staples Office Supplies	86.15
Tyco Animal Control Contract-Nov. 2012	825.00
Child Health Conference – Nov.2012	30.00
Child Health Conference – Dec. 2012	60.00
Tyco Animal Control Contract- Dec. 2012	825.00
Tyco Animal Control – Emerg. Call	60.00

Mrs. Bertini made a motion to approve the invoices. Mrs. Scheulen seconded the motion. Members of the Board approved the motion.

Budget 2013 - Dr. Valas requested a copy of the Budget for 2012. Dr. Valas advised that the Budget for 2013 will be reviewed by the Members of the Board. Dr. Valas requested the Board Secretary to mention to Mrs. Ennis, Director of Finance/CFO that she would like to meet to discuss the Budget for 2103.

APPROVAL OF RESOLUTION

Dr. Valas discussed with Board Members a time change for the start of the scheduled meetings. Attendees were in agreement to change the start of the meeting from 8PM to 7:30PM. The Board Secretary advised that the resolution would need to be amended.

Dr. Valas made a motion to approve the amended resolution for the start time for the 2013 scheduled meetings and the re-organization meeting for January 16, 2004. Dr.

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Miller seconded the motion. Members of the Board approved the motion. Dr. Valas and Dr. Miller will sign the amended resolution on Friday, January 18, 2013.

January 17, 2013 *	February 21, 2013
March 21, 2013	April 18, 2013
May 16, 2013	June 20, 2013
September 19, 2013	October 17, 2013
November 21, 2013	December 19, 2013
January 16, 2014*	

*Re-organization meeting

REPORTS CONTINUED

Mr. Hahn Water & Sewer Supervisor submitted the following electronically to the NJDEP and advised that they are available on NJ Water Watch.

November 30	4 th Quarter 2012 THM Report
November 30	4 th Quarter 2012 Nitrate as (N) Report
November 30	4 th Quarter 2012 Arsenic Report
November 30	2012 Annual Iron and Manganese Report
December 7	November 2012 Coliform Report
December 7	4 th Quarter 2012 HAA5 Report
December 7	4 th Quarter 2012 Sodium Report
December 7	November 2012 Coliform Report
December 18	4 th Quarter 2012 Disinfectant Residual Report (USMail)
January 3, 2013	4 th Quarter 2012 VOC Report

Board Secretary provided Mr. Hahn's supervisory report from January 2012 to November 2012 that he submitted to the Board of Public Works.

Park Ridge Consultation Report – Ms. Renee McCue, County of Bergen, Department of Health Services provided the October and November 2012 Park Ridge Consultation Statistics Report for the services provided to the Golden Age Club.

January 9, 2013 Ms. Renee McCue provided the health consultation flyer for the scheduled meeting dates for the year 2013.

Immunization Report - From Vita Rotella, RN, the Annual Report for TB testing, for the students attending the Park Ridge Middle School and High School calendar year ending December 31, 2012.

Board of Health Department Fees & Expenses for the time period of July 1, 2012 to December 31, 2012 licensing for food establishments, rooming house, animal licensing and 2012 rabies clinic, 2012 shared services contract with Bergen County, Blood borne Pathogen program and Registrar.

Dr. Valas reviewed the report submitted and suggested the fees per Ordinance be reviewed. Mrs. Quinn mentioned that she will obtain the Fee Ordinances from other municipalities for review by the Board of Health.

Mrs. Bertini suggested that at the next meeting a committee be established to review and discuss the present fees and fess collected by other municipalities. After the review the committee will provide a recommendation to the Board.

Communicable Disease Report- From Ms. Renee McCue, County of Bergen, Department of Health Services by email a cover memo and the communicable disease reporting and surveillance system report for the period July 1, 2012 to December 31, 2012.

CORRESPONDENCE

November 9 Morbidity & Mortality Weekly Report, Vol. 61, No. 44
November 16 Morbidity & Mortality Weekly Report, Vol. 61, No. 45
November 23 Morbidity & Mortality Weekly Report, Vol. 16, No. 46

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November 28 Request for payment from Mrs. Barbara Martine, RN, Public Health, Hillsdale Board of Health for one child who attended the Child Health Conference held in Hillsdale.

November 30 Morbidity & Mortality Weekly Report, Vol. 61, No. 47

December Holiday card from Tyco Animal Control.

December To Local Boards of Health a notice from Stephanie DeBruyne, Pascack Valley Regional High School District, discussing the services of the districts that the Region II Special Education offers those children three through twenty one years old experiencing difficulties in their development.

December 7 Morbidity & Mortality Weekly Report, Vol. 61, No. 48

December 11 From the Board Secretary notification letter by Fax to The Record, Community Life, Pascack Press advising that the scheduled meeting for December 20, 2012 has been cancelled.

December 12 From Deborah Rath, Women's & Children's Resource Center Coordinator, The Valley Hospital, Spirit of Women Program, Ridgewood, NJ an email and advertising flyer for the Spirit of Women's Day of Dance scheduled for Saturday, February 23, 2012 which will be held at the Park Ridge High School from 10am to 2pm.

December 14 Morbidity & Mortality Weekly Report, Vol. 61, No. 49

December 14 From Hillsdale Board of Health a cover letter and sample press release to be submitted to the local newspaper advising of the free medical physical exam and all required immunizations for children from birth through the age of 6. Children 7 through 18 years of age receive immunizations only.

December 21 Morbidity & Mortality Weekly Report, Vol. 61, No. 50

January 4, 2013 Morbidity & Mortality Weekly Report, Vol. 61, Nos. 51 & 52

NEW BUSINESS

CONTRACTS

1. 2013 Shared Services Contract with Bergen County – Board Members reviewed the contract submitted. Board Members discussed the absence of the signatures for the President and Vice President on the signature page. Board Members requested the Board Secretary to contact the County and to request that signature lines for the President and Vice President be part of the signature page.

Mrs. Bertini provided a suggested that a committee be appointed at the next meeting to look into what public health education services are available from the County to the Board of Health.

2. 2013 Tyco Animal Control Contract – Board Members reviewed the contract submitted. Board Members discussed the absence of the signatures for the President and Vice President on the signature page. Board Members requested the Board Secretary to contact Tyco Animal Control and to request that signature lines for the President and Vice President be part of the signature page.

3. Hillsdale Board of Health - Attendees reviewed and discussed the 2013 Hillsdale Board of Health Contract with the Borough of Park Ridge, NJ for the Child Health Conference in compliance with the NJ State Department of Health and Senior Services guidelines. Board Members agreed to the contract for the year 2013. Dr. Valas signed the contract.

4. Board of Health Website and PKRG Website – Attendees reviewed the correspondence received and discussed the notices that would be posted.

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5. Left over flu vaccine –Flu Clinic –November 2012 – The Board Secretary discussed the email dated January 17, 2013 from Elizabeth Rubock, Coordinator of Health Projects, Bergen County, requesting to know if the Board of Health would be in need of the 17 flu vaccines that were not used and returned from the Flu Clinic held in November 2012. Board Secretary suggested to Ms. Rubock that the vaccine be offered to the Board of Health in Hillsdale as Park Ridge and Hillsdale have a contract. Board Secretary mentioned that the vaccine would have to be picked up in Hackensack, needed to be refrigerated and transferred to Hillsdale. Borough of Hillsdale declined the offer for the vaccine. After a discussion it was decided that the Park Ridge Board of Health would also decline to receive the vaccine.

PUBLIC COMMENT

Public comment was read. There were no members of the public present; therefore, the public comment was not opened.

ADJOURNMENT

At 9:30PM Mrs. Bertini made a motion to adjourn the meeting. Dr. Miller seconded the motion. Members of the Board approved the motion.


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Carole Reen, Secretary