

Park Ridge Board of Health
Municipal Building
Park Ridge, NJ 07656
November 21, 2013 7:40PM

The regular meeting of the Board of Health was called to order by the Dr. Miller, Vice-President 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 Vice President.

PRESENT

Dr. Valas (7:45PM), Dr. Miller, Mrs. Deppert, Mrs. Bertini (7:45PM), Mrs. Scheulen and Dr. Lincoln

ALSO PRESENT

Mrs. Quinn, Principal Registered Environmental Health Specialist
Excused: Council Liaison, Mr. Hopper

PUBLIC COMMENT

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

APPROVAL OF MINUTES

Mrs. Scheulen made a motion to approve the minutes for the October 17, 2013 meeting. Mrs. Deppert seconded the motion. Members of the Board approved the motion.

APPROVAL OF INVOICES

Postage – October 2013	25.42
Registrar Receipt Books	126.00
Staples - Office Supplies	28.98
Maco – Office Supplies	16.03
World of Fax & Copiers, Inc. (Typewriter Repair)	248.00
2013 Shared Service Contract Payment #2	1,756.00
2013 Shared Services Contract – Bloodborne Pathogen Program Payment #2	1,300.00
Tyco Animal Control Services – October 2013	825.00
Child Health Conference October 2013	60.00

Mrs. Deppert made a motion to approve the invoices for October 2013. Mrs. Scheulen seconded the motion. Members of the Board approved the motion.

REPORTS

1. Mrs. Quinn, Principal Registered Environmental Health Specialist reviewed her October 2013 report.

YoFresh – provided an update on the change of ownership for the business.

A&P – Sprinkler head damaged contents of food in the walk-in refrigerator. All contents were removed and disposed of.

Bed Bugs – 131 Kinderkamack Road - discussed the pest control procedure that is followed.

Mrs. Quinn discussed the notification received from Bergen County Department of Health Services concerning a raccoon that was tested positive for rabies.

Minutes of the Meeting
November 21, 2013

Attendees discussed the deer population in Park Ridge.

2. Mr. Hahn, Water & Sewer Supervisor provided his cover memo with the attached October 2013 Coliform report. This report was electronically submitted to the NJDEP and is electronically available on NJ Water Watch.

3. Park Ridge Consultation Report – Ms. Barbara Calabrese, Bergen County Department of Health Services provided the October 2013 statistic report for the services provided to the Golden Age Club.

4. School Immunization Audit Reports submitted by Ms. Colasante and Ms. Calabrese, NJ Department of Health, Vaccine Preventable Disease Program.
October 29 East Brook Elementary - Audit date October 21, 2013 91% overall compliance. Re-audit date October 28, 2013 100% overall compliance.
November 18 West Ridge Elementary – Audit date October 21, 2013 93% overall compliance. Re-audit date October 18, 2013 100% overall compliance.

5. Rabies Clinic

May 9 Letters from the Board Secretary to Carole Tyler, Tyco Animal Control Service and Dr. Manderino, Park Ridge Animal Hospital confirming that the Park Ridge Annual Rabies Clinic is to be held on Tuesday, November 12, 2013 at the DPW Building, 15 Sulak Lane, 6:30PM to 8PM. Requested Dr. Manderino to supply the syringes that are necessary for the vaccine to be administered.

May 22 Notice of Intent, State/Municipal- Sponsored Rabies Vaccination Clinics Form faxed to NJ Dept. of Health, Infections & Zoonotic Disease Program and Mr. Bob Harris, Bergen County Animal Control advising that the clinic will be held on Tuesday, November 12, 2013 and the vaccine requested is for 150 dosages.

October 1, 22 & 29 Notices by Fax to Community Life and Pascack Press that the Park Ridge Rabies Clinic is to be held on Tuesday, November 12, 2013 at the DPW Building, 15 Sulak Lane, from 6:30PM to 8PM.

October 15 Reminder letters from the Board Secretary to Mrs. Hamlin, Tyco Animal Control Service and Park Ridge Animal Hospital that the clinic is to be held on Tuesday, November 12, 2013 from 6:30PM to 8PM. Confirmed with Dr. Manderino that 150 syringes would be required for the clinic.

November 13 State/Municipal-Sponsored Rabies Vaccination Clinic Report faxed to NJ Department of Health, Infections & Zoonotic Disease Program and to Mr. Bob Harris, Bergen County Animal Control confirming that the vaccine ordered was 150, vaccine returned 50. Number of vaccinated dogs 84 and the number of vaccinated cats 26.

November 14 From the Board Secretary a cover letter to Ms. Linda Frese, NJ Department of Health, Infections & Zoonotic Disease Program, and the pink copies of the vaccination certificates.

November 14 From the Board Secretary thank you letters to Mrs. Bertini, Mrs. Deppert, Mrs. Hamlin, Tyco Animal Control Service and Dr. Tracy DeMeola, Park Ridge Animal Hospital for their assistance at the clinic held.

Thank you emails to Ms. Jessie Mazarella and Mr. Tom Mazaarella for their assistance at the clinic.

Notices for the clinic were posted on the Board of Health Website, PKRG-TV and the electronic bulletin board.

Board Secretary mentioned to the Board Members that it was necessary for the syringes to be supplied for the clinic. The Animal Hospital charged \$25.00 for 102 syringes used at the clinic.

Licensing for 2014 – \$100.00 collected for 12 cats and \$483.00 collected for 55 dogs.

Out of town residents who used the clinic for their animals. 1 cat Woodcliff Lake. Dogs - 1 Cliffside Park, 1 Montvale, 1 Woodcliff Lake, 3 Northvale, 1 Emerson, 2 Hillsdale.

6. Licensed Site Remediation Professional (LSRP) Environmental Reports

October 21 From Bryan Heller, Project Manager, Environmental Services, French & Parrello Associates, P.A., Wall, NJ, to Office of Community Relations, NJDEP Division

Minutes of the Meeting
November 21, 2013

of Remediation Support, Trenton, NJ a notice of an environmental investigation/cleanup in progress at the Park Ridge High School Football Field, 2 Park Avenue, Park Ridge to Office of Community Relations, NJDEP Division of Remediation Support, Trenton, N.J.

October 25 Cover letter and a copy of the receptor evaluation for Quackenbush Lumber Company, 45 Park Avenue, Park Ridge, to the Board of Health from Donald M. Bello, P.G., Vice President, Bell Environmental Consultants, Inc., Flanders, N.J.

November 15 To Dr. Joan Valas, President, from Mr. Randy Shuler, Ph.D., D.A.B.T., Technical Director, Environmental Resources Management, Ewing, NJ notification of emplacement of classification exception area, well restriction area institutional control, former Burroughs Corporate Facility, 76 Park Avenue, Park Ridge, Block 1604 Lot 3, Program Interest No. G00001106, Case Tracking No. 84253.

CORRESPONDENCE

October 4 Morbidity and Mortality Weekly Report, Vol. 62, No. 39.

October 11 Morbidity and Mortality Weekly Report, Vol. 62, No. 40.

October 18 Morbidity and Mortality Weekly Report, Vol. 62, No. 41.

October 23 Request for payment from Barbara Martine, RN, Public Health, Hillsdale Board of Health for two children of Park Ridge who attended the Child Health Conference in Hillsdale.

October 25 Morbidity and Mortality Weekly Report, Vol. 62, No. 42.

November Thank you note from the Kilmartin family.

November Packet of information for display from the Department of Health Services on Diabetes, Cataracts, HIV Counseling and Testing and Laser Toys.

November 1 Morbidty and Mortality Weekly Report, Vol. 62, No. 43.

November 4 From Cathy E. Vacirca, MPA, Chief of Administrative Services, Bergen County Department of Health Services a cover letter and an attachment Appendix Public Health Annex, County Environment Protection Program. Also an announcement in the cover letter that Mr. Tom Longo is the new lead for the Bergen County Environmental Division.

November 8 Morbidity and Mortality Weekly Report, Vol. 62, NO. 44.

NEW BUSINESS

1. Mrs. Bertini mentioned that a representative from the Green Team would like to attend a Board of Health Meeting to discuss initiatives that would combine the goals of the Green Team and the Board of Health.

2. Bergen County Shared Services Contract for the Years 2014 & 2015

The Board Secretary advised that a packet for the Bergen County Shared Services Contract for the years 2014 & 2015 has been distributed to the Board for their review and comment. After a discussion the Board approved to accept the contract for the years 2014 & 2015 with a resolution recommending to the Mayor and Council to accept the Shared Service Contract for 2014 & 2015 pending the legal review by the Borough Attorney.

RESOLUTION

WHEREAS, the Park Ridge Board of Health is required to provide health services for the Borough residents; and

WHEREAS, the Board of Health has accepted a contract with the Bergen County Department of Health Services for the years 2014 & 2015 to provide health and sanitarian services.

Minutes of the Meeting
November 21, 2013

NOW THEREFORE BE IT RESOLVED by the Board of Health of the Borough of Park Ridge that it recommends to the Mayor and Council to accept the Bergen County Department of Health Services Shared Services Contract for the years 2014 & 2015 pending the legal review by the Borough Attorney.

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

3. Tyco Animal Control Services Contract 2014

The Board Secretary advised that the contract for services for the year 2014 has been distributed to the Board for the review and comment. After a discussion the Board approved to accept the contract for the year 2014 with a resolution recommending to the Mayor and Council to accept the animal control services for the year 2014 from Tyco Animal Control Service pending the legal review by the Borough Attorney.

RESOLUTON

WHEREAS, the Park Ridge Board of Health is required to provide animal control services for the Borough of Park Ridge residents; and

WHEREAS, the Board of Health has accepted a contract with Tyco Animal Control Services, 1 Stout Lane, Ho-Ho-Kus, New Jersey for the year 2014 to provide animal control services.

NOW THEREFORE BE IT RESOLVED by the Board of Health of the Borough of Park Ridge that it recommends to the Mayor and Council to accept the 2014 Tyco Animal Control Service Contract, 1 Stout Lane, Ho-Ho-Kus, New Jersey 07423 for the sum of \$10,200.00 per annum and a respond to an emergency call fee of \$60.00 pending the legal review by the Borough Attorney.

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

4. 2014 Animal Census/Licensing

Board Secretary distributed a guideline packet of information for animal licensing and census. The Board Secretary discussed with the Board Members the packet of information provided for a procedure to be followed for providing information to the residents on their responsibility to protect their animals, cats and dogs, with yearly licensing and the required rabies vaccine. The owner's responsibility to their animals will also carry over to the protection and well being of humans.

Notices and information will be publicized in Community Life, Pascack Press, Municipal Budget Letter, Borough's websites, PKRG-TV and electronic bulletin board.

Members of the Board approved requesting Tyco Animal Control Services to provide a proposal to perform an animal census, cat and dog, for the year 2014.

5. 2014 Proposed Budget to the Finance Department

The Board Secretary provided Minutes of the Meeting that was held on Wednesday, November 13, 2013 with Mrs. Ennis, Director of Finance/CFO, Mrs. O'Donnell, Borough Clerk and Department Heads. Mrs. Ennis and Mrs. O'Donnell informed attendees of the request to Department Heads to reduce their departments' budget for 2014 by 5% from other expenses. (Not salaries & wages). The proposed 2014 budget to be presented to Mrs. O'Donnell no later than Monday, December 16, 2013.

The Board Members reviewed the approved Mayor and Council 2013 Budget for the Board of Health. Members provided suggested amounts for the 2014 proposed budget for the Board of Health.

The Board Secretary will present the completed drafted 2014 proposed budget to the Board of Health for final review and approval before forwarding the proposed budget to Mrs. O'Donnell.

6. Membership Dues- Notification from the New Jersey Local Boards of Health Association has been received requesting the renewal of fee to be paid for membership in the association. The Board Members agreed to make payment of \$95.00 for full regular membership to the association.

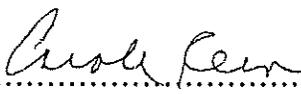
Minutes of the Meeting
November 21, 2013

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. Deppert made a motion to adjourn the meeting. Dr. Miller seconded the motion. Members of the Board approved the motion.


.....
Carole Reen, Secretary