

MINUTES
Reorganization Meeting
Northvale Board of Health
January 14, 2016
7:30 PM

CALL THE MEETING TO ORDER

Mrs. Brogan called the meeting to order at 7:41 PM in the Board of Health meeting room located on the second floor of the Municipal Building at 116 Paris Avenue, Northvale, New Jersey 07647.

STATEMENT

Mrs. Brogan read the "Sunshine Statement" into the record as follows:

"This is a Reorganization Meeting of the Board of Health of the Borough of Northvale. The date, time and location of this meeting has been advertised in the official newspaper of the Borough, filed with the Borough Clerk, and posted in the Borough Hall. All notice requirements of the Open Public Meetings Act for this meeting have been fulfilled. Please note the fire exits as required by law at public meetings. This is a no smoking facility."

ADMINISTER THE OATH OF OFFICE

Councilman Sokoloski administered the Oath of Office to Mrs. Fran Brogan, Dr. David Levine and Mrs. Debbie Visconi

BOARD OF HEALTH MEMBERS TERMS

Fran Brogan term ending	12/31/2018
David Levine term ending	12/31/2018
Patrice Hunkin term ending	12/31/2017
Debbie Visconi term ending	12/31/2018
Kathy Uglione term ending	12/31/2017

ROLL CALL

Mrs. Brogan, Mrs. Hunkin, Dr. Levine, Mrs. Uglione, Mrs. Visconi were present.

Also present: Councilman Roy Sokoloski, Gary Cochran, Northwest Bergen Regional, Billy Guyt, Pest Control Officer, and Fran Weston, Board of Health Secretary.

ELECTION OF PRESIDENT AND VICE PRESIDENT

Mrs. Visconi made a motion to nominate Mrs. Brogan for President of the Board of Health, Mrs. Hunkin seconded the motion. Dr. Levine, Mrs. Hunkin, Mrs. Visconi, and Mrs. Uglione were in favor. Mrs. Brogan abstained.

Mrs. Brogan made a motion to nominate Mrs. Visconi for Vice President of the Board of Health, Mrs. Uglione seconded the motion. Mrs. Brogan, Mrs. Hunkin, Dr. Levine, and Mrs. Uglione were in favor. Mrs. Visconi abstained.

APPOINTMENTS

On a motion made by Mrs. Visconi, seconded by Dr. Levine all were in favor to approve the following appointments:

TYCO Animal Control Services as Animal Warden for a one year term ending 12/31/16.
William Guyt as Pest Control Officer for a one year term ending 12/31/16.

APPROVAL OF MINUTES

On a motion made by Mrs. Hunkin, seconded by Mrs. Uglione all were in favor to approve the Minutes of the November 6, 2015 Meeting.

Approve Meeting Dates for 2016

On a motion made by Mrs. Hunkin, seconded by Mrs. Visconi all were in favor to approve the Meeting Dates for 2016.

CORRESPONDENCE

1. Enviro-Sciences, Inc.

Re: 273 Livingston Street, 11/11/16

RESOLUTIONS

#2016-01 Authorize the Northvale Board of Health President to sign the 2016 Contract for Animal Control Services

On a motion made by Mrs. Hunkin, seconded by Mrs. Visconi all were in favor to approve Resolution #2016-01 authorizing the Northvale Board of Health President to sign the 2016 contract for Animal Control Services.

2015 REVENUE COLLECTED

Food Establishment License Fees	\$16,250.00
Death Certificate Fees	\$13,280.00
Birth Certificate Fees	\$ 10.00
Marriage Certificate Fees	\$ 972.00
Pet Licensing	\$ 4,743.00
Late Fees (Dogs and Cats)	\$ 150.00
TOTAL	\$35,405.00

PAYMENT OF BILLS

Ratify and approve all bills paid between November 1, 2015 and December 31, 2015.

PO	151168	Northwest Bergen Regional Flu Shots for Employees/Volunteers	\$	200.00
PO	151267	Inserra Supermarkets Gift Card – Gail Brunner	\$	59.44
PO	151289	Patrice Hunkin Reimbursement – Late Filing	\$	100.00
PO	151326	Staples Office Supplies	\$	99.90
PO	151216	Hillsdale Board of Health Child Health Conference (Nov)	\$	35.00
PO	150010	TYCO Animal Control Sep/Oct/Nov/Dec	\$	2,260.00

On a motion made by Mrs. Visconi, seconded by Dr. Levine all were in favor to approve the bills for payment from November 1, 2015 through December 31, 2015.

OPEN TO PUBLIC

Mrs. Brogan opened the meeting to the public. There being no comments from the public, Mrs. Brogan closed the meeting to the public.

SECRETARY'S REPORT

Mrs. Weston reported that the Dog/Cat License Renewals were mailed out. There have been approximately 130 Dog/Cat licenses renewed. The Food License renewals have also been mailed. There have been about 37 renewed to date. The next meeting is March 10th at 7:30 PM.

REPORTS

Nurse's Report

There was no Nurse's report at this time.

Pest Control Officer's Report

Mr. Guyt reported that he has retrieved the Have A Heart Trap from the resident that had been using it. He had nothing else to report.

On a motion made by Mrs. Hunkin, seconded by Dr. Levine all were in favor to accept the Pest Control Officer's Report.

Health Officer's Report

On a motion made by Mrs. Visconi, seconded by Dr. Levine all were in favor to accept the Health Officer's Report as submitted.

Animal Control Officer's Report

On a motion made by Mrs. Uglione, seconded by Dr. Levine all were in favor to accept the Animal Control Officer's Report as submitted.

COUNCIL MEMBER REPORT

Councilman Sokoloski stated that he had something to discuss in Closed Session.

BOARD MEMBERS COMMENTS

The Board members had no comments at this time.

OPEN TO PUBLIC

Mrs. Brogan opened the meeting to the public. There being no comments from the public, Mrs. Brogan closed the meeting to the public.

CLOSED SESSION(*There may be action upon returning to open session)

RESOLUTION #2016-02

PROVIDING FOR A MEETING NOT OPEN TO THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS OF THE NEW JERSEY OPEN PUBLIC MEETINGS ACT

WHEREAS, The Board of Health of the Borough of Northvale is subject to certain requirements of the Open Public Meetings Act, NJSA 10:4-6, ET SEQ; and

WHEREAS, the Open Public Meetings Act, NJSA 10:4-12, provides that an Executive Session , not open to the public, may be held for certain specified purposes when authorized by resolution; and

WHEREAS, it is necessary for the Board of Health of the Borough of Northvale to discuss in session not open to the public certain matters relating to an item or items authorized by NJSA 10:4-12b, as listed below:

1. Matters required by law to be confidential
2. Matter involving individual privacy

3. Matters relating to a collective bargaining agreement

NOW, THEREFORE, BE IT RESOLVED, by the Board of Health of the Borough of Northvale that immediately after the adoption of this resolution the Board of Health shall enter into closed session.

On a motion made by Mrs. Visconi, seconded by Mrs. Hunkin all were in favor to go into Closed Session at 7:55 PM.

RETURN TO OPEN SESSION

On a motion made by Mrs. Visconi, seconded by Mrs. Hunkin all were in favor to return to Open Session with action to be taken.

APPOINTMENTS

Bergen County Department of Health Services as Sanitarian/Health Officer for a one year term ending 12/31/16

On a motion made by Mrs. Visconi, seconded by Mrs. Hunkin all were in favor to appoint Bergen County Department of Health Services as Health Officer for 2016.

Resolution #2016-03 Authorize the Northvale Board of Health President and Secretary to sign the 2016 Contract for Local Health Services

WHEREAS, the Borough of Northvale is required to provide health services to their residents;

WHEREAS, Bergen County Department of Health Services is to provide health services of a technical and professional nature for a term of two years from January 1, 2016 through December 31, 2017;

NOW, THEREFORE BE IT RESOLVED, that the Northvale Board of Health authorize the President and Secretary to sign the 2016 contract with Bergen County Department of Health Services in the amount of \$26,552.06.

On a motion made by Mrs. Hunkin, seconded by Mrs. Visconi all were in favor to approve Resolution #2016-03 authorizing the Board of Health President and Secretary to sign the 2016 Contract for Local Health Services.

ADJOURNMENT

On a motion made by Mrs. Hunkin seconded by Mrs. Uglione all were in favor to adjourn the meeting at 8:18 PM.

Respectfully Submitted,

Frances Weston
Deputy Borough Clerk/
Board of Health Secretary

Approved: March 10, 2016