

**MINUTES**  
Northvale Board of Health  
June 7, 2018  
7:30 PM

**CALL THE MEETING TO ORDER**

Mrs. Visconi called the meeting to order at 7:35 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. Visconi read the “Sunshine Statement” into the record as follows:

*“This is a regularly scheduled meeting of the Board of Health of the Borough of Northvale. The date, time and location of this meeting have 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.”*

**ROLL CALL**

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

Also present: Councilman Tom Argiro, Nicole Smith, Health Inspector, Frances Weston, Board of Health Secretary. Mr. Guyt was absent.

**APPROVAL OF MINUTES**

On a motion made by Mrs. Hunkin, seconded by Dr. Levine all were in favor to approve the Minutes of the March 8, 2018 Meeting.

**CORRESPONDENCE**

- 1. Preschool Immunization Report**
- 2. TYCO 2017 Report**
- 3. I Plus One Academy Immunization Report**
- 4. State of NJ DEP 254 Livingston Street**

**2018 REVENUE COLLECTED TO DATE:**

Food Establishment License Fees	\$ 15,725.00
Death Certificate Fees	\$ 5,780.00

Birth Certificate Fees	\$ 0.00
Marriage Certificate Fees	\$ 354.00
Pet Licensing	\$ 5,361.00
Late Fees (Dogs and Cats)	\$ 170.00
<b>TOTAL</b>	<b>\$ 27,390.00</b>

**PAYMENT OF BILLS**

Ratify and approve all bills paid between March 1, 2018 and June 1, 2018.

<b>File Bank</b> Jan-March Records Storage	<b>\$ 31.50</b>
<b>RR Donnelly</b> Safety Paper	<b>\$ 105.00</b>
<b>Office Concepts Group</b> Copy Paper	<b>\$ 104.58</b>
<b>Office Business Systems</b> CDs	<b>\$ 42.50</b>
<b>Staples</b> Office Supplies	<b>\$ 38.49</b>
<b>NJ Registrars Association</b> 2018 Membership Worner/Weston	<b>\$ 50.00</b>
<b>Hillsdale Board of Health</b> Child Health Conference	<b>\$ 125.00</b>
<b>North Jersey Media Group</b> Legal Ads – January	<b>\$ 37.95</b>
<b>Bergen County Health Dept.</b> 2018 Health Services Contract 1 <sup>st</sup> Qtr.	<b>\$13,326.31</b>
<b>TYCO Animal Control</b> (Feb, March, April)	<b>\$ 1,830.00</b>

On a motion made by Mrs. Hunkin, seconded by Mrs. Uglione all were in favor to approve the bills for payment from March 1, 2018 through June 1, 2018.

**ORDINANCES – 2nd READING –**

**ORDINANCE NO. 01-2018**

**AN ORDINANCE AMENDING ORDINANCE #01-2014 ENTITLED "AN ORDINANCE TO REGULATE AND LICENSE CERTAIN BUSINESSES AND ENTERPRISES IN THE BOROUGH OF NORTHVALE AND ESTABLISH A FEE THEREFORE"**

BE IT ORDAINED, by the Board of Health of the Borough of Northvale that Section 213-1 of the Code of the Borough of Northvale be amended as follows:

Section 1. The following businesses and enterprises conducted within the Borough of Northvale shall be required to secure a license and shall pay the fee as set forth in Ordinance #01-2014 with the following addition/change:

<b>Type of Establishment</b>	<b>Annual License and Renewal Fee</b>
Supermarket	Large - \$900.00 Small - \$500.00
Temporary retail food	\$25.00 per day

Section 2. All other sections of this Ordinance shall remain in full force and effect.

Section 3. All Ordinances and parts of Ordinances inconsistent with the provisions hereof are hereby repealed.

Section 4. This Ordinance shall take effect immediately upon passage and publication as required by law.

On a motion made by Mrs. Hunkin, seconded by Dr. Levine all were in favor to approve the 2<sup>nd</sup> reading of Ordinance No. 01-2018.

**OPEN TO PUBLIC**

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

**SECRETARY'S REPORT**

Mrs. Weston reported that she contacted Dr. Simon from Northvale Veterinary and she will be available to attend the rabies clinic on October 16<sup>th</sup>, 6:30-7:30 PM at the DPW building. US Pharmacy will be unable to attend the Flu Clinic this year. Mrs. Weston may contact CVS Pharmacy. Mrs. Hunkin volunteered to administer flu shots. Next meeting is October 4, 2018.

**REPORTS**

### **Nurse's Report – Dec.,Jan.,Feb.**

On a motion made by Mrs. Uglione, seconded by Dr. Levine all were in favor to approve the Nurse's Reports for December, January and February.

### **Pest Control Officer's Report**

Since Mr. Guyt was not present, there was no Pest Control Officer's Report.

### **Health Officer's Report –**

Nicole Smith reported on health inspections that were done. She also informed the members that the resident on Paris Avenue that had been issued summonses for having chickens had the court date in Norwood. Norwood has allowed her to keep 4 chickens and 2 ducks as she had proof that they are Emotional Support Animals.

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

### **Animal Control Officer's Report – Nov., Dec., Jan., Feb.**

On a motion made by Mrs. Hunkin, seconded by Dr. Levine all were in favor to accept the Animal Control Officer's Reports for November, December, January, February.

### **COUNCIL MEMBER REPORT**

Councilman Argiro had nothing to report.

### **BOARD MEMBERS COMMENTS**

The Board Members had no reports.

### **ADJOURNMENT**

On a motion made by Mrs. Hunkin, seconded by Mrs. Uglione all were in favor to adjourn the meeting at 7:46 PM.

Respectfully Submitted,

Frances Weston  
Board of Health Secretary

Approved: October 4, 2018