

MINUTES OF THE REGULAR MEETING
OF THE WESTWOOD BOARD OF HEALTH
HELD FEBRUARY 9, 2011

Pres. Beckman called the Meeting to order at 7:34 P.M.

Present: Mrs. Betsy Beckman, Mrs. Jane Concato (Alternate #1), Ms. Louise Cue, Mr. Dennis Farrell, Mrs. Sabrina Johnston, Dr. Theresa A. Lardaro (Alternate #2), Mr. Lee Tremble.

Excused

Absence: Mrs. Donna Bott, Ms. Maria Costello.

Absent: None.

Present: Sharon Blehl–Secretary, Angela Musella–Health Officer.

Present: Ingrid Quinn–Council Liaison.

Guests: Lisa Rivera and Ronaldo Serafica–Students from Eastwick College in Ramsey, NJ

President Beckman read the "Open Public Meeting Act" as follows:

In compliance with the "Open Public Meeting Act," P.L. 1975, C 231, the annual notice requirements have been satisfied. The meeting dates for the year were published in The Record on January 17, 2011. A copy of the meeting dates are on file with the Borough Clerk and a notice has been posted on the public bulletin board in the Municipal Complex.

SALUTE TO THE FLAG

Mr. Farrell led those present in the salute to the flag.

ACTIVITIES REPORTS

- 1) JANAURY:
HEALTH OFFICER, PUBLIC HEALTH INVESTIGATOR, REGISTRAR, SECRETARIAL

The Board Members reviewed the following Activities Reports for January, 2011 which are on file and available to the public:

Administrative and Supporting Services
Animal Control
Laboratory Services
Vital Records
Monies Received
Environmental Health
Communicable Disease
Maternal and Child Health
Chronic Illness
Health Education
Nursing Supervision
Miscellaneous

A discussion followed.

Mr. Tremble made a motion that the Activities Reports for January, 2011 be approved; seconded by Mr. Farrell.

Voice Vote:

Ayes: All present voted in favor.

Nayes: None.

Abstained: None.

Carried.

MINUTES

- 1) JANUARY 12, 2011 – REGULAR MEETING

Mr. Tremble made a motion that the Minutes of Regular Meeting held January 12, 2011 be approved; seconded by Mr. Farrell.

Roll Call:

Ayes: Mrs. Beckman, Mrs. Concato, Mr. Farrell, Mrs. Johnston, Dr. Lardaro, Mr. Tremble.

Nayes: None.

Abstained: Ms. Cue.

Carried.

VOUCHERS

Bills for January in the amount of \$106,358.99 were presented to the Board Members.

Mr. Tremble made a motion that the following be accepted for payment; seconded by Mr. Farrell.

Roll Call: Ayes: Mrs. Beckman, Mrs. Bott, Mrs. Concato, Ms. Cue, Mr. Farrell, Mrs. Johnston, Dr. Lardaro, Mr. Tremble.

Nays: None.

Abstained: None.

JANUARY VOUCHERS FROM FEBRUARY 9, 2011 MEETING

Bergen County Department of Health
327 E. Ridgewood Avenue
Paramus, NJ 07652
2011 Animal Control Contract

\$17,488.41

Melinda Blehl
291 Walnut Street
Washington Twp., NJ 07676
Rabies Clinic Clerk

70.00

Sharon Blehl
26 Maple Avenue
Westwood, NJ 07675
Rabies Clinic Coordinator

120.00

Christine Compesi
42 Third Avenue
Westwood, NJ 07675
Rabies Clinic Clerk

70.00

Hillsdale Board of Health
380 Hillsdale Avenue
Hillsdale, NJ 07642
2011 Child Care Administrative Fee

100.00

Lauren Jensen 230 Preston Street Ridgefield Park, NJ 07660 Vet Tech		145.00
Kimberly Kerekes 35 Glen Hook Road Hillsdale, NJ 07642 Rabies Clinic Clerk		70.00
Valerie Kerekes 35 Glen Hook Road Hillsdale, NJ 07642 Rabies Clinic Clerk		70.00
Linda Koch 157 Fourth Avenue Westwood, NJ 07675 Rabies Clinic Clerk		70.00
Dyan Muller, DVM 117 Woodcrest Drive Woodcliff Lake, NJ 07677 Rabies Clinic Veterinarian		450.00
Munidex, Inc. 174 Route 17 North Rochelle Park, NJ 07662 Mercantile License Software Maintenance	\$425.60	
Vital Statistic Software Maintenance	\$432.00	857.60
Munidex, Inc. 174 Route 17 North Rochelle Park, NJ 07662 Pet License Software Maintenance		308.00
New Jersey State Department of Health-Vet CN 369 Trenton, NJ 08625 October - December 2010 Dog Licenses		5.40
Northwest Bergen Regional Health Commission 20 W. Prospect Street		

Waldwick, NJ 07463	
2011 Public Health Services Contract	86,481.67
Petty Cash – Office Supplies	20.84
Petty Cash – Rabies Clinic Supplies	32.07
	Carried.

NEW BUSINESS :

1) RAINBOW FOOD SERVICE

HISTORY: Rainbow Food Service (located at 3 South Grey Rock Avenue, Little Falls, NJ) failed to bring their food catering truck to Northwest Bergen Regional Health Commission’s office in Waldwick for the Chapter 24 inspection, which was scheduled for December 28, 2010 and failed to return numerous phone calls. During January’s Board of Health Meeting the Board voted to issue their Vending Truck License in the amount of \$95.00 only after receiving Mayor and Council approval. They will immediately be placed on a Temporary Conditional License status valid for one month from the date of issue, without the \$100.00 fee.

Rainbow Food Service was scheduled for the February 1, 2011 Mayor and Council Meeting but due to a snow storm the meeting was cancelled. They are scheduled for the February 15, 2011 Mayor and Council Meeting. If approved by the Mayor and Council their Board of Health license will be issued on February 16, 2011 and will expire on March 16, 2011. Their temporary conditional license will be addressed at the March 9, 2011 Board of Health Meeting.

A discussion followed.

2) ORDINANCE #11-01 – SECOND READING

Pres. Beckman requested that Ordinance # 11-01 be given its second reading.

Pres. Beckman announced that Ordinance #11-01 has been published in the Record and posted in the Municipal Complex and on the Borough of Westwood’s web site. Copy Annexed.

Pres. Beckman presented the Ordinance and read it by title only.

Mr. Tremble made a motion to open the public hearing; seconded by Mr. Farrell.

Roll Call: Ayes: Mrs. Beckman, Mrs. Concato, Ms. Cue, Mr. Farrell, Mrs. Johnston, Dr. Lardaro, Mr. Tremble.

Nayes: None.

Abstained: None. Carried.

Pres. Beckman declared the hearing open to the public and asked if anyone wished to be heard.

No one wished to be heard.

Dr. Lardaro moved that the hearing be closed to the public; seconded by Mrs. Johnston.

Voice Vote:

Ayes: All present voted in favor.

Nayes: None.

Abstained: None. Carried.

Mr. Tremble moved that Ordinance #11-01 be passed on the second and final reading and that a Notice of Adoption of said Ordinance be published in the official newspaper, the Record according to law; seconded by Mr. Farrell.

Roll Call: Ayes: Mrs. Beckman, Mrs. Concato, Ms. Cue, Mr. Farrell, Mrs. Johnston, Dr. Lardaro, Mr. Tremble.

Nayes: None.

Abstained: None. Carried.

OLD BUSINESS

2) 2011 BOARD OF HEALTH SALARY BUDGET

After the Borough's salary recommendations have been confirmed the Board will

address the 2011 Board of Health Salary Budget. A discussion followed.

2) 2011 RABIES CLINIC RESULTS

The Rabies Clinic was held January 29, 2011. Ninety five (95) Westwood dogs were inoculated and 169 out of town dogs were inoculated. Twenty four (24) Westwood cats were inoculated and thirty (30) out of town cats were inoculated. Three hundred eighteen (318) animals were inoculated against rabies making this the largest clinic to date. Due to the large turnout the clinic ran for an extra half an hour until 4:00 PM. The Board of Health received very positive feedback from the people who attended the clinic. Ms. Blehl is investigating the possibility of holding the clinic during a warmer month. However, the pet licensing due date and rabies expiration dates must be taken into consideration before changing the month of the clinic. There was a discussion held regarding when to have the rabies clinic. Ms. Blehl will continue to investigate the possibility of holding the rabies clinic during a warmer month. The Board will be kept informed.

EMERGENT MATTERS:

1) FINANCIAL DISCLOSURE FORMS

Pres. Beckman handed out the Financial Disclosure forms to each Board Member and Health Officer Musella. Pres. Beckman explained that the forms are due back by March 18, 2011 and must be filled out in duplicate, both with original signatures.

2) STORE FINED FOR UNDERAGE ALCOHOL SALES

Pres. Beckman informed the Board that a Westwood establishment who also holds a liquor license was fined for selling alcoholic beverages to underage individuals. Council Liaison Quinn explained that the establishment will be monitored for one year, if any violations occur the establishment could lose their liquor license. A discussion followed.

ADJOURNMENT

There being no further business to come before the Board at this time, Mr. Farrell made a motion that the meeting be adjourned; seconded by Mr. Tremble.

Voice Vote:

Ayes: All present voted in favor.

Nays: None.

Carried.

The meeting adjourned at 8:00 P.M.

Sharon Blehl
Secretary

The next meeting will be held Wednesday, March 9, 2011 at 7:30 P.M. in the Municipal Complex.

These Minutes were approved at a meeting of the Board of Health of the Borough of Westwood held on the 9th day of March, 2011.