

**WARREN TOWNSHIP BOARD OF HEALTH
REORGANIZATION MEETING
MEETING MINUTES
January 8, 2020 – 7:00 pm
2nd Floor Conference Room
46 Mountain Boulevard, Warren, NJ**

Call to Order: The regular public meeting of the Warren Township Board of Health was called to order at 7:00 pm.

Flag Salute

The Opening Statement: Adequate notice of this meeting was given on January 6, 2020 by posting a copy on the Township Bulletin Board, sending a copy to the Township Clerk and the Star Ledger as required by the Open Public Meetings Act. We plan to adjourn no later than 10:00 pm.

Roll Call:

Dr. DeMarco – present	Mr. Rosenman - present
Mr. Morlino – absent (arrived 7:02)	Mr. Plager - present
Dr. Sarraf – present	Ms. Burger (Alternate #1) – absent
Mr. Lazo – absent (arrived 7:10)	Dr. Mandal (Alternate #2) – absent (arrived 7:02)
Mr. Riley – present	

Mr. Sumner informed the Board of the new appointments from the Clerk.

The Township Committee concurs and recommends the following appointments to the Board of Health:

Bruce Morlino	Appointment Expiration Date – December 31, 2022
Mark Rosenman	Appointment Expiration Date – December 31, 2022
Soma Mandal (Alternate #1)	Appointment Expiration Date – December 31, 2021
Mayor’s Appointment – George Lazo	Appointment Expiration Date – December 31, 2020

Ms. Pearlmutter administered the Oath of Office to Mark Rosenman and Dr. Mandal.

Order of Business:

Mr. Sumner read the Order of Business for the Organizational Meeting as outlined in the agenda.

Motion was made by Dr. Sarraf and seconded by Mr. Plager to adopt the Order of Business for the Organizational Meeting as read.

Voice Vote:

All in Favor: Unanimous

Opposed: None

Election of Officers:

Election of President – Nomination was made by Mr. Morlino and seconded by Mr. Rosenman to elect Mr. Plager as the President of the Warren Township Board of Health. There being no further nominations from the floor, motion was made by Mr. Morlino and seconded by Dr. Sarraf to close nominations.

Voice Vote:

All in Favor: Unanimous

Opposed: None

Election of Vice President – Nomination was made by Mr. Plager and seconded by Mr. Rosenman to elect Mr. Morlino as the Vice-President of the Warren Township Board of Health. There being no further nominations from the floor, motion was made by Mr. Rosenman and seconded by Dr. Sarraf to close nominations.

Voice Vote:

All in Favor: Unanimous

Opposed: None

Election of Secretary/Treasurer – Nomination was made by Mr. Morlino and seconded by Mr. Rosenman to elect Dr. Sarraf as the Secretary/Treasurer of the Warren Township Board of Health. There being no further nominations from the floor, motion was made by Mr. Rosenman and seconded by Dr. Sarraf to close nominations.

Voice Vote:

All in Favor: Unanimous

Opposed: None

Resolution 2020-1 – Authorizing Use of Consent Agenda at Warren Township Board of Health Meetings

Motion was made by Mr. Morlino and seconded by Mr. Plager to authorize the use of the consent agenda.

Voice Vote:

All in Favor: Unanimous

Opposed: None

Consent Agenda:

Resolution Nos. 2020-2 through 2020-7 were submitted to the Board of Health for review and may be adopted by one motion. These resolutions are listed on the agenda for review and a complete copy made available in the Warren Township Board of Health.

Resolution 2020-2 – Health Officer

Resolution 2020-3 – Appointment of Employees

Resolution 2020-4 – Board of Health Attorney

Resolution 2020-5 – Business and Correspondence

Resolution 2020-6 – Authorizing Agreement with Middle-Brook Regional Health Commission for Public Health Services

Resolution 2020-7 – Schedule of Meetings

Resolution 2020-8 – Appointments of Representatives and Alternates to Middle-Brook Regional Health Commission

Resolution 2020-9 – Rules of Order

Motion was made by Mr. Riley and seconded by Dr. DeMarco to approve the Consent Agenda including Resolutions Nos. 2020-2 through 2020-7.

Voice Vote:

All in Favor: Unanimous

Opposed: None

Resolution 2020-8 – Appointments of Representatives and Alternates to Middle-Brook Regional Health Commission

Motion was made by Dr. Sarraf and seconded by Mr. Morlino to approve the appointments of Mr. Riley and Ms. Burger, with Mr. Plager as alternate, as representatives to Middle-Brook Regional Health Commission for the year 2020.

Voice Vote:

All in Favor: Unanimous

Opposed: None

Resolution 2020-9 – Rules of Order

Motion was made by Mr. Riley and seconded by Dr. Sarraf to adopt Resolution 2020-9 – Rules of Order.

Voice Vote:

All in Favor: Unanimous

Opposed: None

New Business:

Ms. Pearlmutter administered a Witness Oath to Mr. Sumner, Health Officer.

Mr. Plager explained that he was reappointed as a member of the Green Team and in the future the Health Department might have the opportunity to work together with the Green Team on various items to benefit the town. Mr. Lazo further explained that Laura Mandell and the Green Team have been very successful improving the township's ratings with Sustainable Jersey which affords access to available grants. Mr. Sumner mentioned that Sustainable Jersey is working to develop a public health component.

Old Business:

Two ordinances that were first read and approved at the November 13, 2019 meeting and were published as per the requirements of law are now up for their second and final reading.

1. Ordinance 2020-1 amending Chapter BH:XII entitled Fees and Charges – Second and Final Reading
2. Ordinance 2020-2 amending Chapter BH:XIII entitled Cat Licensing Code – Second and Final Reading

Ordinance 2020-1 amends the fees and charges for cats to align the late fees with the dog licensing late fees that the township committee approved last year. Instead of the one-time \$5.00 fee, this would be a late of \$5.00 for the first month and \$10.00 for every subsequent month of non-licensing for the year.

Motion was made by Mr. Plager and seconded by Mr. Morlino to approve amending Ordinance 2020-1.

Discussion: Mr. Riley questioned whether after a few months the late fees would discourage licensing. Mr. Morlino asked if there was increased civil liability for not licensing your dog and Mr. Riley answered no. Mr. Sumner explained that licensing is the administrative tool that we use to assure rabies vaccination.

Roll Call:

Dr. DeMarco – Yes

Mr. Morlino – Yes

Dr. Sarraf – Yes

Mr. Lazo – Yes

Mr. Riley – Yes but indicated he would not have structured the late fee in this fashion. He thinks it is counterproductive but since the other ordinance involves dogs and has the late fee structured in this manner, he was going to vote for this ordinance.

Mr. Rosenman – Yes

Mr. Plager – Yes

Ms. Burger (Alternate #1) – Absent

Dr. Mandal (Alternate #2) – Yes

Ordinance 2020-2 amends the cat licensing code to clarify some language but the primary change is to move the licensing date from what was March 1 to January 1 to align with the dog licensing so that dog and cat licensing is done at the same time. At the last reading this was approved with the provision that we would not be charging the late fees this year based on the timing of the ordinance until the late fee date of last year which was April 1.

Motion was made by Mr. Riley and seconded by Dr. Sarraf to approve amending Ordinance 2020-2.

Roll Call:

Dr. DeMarco – Yes

Mr. Morlino – Yes

Dr. Sarraf – Yes

Mr. Lazo – Yes

Mr. Riley – Yes

Mr. Rosenman – Yes

Mr. Plager – Yes

Ms. Burger (Alternate #1) – Absent

Dr. Mandal (Alternate #2) – Yes

Privilege of the Floor:

Approval of Minutes: November 13, 2019

Motion was made by Mr. Riley and seconded by Mr. Morlino to approve the November 13, 2019 meeting minutes.

Voice Vote:

All in Favor: Unanimous

Opposed: None

Mr. Plager and Donna Hands explained that Donna is moving to the Clerk's Office and they are interviewing for the position in the Health Department. The administrative assistant position in the Health Department is now going to be full-time.

Correspondence File:

Middle-Brook Regional Health Commission Report:

Mr. Riley reported that the Finance Committee presented a budget that was adopted. The CPI increased about 1.9%, the Commission approved salary increases of 2% and some fixed costs decreased, the largest being health insurance as Mr. Sumner is no longer receiving health insurance through the Commission. Warren Township's proposed contribution for 2020 is \$126,942.00, last year's contribution was \$124,453.00, representing an increase to the town of \$2,489.00. There was a reallocation of percentages from the last budget because of Bound Brook leaving the Commission but basically it was based on the existing data.

The Commission also discussed: a culture of health grant; the application for NJDEP Radon grant was approved up to \$2,000.00; Mr. Sumner received the Health Officer of the Year award from NJ Local Boards of Health Association and was requested to serve on the State committee to review the applications and requirements for licensing for Health Officers and REHS; reports of Candida Aureus, a very aggressive and resistant fungal infection most present in long term care facilities and hospitals; an article in the Journal of AMA about the decline in life expectancy over the last 3 years, attributable to gun violence, suicide, opioid addiction, depression; and legislation on vaccinations and smoking/vaping.

Reports of Employees/Health Officer's Report:

Mr. Sumner gave a summary of the vaccination bill and explained that in an effort to pass the bill it was amended with new language that religious exemptions would not be accepted in public schools but private schools would have the option of accepting a religious exemption. In response to Mr. Rosenman, Mr. Sumner advised that the percentage of school aged children not vaccinated is less than 5% in Somerset County but the numbers are increasing. The state associations agreed to support the amended language. If the language of the bill is legally challenged, those senators originally opposed are expected to vote on the original language within the next week.

150 radon canisters have been ordered for the Commission and should arrive next week. There will be a press release.

There was a press release regarding the importance of pet licensing and vaccination in response to the rabies incident involving the cat/raccoon. Also with regard to that incident, the raccoon was brought to Plainfield but the delivery company failed to pick it up which resulted in a delay in testing that is unacceptable. Mr. Sumner is looking into this.

Mr. Sumner is in the middle of following up on an incident that occurred last night when an individual was arrested for alleged prostitution at Warren Massage Therapy. In addition to the alleged violation of allowing illegal activity within the establishment, the owner did not register this individual as a massage therapist on their establishment application which is a violation according to our ordinance. Mr. Sumner is working with the Township Attorney and the Police Chief to determine if we want to revoke the establishment license issued by the Board of Health, and if so whether that action will be taken before or after the court findings on the alleged prostitution charge. This may result in an appearance before the Board of Health and the Board could vote whether or not to issue/renew the license.

Financial Reports:

November 2019 - Receipts	
Receipts for Registrar	\$792.00
Health	\$506.25
Application Fees	\$0.00
Septic and Well	\$365.00
Total Health	\$1,663.25

November 2019 - Animal Control Receipts	
Dog	\$57.00
Cats	\$35.00
Total Animal	\$92.00

Total Receipts - November 2019 **\$1,755.25**

November 2019 - Health Disbursements	
Registrar Seminar 12/3/19	\$20.00
Legal Advertising	\$0.00
Middlebrook Regional Health Commission - 4th Quarter	\$31,113.25
October Legal Bill - Pearlmutter	\$0.00
Total Health Disbursement	\$31,133.25

November 2019 - Animal Control Disbursements	
4th Quarter Animal Control Contract	\$3,718.75
Paper (for animal licensing)	\$17.65
2019 State Dog License Fee - November	\$6.60
Total Animal Control Disbursements	\$3,743.00

Total Disbursements - November 2019 **\$34,876.25**

December 2019 - Receipts	
Receipts for Registrar	\$376.00
Health	\$5,701.00
Application Fees	\$0.00
Septic and Well	\$500.00
Total Health	\$6,577.00

December 2019 - Animal Control Receipts	
Dog	\$1,358.00
Cats	\$30.00
Total Animal	\$1,388.00

Total Receipts - December 2019 **\$7,965.00**

December 2019 - Health Disbursements	
Marriage License Fee - 4th Quarter	\$525.00
November Legal Bill - Pearlmutter	\$418.00
Total Health Disbursement	\$943.00

December 2019 - Animal Control Disbursements	
2019 State Dog License Fee - December	\$109.80
Total Animal Control Disbursements	\$109.80

Total Disbursements - December 2019 **\$1,052.80**

Motion was made by Mr. Rosenman and seconded by Mr. Morlino to approve the November 2019 and December 2019 Financial Reports as read.

Voice Vote:

All in Favor: Unanimous

Opposed: None

Adjournment:

Motion was made by Mr. Morlino and seconded by Mr. Rosenman to adjourn the meeting at 8:19 pm. Motion was carried by a unanimous vote.

Respectfully submitted,

Donna Hands

Administrative Secretary

Warren Township Board of Health