

WARREN BOARD OF HEALTH
MEETING MINUTES – Reorganization Meeting
& Discussion
January 9, 2019 – 7:00 pm
2nd Floor Conference Room – Municipal Building
46 Mountain Boulevard, Warren, NJ

Call to Order: The regular public meeting of the Warren Township Board of Health was called to order at 7:25 pm by Kevin Sumner, Health Officer.

Flag Salute

The Opening Statement: Adequate notice of this meeting was given on December 27, 2018 by posting a copy on the Township Bulletin Board, sending a copy to the Township Clerk, Echoes Sentinel and Courier News as required by the Open Public Meetings Act. We plan to adjourn no later than 10:00 pm.

Roll Call:

Dr. DeMarco – absent	Mr. Plager - present
Mr. Morlino – present	
Dr. Sarraf – present	<u>Alternate #1</u>
Mr. Lazo – absent	Ms. Burger – absent
Mr. Riley – present	<u>Alternate #2</u>
Mr. Rosenman – present	Dr. Mandal - absent

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

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

Malcolm Plager	Appointment Expiration Date – December 31, 2021
Angelo DeMarco	Appointment Expiration Date – December 31, 2021
Alternate #1 – Laura Burger	Appointment Expiration Date – December 31, 2020
Mayor’s Appointment – George Lazo	Appointment Expiration Date – December 31, 2019

Order of Business:

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

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

Voice Vote:

All in Favor: Mr. Morlino, Dr. Sarraf, Mr. Riley, Mr. Rosenman, Mr. Plager
Opposed: None
Abstentions:

Election of Officers:

Election of President – Nomination was made by Mr. Morlino and seconded by Dr. Sarraf to elect Mr. Plager as 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 Mr. Morlino to close nominations.

Voice Vote:

All in Favor: Mr. Morlino, Dr. Sarraf, Mr. Riley, Mr. Rosenman, Mr. Plager
Opposed: None
Abstentions:

Election of Vice-President: Nomination was made by Mr. Plager and seconded by Mr. Rosenman to elect Mr. Morlino as 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: Mr. Morlino, Dr. Sarraf, Mr. Riley, Mr. Rosenman, Mr. Plager
Opposed: None
Abstentions:

Election of Secretary/Treasurer: Nomination was made by Mr. Plager and seconded by Mr. Rosenman to elect Dr. Sarraf as Secretary/Treasurer of the Warren Township Board of Health.

There being no further nominations from the floor, motion was made by Mr. Morlino and seconded by Mr. Rosenman to close nominations.

Voice Vote:

All in Favor: Mr. Morlino, Dr. Sarraf, Mr. Riley, Mr. Rosenman, Mr. Plager
Opposed: None
Abstentions:

Resolution 2019-1 – Authorizing Use of Consent Agenda at Warren Township Board of Health Meetings

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

Roll Call:

Mr. Morlino – Yes
Dr. Sarraf – Yes
Mr. Riley – Yes
Mr. Rosenman – Yes
Mr. Plager – Yes

Consent Agenda:

Resolutions No. 2019-2 through 2019-9 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 2019-2 – Health Officer

Resolution 2019-3 – Appointment of Employees

Resolution 2019-4 – Board of Health Attorney

Resolution 2019-5 – Business and Correspondence

Resolution 2019-6 – Authorizing Agreement with Middle-Brook Regional Health Commission for Public Health Services

Resolution 2019-7 – Schedule of Meetings

Resolution 2019-8 – Appointments of Representatives and Alternates to Middle-Brook Regional Health Commission

Resolution 2019-9 – Rules of Order

Mr. Plager recommended that Resolution Nos. 2019-8 and 2019-9 be pulled from the Consent Agenda.

Motion by Mr. Rosenman and seconded by Mr. Morlino to approve the Consent Agenda including Resolutions Nos. 2019-2 through 2019-7 noting that Resolutions 2019-8 and 2019-9 have been pulled from the Consent Agenda.

Roll Call:

Mr. Morlino – Yes

Dr. Sarraf – Yes

Mr. Riley – Yes

Mr. Rosenman – Yes

Mr. Plager – Yes

Resolution 2019-8 – Appointments of Representatives and Alternates to Middle-Brook Regional Health Commission

Appointments:

1) Greg Riley

2) Laura Burger

Alternate #1 – Mal Plager

Voice Vote:

All in Favor: Mr. Morlino, Dr. Sarraf, Mr. Riley, Mr. Rosenman, Mr. Plager

Opposed: None

Abstentions:

Resolution 2019-9 – Rules of Order

Mr. Plager requested a motion to adopt first and then discuss. Motion by Mr. Rosenman and seconded by Mr. Plager to adopt Resolution 2019-9.

Ms. Pearlmuter discussed including in the Rules of Order rules pertaining to electronic attendance and referenced Cox & Koenig NJ Zoning and Land Use Administration 3-8.3 (Donna Hands will send out copy to board members). Currently there is nothing that prohibits electronic attendance and nothing that explains when it would be permitted. The rules could address what type of hearing/meeting would allow electronic attendance, whether or not a quorum (in person) would be required, how many members could electronically attend each meeting, etc. Members agreed that it was better to have clear and consistent rules in case of dispute or litigation and that by covering electronic attendance in the rules it doesn't have to be addressed each time the situation arises. There was discussion regarding the importance of being present during testimony and while viewing evidence. Members expressed they also do not want any rules to discourage attendance. Mr. Sumner is contacting other boards regarding their rules on electronic attendance. Board agreed to adopt Rules of Order as presented and to amend as necessary after everyone has the opportunity to review and further discuss.

Roll Call:

Mr. Morlino – Yes
Dr. Sarraf – Yes
Mr. Riley – Yes
Mr. Rosenman – Yes
Mr. Plager – Yes

New Business:

Board Counsel, Fredi Pearlmuter, administered the Oath to Kevin Sumner, Health Officer.

Dr. Sarraf had a question regarding Resolution No. 2019-6. Mr. Sumner explained that approving Resolution No. 2019-6 approved Warren Township's membership in the Middle-Brook Regional Health Commission and that there is an agreement that goes along with that membership. Dr. Sarraf asked about the cost with there being less work for the Board of Health. Mr. Sumner stated he didn't agree that there was less work and used as an example the increased reports of communicable diseases (e.g. measles, pertussis, flu, lyme, tick borne, food borne illnesses) from doctors, lab work, etc. and that Warren has more reports than the rest of the Commission. Mr. Sumner advised Warren Township has very high compliance with vaccinations.

Mr. Plager asked if there is a resolution to appoint the Animal Control Officer. Mr. Sumner will check into this.

Old Business:

Approval of Minutes:

Motion was made by Mr. Riley to approve the December 12, 2018 meeting minutes with suggested minor changes, seconded by Mr. Rosenman. Changes to page 3, second to the last paragraph making the date 11/19/18; on the next page the third complete paragraph "...and they are becoming more trained" – change to "and they are becoming more aware of the issue."

Voice Vote:

All in Favor: Mr. Morlino, Dr. Sarraf, Mr. Riley, Mr. Rosenman, Mr. Plager

Opposed: None
Abstentions:

Privilege of the Floor:

Middle-Brook Regional Health Commission Representative Report:

There has not been a Commission meeting since the last Board of Health meeting. Mr. Riley asked Mr. Sumner if the invoice for the JIF premium was received. Mr. Sumner stated we did not receive the invoice but did get forms to cancel old policies. There was a question regarding the reserve, as to whether it would be a bookkeeping reserve or escrow and it will be a bookkeeping reserve.

Reorganization meeting for the Commission will be the first Monday in February.

*8:00 pm - Dr. DeMarco arrived at meeting.

Board Counsel, Fredi Pearlmutter, administered the Oath to Board Member Dr. Angelo DeMarco.

Reports of Employees/Health Officer Report:

Mr. Sumner advised we had our State audit in December and passed with flying colors.

Rutgers School of Public Health called last week regarding their annual meeting and symposium held during Public Health Week and asked Mr. Sumner's opinion on a couple of topics. One of the options was gun violence and gun control. Rutgers received money to create a center to research gun violence, only the second one in the country that has been funded. The center just opened and it is communicating with the Rutgers School of Public Health. Mr. Sumner recommended they move forward with a public health focus on gun violence as the subject of the Symposium. That event coincides with the April Commission meeting and Mr. Sumner is going to suggest that the Commission make that their annual meeting to get current, first-hand information on the issues. Mr. Sumner advised the CDC's research on gun violence was de-funded on a federal level. There are no federal dollars allowed to be used on gun violence research.

Dr. Sarraf asked if there was any information for the township regarding environmental conditions and disease (e.g. heart disease). Mr. Plager referenced the merger of the environmental commission, open space, traffic, and recreation and suggested if the Board of Health could get some input from those groups we could start some conversation. Mr. Plager indicated he is trying to become a member but not sure how it will be structured. Mr. Plager also mentioned concerns regarding lack of open space acquisitions by the Township.

Treasurer’s Report:

December 2018 - Receipts	
Receipts for Registrar	\$584.00
Health	\$931.10
Application Fees	\$0.00
Septic and Well	\$510.00
Total Health	\$2,025.10

December 2018 - Animal Control Receipts	
Dog	\$1184.00
Cats	\$70.00
Total Animal	\$1,254.00

Total Receipts - December 2018 **\$3,279.10**

December 2018 - Health Disbursements	
Legal Advertising (November meeting change)	\$16.83
Septic System booklets	\$200.00
October Legal Bill - Pearlmutter	\$190.00
Total Health Disbursement	\$406.83

December 2018 - Animal Control Disbursements	
Paper for Licensing renewals	80.02
2018 State Dog License Fee - December	\$92.40
Total Animal Control Disbursements	\$172.42

Total Disbursements - December 2018 **\$579.25**

Motion by Dr. Sarraf and seconded by Mr. Morlino to approve the December 2018 Financial report as read.

Voice Vote:

All in Favor: Mr. Morlino, Dr. Sarraf, Mr. Riley, Mr. Rosenman, Mr. Plager, Dr. DeMarco

Opposed: None

Abstentions:

Adjournment:

Motion was made by Mr. Rosenman and seconded by Dr. Sarraf to adjourn the meeting at 8:16 pm. Motion carried by a unanimous voice vote.

Discussion:

Discussion continued after the reorganizational meeting was adjourned. Mr. Plager asked the Board members if there were any topics they would like the employees to research.

Mr. Plager requested information regarding microplastics in water systems and wells. Plastic bags and plastics are a hot topic for The Green Team, of which Mr. Plager is a member. Raritan Headwaters recently published an article about microplastics in the Raritan River. The Green Team asked if the Health Department could do some research with regard to microplastics and well water.

Mr. Sumner said microplastics are the by-products of all plastics in use and Mr. Riley added that little plastic balls are used in various products and accumulate in all water supplies – well and public. Mr. Sumner will research.

Mr. Riley would like to see Warren Township adopt or formulate a long range plan, in coordination with any type of development, to develop pedestrian and bicycle paths and mentioned this was briefly discussed with the Commission when they discussed the healthy communities grant. Particularly because the township is developing larger areas with the low income housing and there is now an opportunity to integrate such paths in the development. He mentioned that it is tough to get around Warren by walking or bicycling.

Mr. Sumner said a first step would be to encourage the township committee to adopt a Complete Streets Policy which would indicate that the township would consider these issues relative to any change in development, construction, road work, etc. Mr. Sumner explained that with a Complete Streets Policy when you think about development and streets, you think about them not only being accessible to motor vehicles but being accessible to all modes of transportation. For example, if you're repaving a road and the road allows it, you build a bike lane on one side or if you are doing an affordable housing development, you can build into the agreement that there have to be sidewalks on all of the streets. An example of how it could benefit is Brightview on Mt. Bethel Road. There is no easy access (bridge, pathway) for the senior residents to get to the center of town.

Mr. Plager commented that his roadway is maybe 18' wide but the ownership of the town is 25' from the center line in both directions so there is room to do it but the issues are taking the trees down and the extreme cost. He referenced the good work being done on Washington Valley west of Martinsville that the county is building with bike lanes.

Mr. Sumner explained there is a county resolution regarding Complete Streets policy that was adopted a few years ago and several townships in the county have also adopted it. Mr. Sumner will research the resolution and the summary document. Mr. Sumner explained that a clean streets resolution applies town wide and not just to new development. Adopting a resolution does not force the township to do anything it just forces them to consider it.

Mr. Plager said Bernardsville has been very successful, specifically King George Road, and Ms. Pearlmuter said Princeton has also been very successful. Princeton took a very busy road and dedicated several blocks as a test run taking what would have been parking and turning it in to a bike lane. Kevin stated Princeton was one of the first in the state to develop Complete Streets.

Mr. Sumner will put together information for the next meeting.

**Respectfully submitted,
Donna Hands, Administrative Secretary
Warren Township Board of Health**