

**MINUTES OF THE REGULAR MEETING  
OF THE WESTWOOD BOARD OF HEALTH  
HELD NOVEMBER 13, 2013**

Pres. Beckman called the Meeting to order at 7:35 P.M.

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 25, 2013. 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.

Present: Mrs. Betsy Beckman, Ms. Maria Costello, Mr. Dennis Farrell, Dr. Theresa A. Lardaro (Alternate #2), Mr. Lee Tremble.

Excused

Absence: Mrs. Donna Bott, Mrs. Jane Concato (Alternate #1), Ms. Louise Cue, Mrs. Sabrina Johnston.

Present: Sharon Blehl–Secretary, Gail Brunner–Registered Environmental Health Specialist, Angela Musella–Health Officer.

Present: Peter Grefrath–Council Liaison.

**SALUTE TO THE FLAG**

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

Guests: None.

## **PUBLIC FORUM**

Mr. Tremble made a motion to open the floor to the public to discuss any topic; seconded by Mr. Farrell.

Voice Vote:

Ayes: All present voted in favor.

Nays: None.

Abstained: None.

Carried.

There being no public discussion, Mr. Tremble made a motion to close the public forum; seconded by Dr. Lardaro.

Voice Vote:

Ayes: All present voted in favor.

Nays: None.

Abstained: None.

Carried.

## **ACTIVITIES REPORTS**

### **1) OCTOBER:**

HEALTH OFFICER, PUBLIC HEALTH INVESTIGATOR, REGISTRAR, SECRETARIAL

The Board Members reviewed the following Activities Reports for October, 2013 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 October, 2013 be approved; seconded by Dr. Lardaro.

Voice Vote:

Ayes: All present voted in favor.

Nays: None.

Abstained: None.

Carried.

## MINUTES

### 1) October 9, 2013 – REGULAR MEETING

The Minutes from the October 9, 2013 Meeting will be presented at the next meeting.

## PURCHASE ORDERS

Bills for October in the amount of \$7,715.63 were presented to the Board Members.

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

Roll Call: Ayes: Mrs. Beckman, Ms. Costello, Mr. Farrell, Dr. Lardaro, Mr. Tremble.

Nays: None.

Abstained: None.

## OCTOBER BOARD OF HEALTH VOUCHERS

Bergen County Department of Health 2 <sup>nd</sup> Half 2013 Animal Control Payment	\$6,817.50
Sharon Blehl Clothing Allowance	350.00
Treasurer, State of NJ Medical Waste Generator	85.00
W.B. Mason Co., Inc Office Supplies	463.13
	Carried.

## **NEW BUSINESS:**

### **1) FOOD MANAGER/HANDLER COMPLIANT TIME FRAME**

The Board of Health was not made aware that a Risk Type 4 Restaurant changed ownership. The new owner does not have a certified food protection manager on staff. A lengthy discussion was held regarding the following categories: the amount of time to permit an owner to be in business before they obtain the required Food Managers Course; Food Handlers Ordinance 04-01 and the difference in the Risk Categories 1 through 4.

After a very lengthy discussion, Mrs. Brunner stated that Section 8:24-2.1 of Chapter 24 "Sanitation in Retail Food Establishments and Food and Beverage Vending Machines" states that at least one person in charge must be a certified food protection manager, in all Risk Type 3 or 4 food establishments. Therefore, no one will be permitted to open a Risk Type 3 or 4 food establishment unless they have a certified food protection manager employed.

## **OLD BUSINESS**

### **1) ORDINANCE 13-01 BOARD OF HEALTH LICENSE FEES-2<sup>nd</sup> READING**

Pres. Beckman requested that Ordinance # 13-01 be given its second reading.

Pres. Beckman announced that Ordinance #13-01 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.

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

Roll Call: Ayes: Mrs. Beckman, Ms. Costello, Mr. Farrell, 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.

Mr. Tremble moved that the hearing be closed to the public; seconded by Dr. Lardaro,

Voice Vote:

Ayes: All present voted in favor.

Nays: None.

Abstained: None.

Carried.

Mr. Tremble moved that Ordinance #13-01 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 Dr. Lardaro.

Roll Call: Ayes: Mrs. Beckman, Ms. Costello, Mr. Farrell, Dr. Lardaro, Mr. Tremble.

Nays: None.

Abstained: None.

Carried.

2) 2014 BOARD OF HEALTH OPERATING EXPENSE BUDGET

The 2014 Operating Expense Budget Worksheets were handed out to the Board Members.

A discussion followed.

Mr. Tremble made a motion to approve the 2014 Board of Health Operating Expense Budget in the amount of \$119,229.16 (copy annexed), pending the 2014 Northwest Bergen Regional Health Commission contract amount; seconded by Dr. Lardaro.

Roll Call: Ayes: Mrs. Beckman, Ms. Costello, Mr. Farrell, Dr. Lardaro, Mr. Tremble.

Nays: None.

Abstained: None.

Carried.

**EMERGENT MATTERS:**

BERGEN COUNTY DEPARTMENT OF HEALTH SERVICES-ANIMAL CONTROL CONTRACT

The Board of Health received the 2014 Animal Control Contract from the Bergen County Department of Health Services in the amount of \$13,853.16. This represents a 1.6% increase from the 2013 contract amount (\$13,635.00).

A discussion followed. The Board is very satisfied with the services provided by Bergen County Animal Control.

Mr. Tremble made a motion that the 2014 Bergen County Animal Control Contract in the amount of \$13,853.16 be presented to the Mayor and Council for approval; seconded by Dr. Lardaro.

Roll Call: Ayes: Mrs. Beckman, Ms. Costello, Mr. Farrell, Dr. Lardaro, Mr. Tremble.

Nays: None.

Abstained: None.

Carried.

## ADJOURNMENT

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

Voice Vote:

Ayes: All present voted in favor.

Nays: None.

Carried.

The meeting adjourned at 8:25 P.M.

---

Sharon Blehl  
Secretary

The next meeting will be held Wednesday, December 11, 2013 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 9<sup>th</sup> day of April, 2014.