

The regular/reorganization meeting of the Board of Health was held in the Board of Health Building on Wednesday, January 18, 2006 at 7:30 p.m. Phil Morlock called the meeting to order, and Jim Vanderhoof led the salute to the flag.

THIS MEETING WAS HELD IN ACCORDANCE WITH THE OPEN PUBLIC MEETING ACT, NJSA 10:4-1 ET. SEQ. ANNUAL NOTICE HAVING BEEN FORWARDED TO THE NEW JERSEY HERALD AND POSTED ON THE BULLETIN BOARD MAINTAINED IN THE MUNICIPAL BUILDING FOR PUBLIC NOTICES.

ROLL CALL:

PRESENT: Thomas Forbes, Melinda Conti, Mariano Gianni, James Vanderhoof, Kathleen Jacobellis, Rob Bond and Joel Servoss.

ABSENT:

NOMINATION FOR PRESIDENT: Jim Vanderhoof nominated Mariano, seconded by Thom. Roll call, Thom, Melinda, Mariano, Jim, Kathleen, Rob and Joel, yes. All in favor.

NOMINATION FOR VICE PRESIDENT: Jim nominated Rob, seconded by Thom. Roll call, Thom, Melinda, Mariano, Jim, Kathleen, Rob and Joel, yes. All in favor.

NOMINATION FOR SECRETARY: Mariano nominated Melinda, seconded by Kathleen. Roll call, Thom, Melinda, Mariano, Jim, Kathleen, Rob and Joel, yes. . All in favor.

APPOINTMENT OF BOARD OF HEALTH ATTORNEY: Phil said our present attorney, Peter King, would like to have the job at the same rate. Mariano read Resolution # 1-2006 in its entirety naming Peter King Board of Health Attorney for the year 2006. Melinda made a motion to approve Resolution # 1-2006 as read, seconded by Rod. Roll call, Thom, Melinda, Mariano, Jim, Kathleen, Rob and Joel, yes. All in favor.

APPOINTMENT OF OFFICIAL NEWSPAPER: Mariano read Resolution # 2-2006 in its entirety naming the The New Jersey Herald as the official newspaper for the Board of Health. Melinda made a motion to accept the resolution as read, seconded by Kathleen. Roll call, Thom, Melinda, Mariano, Jim, Kathleen, Rob and Joel, yes. All in favor.

SCHEDULE OF MEETING DATES FOR YEAR 2006 THROUGH JANUARY 2007: Phil said the Board usually meets on the fourth Wednesday of each month, during November, December and January the meetings are the third Wednesday of the month. He said Councilwoman Estelle Klein asked if we could change that because it has a direct conflict with the Council meetings. He said he was just passing on a message and it is up to the Board. After a brief discussion, the Board decided the meeting dates would be as follows: February 22, March 22, April 26, May 24, June 28, July 26, August 23, September 27, October 25, November 15, December 13, 2006 and January 17, 2007. Mariano read Resolution # 3-2006 in its entirety. Kathleen made a motion to accept the meeting dates, seconded by Melinda. Roll call, Thom, Melinda, Mariano, Jim, Kathleen, Rob and Joel, yes. All in favor.

RULES OF ORDER: Mariano asked if everyone has gone over the Rules of Order and if there were any questions. No comments or questions. Rob made a motion to adopt the rules as previously used, seconded by Kathleen.

MINUTES OF THE PREVIOUS MEETING: Rob made a motion to accept the December 21, 2005 minutes, seconded by Jim. All in favor.

MEETING OPENED TO THE PUBLIC:

MEETING CLOSED TO THE PUBLIC

HEALTH OFFICER REPORT/YEAR END:

1. Phil there was an oil spill, (East Durban Road) about 250 gallons of oil. It was an above ground tank. DEP was on site. Phil said his concern is the well. They are talking about putting in a shallow well to suck out that oil, to get some kind of hydraulic control over this.
2. Rob asked about Phil's presentation of the Health Dept. Budget. Phil said one thing that we cut back on was Water Sampling. We originally kept that a little high because of a possible emergency. Phil said he was told that you cannot budget for every emergency and if there would be one, I have to go back to the Council and ask for more money.

YEAR END REPORT:

SANITARY REPORT

BOROUGH NURSE REPORT:

1. Phil said you will see some things in here that are all new, things we have not had to do before. Unfortunately we have to do them now; we have purchased some masks using the OEM money. We will be doing fit testing in the beginning of February.
2. Thom said the Well Baby Clinic seems to be an increasing need with parents losing their jobs or benefits. Kathleen said the Kid Care Program; there is a six to nine month waiting period now. If you need something now, this Well Baby Clinic is good to have.

HEALTH EDUCATOR REPORT:

REGISTRAR REPORT

ANIMAL CONTROL: *Hopatcong/Stanhope*

SWAT:

1. Next meeting will be January 31, 2006. Melinda made a motion to make Kathleen the official delegate to SWAT. All in favor. Melinda will be the alternate.

ALL REPORTS:

1. Melinda wanted to go back to the Health Educator, she questioned the report, she said the Health Educator billed a ten hour day on Dec. 30th. She questioned the 1 ½ hours to order literature from the American Cancer Society. 7 ½ hours to write articles. Melinda said it is questionable because all of a sudden she magically hits the exact number. I know she works very well with Fran, I can understand Fran wanting to be supportive of her but at the same time, things that have happened this year, I question some of the billing that's been going on. Phil said he will talk with Fran and try to get some answers because she works very closely with Fran. Melinda said she understands that, she works very well with Fran and with the Borough but at the same time, it doesn't look kosher to me. Phil suggested that Melinda and Fran sit down to discuss this, Melinda agreed.
Thom made a motion to accept all reports, seconded by Rob. All in favor.

CORRESPONDENCE:

1. Phil said the National Association of Local Boards of Health; he talked with a couple of health officers about this. He will talk further to Frank Wilbert, HO of Mt. Olive. They are members of this association and Phil will get back to the Board on this.
2. Phil said the Board members are invited to attend "Leaders' Academy for Health Community Development" on May 12, 2006, at the Trenton Marriott at Lafayette Yard, Trenton, New Jersey.

OLD BUSINESS: None

NEW BUSINESS:

1. Health Educator Agreement: Phil said there is a \$2.50 increase per hour. There has not been an increase in this for two or three years. Melinda said, correct me if I am wrong, the Health Educator used to be paid a flat fee prior, guaranteed a certain number of hours, a flat rate no matter how many hours she worked. We then renegotiated the contract out to be hourly and actual hours worked with a maximum number of hours that we give her per year. Yes she may not have had a fee increase in the last two or three years, but prior to that she was working fewer hours for guaranteed sums of money. Phil said the way it is written, if she does not work, she does not get paid. Melinda said that is the current contract that we have and you look at the hours and you wonder. Kathleen asked how much the increase is, the reply was \$ 2.50 per hour, and she then said that seems reasonable. Melinda said that is almost 10% and that is more than any of us got this year. Kathleen said you are not talking per year; she has not had a raise in two or three years. Melinda said she would not have an issue with that if she were not looking at the times in question. After the last several months and knowing how the billing process has been and then to give her an 8% raise. Kathleen said if you are worried about the hours or that is what you are questioning, then that is what you need to address the accountability of the hours not how much she is getting paid. This day and age \$ 35.00 (per hour) to have a Health Educator is a reasonable fee. Maybe you need to address the accountability of the hours in another way.

Rob said he does not have a problem with the increase and the issue of the accountability, I think that should be explored. He then said to Phil, I am assuming from what Fran told you, her performance is not an issue and Phil said not at all. Fran thinks she does a great job.

Jim made a motion to give her a raise, seconded by Kathleen. Roll call, Thom, Mariano, Jim, Kathleen, Rob and Joel, yes. Melinda, no.

Mariano said, looking at the November report, the Health Educator's total hours remaining was 17 hours. She then billed for 20 hours. Mariano asked what we paid her.

Melinda said we need to track that. We should have known that she only had seventeen hours left on this contract. Melinda totaled all the hours, 158 hours. Melinda said she owes us three hours. Jim asked that we move to next item.

2. Fee Ordinance 3-2006 Introduction: Phil explained that we raised the fees slightly in Ordinance # 35-2005, effective January 1, 2006. The fee for a well app & permit right now is \$ 275.00 and that is exorbitant. The new fee will be \$120.00 (app & per) plus lab for new well, \$ 110.00 plus lab fee for deepening and \$ 60.00 + lab fee, for well repair. Mariano read Ordinance # 3-2006, titled ORDINANCE OF THE BOARD OF HEALTH OF THE BOROUGH OF HOPATCONG AUTHORIZING AN AMENDMENT TO THE CODE OF THE BOROUGH OF HOPATCONG PART 11 GENERAL LEGISLATION, CHAPTER 251 FEES ARTICLE 11, SCHEDULE OF FEES, SECTION 215-4 SCHEDULE OF FEES in it's entirety. Jim made a motion to adopt the Ordinance # 3-2006 as read, seconded by Joel. Roll call, Thom, Melinda, Mariano, Jim, Kathleen, Rob and Joel, yes. All in favor. Second and final reading, February 23, 2006.
3. Phil said he wanted to let the Board know that he is tracking the Avian Flu. He is concerned about it and he has been talking with Thom. We are doing fit testing for masks, OEM paid for them. Is it enough, no, I certainly hope it never hits us. I hope the Federal Government is going to prepare some vaccine. The virus will not only attack the respiratory system, also the brain and we have no immunity to it. I am just being prudent and I am concerned. I am learning everything I can. Right now with fit testing, we are ahead of everyone else; no one else has done it yet.
4. Rob wanted the Board to thank Thomas Forbes, former President. He said he did an outstanding job. Thom thanked the Board for all their help.

Jim made a motion to adjourn, seconded by Rob. Meeting adjourned at 9:00 pm.

Respectfully Submitted,

Rosemarie Mitchell