

The regular meeting of the Board of Health was held in the Health Department Building on Wednesday, April 27, 2011 at 7:30 p.m. Thom Forbes called the meeting to order and 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:** Thom Forbes, Mariano Gianni, James Vanderhoof, Craig Bradley, and Joel Servoss. James Breiten, REHS from Sussex County was also present.

**ABSENT:** Rob bond.

**MINUTES OF THE PREVIOUS MEETING:** Jim made a motion to accept the minutes as submitted, seconded by Mariano. All in favor.

#### **MEETING OPEN TO PUBLIC:**

1. Dan Freed, PARIS Project Manager introduced himself to the Board. Dan said he wants the Board to get a sense of some of the things that the County is doing to make information (property files) more secure and readily available. The County, now at the moment provides Health Services to every single municipality. We have one organization and we can focus on organizing the way we deliver services. Dan said they are working on all the municipality block and lot files. The first one we did was Vernon. The goal that we have is to scan every single piece of paper in every file, every block and lot, every permit and septic plan. We are now two thirds through the entire municipal inventory of block and lot files, we are ready for Hopatcong. We want to be able to manage information more efficiently. My mission tonight is to give you this overview and say to you, what I would like to do is take all of your files to the County. It would take us probably three weeks maybe to get everything scanned and get it in the system and I could bring everything back. Dan said it might be appropriate to have this Board acknowledge this process. Jim had some concerns about the files getting lost. Thom said that he thinks long term, this system has more security built in than we can provide with the physical documents. Thom asked Dan when he would like to start this process, Dan said within a couple of weeks. He thanked the Board and left.
2. Thom read a letter submitted by Estelle Klein requesting permission to solicit on behalf of the Hopatcong Animal Haven at the Rabies Clinic on May 21, 2011. Joel asked if there was some kind of a Borough requirement to collect money on Borough property. Jim added if you do this once, you will have it the next time and the next. You got to stop it now. Joel said he does not think we have the authority to give permission to do this. Mariano said he would defer to the town. Thom will defer this to the Administrator; Estelle will have to appeal to the Borough Administrator.

#### **CLOSED TO THE PUBLIC:**

##### **PRESIDENT REPORT:**

1. Thom said he has been looking at some sheds for the Pound. For an 8 x 10 plastic shed you looking at something in the order of \$ 950.00 to \$ 975.00 that is the going rate. We need to do this, he needs some storage.
2. Thom said he talked with Mayor Petillo regarding the vacancy on the BOH. He said he related to her our contact with Yvonne Syto and her desire and willingness to serve in that capacity, to that end the Mayor will be presenting Yvonne's name and qualifications to the Borough Council at the next meeting. She will be replacing Selma.
3. Thom said he has called Heather from our attorney's office twice, she is out and he is out. Jim said we should think about this next year when we need an attorney.

##### **ENVIRONMENTAL REPORT:**

##### **REGISTRAR REPORT**

**ANIMAL CONTROL:** Hopatcong/Stanhope

##### **SWAT:**

1. In his absence, Rob Bond submitted a report. There was a copy for all Board members, Thom passed them out.

**ALL REPORTS:** Jim made a motion to accept all reports, seconded by Mariano. All in favor.

**CORRESPONDENCE:**

1. The Hopatcong Women's Club collected funds for the Hopatcong Pound. Dale wrote a thank you letter.
2. Hudson Maxim School collected funds for the Hopatcong Pound. The Board will send a thank you letter to the Women's Club and Hudson Maxim School.
3. Thom passed around the quarterly Animal Trust Fund Statement.
4. Thom read a memo from Lt. Brennan. The memo states Dale is now able to purchase supplies for the Pound and then be reimbursed. Also DPW will be digging a drainage type ditch to alleviate the water run off issues, as discussed.
5. There will be a Prescription Disposal Day on April 30, 2011 at the Medicine Shop in Hopatcong and various locations in Sussex County.

**OLD BUSINESS:**

1. Joel asked if our Veterinarian will be providing the services for our Rabies Clinic on May 21, 2011, she has not signed the contract yet. There was some discussion on this. Joel said he is supposed to see our Vet this weekend and he will ask her about the contract.

**NEW BUSINESS:**

1. Eric Bernstein submitted a bill for \$ 30.00, phone call to Rosie Mitchell. Mariano made a motion to pay our attorney, seconded by Joel. Roll call, Thom yes, Mariano, yes, Joel, yes, Jim, no and Craig, yes.
2. Jim asked James about the fees the County charges for Septic Permits. James said the County has instituted fees. Jim went on to say when we went to the County; they were not going to charge us, now they are charging us. It is \$ 200.00, I had contractors tell me about this, and I said that is ridiculous. James said the fees are actually adopted by the Freeholders, they are not telling you to stop your fees. Joel said we should discuss this with Council Members. Thom said the decision is ours but I think we owe it to the Borough to at least discuss it. Jim made a motion to have our liaison attend the next BOH Meeting; this subject will be tabled until next month, seconded by Joel. All in favor. We will contact our liaison and request he attend the next meeting.
3. Thom asked for a motion to accommodate Dan Freed's request to make our records available to the County Board of Health for the period of three to five weeks. Jim said he would make a motion to make sure that these files get back here. Thom than asked to make the motion read, to release the files to the custody of Dan Freed, Supervisor. Seconded by Mariano. All in favor.

Mariano made a motion to adjourn, seconded by Joel, all in favor. Meeting adjourned at 9:00 pm.

Rosie Mitchell