

**REGULAR MEETING
of the
OAKLAND BOARD OF HEALTH**

April 16, 2019 - 7:30 p.m.

Conference Room - Municipal Building, Municipal Plaza, Oakland, NJ

REGULAR BUSINESS

CALL TO ORDER

Mr. Tiffinger called the meeting to order at 7:31 PM.

ROLL CALL

All Yeas – Ms. Ashkenazi, Mr. Ashkenazi, Mr. LaForgia, Mr. Provenzale, Mr. Talucci, Mr. Tiffinger, Ms. West

OTHERS PRESENT

Board of Health Attorney Thomas J. Romans and Principal REHS Marjorie Vanacore

MEETING ANNOUNCEMENT

Mr. Tiffinger announced that the meeting was being held in accordance with the regulations of the Public Meetings Law, notices of which were sent to The Record, Suburban Trends and any other persons requesting same.

ADOPTION OF MINUTES

The Board reviewed the April meeting minutes.

On motion of Mr. LaForgia, seconded by Ms. West, the March minutes were approved.

Roll Call: All Yeas – Ms. Ashkenazi, Mr. Ashkenazi, Mr. LaForgia, Mr. Provenzale, Mr. Talucci, Mr. Tiffinger and Ms. West

REVIEW REPORTS

The Board reviewed the following reports:

- BCDHS Public Health Nursing & Activity Report & CDRSS Report – March
- REHS' Monthly Report – March
- Tyco Animal Control Report – March
- Tyco Animal Control 2018 Annual Report & Kennel/Pound Report
- Secretary's/Registrar's Report – March

On motion of Ms. Ashkenazi, seconded by Mr. Provenzale, the reports were accepted.

Roll Call: All Yeas – Ms. Ashkenazi, Mr. Ashkenazi, Mr. LaForgia, Mr. Provenzale, Mr. Talucci, Mr. Tiffinger, Ms. West

PAYMENT OF BILLS

The Board reviewed the following bills:

03/31/2019 – Tyco Animal Control (Monthly Animal Control Services – March, per 2019 Contract)	\$ 1,300.00
03/31/2019 – Tyco Animal Control (Animal Control Emergency Responses, per 2019 Contract –March - 1)	\$ 60.00
04/16/2019 – Thomas J. Romans, Esq. (Retainer due for attending 04/16/2019 BOH Meeting, per Contract)	\$ 243.75

On motion of Mr. LaForgia, seconded by Ms. West, the Board approved the bills for payment.

Roll Call: All Yeas – Ms. Ashkenazi, Mr. Ashkenazi, Mr. LaForgia, Mr. Provenzale, Mr. Talucci, Mr. Tiffinger, Ms. West

UNFINISHED BUSINESS

No unfinished business.

NEW BUSINESS

FOR LEE ORDINANCE ON POSTING INSPECTION PLACARDS

The Board reviewed For Lee’s ordinance which requires inspection placards to be posted in the front window of food establishments and agreed it should be amended as follows:

“The inspecting officer shall post the evaluation/inspection placard for New Jersey State Chapter 24 Food Inspections immediately in the entry window of the establishment. Add to the end of the sentence: “, **unobstructed and viewable from the exterior**”

“In the event there is no front window, the evaluation/inspection placard shall be posted immediately in a conspicuous place near the public entrance of the establishment in such a manner that the public may view the placard.” Add to the end of the sentence: “**and where the Health Department deems acceptable**”

Mr. Dubowick was asked to prepare the proposed ordinance and to determine where it would fit into the existing food ordinance. If acceptable, it will be introduced at the May meeting and adopted at the June meeting.

LETTER REGARDING THE NUMBER OF BEDROOMS IN A HOME

Ms. Dubowick presented a letter to the Board that had been used by the previous health inspector when she reviewed and approved building addition plans with rooms the homeowners could potentially turn into bedrooms. Septic systems are designed based on the number of bedrooms in the dwelling and state code defines a bedroom as any room with an egress window and a door for privacy. The letter set forth how many bedrooms were in the home prior to the addition, how many bedrooms the dwelling would have upon completion of the addition and how many bedrooms the home could be marketed for when being sold. Signatures of all deed holders were required on the letter.

Though septic plans set forth the number of bedrooms the system is designed for, records for older homes with original systems are not always as clear. When an addition or renovation is done, the letter clears up any ambiguity that may exist surrounding the approved number of bedrooms in the dwelling.

Ms. Dubowick said several realtors had stopped by the office in recent months to check on the number of bedrooms in homes they were listing for sale. A review of the files revealed letters the homeowners had signed which established that there were, in fact, fewer approved bedrooms in the home than the homeowners had indicated. The realtors were grateful the letters existed and took copies to present to the homeowners which would quickly put the matter to rest.

The Board discussed the letter with Inspector Vanacore and Mr. Romans and it was agreed it would be useful. Mr. Romans took exception to the sentence regarding how many rooms the house could be marketed for, so it was decided it would be deleted. It was also agreed that the last sentence in the letter should be changed to “I (We) understand this letter will become a permanent record in the block and lot file for said property.” Ms. Dubowick will revise the letter which, moving forward, will be used in conjunction with building plan reviews for additions and renovations.

OTHER BUSINESS

No other business was reported.

ADJOURNMENT

On motion of Mr. Provenzale, seconded by Ms. Ashkenazi, the meeting was adjourned at 8:29 PM.

Roll Call: All Yeas – Ms. Ashkenazi, Mr. Ashkenazi, Mr. LaForgia, Mr. Provenzale, Mr. Talucci, Mr. Tiffinger, Ms. West

APPROVED:

Stephen C. Tiffinger, President

ATTEST: _____
Karin Kennedy Dubowick, Secretary

DATE: _____