

REGULAR MEETING OF THE OAKLAND BOARD OF HEALTH

November 22, 2016 - 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 7:34 PM.

ROLL CALL

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

ABSENT MEMBERS

Messrs. Ostapczuk and Pignatelli were absent due to prior commitments.

On motion of Ms. Ashkenazi, seconded by Mr. Talucci, Messrs. Ostapczuk's and Pignatelli's absences were excused.

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

OTHERS PRESENT

Thomas J. Romans, Esq. and R.E.H.S. Kristin Caperino

MEETING ANNOUNCEMENT

Mr. Tiffinger announced 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

SEPTEMBER MEETING MINUTES

Due to a lack of quorum of members present at the September meeting, the September minutes were once again tabled.

On motion Ms, Ashkenazi, seconded by Ms. West, the September minutes were tabled until the December meeting.

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

OCTOBER MEETING MINUTES

The Board reviewed the minutes of the November meeting.

On motion of Mr. Talucci, seconded by Ms. Ashkenazi, the October meeting minutes were approved.

Roll Call: Ms. Ashkenazi, Mr. Ashkenazi, Mr. Talucci, Mr. Tiffinger. Ms. West abstained.

REPORTS

The Board reviewed the following reports:

- BCDHS Public Health Nursing Activity Report – October
- CDRSS Report – October
- REHS' Monthly Report – October

Regular Meeting of the Oakland Board of Health – November 22, 2016 – Page 2

- Secretary's/Registrar's Report – October
- Tyco Animal Control Report – October

On motion of Ms. West, seconded by Mr. Talucci, the reports were accepted.

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

PAYMENT OF BILLS

The Board reviewed the following bills:

10/31/2016 - Tyco Animal Control (Monthly Animal Control Services, per Contract – October 2016)	\$ 1,250.00
10/31/2016 – Tyco Animal Control (Animal Control Emergency Responses (2) during October 2016)	\$ 120.00
11/22/2016 – Thomas J. Romans, Esq. (For professional services rendered during the month of October, attend 11/22/2016 BOH meeting)	\$ 221.92

On motion of Ms. West, seconded by Ms. Ashkenazi, the bills were approved for payment.

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

UNFINISHED BUSINESS

INTRODUCE AMENDMENT TO SEPTIC ORDINANCE #16-CODE-93

Ms. Dubowick took the Ordinance from the table and read same, by title, for first reading:

AN ORDINANCE OF THE BOARD OF HEALTH, BOROUGH OF OAKLAND, NEW JERSEY TO DELETE BH:6-8 – KITCHEN AND LAUNDRY FACILITIES REQUIREMENTS, AMEND EXISTING FEES AND ESTABLISH THE REQUIRMEENT FOR RE-REVIEW FEES BH:6-11-FEES (BH:VI – INDIVIDUAL SEWAGE DISPOSAL SYSTEMS) AND AMEND CHAPTER BH:XV – SPECIAL REVIEW FEES

BE IT RESOLVED THAT AN ORDINANCE ENTITLED “AN ORDINANCE OF THE BOARD OF HEALTH, BOROUGH OF OAKLAND, NEW JERSEY, TO DELETE BH:6-8 – KITCHEN AND LAUNDRY FACILITIES REQUIREMENTS, AMEND EXISTING FEES AND ESTABLISH THE REQUIRMEENT FOR RE-REVIEW FEES BH:6-11-FEES (BH:VI – INDIVIDUAL SEWAGE DISPOSAL SYSTEMS) AND AMEND CHAPTER BH:XV – SPECIAL REVIEW FEES” be introduced and pass first reading and that the Board of Health does hereby fix the date of December 20, 2016 at 8:00 PM prevailing time at the Municipal Building, Municipal Plaza, Oakland, as the time and place for the hearing of all persons interested therein, and

BE IT FURTHER RESOLVED that the Secretary of the Board of Health give notice of the time and place where said hearing will be given thereon.

Regular Meeting of the Oakland Board of Health – November 22, 2016 – Page 3

On motion of Ms. West, seconded by Ms. Ashkenazi, the Board introduced Ordinance #16-CODE-93.

Roll Call: All Yeas - Ms. Ashkenazi, Mr. Ashkenazi, Mr. Talucci, Mr. Tiffinger, Ms. West

LETTER TO TEST HOLE PERMIT HOLDERS

The Board discussed the letter which had been prepared to give to property owners when they come in for Test Hole Permits. Mr. Romans had a concern about some of the wording that he felt might convey the message that the Board supports engineers passing along the late fees to their clients. Mr. Romans will review and edit the letter which the Board will review again at next month's meeting.

EMERGENCY PREPAREDNESS DVD'S

Mr. Tiffinger reported he reviewed the two DVD's and found the clarity of both acceptable. Mr. Tiffinger felt one DVD, a History Channel production, was the better of the two. Mr. & Ms. Ashkenazi will take the DVD's home as they also wished to view them prior to any decision being made about airing them on Channel 77.

NEW BUSINESS

2017 BUDGET

The Board discussed the 2017 Budget and set goals for the year. Ms. Dubowick expressed the need for additional overtime funding because of the increase in the volume of septic activity fueled by Oakland's robust real estate market, addition and renovation projects and various other special projects, such as the Mayor's Wellness Campaign and the new Borough website which will need to be managed. The Board asked about hiring additional help. Ms. Dubowick said Mr. Kunze informed her no additional hiring could be done due to the 2% budget cap. Therefore, the Board approved the request for additional overtime funding.

On motion of Ms. Ashkenazi, seconded by Ms. West, the following 2017 Budget was approved:

Goals:

1. Continue serving the residents of Oakland by providing mandated services and enforcement of all state and local codes in a professional, courteous and timely manner.
2. Continue to provide non-mandatory services, as needs arise.
3. Meet with Bergen County Health Department to inquire about available programs for the community.

Salary & Wages – Set by Contractual Agreement

7-01-27-330-014 – Overtime: \$4,412

Operating Expenses

7-01-27-330-021 – Advertising	\$ 2,000
7-01-27-330-028 – Professional Services	\$ 3,250
7-01-27-330-029 – Contracted Services	\$ 2,000
7-01-27-330-040 – Dues	\$ 50
7-01-27-330-042 – Professional Development	\$ 200
7-01-27-330-094 – Health Supplies	\$ 350
7-01-27-330-135 – Blood-borne Pathogens	\$ 3,000
7-01-27-330-140 – Communicable Disease	\$ 5,000
7-01-27-330-150 – Health Clinics	\$ 4,500
7-01-27-330-160 – B.C. Health Contract	\$133,250

Regular Meeting of the Oakland Board of Health – November 22, 2016 – Page 4

Roll Call: All Yeas - Ms. Ashkenazi, Mr. Ashkenazi, Mr. Talucci, Mr. Tiffinger, Ms. West

OTHER BUSINESS

UPDATE ON RABIES CLINIC

It was reported the Rabies Clinic went smoothly, thanks to a team effort. Animal Control Officer Carol Tyler was present helping Dr. Bednar and Vet Tech Andrew Silver from Dr. Duhr's office. Former Board member Robin Wilgus and two Indian Hills High School Seniors, Richard Lascar and Natalie Gurland, helped complete the rabies slips given to pet owners. A total of 97 pets, 87 dogs and 10 cats, were vaccinated. Letters of thanks to all of the volunteers had been prepared and were given to Mr. Tiffinger for his signature.

2016 ANNUAL CHIP MEETING

The Board members received an invitation to attend this meeting scheduled for Tuesday, December 13th, from 8:00 to 11:30 AM, at Englewood Hospital and Medical Center. Anyone wishing to attend is required to RSVP by December 5th.

ADJOURNMENT

On motion of Mr. Talucci, seconded by Ms. Ashkanazi, the meeting was adjourned at 8:57 PM.

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

APPROVED:

Stephen C. Tiffinger, President

ATTEST: _____
Karin Kennedy Dubowick, Secretary

DATE: _____