

# **REGULAR MEETING OF THE OAKLAND BOARD OF HEALTH**

**December 19, 2017 - 7:30 p.m.**

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

## **CALL TO ORDER**

Mr. Tiffinger called the meeting to order at 8:22 PM.

## **ROLL CALL**

Ms. Ashkenazi, Mr. Ashkenazi, Mr. LaForgia, Mr. Talucci, Mr. Tiffinger, Ms. West

## **ABSENT MEMBERS**

Mr. Pignatelli was absent.

**On motion** of Mr. LaForgia, seconded by Ms. Ashkenazi, Mr. Pignatelli's absence was excused.

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

## **OTHERS PRESENT**

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

## **MEETING ANNOUNCEMENT**

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

## **REGULAR BUSINESS**

### **ADOPTION OF MINUTES**

**On motion** of Ms. West, seconded by Ms. Ashkenazi, the Board approved the November minutes.

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

### **REVIEW REPORTS**

The Board reviewed the following reports:

- BCDHS Public Health Nursing Activity Report – November
- CDRSS Report – November
- REHS' Monthly Report – November
- Secretary's/Registrar's Report – November
- Tyco Animal Control Report – November

**On motion** of Mr. LaForgia, seconded by Mr. Talucci, the reports were accepted.

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

### **PAYMENT OF BILLS**

The Board reviewed the following bills:

**11/21/2017 – Thomas J. Romans, Esq.**

**\$ 275.00**

(For additional professional services rendered during month  
of November – 2.5 hrs @\$110/hr.)

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<b>11/21/2017 – R. R. Donnelley</b> (Safety paper for making certified copies)	<b>\$ 73.50</b>
<b>11/30/2017 – Tyco Animal Control</b> (November Animal Control Services)	<b>\$ 1,275.00</b>
<b>11/30/2017 – Tyco Animal Control</b> (Animal Control Emergency Responses – One)	<b>\$ 60.00</b>
<b>12/07/2017 – Bergen County Department of Health Services</b> (Administer one Hep-B Vaccination and provide Blood-borne Pathogens Training to 91 First Responders)	<b>\$ 1,700.00</b>
<b>12/19/2017 – Thomas J. Romans, Esq.</b> (For professional services rendered during the month of December – Attend 12/19/17 BOH Meeting)	<b>\$ 221.92</b>

On motion of Ms. West, seconded by Ms. Ashkenazi the Board approved the bills.

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

### **UNFINISHED BUSINESS**

No unfinished business.

### **NEW BUSINESS**

#### **COMPENSATION FOR PROFESSIONAL SERVICES**

It was reported that Mr. Romans requested a comparison of his hourly rates to those of the other Borough Board attorneys. Research revealed Mr. Romans is being paid \$40/hour below the \$150/hour rate being paid to the other Board attorneys. This discrepancy was brought to the attention of Mr. Kunze at the Board of Health Budget meeting. Mr. Kunze supported the increase in Mr. Romans' hourly rate but said he would defer to the Board for a decision. The Board agreed with Mr. Kunze, that Mr. Romans' hourly rate should be brought in line with that of the other Borough Board attorneys.

**On motion** of Mr. LaForgia, seconded by Mr. Ashkenazi, the 2018 Professional Services Agreement with Mr. Romans and the 2018 Professional Services Budget Line Item, #8-01-27-330-028, are amended to reflect an hourly rate of \$150.00 resulting in an increase in the retainer to \$2,925 and an increase in the cap for additional services to \$750.00, for a total of \$3,675.

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

#### **RESOLUTION #2-17 – AMEND THE 2017 PROFESSIONAL SERVICES CONTRACT**

It was reported that a resolution was required to amend the 2017 Professional Services Contract to increase funding for additional services provided to compensate Mr. Romans for his work to prepare for and conduct the Lenape Valley Diner hearing. Mr. Romans anticipated the cost for the work would not exceed \$750.

**Resolution #2-17** was taken from the table and read by the Secretary:

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**WHEREAS**, THE Board of Health directed Board of Health Attorney Thomas J. Romans to provide additional legal services in 2017, the fees for which are above and beyond the amount of the 2017 Contract between the Borough of Oakland and Mr. Romans.

**WHEREAS**, the additional legal services were required to prepare for a hearing held on December 19, 2017.

**WHEREAS**, the purpose of the hearing was to determine if Lenape Valley Diner, an Oakland food establishment issued five Conditionally Satisfactory ratings in a 12-month period, should be allowed to continue to operate.

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Health authorizes an increase of \$750.00 in the total amount of the 2017 Contract between the Borough of Oakland Board of Health and Thomas J. Romans, Esq. in order to compensate Mr. Romans for the additional legal services he provided.

On motion of Mr. LaForgia, seconded by Mr. Ashkenazi, Resolution #2-17 was adopted and will be submitted to the newspaper for publication, according to Law.

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

#### **TERM EXPIRATION**

It was reported that Mr. Tiffinger's term will expire on December 31<sup>st</sup>. Mr. Tiffinger expressed his interest in being reappointed to the Board and had already submitted a completed Citizen Leadership Form.

#### **2018 TYCO ANIMAL CONTROL CONTRACT**

It was reported that the costs for services to be provided under the 2018 Tyco Animal Control Contract will be the same as they were in 2017. The only change in the contract is a clause added to address responses to cases of animal hoarding. Animal hoarding responses are labor intensive and, therefore, are not included in the contract. These services will be billed separately.

**On motion** of Ms. West, seconded by Mr. LaForgia, the Board approved the 2018 Tyco Animal Control Contract which will be forwarded to Administrator Kunze for execution.

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

#### **2018 B.C. DEPT. OF HEALTH SERVICES BLOOD-BORNE PATHOGENS TRAINING**

It was reported that the cost of training provided under the 2108 Blood-borne Pathogens Contract will remain the same as in 2017, at \$18.00 per person. The cost of Hep-B immunizations will increase \$2.00/immunization, from \$62 to \$64. Essentially, nothing else changed in the Contract.

**On motion** of Ms. West, seconded by Mr. Ashkenazi, the 2018 B.C. Dept. of Health Services Blood-borne Pathogens Contract was approved and will be sent to Administrator Kunze for execution by the Mayor and Council.

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

### **OTHER BUSINESS**

**2017 BUDGET STATUS**

It was reported at a previous meeting that spending in 2017 is within budget. Ms. Dubowick clarified that all of the controllable expenditures are within budget, but the projected cost of 2017 REHS Septic Services which had been based on last year's level of activity will exceed 2017 funding. Administrator Kunze has been made aware of this.

Two factors have contributed to the budget overrun: 1) The robust housing market in 2017 has driven septic permitting about 8% ahead of permitting during the same period in 2016 and 2) the new phone system which enables callers to leave messages directly in the mailbox of the staff member to whom they wish to speak. Ms. Dubowick previously answered all calls coming into the office but found she could not answer most of the septic questions callers had, a waste of her time and, therefore only answers her own phone now. These two factors will result in a projected \$15,000 increase in the cost of 2017 REHS Septic Coverage but will be offset by a 50% reduction in the cost of overtime she works in 2017. The reduced overtime costs will also be reflected in the Board of Health's 2018 budget request.

Once the 2017 total REHS Septic Service Coverage hours are known, sometime in January, an assessment of septic fees can be made to determine if they are adequate to cover the cost of these services.

**On motion** of Ms. West, seconded by Ms. Ashkenazi, the meeting was opened to the public.

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

Dr. Ryan Straseskie from 340C Ramapo Valley Road introduced himself. Dr. Straseskie spoke about offering a free screening of the movie Screenagers which addresses the amount of screen time teenagers are exposed to. Dr. Straseskie said a lot of adults come to his office with a prior diagnosis of adult ADHD and there is no documentation or workup coming with these patients who are requesting Adderall. The purpose of the movie is to manage the expectations of the community and provide information about behavioral interventions that increase focus and attention.

**On motion** of Mr. Tiffinger, seconded by Ms. Ashkenazi, the meeting was closed to the public.

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

**ADJOURNMENT**

**On motion** of Ms. Ashkenazi, seconded by Mr. LaForgia, the meeting was adjourned at 8:35 PM.

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

APPROVED:

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Stephen C. Tiffinger, President

ATTEST:

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Karin Kennedy Dubowick, Secretary

DATE:

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