

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

**October 20, 2009 - 7:30 p.m.**

**Conference Room - Municipal Building**

**CALL TO ORDER** Meeting called to order at 7:30 PM by Mr. Beattie.

**ROLL CALL** Mr. Beattie, Dr. Davis, Mr. Ostapczuk, Mr. Talucci, Mr. Tiffinger, Ms. Wilgus, Ms. West – All Yes

**OTHERS PRESENT** Senior Registered Environmental Health Specialist Deborah A. McGrath and Board Attorney, Thomas J. Romans

**MEETING ANNOUNCEMENT** **This meeting is 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.**

**REGULAR BUSINESS**

**MINUTES** The Board reviewed the September 14<sup>th</sup> meeting minutes.

Motion of Ms. Wilgus, seconded by Mr. Talucci, the minutes were approved.

Roll Call: Mr. Beattie, Dr. Davis, Mr. Ostapczuk, Mr. Talucci, Ms. Wilgus – All Yes  
Mr. Tiffinger and Ms. West abstained.

**REPORTS** The Board reviewed the following reports:

Sanitarian's (REHS') Monthly Report – August  
Secretary's/Registrar's Report – September  
Bergen County Animal Control Report –August

Inspector McGrath informed the Board that her computer hard drive had crashed. Since three weeks' of her daily logs had been lost and will have to be recreated, the September Sanitarian's Report will be submitted next month..

Motion of Mr. Ostapczuk, seconded by Mr. Tiffinger, the reports were accepted.

Roll Call: Mr. Beattie, Dr. Davis, Mr. Ostapczuk, Mr. Talucci, Mr. Tiffinger, Ms. Wilgus, Ms. West – All Yes

<b>PAYMENT OF BILLS</b>	<b>09/15/2009 – Borough of Waldwick</b>	<b>\$ 35.00</b>
	(Two children seen at the 7/15/09 CHC)	
	<b>09/02/2009 – Bergen County Dept. of Health Services</b>	<b>\$ 4,737.00</b>
	(3rd Quarter '09 Animal Control Services)	
	<b>08/31/2009 – Bergen County Dept. of Health Services</b>	<b>\$60,872.13</b>
	(1 <sup>st</sup> Half '09 Public Health Services)	
	<b>09/14/2009 – More Wallace dba RR Donnelly</b>	<b>\$ 133.16</b>
	(Reg 42A Certified Copy Paper)	

Motion of Ms. Wilgus, seconded by Mr. Ostapczuk, the bills were approved for payment.

Roll Call: Mr. Beattie, Dr. Davis, Mr. Ostapczuk, Mr. Talucci, Mr. Tiffinger, Ms. Wilgus, Ms. West – All Yes

**NEW BUSINESS**

**LETTER TO HANSEL  
ASMAR, H.O. & DIR. OF  
BCDHS**

Mr. Kunze drafted a letter to Hansel Asmar and asked the Board to review it and provide comments. The letter is regarding funding for H1N1 vaccination planning and implementation efforts. The Board agreed it was a good letter, as written. Ms. Dubowick will so advise Mr. Kunze.

**CONTRACTED HEALTH  
OFFICER SERVICES**

Ms. Dubowick reported that Oakland's Public Health Nurse Coordinator at Valley Hospital had called. Ms. Clementi reported she had noticed that health officers in Valley's other contracting towns are providing more indirect nursing services than Bergen County Department of Health Services is currently providing. Ms. Dubowick reported that she had made a copy of the health officer portion of the Bergen County Dept. of Health Services Health Officer portion of the contract for Council Liaison and Health Officer Pignatelli's review. Mr. Pignatelli will also contact Ms. Clementi to discuss the matter.

**ENGINEERING LABORA-  
TORIES**

Inspector McGrath informed the Board about a certified letter received from a consulting and environmental manager regarding Engineering Laboratories on West Oakland Avenue. The letter was public notification of a remediation being conducted at that site. Mr. Beattie, a former Oakland Police Officer, recalled that a lot of plastic had been buried at the site years ago and wanted to make sure they were aware of such. The work has not commenced yet, but the consulting manager said he was aware of the buried plastic. There is no time table to start. Mr. Beattie asked Inspector McGrath to keep an eye on the site to ensure they dig for the plastic where Mr. Beattie said it had been buried. Ms. McGrath further reported that six monitoring wells had been drilled at the site which came up positive for either nitrogen or ammonia. Mr. Ostapczuk said a complete assessment will be done prior to starting the remediation.

**2010 BOARD OF HEALTH  
BUDGET REVIEW**

The Board reviewed the proposed 2010 Board of Health Budget and approved same as follows:

Advertising: \$700  
Professional Services: \$3,000  
Dues: 0  
Professional Development: \$500  
Subscriptions: 0  
Health Supplies: \$900  
Bloodborne Pathogens Training: \$1,830  
Communicable Disease Program: \$4,583  
Health Clinics: \$5,210  
Bergen County Health Contract: \$122,614  
Board of Health Animal Control: \$19,329  
Full-Time and Part-Time Salary & Wages: To be determined by contract negotiation.  
Overtime: 46 hours (Board Meetings & POD Activity)

Motion of Mr. Ostapczuk, seconded by Mr. Tiffinger, the 2010 Board of Health Budget was approved.

## **Regular Meeting of the Oakland Board of Health – October 20, 2009**

Roll Call: Mr. Beattie, Dr. Davis, Mr. Ostapczuk, Mr. Talucci, Mr. Tiffinger, Ms. West, Ms. Wilgus – All Yes

### **UNFINISHED BUSINESS**

**SEASONAL FLU CLINIC UPDATE** Approximately 230 flu vaccinations were administered at the Senior Flu/Pneumo Clinic. Ms. Dubowick noted that the Valley Hospital staff ran a very efficient clinic.

**H1N1** Mr. Beattie reported that the CDC conducted a teleconference today to which he and Ms. Dubowick listened. The teleconference was recorded and anyone interested in listing may borrow the tape.

**PODS** Beattie reported that Roy Bauberger attended a table top exercise last week. The exercise was based on a bioterrorism event having occurred. The POD is no longer being considered for administering H1N1 vaccinations.

A database of all the Oakland POD volunteers needs to be created and labels printed so a letter can be mailed to the volunteers. Mr. Beattie asked for Board members' help with POD planning and preparation as there is much work to be done and not enough people to do all the work.

**SPECIAL NEEDS ASSESSMENT** Ms. Dubowick reported that an article about the Special Needs Assessment appeared in the latest issue of Crossroads, and two residents had already requested a copy of the survey. The Survey and cover letter still have yet to be posted on the website which is delaying distribution. Mr. Ostapczuk said he'd be meeting with the Chairman of the Communications Commission the following night and would bring this up again.

Mr. Beattie spoke of developing a website just for the Board of Health and linking it to the Borough's website so the Board can easily post and remove information.

**SEPTIC MAINTENANCE ORDINANCE** Inspector McGrath reported that she had received and reviewed Mr. Romans' comments and recommendations on the draft ordinance. Inspector McGrath, Mr. Romans and the Board discussed making further changes to the ordinance which Mr. Romans will draft and forward to Ms. Dubowick for review by the Board at the November meeting.

**PLAN REVIEW FEE ORDINANCE** The Board reviewed the draft ordinance submitted by Mr. Romans. Several changes were recommended. Mr. Romans will have the final ordinance ready for introduction at the November meeting and adoption at the December meeting.

Motion of Mr. Ostapczuk, seconded by Dr. Davis, Plan Review Fee Ordinance accepted with corrections.

Roll Call: Mr. Beattie, Dr. Davis, Mr. Ostapczuk, Mr. Talucci, Mr. Tiffinger, Ms. West, Ms. Wilgus – All Yes

### **OTHER BUSINESS**

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Ms. Dubowick reminded the Board that the Rabies Clinic will be held on November 7<sup>th</sup>, from 1 PM to 3 PM and asked if any of the Board members would be interested in volunteering to help with the paperwork. Ms. West said she would check her schedule and advise of her availability.

Also discussed was the tremendous cost savings realized by Oakland's uninsured families whose children attend the well-baby clinic.

**ADJOURNMENT**

Motion of Mr. Tiffinger, seconded by Mr. Ostapczuk, the meeting was adjourned at 9:14 PM.

Roll Call: Mr. Beattie, Dr. Davis, Mr. Ostapczuk, Mr. Talucci, Mr. Tiffinger, Ms. West, Ms. Wilgus - All Yes

APPROVED:

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Ronald J. Beattie, President

ATTEST: \_\_\_\_\_  
Karin Kennedy Dubowick, Secretary

DATE: \_\_\_\_\_