

REGULAR MEETING OF THE OAKLAND BOARD OF HEALTH

October 15, 2013 - 7:30 p.m.

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

CALL TO ORDER

Mr. Tiffinger called the meeting to order at 7:32 PM.

ROLL CALL

Ms. Blanco, Ms. Danko, Mr. Ostapczuk, Mr. Talucci, Mr. Tiffinger, Ms. West, Ms. Wilgus

OTHERS PRESENT

Council Liaison Pasquale Pignatelli, Thomas J. Romans, Esq., and Sr. R.E.H.S. Deborah A. McGrath

ABSENT

All members were present.

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.

REGULAR BUSINESS

ADOPTION OF MINUTES

The Board reviewed the September minutes.

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

ROLL CALL: All Yeas – Ms. Blanco, Mr. Ostapczuk, Mr. Talucci, Mr. Tiffinger, Ms. West Ms. Wilgus
Dr. Danko abstained.

REVIEW REPORTS

The Board reviewed the following reports:

- Sanitarian's (REHS') Report – September
- Secretary's/Registrar's Report –September
- Tyco Animal Control Report – September

During a review of the Sanitarian's Monthly Report, a 52-hour shortfall in monthly R.E.H.S. hours was noted. The cause for the shortfall was identified as the new vehicle policy adopted by the County requiring R.E.H.S. staff to pick up and drop off their cars in Hackensack instead of driving to and from home. The new policy cut R.E.H.S. productive time by 1.5 hours per day, bringing the eight-hour day down to a six and a half-hour day (with a half hour for lunch). While, in theory, this brings the hours in line with the contracted daily

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R.E.H.S. hours, in reality it's causing a shortfall when sick time, vacation time, comp time, CEU training, meetings, food course instruction and providing coverage to other towns are taken into account.

As of the end of June, Oakland was 68 hours over in hours and, by the end of September there was a 52 hour shortfall. As of the end of the beginning of September, 43 establishments were in need of inspection also, a backlog that, in part, is also due to Oakland's health inspector regularly being pulled out of Oakland to provide coverage in other towns and to teach food courses. This has also contributed to the shortfall in hours. Problems with the county computers syncing and breaking down have also contributed to the reduction in productive time.

The Board discussed other factors that raised concern, such as multiple holidays in November and Inspector McGrath's scheduled week's vacation, all of which would contribute to a further shortfall of hours. With the County R.E.H.S. staff being cut so severely, the Board agreed that the County may find it impossible to provide contracted hours of service, a situation that raised concern because it would result in the County breaching its contract with the Borough.

Since payment for the second half of the year is due at the end of November and the end of the year is rapidly approaching, the Board directed Mr. Romans to draft a letter to Bergen County Counsel expressing the discussed concerns. Copies of the letter will be sent to County Executive Donovan, Health Officer and Director Dr. Nancy Mangieri and the Board of Health.

Under the advice of Mr. Romans, payment for services provided during the second half of 2013 will be held until a response to Mr. Romans' letter is received and services are provided.

On motion of Mr. Ostapczuk, seconded by Ms. Blanco, the reports were accepted.

Roll Call: All Yeas – Ms. Blanco, Mr. Ostapczuk, Mr. Talucci, Mr. Tiffinger, Ms. West, Ms. Wilgus

PAYMENT OF BILLS

8/27/2013 – Widmer Time Recorder Co., Inc. (Replace seal on Electric Stamper for making certified Copies)	\$ 265.00
8/30/2013 – Goffco Industries (Letterhead & Business Cards for K. Dubowick)	\$ 255.40
9/8/2013 – Pet Rest in Peace Memorial Center & Crematory (Cremate deer – Ramapo Valley Road & Sioux Ave.)	\$ 75.00
9/17/2013 – Bergen County Dept. of Health Services (Public health shared services for 2 nd half 2013, per contract)	\$51,767.24
10/1/2013 – Pet Rest in Peace Memorial Center & Crematory (Cremate deer – 102 Andrew Avenue)	\$ 131.25
10/1/2013 – North Jersey Media Group (Introduce Ord. #13-CODE-90)	\$ 132.73
10/1/2013 – Tyco Animal Control (September Animal Control Charges, per contract)	\$ 1,175.00

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10/1/2013 – Tyco Animal Control \$ 180.00
(Animal Control Emergency Calls in Sept. – three)

10/15/2013 – Thomas J. Romans, Esq. \$ 322.50
(Monthly retainer, plus one hour to review Ord. #13-CODE-90
and make revisions.)

Motion of Mr. Ostapczuk, seconded by Ms. Blanco, the Board approved the bills for payment. Payment on the Bergen County Department of Health Services bill for services provided during the second half of 2013 will be held until a response to Mr. Romans' letter is received and services are provided.

Roll Call: All Yeas – Dr. Danko, Ms. Blanco, Mr. Ostapczuk, Mr. Talucci, Mr. Tiffinger, Ms. West, Ms. Wilgus

UNFINISHED BUSINESS

AMENDMENT TO FOOD ORDINANCE - #13-CODE-90

A conflict in the proposed ordinance preventing it from being adopted was brought to the Board's attention. The change made to the Health License Application also needed to be incorporated into the ordinance. Furthermore reference to Chapter XII in the ordinance must be changed to Chapter XXIV. The Board also agreed to eliminate the need for food handlers to take the Food Handler's Course through Bergen County. Inspector McGrath will provide the verbiage for this change.

Also discussed was a new fee charged to establishments that must be reinspected multiple times after a conditionally satisfactory rating. The Board felt that one reinspection is included in the license fee. It was agreed that each subsequent inspection required after the initial reinspection will require payment of a \$100.00 reinspection fee. It was also noted that in addition to the reinspection fee, a summons may be issued at the discretion of the health inspector.

The revised ordinance will be prepared and submitted to Mr. Romans for re-review. A finalized copy of the ordinance will be re-introduced at the November Board meeting and adopted in December.

Ms. Dubowick was directed to send a copy of the ordinance to Coded Systems in order to encumber 2013 funds to pay for codification.

2014 BUDGET

The 2014 Budget was presented to the Board, reviewed and approved as follows:

4-01-27-330-020 – Advertising	\$ 1,700
4-01-27-330-028 – Professional Services	\$ 3,050
4-01-27-330-040 – Dues	\$ 50
4-01-27-330-042 – Professional Development	\$ 500
4-01-27-330-094 – Health Supplies	\$ 600
4-01-27-330-135 – Blood-borne Pathogens	\$ 4,140
4-01-27-330-140 – Communicable Disease Program	\$ 4,800
4-01-27-330-150 – Health Clinics	\$ 4,900
4-01-27-330-160 – Bergen County Contract	\$127,900

Motion of Mr. Ostapczuk, seconded by Ms. West, the 2014 Board of Health Budget was approved.

Roll Call: All Yeas - Ms. Blanco, Dr. Danko, Mr. Ostapczuk, Mr. Talucci, Mr. Tiffinger Ms. West, Ms. Wilgus

UPDATE ON DAVID ZUIDEMA, INC.

Inspector McGrath reported that she had taken Mr Zuidema to Court on two summonses for not obtaining permits for pumpings and doing repairs without a permit. Mr. Zuidema was charged a total of \$300, plus court costs. Mr. Zuidema reported that he is going to cease doing home inspections so he can do septic repairs. Mr. Zuidema's son must pass the installers test and all other licensing requirements must be met.

Inspector McGrath also reported that the owner of Dairy Queen was in court that same day and was fined \$900, plus court costs for installing his own septic system without a license and permit. The DEP has also assigned an inspector to go over the system and what upgrades it will need. This is an ongoing situation.

UPDATE ON GIANT FARMER'S MARKET

It was reported that Ms. Lee, the Manager of this establishment, stopped by the office to drop off her Sushi Chef's Food Manger's Course Certificate and was provided guidance on how to develop a HACCP Plan. During another conversation, Ms. Lee requested assistance with developing the HACCP Plan and was provided the e-mail address of a former health inspector no longer affiliated with the County who indicated he would either be able to provide the assistance himself or could put Ms. Lee in touch with someone who could. Ms. Lee also came in to obtain her October Temporary Health License.

NEW BUSINESS

TERM EXPIRATIONS

Mr. Ostapczuk's and Ms. West's terms on the Board are due to expire on December 31st. Mr. Tiffinger stated that both Mr. Ostapczuk and Ms. West are valued members of the Board and he hoped they wished to be reappointed. Both Mr. Ostapczuk and Ms. West completed Citizen Leadership Forms which Ms. Dubowick will forward to the Borough Clerk.

ANY OTHER BUSINESS

UPDATE ON NJ ASSEMBLY BILL 1761

It was reported that a response to Mr. Tiffinger's e-mail was received from Assemblyman Bob Schroeder's Chief of Staff, Ms. Lisa Yakomin. Ms. Yakomin stated that Assemblyman Schroeder voted on the bill back in May and is maintaining his position on the matter. She recommended the Board write to the senators on the committee reviewing the bill, as well as to Senator Cardinal whom has not yet voted. The Board directed Ms. Dubowick to send to each senator the e-mail that was sent to Assemblyman Schroeder.

ADJOURNMENT

On motion of Ms. Blanco, seconded by Ms. Wilgus, the meeting was adjourned at 8:42 PM.

Roll Call: All Yeas – Ms. Blanco, Dr. Danko, Mr. Ostapczuk, Mr. Talucci, Mr. Tiffinger, Ms. West, Ms. Wilgus

APPROVED:

Stephen C. Tiffinger, President

ATTEST: _____
Karin Kennedy Dubowick, Secretary

DATE: _____