

A regular meeting of the Bloomfield Board of Health, as established by public record in the *Bloomfield Life* and posted on the public bulletin board in the Municipal Building was called to order on October 11, 2007 at 6:38 p.m. in the Mayor's Conference Room in the Law Enforcement Building.

Roll Call by President James McLaughlin showed the following members to be present:

James McLaughlin, President
Gloria Shorter, Vice President
Mary Stark, Board Member
Joel Elkins, Board Member

Absent Patricia Barker, Board Member and Councilman Bernard Hamilton, Council Liaison

Also present was Trevor J. Weigle, Director, Karen Lore, Human Services Supervisor.

The August 9, 2007 minutes were approved on a motion by M. Stark and second by J. Elkins.

President McLaughlin asked if any member of the public wished to be heard on a matter of public health. No one came forward.

Board Member, J. Elkins read a letter from Board Member Patricia Barker to thank the Health Department staff, volunteers and individuals involved with the animal shelter transition. The Board thanked all involved for their efforts.

A FoBAS Board Member commented on the Director's and Boards efforts concerning the animal shelter.

August and September licenses were accepted on a motion by J. Elkins and second by M. Stark.

August and September communications were discussed/reviewed by the Board.

A Board member inquired about Glendale Cemetery's request of the Town Council to purchase the animal shelter property. The Director informed the Board that the Town Administrator referred the matter to the Board of Health. The Director has not received a response from the cemetery.

The Director presented his monthly report for August and September highlighting the following:

- The Department held a flu clinic in which only 200 vaccinations were administered. The Director explained that some senior homes had already given residents their flu shots. He also reported that the Department used the flu clinic as an exercise for the department's readiness to setup a Point of Distribution (POD).
- The Director updated the Board regarding the Nevada Diner which is State approved for using well water for non-potable purposes only. The system has an appropriate cross connection which has been inspected.

The August and September reports were accepted on a motion by J. Elkins and second by M. Stark.

The Director's August and September Financial reports were accepted on a motion by J. Elkins and second by M. Stark.

Councilman Bernard Hamilton, Council Liaison report - not present

The Director updated the Board on the HSUS Consultation Program Contract. The consultants requested to begin preliminary background research. The Director informed the Board the monies are from the Capital account, which does not have to be spent by year-end. The cost for the program is approximately \$10,000. The Director will forward the contract to the Board Attorney for review. The Director will inquire into how long the cost estimate is valid.

The following Ordinance was approved on second reading on a motion by G. Shorter and second by J. Elkins.

BE IT ORDAINED, by the Board of Health of the Township of Bloomfield, County of Essex, State of New Jersey that “Chapter 316, Sanitary Requirements for Massage, Bodywork and Somatic Therapy Establishments” is hereby amended as follows:

§ 316-12. Effective Date.

This ordinance shall become effective on June 24, 2007. All massage, bodywork and somatic therapy establishments operating prior to June 24, 2007 shall come into compliance with the provisions of this Chapter no later than November 1, 2007.

All present voted in the affirmative.

The following Ordinance was approved on second reading on a motion by G. Shorter and second by J. Elkins.

BE IT ORDAINED, by the Board of Health of the Township of Bloomfield, County of Essex, State of New Jersey that “Chapter 279, Administration” is hereby amended as follows:

ARTICLE IV, Fees

§ 279-9. Fees.

Fees shall be as follows:

A. Vital statistics.

(3) Burial permits: \$5 per copy in addition to State fee.

All present voted in the affirmative.

The Director updated the Board on the draft Animal Shelter Program Policy & Procedure Manual. A Board Member expressed concerns with fostering behavioral problem animals. The Director informed the Board the animal shelter volunteers fall under the Township’s liability insurance but will look into if they are covered while the fostered animal is in their home. The Director informed the Board that volunteers are also covered under separate accident insurance coverage. The Director will forward the Animal Shelter Program Policy and Procedure and Volunteer Program Orientation Draft Manuals to the Board Attorney for review.

The Director reported on the shelter clean-up status stating two (2) 30 cubic yard roll-off dumpsters have been filled with debris from the shelter and grounds. He reported the shelter has begun to be painted and landscaped. K. Lore reported that thirty-five (35) volunteers have been registered and seven (7) volunteer applications are pending.

The Director informed the Board an account with Science Diet has been setup for dry food. He stated that a trial bag of food would be given to each adopted animal. The Director stated an account with Nature’s Earth has been established for cat litter, which will include some products, cat litter and coupons for each adopted cat. The Director informed the Board a Pfizer account has been reactivated for medical supplies and an account for janitorial supplies. The Director reported the animal shelter public hours are 1 to 4 pm seven days a week and can be adjusted as necessary. The Director reported Dr. Holly Hansen is working at the

animal shelter on an interim basis. He reported the volunteers have logged in approximately 180 hours from Thursday through Sunday. The Director reported several hundred dollars have been donated to the animal shelter.

The Board requested that the Director ask that the Town Council issue a proclamation for Dr. Cameron’s many years of dedicated service to the shelter.

The following Resolution to move to closed session at 7:27 p.m. was passed on a motion was made by J. Elkins and seconded by M. Stark.

CLOSED SESSION RESOLUTION

WHEREAS, N.J.S.A. 10:4-12 allows for a public body to go into closed session during a public meeting; and

WHEREAS, the Board of Health of the Township of Bloomfield has deemed it necessary to go into closed session to discuss certain matters which are exempted from the public; and

WHEREAS, this meeting of the Board of Health will reconvene immediately following the closed session,

NOW, THEREFORE BE IT RESOLVED, that the Board of Health of the Township of Bloomfield will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12:

	(1) Any matter which, by express provision of Federal law or State statute or rule of court shall be rendered confidential or excluded from the provisions of subsection a. of this section.
	(2) Any matter in which the release of information would impair a right to receive funds from the Government of the United States.
	(3) Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly.
	(4) Any collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body.
	(5) Any matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates or investment of public funds, where it could adversely affect the public interest if discussion of such matters were disclosed.
	(6) Any tactics and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair such protection. Any investigations of violations or possible violations of the law.
	(7) Any pending or anticipated litigation or contract negotiation other than in subsection b. (4) herein in which the public body is, or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer.
	(8) Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all the individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting.
	(9) Any deliberations of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act or omission for which the responding party bears responsibility.

A motion to end the closed portion of the meeting was made at 7:44 p.m. by M. Stark and second by J. Elkins. The public portion of the meeting reconvened.

The closed session minutes of the October 11, 2007 meeting were passed on a motion by J. Elkins and second by M. Stark.

The following Resolution was passed on a motion by M. Stark and second by J. Elkins:

R E S O L U T I O N – C R E A T I O N O F P A R T - T I M E A N I M A L A T T E N D A N T
T I T L E & S A L A R Y R A N G E
N U N C P R O T U N C

WHEREAS, the Board of Health of The Township of Bloomfield has been charged by the Township to provide animal control services; and

WHEREAS, the Board of Health has determined a need for an Animal Attendant for the purpose of caring for the animals at the John A. Bukowski Shelter for Animals; and

WHEREAS, the Board of Health, by New Jersey State Statute, N.J.S.A. 26:3-19 may employ such personnel as it may deem necessary and fix the duties and compensation of its appointees.

NOW, THEREFORE, BE IT RESOLVED by the Board of Health of the Township of Bloomfield, New Jersey that the title, Part-time Animal Attendant is hereby created with a seven step salary range of \$13.39 to \$16.19 per hour as follows:

Step 1 – \$13.39	Step 5 – \$15.26
Step 2 – \$13.86	Step 6 – \$15.73
Step 3 – \$14.32	Step 7 – \$16.19
Step 4 – \$14.79	

and that said range be increased in accordance with the percent increase negotiated by the union representing said employee in any current or future collective bargaining agreement; and,

J. McLaughlin, M. Stark and J. Elkins voted “Yes”, G. Shorter voted “No”.

A Resolution appointing Dawn Herrera as Part-Time Animal Attendant for a period to not exceed one (1) year at Step 4 of the salary range for that title was passed on a motion by J. Elkins and second by M. Stark. J. McLaughlin, M. Stark and J. Elkins voted “Yes”, G. Shorter voted “No”.

The October 11, 2007 regular meeting of the Board of Health of the Township of Bloomfield was adjourned at 7:52 p.m. on a motion by J. Elkins and second by M. Stark. All present voted in the affirmative.

Respectfully Submitted,

Trevor J. Weigle, Director
Secretary to the Board