

OCTOBER 8, 2008
ANDOVER TOWNSHIP
BOARD OF HEALTH MEETING

The regular meeting of the Andover Township Board of Health was called to order at 7:40 PM by Chair Person, Rachel Nazarian with the following members present: Mary Ann Klenke, MaryAnn Frodella, James Cunningham and Jackie Huelbig. Joan Skillin and Christine Davey, SCHD were in attendance.

OPENING STATEMENT: The Chair Person noted compliance with Chapter 231, P.L. 1975 as being met.

MINUTES: A motion to approve the minutes of September 10, 2008 was made by MaryAnn Frodella. Maryann Klenke seconded the motion. All in favor.

OPEN TO THE PUBLIC: The Chair Person opened the meeting to the public as there was no one in attendance; the meeting was closed to the public.

At this time the Secretary informed the Chair Person that there was an additional piece of correspondence to be included under Correspondence Received. The monthly report from the Andover Regional School nurse's was received after the packets were distributed. Their reports were added to the agenda for approval for filing.

CORRESPONDENCE SENT/RECEIVED:

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| 1. | Mayor and Township Committee | Memo re appointment to the Board of Health of James Cunningham; Letter and oath of office for Mr. Cunningham |
| 2. | Dr. Sam Castimore | Letter re 2009 Free Rabies Clinic. |
| 3. | Sussex County Health Dept. | Letter re Rolling Hills Dumpster Area - Attorney for Association |
| 4. | Sussex County Health Dept. | Through LINCS - Flyers on Middle Ear Infections and Runny Noses; Antibiotics and Viral or Bacterial Infections |

At this time we reviewed Correspondence Received and Sent. James Cunningham, newly appointed member to the board took his oath and was formally welcomed. Dr. Castimore agreed to administer our annual rabies clinic on January 9, 2009. We will offer it for dogs from 5-7 pm and cats from 7-8 pm. The Secretary will take care of the appropriate advertising for the clinic. We have received notice that the state is requiring that all vaccine not actually administered at the clinic be returned to them. This means that we will not be able to offer Dr. Castimore the opportunity to draw up all of the doses in advance since we will not be using all of the vaccine supplied by the state and once they have been opened and drawn they would not be able to be returned.

Since we always ask for more vaccine than the number of doses that we will actually have administered by Dr. Castimore, we will allow him to draw up a reasonable amount to enable us to get through the first hour or so of the clinic when the volume of people is really heavy. As the evening begins to slow down, Dr. Castimore could draw as he goes only using what he actually needs.

We next discussed the letter sent from Joan Skillin, SCHD to the attorney for the Rolling Hills Condo Association re the court case that was heard on September 11th. Joan was disappointed that the case did not go through because the representative from the association did not show up. She did get a chance to speak with the Township Prosecutor, Tony Abore and was given a chance to explain the situation to him. The Prosecutor asked Joan what two areas must be addressed so that he could concentrate on getting at least that much taken care of. Joan listed the area way to be cleaned up and an enclosure be built to house the dumpsters as per local ordinance. If these two issues could be addressed it would go a long way in putting this ongoing situation under control.

Joan did get a response from the attorney for the association. He stated that he would be meeting with the Board of Trustees for the Association and would share her concerns. He did state that due to attorney client privilege and on-going court matters, he would be limited as to what he could report back to her about after their meeting. He says that the association would be taking steps to address these matters. Another letter was also sent claiming that they had to get permission from adjoining property owner to go their property to remove the debris that has blown there from the condo property. There was some question as to how much responsibility the condo association personnel would have in cleaning another property not owned by them. Obviously, the debris is from the condo property and not the fault of the adjoining property owner. Perhaps the dumpster area should not be so close to the property line. It was suggested that a fence between the two properties would also be helpful.

They are also contacting Claws to get on top of the feral cat population. The new maintenance company now taking care of the condos seems to be pro-active and we are hopeful that will result in a quicker resolution to these problems. It was also suggested that putting up large, professionally made signs listing the town's policies re how and when solid waste and recyclable materials can be placed for pick up would also help the situation and keep the dumpster area in a good condition. Joan felt that the attorney was being cooperative. This case will continue to be monitored closely.

At this time the members were introduced to Christine Davey, inspector with the SCHD. Chrisitne has been given Andover Township as one of her municipalities to cover for the department. Joan Skillin will no longer be assigned to the township. We all expressed our best wishes to Joan as she takes on other towns and we thank her for all of her good work and look forward to seeing her at health department functions. Christine Davey has been with the Vernon Health Department for over 20 years. The SCHD has taken over Vernon's responsibilities and there has been a recent reassignment of sanitarians throughout the county.

We took this opportunity to ask Christine that since Vernon has a couple of large condominium complexes had she ever been involved in a similar situation with the solid waste issues like we have at Rolling Hills. Christine stated that they have very little problems with solid waste. She couldn't really give exact information on how they handle the garbage in Vernon but whatever they are doing is working. Once again we all agreed that the wheel doesn't have to be reinvented, rules and regulations and a proper area for disposing of the solid waste and recyclable materials is all that is needed with proper maintenance and perhaps a security camera system to make sure that no one is dumping during off hours.

Next we briefly reviewed the messages received through the LINC program re middle ear infections, runny noses, etc. We all agreed that the information was helpful and beneficial. The Secretary reported that she has made copies of these informational flyers and they are posted in the municipal building for resident's to read.

At this time, James Cunningham made a motion to file Correspondence Received. Maryann Klenke seconded the motion, all in favor.

OLD BUSINESS:

1. McMahon Hearing: The members discussed what dates would work for the majority of the members and township professionals. The consensus was to move this hearing to our next regularly scheduled meeting which is Wednesday, November 12, 2008. We will call our meeting to order at 7:30 pm and then go directly to the hearing. When the hearing is concluded, we will then resume our regular agenda. James Cunningham did state that he will be traveling from out of state on that date and there is a good chance that he will not be able to be at the meeting at 7:30. The Secretary reminded the members that she will have to step down during this hearing due to a conflict with prior ownership of adjoining property to property that is subject of this hearing. The Secretary will notify the attorney for Mr. McMahon so they can begin the notification process for the hearing.

NEW BUSINESS:

1. Flu Clinic on October 29th - The Secretary reminded the members that we are providing the SCHED - Division of Public Health Nursing our meeting room for their use in administering a flu, pneumococcal and tetanus vaccine clinic on Wednesday, October 29th from 4-6 pm. We will need to provide 2 volunteers to help with registration. Jackie and MaryAnn will already be at the site since they work upstairs so they offered to take care of this for the Board. We will also put the information on the clinic on our township sign to help get the word out. People need to be pre-registered so we shouldn't have many walk-ins to deal with.

2. Reports from SCHD – Joan Skillin gave her report under Correspondence. Once again we thanked Joan for her efforts on behalf of our township residents. We look forward to working with Christine.

At this time the Secretary reminded the members that the next meeting is scheduled for Wednesday, November 12th at 7:30 pm.

ADJOURNMENT:

At this time, there being no further business to discuss, Mary Ann Klenke made a motion to adjourn the meeting at 8:33 pm. It was seconded by MaryAnn Frodella. All in favor.

Respectfully Submitted,

Rachel Nazarian, Chair Person

Jackie Huelbig, Secretary