

JANUARY 14, 2009
ANDOVER TOWNSHIP
BOARD OF HEALTH MEETING

The meeting to reorganize the Andover Township Board of Health was called to order at 7:39 PM by Secretary Jackie Huelbig with the following members present: Rachel Nazarian, Mary Ann Frodella, MaryAnn Klenke and James Cunningham. Christine Davey, SCHD was also in attendance.

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

At this time, the Secretary called for reorganization of the Board. Nominations for Chairperson and Vice Chairperson were asked for.

MaryAnn Frodella made a motion to nominate Rachel Nazarian to continue in the position as Chairperson. James Cunningham seconded the motion, all in favor. A vote was called for with all members present voting yes.

At this time, Maryann Klenke nominated MaryAnn Frodella to continue in the position as Vice Chair. Jackie Huelbig seconded the motion, all in favor. A vote was called with all members present voting yes.

At this time the Secretary turned the meeting over to Chairperson Rachel Nazarian. The Chairperson made a motion to confirm reappointment of the following people to the appropriate positions: Jackie Huelbig to the position of Secretary to the Board; Herb Yardley to the position of Township Health Director and Christine Davey to the position of Township Registered Environmental Health Specialist (REHS). MaryAnn Frodella seconded the motion, all in favor.

At this time the secretary informed the members that Township Committeeman Tom Walsh is our Liaison to the Township Committee for 2009.

Next we reviewed the resolution listing meeting dates for 2009. Our meetings fall on the 2nd Wednesday of the month during the months of January - May and then resuming again in September-December. Chairperson Nazarian informed the members that she has a conflict with another commitment on the 2nd Wednesday of the month. After some discussion it was determined by the members that moving our meeting day to the 3rd Wednesday of the month would be acceptable to all members. The Secretary will check to make sure that the meeting room is available then and if so, the meeting resolution will be changed to read dates that reflect the 3rd Wednesday and will be on the agenda at the next meeting for approval and adoption.

MINUTES: Maryann Klenke made a motion to approve the minutes from the December 10, 2008 meeting. MaryAnn Frodella seconded the motion, all in favor.

OPEN TO THE PUBLIC:

It was noticed that there was no public present at this meeting. The meeting was closed to the public at this time. Should members of the public join the meeting at a later time, they will be given the opportunity to be heard.

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CORRESPONDENCE RECEIVED:

1. Joan Skillin, SCHD
Copy of fax from Attorney Lowcher to Attorney Semrau re Rolling Hills Condo health and animal control issues
2. ECC Horizon
Copy of correspondence re NJDEP Case #05-11-08-1600-57 - 107 West Sunset Blvd., Andover Twp. - No. 2 fuel oil spill from an underground storage tank
3. SCHD
Copy of letter sent to Andover Krauszers re food handler's cert and license
4. Township Clerk
Copy of letters re reappointment - Rachel Nazarian and Maryann Klenke

CORRESPONDENCE SENT:

1. NJ Herald
Copy of modified free rabies clinic announcement
2. Dominick DiYanni, Esq.
Copy of memo and email sent to township attorney re McMahan hearing

We reviewed correspondence. We briefly reviewed the current situation with the Rolling Hills Condo Association in regards to their attempts to satisfy the court order to have their solid waste storage area enclosed and maintained. Christine Davey distributed to the members a copy of a proposal from the association for the new enclosure and everyone seemed pleased that we are progressing at least to this point. We took note that the association is looking for relief from the township in regards to fees for permits and applications. We are sure that we will be discussing this for the next few months as the case is remedied. Christine shared recent pictures of the bulky waste area that is in question. So we are aware that we have a way to go.

Christine Davey has been working with the new owners of the Andover Krauszers. They need to come in and get a food handlers license to cover the premises and a certified food service manager's license for the person in charge. If the food service manager has not completed a required course he has a grace period of 1 year in order to do so. Christine mentioned that he had not taken the course as yet so she will be telling him to come in and get his paperwork done as soon as possible.

At this time, Jackie Huelbig made a motion to file Correspondence Received. MaryAnn Frodella seconded the motion, all in favor.

Next we reviewed Correspondence Sent. We decided that it would not be cost effective to put the expanded notice for the rabies clinic in the paper again next year. We only had a small handful of people bringing the ad with them so it does not justify the added expense of posting such an advertisement. At this time, James Cunningham made a motion to file Correspondence Sent. Maryann Klenke seconded the motion, all in favor.

OLD BUSINESS:

1. Report on the Rabies Clinic: We discussed our rabies clinic which took place on January 2nd We had a total of 272 animals this year. We had 214 dogs and 58 cats. Last year we had 236 and the year before 183. It was extremely busy from 5 pm to 7:30 pm. As usual, Dr. Castimore did a wonderful job for us. Also, Karen Reed our ACO was on hand to assist Dr. Castimore and also to help write the certificates. We were pleased that the weather cooperated although it was very cold. One thing that we noticed is that we had to deal with a large amount of certificates that were not signed by Dr. Castimore and that held us up. We had to stop and have him take care of that and it caused some delays. Next year we will make sure that his service takes care of the certificates better.

NEW BUSINESS:

1. Reports from SCHD: Christine Davey reported that all of the food establishments have been inspected. She is hopeful that Perona Farms will be taking care of an area in their kitchen that was in disrepair where a 2-compartment sink is located and the floor has been torn up and the wall was falling apart. They need to upgrade that area and they have been given a considerable amount of time to come into compliance but due to their heavy catering schedule it has made it difficult to get the work done. They will need to do a good deal of plastering work and they are concerned about the dust in the kitchen. It is a large kitchen with multiple sink areas so at this point they need to address this problem now, within a reasonable time frame since they have been given a year to get this done.

Also Christine reported on the public, non-community water system inspections which are done routinely. Basically any facility that has an individual well that serves more than 25 people for 60 days or more per year fall into this category. The SCHD does these inspections for the state, whereby they look at the well head, any treatments on the system and they also take pictures of the equipment. This will help the state to eventually have a complete data base on all the wells in NJ. This does not include private residences. They did the following facilities in Andover Township - Hillside Park Hall, Andover Mini-Mall, Andover Twp. Fire Dept., Sheridans Lodge, Domino's Pizza, and Casa Bellissima. They will continue to compile these records. She also reported that she will be eventually taking over from Joan Skillin the ongoing case with Rolling Hills Condo Associations solid waste issues.

ADJOURNMENT:

At this time, there being no further business to discuss, MaryAnn Frodella made a motion to adjourn the meeting at 8:11 pm. It was seconded by James Cunningham. All in favor.

Respectfully Submitted,

Rachel Nazarian, Chairperson

Jackie Huelbig, Secretary

