

DECEMBER 16, 2009  
ANDOVER TOWNSHIP  
BOARD OF HEALTH MEETING

The regular meeting of the Andover Township Board of Health was called to order at 7:53 PM by Chair Person Rachel Nazarian with the following members present: MaryAnn Frodella, Maryann Klenke, and Jackie Huelbig. James Cunningham was absent. Adam Bolt, SCHD was also in attendance.

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

MINUTES: MaryAnn Frodella made a motion to approve the minutes of November 12, 2009. Jackie Huelbig seconded the motion, all in favor.

OPEN TO THE PUBLIC: As there were no representatives from the public present, the meeting was closed to the public.

CORRESPONDENCE SENT:

- |    |                           |   |
|----|---------------------------|---|
| 1. | NJHerald/Township Journal | Letter/notice re rabies clinic for 2010 |
| 2. | Township Clerk            | Memo re membership reappointments       |

CORRESPONDENCE RECEIVED:

- |    |                     |   |
|----|---------------------|---|
| 1. | Sussex County LINCS | Public Health Advisory: Guidance Re Immunization Of Pupils/ Administration of Second Dose of 2009 H1N1 Vaccine/ AAHA announcement of creation of a New Pet Microchip Look-up Tool |
| 2. | SC Health Dept.     | Info re 2009 H1N1 Clinics   |

At this time we reviewed correspondence. The members voiced their support for the memo sent to the Township Committee regarding the reappointment of MaryAnn Frodella and James Cunningham to their 3 year terms with expiration date of December 31, 2012 as regular members of the Board of Health. They will have oaths to sign at the next meeting. All notices re advertising the upcoming rabies clinic scheduled for January 8, 2010 have been taken care of. Once again our clinic will be the day before Newton's clinic which works well for area residents. If they miss our clinic they can go to Newton the next day.

We have notice from the state announcing the creation of a new pet microchip look-up tool. We also received the Andover Regional School nurses' reports for November, 2009. More paperwork from the SCHD as updates for the flu, both seasonal and H1N1 were also received. We received a notification from the state regarding a problem with pet frogs causing a salmonella outbreak in the southern part of the state. Adam Bolt asked that if we were to become aware of any merchants in our area giving frogs away as a gimmick that it would need to be reported in order to keep such an epidemic from happening in our area. Only licensed pet shops should be handling the frogs in order to keep salmonella from being a problem.

Maryann Klenke made a motion to file all correspondence. MaryAnn Frodella seconded the motion, all in favor.

OLD BUSINESS:

1. Finalize Plans for 2010 Rabies Clinic: To confirm the information already discussed under correspondence, the 2010 clinic will be held on Friday, January 8, 2010 at the township garage beginning at 5:00 pm and until 7:00 pm for dogs and then 7:00 pm to 8:00 pm for cats. The members will meet at the Road Department Building at 4:45 pm on that day. The Secretary will make sure that we have the certificate books ready so we can handle the onslaught of "early birds" at 5:00 pm on the dot! We will have some sandwiches and drinks available for everyone working the clinic. All members stated they will be available for that evening to handle the certificates.

We mentioned that our Animal Control Officer, Karen Reed, will be retiring at the end of this year. Karen always comes to our rabies clinic to assist Dr. Castimore. Dr. Castimore offered to bring his clinic assistant, Christine, who is extremely capable in handling this duty. The members questioned the opening for ACO. Dr. Castimore said he will try to give us some guidance as to a replacement. As usual we will have vouchers on hand to be signed by those working the clinic. Dr. Castimore will be paid \$400.00 for the clinic plus \$20.00 for syringe disposal and an assistant to Dr. Castimore will be paid \$75.00 which is based upon \$25.00 per hour. Those members present to complete the certificates are paid \$15.00 per hour for their time and effort. Of course, if the weather is bad, we will notify everyone, and with Dr. Castimore's help, we will come up with another date to hold the clinic.

NEW BUSINESS:

1. Vouchers for meeting stipends: Members completed their vouchers for meeting attendance for 2009. The Secretary will submit the vouchers to the Finance Office for processing.

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2. Reports from SCHED – Adam Bolt stated that all quarterly water reports were acceptable. Due to the down swing in the economy and the building trades, there has been no new construction in the township requiring septic or well work. There have only been permits issued for septic repairs or alterations in recent weeks and months. He has only one food establishment to be inspected in the township and he reported that he has had difficulty gaining access and that location is the American Legion on Yates Avenue. The Secretary will give Adam contact information tomorrow so that Adam can complete his inspections.

3. Proposed 2010 Meeting Dates – We reviewed the dates for 2010 and decided to change the March meeting date from March 17<sup>th</sup> to March 24<sup>th</sup> due to conflict with members attending the annual FOP St. Patrick’s dinner. All other dates are fine. The secretary will include the dates in the Resolution to be adopted at the reorganization meeting for the Board of Health for 2010 which will be held on Wednesday, January 20<sup>th</sup>.

ADJOURNMENT:

At this time, there being no further business to discuss, MaryAnn Frodella made a motion to adjourn the meeting at 8:19 pm. It was seconded by Maryann Klenke. All in favor.

Respectfully Submitted,

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Rachel Nazarian, Chairperson

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Jackie Huelbig, Secretary