

JANUARY 20, 2010
ANDOVER TOWNSHIP
BOARD OF HEALTH MEETING

The meeting to reorganize the Andover Township Board of Health was called to order at 7:38 PM by Secretary Jackie Huelbig with the following members present: Mary Ann Frodella, MaryAnn Klenke and James Cunningham. Rachel Nazarian was absent. Adam Boltz, SCHD and Township Committeeman, Bob Smith, Board of Health Liaison 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 Klenke made a motion to nominate Rachel Nazarian to continue in the position as Chairperson. MaryAnn Frodella 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. James Cunningham 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 our Vice Chairperson MaryAnn Frodella as Chair Rachel Nazarian was unable to attend the meeting. The Vice 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 Adam Boltz to the position of Township Registered Environmental Health Specialist (REHS). James Cunningham seconded the motion, all in favor.

At this time the members officially welcomed Township Committeeman Bob Smith as our Liaison to the Township Committee for 2010. Mr. Smith stated that he is looking forward to learning what the local Board of Health is all about so he will be sitting back and listening and hopefully participating with our discussions.

Next we reviewed the resolution listing meeting dates for 2010. We had reviewed the dates at our December, 2009 meeting and had decided at that time to move our March meeting date from March 17th to March 24th due to conflict with the local FOP Saint Patrick's Day Dinner. The members present voted unanimously to approve the meeting resolution as amended and the Secretary will have it published and posted as required by law.

MINUTES: Jackie Huelbig made a motion to approve the minutes from the December 16, 2009 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/CORRESPONDENCE SENT:

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| 1. Andover Regional School Nurses' Reports | Reports for December, 2009 |
| 2. Township Clerk | 2010 Liaison List; Memo re Board of Health Membership Re-Appointments; Professional Services Contract Reso to Appoint Dr. Castimore/General Vet Hospital as our Vet and Pound Service |
| 3. Sussex Cty. Dept. of Env. & Public Health | Copy of letters to American Legion Post 86 and Wine In Time LLC re food establishment info |
| 4. Sussex Cty. Office of Public Health Nursing | Clinic Dates for 2010 |
| 5. Sussex Cty. LINCS | Message re H1N1 Public Call Center |
| 6. Sussex Cty. Cancer Coalition | Newsletter |

We reviewed correspondence. As usual the nurses are seeing great numbers of kids in the 2 Andover Regional Schools. We mentioned that Dr. Castimore, our Township Veterinarian, has submitted a fee schedule for his services that include increases over past contracts. We realized that Dr. Castimore has been with us for approximately 10 years and this will be the first time he is asking for increases. The Township Committee will review this new fee schedule and then if it is approved we will be given a copy of the resolution setting his fees for 2010.

The correspondence from the SCHD to the American Legion Post and the Wine in Time locations would fall under Adam Boltz's report so we will discuss this later in the meeting. We commented that the N1N1 Public Call Center has extended its hours for the public's benefit. We all thought that the 2 newest issues of the Sussex Health Matters – Newsletter of the Sussex County Cancer Coalition – was very informative. The Secretary has a quantity of these available at the office for public distribution.

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 8th. We had a total of 256 animals this year. We had 180 dogs and 76 cats. Last year we had 272 and the year before 236. It was extremely busy on a continuous basis and we really didn't get a slow down until after 7:00 pm. Then unfortunately we had an incident with a couple coming in with a cat that was not contained in a carrier and it got loose and we spent 45 minutes trying to capture it. After a lot of searching and with assistance of our Road Department worker and Dr. Castimore we finally got it and warned the owners that they must use a carrier in the future. As usual, Dr. Castimore did a wonderful job for us. We had ACO Bill Kaufman on hand to assist since, Karen Reed our ACO has retired. We were pleased that the weather cooperated although it was very cold.

OLD BUSINESS, Cont:

We also commented on the fact that Dr. Castimore received 2 calls that dogs that had been vaccinated at the clinic developed allergic reactions. Dr. Castimore called in prescriptions for the dogs at the CVS in Sparta and he also left a message with the Andover Township Police Department Dispatch to give people a message re how to reach him if additional dogs had reactions after the clinic finished. Dr. Castimore stated that he never has had dogs react this way to a rabies inoculation.

NEW BUSINESS:

1. Reports from SCHD: Adam Boltz reported that the new Commander at the American Legion Post is trying to increase their income by offering the Post for some new uses. Adam commented that it is a small kitchen, very clean and he had no problems with the inspection. Then new Commander will be stopping into the Municipal Building to pick up his Food License this week.

Next we discussed the new business in the township – Wine In Time, LLC on Newton-Sparta Road. This merchant will be selling wine making supplies and will offer instructional wine making on premise. This business has not as yet met the requirements that the SCHD must check off on prior to opening this operation. A letter was sent and hopefully they will be deemed in compliance as soon as possible.

Adam Boltz reported that he had a complaint call regarding a home trailer on site in Lake Iliff for a very long time. This trailer is on the property of a home under construction from a fire. The complaint focused on the possibility of the effluent from the trailer being discharged either on the ground or into the septic on site. Adam reported that he could not see any evidence of either but he did tell the complainant to call again if they have a further complaint. Adam checked with the Township Zoning Officer and found that the trailer will have to be removed by February 14th or the property owner will face fines. The Zoning Officer, Jim Cutler, has been dealing with this situation for some time now and hopefully it will come to a close in February.

Adam also reported that the solid waste enclosure at Rolling Hills is complete and it is a definite improvement. We all voiced our relief that this has finally come to pass!

ADJOURNMENT:

At this time, there being no further business to discuss, James Cunningham made a motion to adjourn the meeting at 8:40 pm. It was seconded by Maryann Klenke. All in favor.

Respectfully Submitted,

MaryAnn Frodella, Vice Chairperson

Jackie Huelbig, Secretary

