

DOVER BOARD OF HEALTH
Regular Meeting via Teleconference
April 11, 2022 6:06 pm

MEETING CALLED TO ORDER / SUNSHINE STATEMENT

After waiting several minutes for attendees to call-in on the teleconference, Rochelle Evans, Health Officer (HO), asked the President, Darlene Kasko, to start the meeting.

President Darlene Kasko called the meeting to order and stated the meeting was being held in accordance with the Open Public Meetings Act, also known as the Sunshine Law, and duly posted and advertised in the Daily Record and the Citizen.

Vice President Alessandra Scarneo called the **ROLL**.

Name	Present	Absent	Excused
Darlene Kasko	X		
Alessandra Scarneo	X		
Rosita Scinto	X		
Rhoda Myles	X		
Javier Mauricio Herrera		X	
Janice Anthony, Alternate	X		

ALSO PRESENT

Rochelle Evans, Health Officer
Donald Costanzo, Assistant
Judith Rugg, Alderman/Liaison

Before proceeding with the regular order of business, President Kasko performed the oath of office for the following board member reappointments:

Ms. Kasko read the following oath to BOTH Rhoda Myles and Rosita Scinto:

Rhoda and Rosita, do you solemnly swear that you will support the Constitution of the United States and the Constitution of the State of New Jersey, and that you will bear true faith and allegiance to the same and to the governments established in the United States and in this State, under the authority of the people. And, that you solemnly swear that you will impartially and justly perform all of the duties of the office as a member of the Board of Health, according to the best of your ability, so help me God?

Rhoda Myles and Rosita Scinto responded “I do.”

President Kasko resumed the regular order of business by addressing the minutes of the previous meeting.

President Kasko entertained a motion to accept the minutes from the January 10, 2022, **combined** reorganization and regular meeting of the Board of Health via teleconference.

A motion to accept the minutes from the January 10, combined Reorganization and Regular Meeting of the Board of Health via teleconference was made by Alessandra Scarneo and duly seconded by Rosita Scinto.

ROLL CALL VOTE

Name	Motion	Second	Ayes	Noes	Abstain
Darlene Kasko			X		
Alessandra Scarneo	X		X		
Rosita Scinto		X	X		
Rhoda Myles			X		
Javier Mauricio Herrera					
Janice Anthony, Alternate			X		

OLD BUSINESS:

Rochelle Evans, Health Officer, provided the board the following summary of Old Business:

COVID-19 Update:

- COVID cases in Dover have dropped to approx. 6 per week. Dover is in what is called the green zone indicating the lowest transmissible rate which is very good news.
- Dover's web site has been updated with information showing where residents can get COVID-19 vaccinations.

Alderman Rugg asked the HO how a homebound resident can get a vaccination. The HO responded that the county representative via St. Clare's Hospital was given a list of homebound residents needing a vaccination. Ms. Evans, HO, asked Ms. Rugg to give her the name of the resident and she will follow up with the request.

Regarding other old business:

- Web page updates were made reflecting revised applications for food establishments that distinguish between renewals and new establishments as well as "transfer of ownership" type applications
- The HO stated that the Town of Dover web page is new and refreshed, with an entirely new look and suggested the board check it out.

NEW BUSINESS:**Rochelle Evans, Health Officer, provided the board with the following new business:**

- NJ has implemented a 'Ban on Plastic Carryout Bags' in Grocery Stores effective May 4, 2022.
- The health department has embarked on a new grant initiative titled "Strengthening Public Health." The grant amount is approx. \$275,000.

It is the 3rd year New Jersey is offering the grant to local health departments. The grant initiative is designed to improve and strengthen the ability to respond to the health needs of the community. And, to be better prepared to respond to future infectious disease related events. Other elements of the grant include community outreach and community health education.

Regarding other new business:

- **The HO previously distributed to the board a draft copy of an ordinance amendment** supplementing the “Food-Handling Establishments, Retail” Code.

Ms. Evans, HO, stated the proposed amended ordinance provides for the following changes:

1. Reinspection fees that increase incrementally starting at \$150, \$250, and \$350 with court appearance required.
2. Specifies a person-in-charge holding a ‘serv-safe’ or NJ approved food manager’s certificate be on the premises at all time.
3. Includes language prohibiting the interference with any health or police official on the premises performing their duty.

Copies of the proposed ordinance was mailed to board member prior to the meeting for review and comments.

Comments:

Darlene Kasko voiced her support of the proposed ordinance amendment. Other members expressed their support as well.

There being no other comments or discussion, President Kasko entertained a motion for adoption of the proposed ordinance.

A motion to introduce an ordinance of the Dover Board of Health amending & supplementing Chapter 407, Article I, “Food-Handling Establishments, Retail,” Section 4, Subsections B, G, & H of the Revised General Code of the Town of Dover was made by Rhoda Myles, and duly seconded by Rosita Scinto.

ROLL CALL VOTE

Name	Motion	Second	Ayes	Noes	Abstain
Darlene Kasko			X		
Alessandra Scarneo			X		
Rosita Scinto		X	X		
Rhoda Myles	X		X		
Javier Mauricio Herrera					
Janice Anthony, Alternate			X		

The ordinance amendment reads as follows:

An ordinance of the Board of Health of the Town of Dover, County of Morris and State of New Jersey, amending & supplementing Chapter 407, Article I, “Food-Handling Establishments, Retail,” Section 4, Subsections B, G, & H of the Revised General Code of the Town of Dover

WHEREAS, the Board of Health has recommended several changes to Chapter 407, Article I, entitled “Food-Handling Establishments, Retail”; and

WHEREAS, the Board of Health has requested that said Ordinance be prepared to reflect an amended fee schedule.

NOW, THEREFORE, BE IT ORDAINED, by the Board of Health of the Town of Dover, County of Morris and State of New Jersey that:

Article I

SECTION 4.

B. entitled “Fees” shall be amended as follows:

<u>Type of Establishment</u>	<u>Annual Fee</u>
a. Restaurant, hotel, café, tavern, luncheonette, diner, soda fountain, food market, delicatessen, bakery, or similar establishment:	
1. Total floor area less than 5,000 square feet	\$300.00
2. Total floor area between 5,000 and 10,000 square feet	\$350.00
3. Total floor area greater than 10,000 square feet	\$400.00
b. Food Vending Vehicle, Caterers	\$300.00
e. Child Care Centers, Social Clubs	\$ 75.00
f. Ancillary Food Vendors for Seasonal Events	\$200.00
g. Temporary License	\$ 75.00

Reinspection Fees**Fee**

h. Reinspection fee necessitated by	\$150.00	1st reinspection
<i>conditional satisfactory or unsatisfactory</i>	\$250.00	2nd reinspection
classification.	\$350.00	3rd court
appearance required		

- C. Temporary license. Upon application, the Board may issue a temporary license which shall be valid for a period of 14 days.
- D. Licenses issued or approved under the provisions of this chapter shall expire annually December 31 of each year, and application for renewal thereof shall be submitted together with the required fee.

New licenses issued after May 31 shall be assessed a pro rata 50% of the annual fee contained in Subsection B with said license expiring on December 31.

(1) Late Fee: \$100.00. Penalty imposed in connection with failing to renew license charged after January 31 of the licensing year.

- E. A license or approval of certificate, permit or license may be suspended or revoked for a violation by the holder of any provisions of this chapter or code after an opportunity for a hearing by the Board of Health or its authorized representatives.
- F. A license or approval of a certificate, permit or license issued by another Board of Health is not transferable.

Subsection 4 (G) shall be added as follows:

- G. Management and personnel requirements. Any food establishment in the business of or service of or services of preparing, selling or processing food intended for human consumption, including, but not exclusively, all Risk Type 2, 3, and 4 food establishments, shall require a person in charge who holds a current food manager's certificate approved by the New Jersey State Department of Health and Senior Services to be on the premises of the food establishment at all times while open for business or preparation of food.**

Subsection 4 (H) shall be added as follows:

- H. Interference with Department of Health or Police. No person shall obstruct or any way interfere with the health official or with any police officer in the performance of any duty under this chapter.**

SECTION 5. All Ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

SECTION 6. If any article, section, subsection, paragraph, phrase, or sentence is for any reason held to be unconstitutional or invalid, said article, section, subsection, paragraph, phrase or sentence shall be deemed separable.

SECTION 7. This Ordinance shall take effect upon final publication as provided by law.

THE MEETING WAS OPENED TO MEMBERS OF THE BOARD

Alessandra Scarneo asked if the health department had conducted some type of a health fair at crescent field on Saturday, April 2nd. Rochelle Evans, HO, responded that she was not aware of any health fair but would check it out.

A further check of the date indicated that an organization call “Divine Alignment by Sapphire” had taken out a permit for the use of the field for a wellness event, the theme of which was “spiritual Saturday.”

A brief discussion of possible locations for the Board of Health to meet commenced. President Kasko suggested the Board of Education building on Belmont Ave (formerly known as Hope House).

Ms. Kasko asked Don Costanzo contact the Board of Education to see if the facility is available for meetings.

THE MEETING WAS OPENED TO MEMBERS OF THE GENERAL PUBLIC:

No members of the general public were present.

ADJOURNMENT:

A motion to adjourn the meeting was made by Rodita Scinto and seconded by Rhoda Myles.

ROLL CALL VOTE

Name	Motion	Second	Ayes	Noes	Abstain
Darlene Kasko			X		
Alessandra Scarneo			X		
Rosita Scinto	X		X		
Rhoda Myles		X	X		
Javier Mauricio Herrera					
Janice Anthony, Alternate			X		

MEETING ADJOURNED
6:31 pm