

Town of Dover
Board of Health, October 21, 2019
6:00 pm

The regular monthly meeting of the Dover Board of Health was held at Water Works Park, 100 Princeton Avenue, Dover.

President Irene Hansen called the meeting to order at 6:00 pm and announced that the meeting complies with the requirements of the Open Public Meetings Act and has been duly advertised and posted.

Vice President Judith Rugg called roll.

ROLL CALL

PRESENT: Irene Hansen, Christine Noriega, Michael Picciallo,
Judith Rugg

ABSENT: Ricardo Trinidad, Darlene Kasko, Christopher Chapman,

ALSO PRESENT: Trevor Weigle, Health Officer
Derrick Webb, Asst. Health Officer
Carolyn Blackman, Alderman/Liaison
Ary V. Orama Galloza, Deputy Registrar
Donald Costanzo, Aide

President Irene Hansen entertained a motion to accept the minutes from the June 2019, regular meeting of the Board of Health.

A motion to accept the minutes from the June 2019, “regular meeting” of the Board of Health was made by Michael Picciallo and duly seconded by Christine Noriega.

ALL YEAS; NO NAYS.

CORRESPONDENCE:

1. Letter from the Essex Regional Educational Services Commission to the Dover Health Department dated 6/15/2019; re: summer food service program for recreation dept. summer camp.

2. Letter from Galsan Assoc., Inc. to the Dover Health Department dated
3. 8/28/2019; re: OPRA request regarding dog bite.
4. Letter from SESE Consulting Engineers to Trevor Weigle, HO, dated 9/5/2019; re: self-storage facility to be built at the former Dover sanitary landfill site.

OLD BUSINESS:

At the previous meeting regarding animal control impoundment and proof of licensing, the local animal control officials were advised to require pet owners show proof of current licensing before releasing animal.

Judy Rugg asked the Health Officer (HO) if he could provide the board with a copy of the State's vicious dog/potentially dangerous dog law (Senate No. 1923). The HO stated he would get copies of the statute for the board.

The health department participated in the June 15th Health Fair. The health department provided skin cancer screening at the fair. Approximately 50 other vendors were at the event.

The health department conducted two (2) flu clinics; October 10th (50 vaccinations administered), and October 17th (35 vaccinations administered).

The Flu Clinics were provided by the Visiting Nurse Association of Morris County at a cost of \$30 per vaccination (\$2,550). Total costs for previous programs were \$3,500 - \$4,000 so a substantial savings was achieved.

The health department nurse and one (1) staff member participated in the Annual Senior Picnic held on September 5th. Blood pressures and health promotional materials were provided.

Copies of the following reports were distributed to the board for review:

- Health Department monthly activity report for June – September 2019.
- Animal Control report for June – September 2019.
- Updated contact list.

Irene Hansen asked about a communicable disease issue relating to the Quiet Man Restaurant. The HO explained the issue was with Hep A case with the primary patient from another community. An employee was tested, the results negative, and the case resolved.

Carolyn Blackwell asked about the closure of the El Marino Restaurant. The HO explained the restaurants use of the adjacent home kitchen and space not approved for food storage. The issues were promptly resolved and the establishment was reopened.

Judy Rugg asked about the prohibited use of Hookah pipes at Six West Restaurant. Derrick Webb, Asst. HO, responded that, like tobacco, Hookah pipe smoking was prohibited under state law. The establishment is being monitored for hookah use.

Notices were sent to restaurant owners as an advisory to clean and maintain grease traps. The discharge of excessive grease can obstruct sewage collections systems and create problems for the regional sewer authority.

NEW BUSINESS:

Upcoming programs:

- Food Handler's Class set for Thursday, October 24th. There are two (2) sessions planned; one in the afternoon (2:30 pm) and one in the evening (5:00 pm).
- Rabies Clinic for dogs and cats set for Saturday, October 26th. The clinic will be held at Crescent Field from 10:00 am to 12:00 noon.

The Health Officer informed the board that Dover has a new Administrator. The new Administrator's name is William Reyes who previously held the position of Director of Economic Development for the Town. Don Travisano, the previous Administrator, left for an administrative position in Union Township.

2020 Operating Budget:

Trevor Weigle, Health Officer, distributed 2020 operating budget worksheets to the board for discussion and deliberation.

Judy Rugg asked about the 2% increase in the cost of the health services agreement. The HO explained that the increased was based on the increased cost of providing the services.

Following discussion, the board proposed the following 2020 operating budget:

ACCOUNT	TITLE	2019 Budget	2020 Approved
021	ADVERTISING	\$ 250	\$ 200
023	OFFICE SUPPLIES	\$ 2,000	\$ 2,500
025	MAIN. OF VEHICLES	\$ 750	\$ 750
026	MAIN. OF EQUIP.	\$ 3,000	\$ 3,100
028	ANIMAL CONTROL CONTRACT	\$ 21,000	\$ 44,000
029	VETERINARY SERVICES	\$ 3,000	\$ 5,000
033	PUBLICATIONS	\$ 100	\$ 100

042	PROF. TRAINING - STAFF DEV.	\$	750	\$	500
044	DUES	\$	200	\$	200
045	PROGRAM EXPENSES				
	programs	\$	2,000	\$	1,500
	influenza program:	\$	4,000	\$	4,000
	registrar stipend	\$	5,000	\$	5,000
	miscellaneous - contingencies	\$	474	\$	500
	SUB-TOTAL:	\$	11,474		
056	MEDICAL SUPPLIES	\$	500	\$	500
081	HEALTH SERVICES AGREEMENT	\$	102,556	\$	104,604
090	SANITATION EXPENSES	\$	2,000	\$	2,000
102	CONFERENCE REGISTRATION	\$	55	\$	55
103	TRAVEL REIMBURSEMENTS	\$	1,000	\$	1,000
OE TOTAL:		\$	148,635	\$	164,509

A motion to approve the 2020 operating budget was made by Irene Hansen and duly seconded by Michael Picciallo.

**ROLL CALL VOTE
ALL YEAS; NO NAYS.**

**THE MEETING WAS OPENED TO MEMBERS OF THE BOARD WHO
WISHED TO DISCUSS ANY PARTICULAR ISSUE.**

Christine Noriega briefly related a story to the board of a resident walking a dog who she caught digging a hole in her yard to bury dog waste instead of using a bag to pick it up.

**THE MEETING WAS OPENED TO MEMBERS OF THE GENERAL PUBLIC
WHO WISHED TO DISCUSS A PARTICULAR ISSUE.**

No members of the general public were present.

A motion to adjourn the meeting was made by Michael Picciallo and seconded by Irene Hansen.

ALL YEAS; NO NAYS.

**MEETING ADJOURNED
6:35 pm**