

**MIDDLESEX BOARD OF HEALTH
MEETING MINUTES
THURSDAY, NOVEMBER 10, 2022**

The meeting of the Middlesex Board of Health was held on the above date called to order at 7:00 p.m. by President Steve Ember with the following statement:

“This meeting is being held in compliance with the Open Public Meeting Law in that the requirements of the Law have been met by the Annual Meeting Notice forwarded to the Courier News, Star Ledger and posted in the Municipal Building on December 10, 2021 and filed in accordance with the law.”

Roll Call

Steve Ember - President	<input checked="" type="checkbox"/>	
Melissa Fedosh	<input type="checkbox"/>	- Absent
Thomas Harrity – Vice President	<input checked="" type="checkbox"/>	
Karen Rutkowski	<input checked="" type="checkbox"/>	
Robert Sherr – Alternate 1	<input checked="" type="checkbox"/>	
Laura Steinau	<input checked="" type="checkbox"/>	
Peyton Yanchurak	<input type="checkbox"/>	- Absent

Others in attendance:

Terence Brundage – REHS	<input checked="" type="checkbox"/>
Councilman Quinn - Council Representative	<input checked="" type="checkbox"/>

County Representative: Philip Makrelis, REHS, Air and Noise Program Supervisor

President Ember welcomed the County Representative, Philip Makrelis to speak to board members.

Mr. Makrelis discussed air quality and noise complaints and inspections. He stated that the odor complaints were not verifiable with regards to Spray Tek. Noise complaints with regards to Straight Edge were also not verifiable. Noise complaints were referred to DEP. He also informed members about the procedures regarding odor complaints after hours. Who to contact after hours. After hours complaints are still being followed up on. He discussed the response time and explained the odor scale. If odor is not verified, they do not go to the site.

Mr. Makrelis and Board Members went over the August, September, and October environmental reports. Board Member Sherr requested a more detailed monthly environmental report. Mr. Makrelis stated we will receive a more comprehensive report by the next regular meeting. Board Members briefly discussed the E.Coli issue at the pond. Councilman Quinn informed the members of an upcoming meeting.

Minutes – Board Member Rutkowski made a motion to accept the September 8, 2022, meeting minutes, seconded by Vice Present Harrity. Board Member Sherr Abstained. All in favor.

Board Member Sherr read his Oath of Office.

Executive Session: None

Reports

- A. **Board of Health Activities Report** – Mr. Brundage presented the Activities Reports for September and October 2022.

Mr. Brundage and board members discussed the success of the rabies clinic. Mr. Brundage stated that the Borough will be holding the next rabies clinic on the first Saturday in November 2023 with the same veterinarian. He also stated that the Office of Senior and Disabled Services held a flu clinic. Only 10 people attended the flu clinic.

Vice President Harrity requested that Mr. Brundage provide the Retail Food Inspection Checklist to him. President Ember expressed concern that about 20 Retail Food inspections have not been done yet for 2022.

President Ember requested a copy of the Dunellen ordinance for Grease Trap Inspections from Mr. Brundage.

Seeing that there were no further comments or questions, Board Member Steinau made a motion to accept the September and October 2022 Activities Report, seconded by Board Member Rutkowski and carried by a unanimous vote by Board Members present.

- B. **Monthly Environmental Summary & Detailed Reports** – Board Members discussed the format of the Summary reports for August, September and October. Board Member Sherr stated that he would like to see the reports show more details. Mr. Makrelis acknowledged the request for more details and stated that he will prepare reports with new format by the next meeting.

Board Member Rutkowski made a motion to accept the August, September and October 2022 Monthly Environmental Summary and Detailed reports, seconded by Board Member Fedosh and carried by a unanimous vote by Board Members present.

- C. **Registrar's Report** – Board Secretary presented the Registrar's Report for October 2022.

Board members suggested that we add a line item to the report to include fees collected for corrections.

Seeing that there were no comments or questions, Vice Present Harrity made a motion to accept the October 2022 Registrar's Report seconded by Board Member Steinau and carried by the following roll call vote by members present. Ayes: Ember, Harrity, Rutkowski, Sherr and Steinau. No: None Abstain: None

- D. **Board of Health Report** – Board Secretary presented the October 2022 Board of Health Monthly report.

Board Secretary explained the reasons for reimbursements listed on the report.

Seeing that there were no comments or questions, Board Member Steinau made a motion to accept the October 2022 Board of Health report, seconded by Vice President Harrity and carried by the following roll call vote by members present. Ayes: Ember, Harrity, Rutkowski, Sherr and Steinau. No: None Abstain: None.

Correspondence - None

Unfinished Business

- A. **Coordination with Borough Council** – Councilman Quinn discussed the well water issues. He stated that those residents affected by the issue have received notification from the Army Corp of Engineers.

Board Members discussed grease trap matter. Mr. Brundage stated that the grease trap issue on Lincoln Blvd. is being handled by DPW on a regular basis.

- B. **County Contract** – President Ember stated that he will be meeting with Borough Administrator Costa regarding the new contract. He will also be working with Board Member Sherr and Board Member Rutkowski to discuss the services and programs relevant to the contract.
- C. **Pollution & Environmental** – Board Members discussed the application of chemicals such as pesticides by landscaping company, Genesis. Mr. Makrelis stated to call the county with formal complaints.
- D. **Birth & Death Recording** – Seeing that Board Member Yanchurak was not in attendance, there was no further discussion.
- E. **Budget & Finance (License Fees)** – President Ember stated that he will be contacting Linda Chismar about the budget. Board Secretary advised the members fees were not being collected for health clubs, exercise establishment, etc. as outline on Ord. #144-18. Members will be discussing fees at the next regular Board of Health meeting. Members stated that the Borough's fees were lower than other towns.
- F. **Website** – Board Member Rutkowski stated that some of the County's information and links are outdated. This is due to the County's website not being updated.
- G. **Rabies Clinic** – Board Member Steinau stated that the clinic was a success. Ninety (99) dogs and twenty (21) cats were vaccinated. There was some confusion about one (1) year and three (3) vaccines administered. President Ember will be notifying those affected. He will also be sending out a letter to the volunteer from the Library.
- H. **NJ Local Board of Health Association** – President Ember has been unable to attend meetings at this time. He mentioned that the next meeting will be held on November 19th and board members can attend these meetings.

- I. **Publicity (Newsletter)** – Members discussed advertising in Our Town. Deadline to submit an article is November 15th. Members are to send articles to Mr. Costa. President Ember stated that he will be reaching out to the Library regarding hosting presentations/programs there.
 - J. **Adopted Ordinance** - Amending Chapter 154, Certificates, Birth, Death, and Marriage – Board Secretary informed the board members that the Amended Ordinance was adopted by the Mayor & Council. She explained the reason for amending the Ordinance.
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New Business

- A. President Ember stated that fees will be discussed under Unfinished Business at the January meeting. Board Members discussed holding monthly meetings in 2023. Board Secretary stated that we would have to amend the current Ordinance in order to change when the meetings are held. Once adopted, we can hold monthly meetings.
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Public Portion

President Ember opened the meeting to the public for anybody wishing to speak. Seeing that there were no public comments, President Ember closed the public portion of the meeting.

Adjournment – Board Member Rutkowski made a motion to adjourn the meeting, seconded by Board Member Steinau, all in favor. The Board will be holding a special meeting December 8th or December 15th, 2022 to discuss the County contract.

Carmen Modica
Board Secretary