

**MIDDLESEX BOARD OF HEALTH  
REGULAR MEETING MINUTES  
THURSDAY, APRIL 13, 2023**

The meeting of the Middlesex Board of Health was held on the above date at the Recreation Building and called to order at 7:00 p.m. by President 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 9, 2022, and filed in accordance with the law.”

**Roll Call**

Steve Ember - President	<input checked="" type="checkbox"/>
Melissa Fedosh	<input checked="" type="checkbox"/>
Ken Griggs	<input checked="" type="checkbox"/>
Thomas Harrity – Vice President	<input checked="" type="checkbox"/>
Kevin Nelson – Alt. 1	<input checked="" type="checkbox"/>
Karen Rutkowski	<input checked="" type="checkbox"/>
Robert Sherr	<input checked="" type="checkbox"/>
Laura Steinau	<input checked="" type="checkbox"/>

Others in attendance:

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

John Dowd - Division Head, Middlesex County Public Health Education and Preparedness Division

---

President Ember welcomed new Board Member, Kevin Nelson. Mr. Nelson read his Oath of Office.

President Ember also welcomed Mr. John Dowd, Division Head, Middlesex County Public Health Education and Preparedness Division. Mr. Dowd spoke to the Board about the food safety course. He discussed current and upcoming programs and activities by the County. He stated that the County is still holding COVID vaccination clinics. Information about clinics can be found through the Nurse Division. Mr. Dowd stated that the County hosts special programs at the YMCA in Piscataway. You do not have to be a member to attend any of the activities sponsored by the County. He also stated that he can supply the Board with material for Community Day and possibly have a County Representative present as well. Board members stated that there was a need to have regular reports from the County about communicable diseases reported by our town school nurses to the County. Member Sherr questioned the reasoning behind a reported change in vaccination requirements for students by the BOE.

**Minutes** – Board Member Sherr made a motion to accept the March 9, 2023, meeting minutes seconded by Board Member Rutkowski. All in favor.

---

**Reports:**

A. **Monthly REHS Activities Report – March 2023** – Terry Brundage, REHS, read the March report.

Mr. Brundage stated that the Farmers Market was inspected on March 17<sup>th</sup> by Health Inspector, John Obryk. He stated that the flooring in the Farmers Market is being repaired.

Board Members discussed the rodent and dumpster issues behind the food establishments at the Middlesex Mall. Mr. Brundage stated that he will find out when the area will be exterminated for rodents. He also discussed the Food Handler course held on April 11, 2023 at the Library. Mr. Brundage stated that Dollar General re-opened after remodeling and that he will be inspecting the establishment next week.

Board Member Sherr informed Mr. Brundage of the conditions behind the new Vaping establishment located at 105 Bound Brook Rd. He stated that he spoke to the Code Enforcer regarding the matter. He also recommended that both Mr. Brundage and the Code Enforcer inspect the establishment.

Seeing that there were no comments or questions, President Ember made a motion to accept the March 2023 Monthly REHS Activities Report second by Vice President Harrity. All in favor.

**B. Monthly Environmental Statistics Report – February 2023 and Monthly Environmental Summary Reports – March 2023**

President Ember presented the February report. Board Members discussed mobile food vendors. Board Member Sherr requested a copy of the Food Truck Ordinance from the Board Secretary.

Seeing that there were no comments or questions, Board Member Griggs made a motion to accept the February 2023 Statistics Report and the March Summary Reports second by Board Member Rutkowski. All in favor.

**C. Registrar's Reports – February 2023** – Board Secretary read the Registrar's Report for February 2023.

Seeing that there were no comments or questions, President Ember made a motion to accept the March 2023 Registrar's Report seconded by Board Member Steinau and carried by the following roll call vote by members present. Ayes: Ember, Fedosh, Griggs, Harrity, Rutkowski, Sherr, Steinau. No: None Abstain: None

**D. Board of Health Report – February 2023** – Board Secretary read the Board of health Reports for February 2023.

Seeing that there were no comments or questions, Board Member Steinau made a motion to accept the March 2023 Registrar's Report seconded by Vice President Harrity and carried by the following roll call vote by members present. Ayes: Ember, Fedosh, Griggs, Harrity, Rutkowski, Sherr, Steinau. No: None Abstain: None

**E. Council Representative Report** - No updates to report as Council Representative Quinn was absent.

**Correspondence:** - None

**Unfinished Business:**

**A. Status of County Contract** – President Ember stated that Mr. Les Jones is still waiting to hear from County Commissioners regarding the contract. He stated that he will be sending correspondence to Mr. Les Jones regarding the action items discussed with him at the March 9 meeting. Vice President Harrity inquired about payment to the County since we do not have an executed contract. Payments are awaiting contractual finalization.

- B. **Budget & Finance (includes License Fees)** – This is on hold pending the contract with the County. Board Members discussed prior fee ordinances and reports prepared by prior Board Members. The Board is looking to update the current fees.
- C. **Website** – Nothing new to report. Board Member Rutkowski inquired about the foot traffic on the Borough's website. The Board Secretary stated that she will contact the Borough's webmaster regarding the matter.
- D. **NJ Local Board of Health Association (NJLBHA)** – President Ember presented his notes from the NJLBHA meeting. He informed the members of the following:
- May 11, Federal Funding for COVID will expire.
  - Senate Bill S2413 and Assembly Bill A4115 are bills that provide \$10 million dollars in funding to local boards.
  - There was discussion about a bill, which is expected to pass, enabling town councils to assume the role of the Board of Health in towns with less than thirty thousand residents. The primary concern here is that the council members may not have adequate training in public health.
  - NJ ranks the fourth worst State with child mortality rate. Funding is available, but it is not being used properly.

**Publicity (includes Newsletter and other outreach)** – President Ember mentioned that he would like to have an article in the June Middlesex Quarterly about our programs for September or October. He also mentioned that June 3<sup>rd</sup> is Community Day and that Board Member Steinau and Vice President Harrity have volunteered to be present.

#### **New Business:**

- A. **RFP – BOH Attorney** – Board Member Sherr discussed the need for a Board of Health Attorney. He Stated that will be working with Council President Conahan finalize the RFP. A committee consisting of Board Members Sherr, Rutkowski and Vice President Harrity was formed to review the submitted RFPs. President Ember made a motion to approve the RFP for a Board of Health Attorney, seconded by Board Member Steinau, all in favor.

---

#### **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 Fedosh moved for adjournment seconded by Board Member Steinau, all in favor. Next meeting will be held May 11, 2023 at the Recreation Building.

---

Carmen Modica  
Board Secretary