

**MIDDLESEX BOARD OF HEALTH  
MEETING MINUTES  
THURSDAY, AUGUST 11, 2022**

The special 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 checked="" type="checkbox"/>
Thomas Harrity	<input checked="" type="checkbox"/>
Karen Rutkowski	<input checked="" type="checkbox"/>
Laura Steinau	<input checked="" type="checkbox"/>
Peyton Yanchurak	<input checked="" type="checkbox"/> - late

**Others in attendance:**

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

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President Ember recognized Karen Rutkowski as a regular board member, as approved at the May 24, 2022, council meeting.

**Minutes** – Vice President Harrity made a motion to accept the May 12, 2022, meeting minutes, seconded by Board Member Steinau. All in favor.

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**Executive Session:** None

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**Reports**

- A. **Board of Health Activities Report** – Mr. Brundage informed the members that the County offices have moved to 440 Hoes Lane in Piscataway prior to presenting his reports. Mr. Brundage presented the Activities Reports for May, June, and July 2022. Mr. Brundage updated the Board Members on the status of the Raccoon complaint listed on the March report. He stated that most complaints have been regarding rodents and that the complaints have been abated.

Mr. Brundage also addressed questions presented Board Members regarding calls about vacant properties, properties with overgrown grass, pool water testing and inspection procedures.

He stated that the pool water chlorine and acid levels are checked every two hours and recorded by the pool staff for Health Officer review.

Seeing that there were no further comments or questions, Board Member Steinau made a motion to accept the March, May, June, and July 2022 Activities Report, seconded by Board Member Fedosh and carried by a unanimous vote.

- B. **Monthly Environmental Summary & Detailed Reports** – Board Member Fedosh questioned the number of complaints regarding Recycling. Mr. Brundage will be looking into the matter and will discuss at the next meeting. Members also discussed the air quality complaints and the rating system used to determine the validity of the complaints. Mr. Brundage mentioned that he has received complaints about spotted lantern flies. Members discussed the possibility of setting up a phone chain of at least 30 people to check for air odor events. Mr. Brundage addressed the questions regarding inspections of vaping shops.

Moving forward, Board Members made a decision to vote on accepting the Monthly Environmental Summary reports only, as the report meets their needs.

Board Member Rutkowski made a motion to accept the May and June 2022 Monthly Environmental Summary reports, seconded by Vice President Harrity and carried by a unanimous vote.

- C. **Registrar's Report** – The Board Secretary informed Board Members that effective July 1, 2022, the State has advised all municipalities/towns that fees collected for marriage licenses are no longer in affect. She also stated that the fees collected as from January until July, will be reimbursed. Board Secretary then presented the Registrar's Report for May, June, and July 2022.

Board Members inquired about the new law. Board Member Yanchurak explained that the removal of charges was the result of state budget surplus.

Seeing that there were no further comments or questions, President Ember made a motion to accept the May, June and July 2022 Registrar's Report seconded by Vice President Harrity and carried by the following roll call vote by members present. Ayes: Ember, Fedosh, Harrity, Rutkowski, Steinau and Yanchurak. No: None Abstain: None

- D. **Board of Health Report** – Board Secretary presented the May, June, and July 2022 Board of Health Monthly reports.

Seeing that there were no further comments or questions, President Ember made a motion to accept the May, June, and July 2022 Board of Health reports, seconded by Board Member Fedosh and carried by the following roll call vote by members present. Ayes: Ember, Fedosh, Harrity, Rutkowski, Steinau and Yanchurak. No: None Abstain: None.

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**Unfinished Business**

- A. **Coordination with Borough Council** – President Ember informed the members that he and Vice President Harrity held a productive meeting with Borough Administrator Costa and Councilman Quinn regarding communication between the Board of Health and Borough Council. Seeing that Council Representative was absent at this meeting, President Ember stated that he will work together with Vice Present Harrity to meet/contact Council Quinn to discuss the matter further. President Ember stated that the Mayor was unable to obtain sufficient diverse volunteers for the Environmental Commission. Several different types of expertise are required.
- B. **Training & Courses** – President Ember stated that if anyone is interested in any training or courses, to let him know and he will advise Councilman Quinn.
- C. **County Contract** – Borough Administrator Costa clarified paragraph #14 in the County Contract during the meeting with him and Councilman Quinn. Board Member Rutkowski and President Ember will be meeting to discuss the services and programs relevant to the County contract.
- D. **Pollution & Environmental** – President Ember stated that the Mayor is still working on the Lake Creighton issue and that he also suggested possible dredging. President Ember received documents regarding Lake Creighton, and it is available for board members to view.
- E. **Sustainable New Jersey** – President Ember informed members that this is a big undertaking and involves borough council participation. Vice President Harrity stated that he forwarded information/documents to Councilman Quinn.
- F. **Birth & Death Recording** – Board Member Yanchurak stated that is no longer receiving reports at this time. It is now handled at the State level. He also stated that towns with under 16,000 residents are not being reported separately in the State reports. President Ember suggested to reach out to the State representatives.
- G. **Budget & Finance (License Fees)** – Nothing new to report. President Ember will review spreadsheet obtained from Board Secretary listing the fees collected.
- H. **Website** – Board Member Rutkowski there is nothing new to report. Member listing has been updated.
- I. **Rabies Clinic** – Board Member Steinau stated she will be distributing TNR (Trap, Neuter, Release) pamphlets during the clinic. Mr. Brundage informed the members that vaccinations were ordered in January, and he will be contacting the Vet to secure them for the clinic. We will need at least 5-6 volunteers. President Ember, Vice President Harrity, and Board Member Steinau will be working the clinic.

- J. **NJ Local Board of Health Association** – President Ember was able to attend the May meeting. Stated there's not enough support. He mentioned that the next meeting will be held the 3<sup>rd</sup> Saturday in September at 10:00. Encouraged members to attend.
- K. **Publicity (Newsletter)** – President Ember stated that the Library will probably allow the Board to conduct presentations/programs there. Vice President shared his experience at the Truck-A-Truck event presented by the Library.
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## **New Business**

### **A. Amend Ordinance No. 1765-10 – An Ordinance to Amend Chapter 154, Certificates, Birth, Death and Marriage of the Code of the Borough of Middlesex**

Board Secretary discussed the amendment of Ordinance No. 1765-10; Section 154-1.B; increasing the fee from \$10.00 to \$15.00 for certified copies of marriage, Civil Union, Domestic partnership, Remarriage, Reaffirmation of Civil Union, Birth or Death Certificates and adding Section 154-1.D – Corrections to Birth, Death or Marriage Certificates: \$10.00 to propose to the Governing Body for approval.

Motion to accept the amended proposal of Ordinance 1765-10 was made by Vice President Harrity and second by Board Member Fedosh and carried by the following roll call vote. Ayes: Ember, Fedosh, Harrity, Rutkowski, Steinau and Yanchurak. No: None Abstain: None

### **B. Closing establishments – for non-compliance of mercantile licensing**

Mr. Brundage discussed with the members the efforts made to ensure that business owners comply with the licensing of their establishments. He stated that he will be closing any establishment that does not obtain their mercantile license by July 1<sup>st</sup>. May 1<sup>st</sup> is the deadline to obtain a license before a late fee of \$75.00 per month is assessed.

### **C. Air Quality Flag Program**

President Ember stated that he and Vice President Harrity attended a presentation with NJ Department Environmental Protection regarding the program. They discussed possibly posting the flags on Borough's digital kiosk as well as the High School kiosk.

### **D. Ordinance 2063-22 - Referendum for Cannabis Retailers**

President Ember canvassed members to see how the board feels about providing information on our website, for informational purposes only. He stated that the Rutgers Report was a useful document. The Rutgers Report will be forwarded to Board Members.

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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.

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**Adjournment** – Board Member Fedosh made a motion to adjourn the meeting, seconded by Vice President Harrity, all in favor. Next meeting will be held September 8, 2022.

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Carmen Modica  
Board Secretary