

**BOROUGH OF RARITAN
BOARD OF HEALTH MEETING
APRIL 13, 2022~ 7:00PM**

This Meeting of the Borough of Raritan Board of Health held on Wednesday, April 13, 2022, in the Municipal Building, 22 First Street, Raritan, New Jersey 08809 at 7:02 pm.

STATEMENT OF PUBLIC NOTICE

This meeting called pursuant to the provisions of the Open Public Meetings Law. Notices of this meeting were sent to The Courier News and the Star Ledger on January 12, 2022. In addition, copies of notices were posted on the bulletin board in the Municipal Building, on the Raritan Borough website and filed in the Office of the Borough Clerk. Notices on the bulletin board have remained continuously posted. Proper notice having been given the secretary is directed to include this statement in the minutes of this meeting.

ROLL CALL

Present: Nina Dorey, Gennifer Hoffmeister, Jessica Ivan, Paula Machala

Absent: Anna Bongiovi (excused), Kathryn Mastice (excused), Preni Nair (excused)

Also Present: Danielle Plenge, Senior Registered Environmental Health Specialist and
Constance M. DelRocco, Secretary

FLAG SALUTE

Board President Machala led the flag salute

PUBLIC COMMENTS

At this point the Board of Health welcomes comments from any member of the public. To help facilitate an orderly meeting and to permit the opportunity for anyone who wishes to be heard, speakers are asked to limit their comments to 5 minutes. If reading from a prepared statement, please provide a written copy after making your comments. Please sign in by printing your name and address.

PRESIDENT'S REPORT

Board President Machala noted on March 16, 2022, there was a meeting at Raritan Borough Municipal building, Members of Council, Administration, SCHD, and the BOH were present. The topic was the process of food Licensing (applications, late fee notices, pricing) It was suggested at the meeting on March 16, 2022, the possibility of the BOH letting go of their autonomy and becoming an Advisory Board only. If the BOH agreed, Council would take over all present functions of the BOH.

APPROVAL OF MINUTES

1. April 13, 2022

Board Vice President Dorey motioned to approve the March 9, 2022, meeting minutes, seconded by Board Member Ivan. Motion carried by the following roll call vote.

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
		Bongiovi				X
		Hoffmeister	X			
X		Dorey	X			
	X	Ivan	X			
		Machala	X			
		Mastice				X
		Nair				X

REGISTRAR REPORT

Registrar’s Report for March 2022.

	<u>Total Fees Collected</u>	<u>Total Fees to Date</u>
March	\$ 434.04	\$ 1,883.14

Board Vice President Dorey motioned to approve March 2022 Registrar Reports, seconded by Board Member Ivan. Motion carried by the following roll call vote.

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
		Bongiovi				X
		Hoffmeister	X			
X		Dorey	X			
	X	Ivan	X			
		Machala	X			
		Mastice				X
		Nair				X

HEALTH OFFICER’S REPORT

The following report given by Danielle Plenge, Registered Environmental Health Specialist She noted clinics are still once a week on Wednesday, at the Senior Wellness Center in Bridgewater. She added this is a walk-in clinic open to all Somerset County residents ages 5-adult. She noted this clinic is also for boosters and the mobile van is still available if needed at schools or resident homes for children. She suggested calling SCHD if there where any questions about Covid-19 shots or flu shots.

Board Member Ivan motioned to approve the Health Inspector’s Report, seconded by Board Member Hoffmeister. Motion carried by the following roll call vote.

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
		Bongiovi				X
	X	Hoffmeister	X			
X		Dorey	X			
		Ivan	X			
		Machala	X			
		Mastice				X
		Nair				X

HEALTH INSPECTOR’S REPORT

The following report given by D. Plenge, Registered Environmental Specialist

March 2022

She noted there are about twelve more licenses to be completed. She added no problems to report.

Complaints

She noted there was a complaint about animals being buried in a resident’s backyard. She added this issue was inspected with no further complaints.

Board Member Mastice motioned to approve March 2022 Health Inspector’s Report, seconded by Board Vice President Dorey. Motion carried by the following roll call vote.

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
		Bongiovi				X
		Hoffmeister	X			
	X	Dorey	X			
		Ivan	X			
		Machala	X			
X		Mastice				X
		Nair				X

LIAISON REPORT

Councilwoman Melitsky gave the following report. She noted the Borough of Raritan has a new Trash Ordinance in effect as of April 1, 2022, 50gallon trash cans or less. She added grass recycling will begin on Saturday April 23 from 8am-12pm, drop off at the Department of Public Works. She noted the use of plastic bags will not be excepted; paper bags, reusable containers are all excepted. She added due to the Easter Holiday there would be no grass drop off on April 16th.

OLD BUSINESS

Food Establishment License Application/Chapter 180, Food Establishments, Health Department Fees

SCHD sent a packet which included Licensing Application, Late Fee Notice and Emergency Occurrences procedures for the BOH to approve. It was noted this was also sent to the Administrative Assistant for approval. This is the packet that will be sent out to all the businesses in a timely sequence as needed. All BOH Member present in agreement.

Food Establishment Late Fees

At the February 9, 2022, Board of Health Meeting Board President Machala suggested and approved by the BOH members present, to send out a letter to all the businesses receiving the application in error. The letter would explain there was a clerical error on the license application, stating licensing fee was \$100.00 (should be \$150.00) and they would need to remit the remaining \$50.00. Thirty-two letters sent out on 02/14/2022 and seventeen businesses paid the additional fee of \$50.00 at this time.

NEW BUSINESS

Fundraiser for Raritan Food Pantry

This issue tabled for a future BOH meeting. A date decided on and the type of fundraiser will be discussed at that time. All BOH Members present in agreement.

Questions were asked about the Little Food Pantry.

Vice President Dorey noted the Little Food Pantry has not been setup yet. She added when it is completed the location would be near Frelinghuysen Park.

Blood Pressure Screening for Raritan Senior Group

D. Plenge, Health Inspector for SCHD would check the Nursing agency SCHD uses and what the charges would be for the BOH. The information will be provided for a future BOH meeting. All BOH Members present in agreement.

Board of Health Advisory Board/Autonomy Board

It was suggested at the meeting on March 16, 2022, the possibility of the BOH relinquishing the Board's autonomy and become an Advisory Board only. If the BOH were to agreed Council would take over all present functions of the BOH.

The BOH has decided to table this issue for discussion at a future BOH meeting. All BOH Members present in agreement.

ADJOURNMENT

Board Member motioned to adjourn, seconded by Board Vice President Dorey. Motion carried at 7:56pm. All BOH Members present in agreement.

Respectfully submitted,

Constance M. Del Rocco, Secretary
Raritan Borough Board of Health

Approved: May 11, 2022