

BOARD OF HEALTH MINUTES

November 19, 2013

THE MINUTES HAVE NOT BEEN FORMALLY APPROVED AND ARE SUBJECT TO CHANGE OR MODIFICATION AT THE NEXT REGULARLY SCHEDULED MEETING.

FLAG SALUTE: Led by Chairwoman Linda Hendrixson at 7:00 p.m.

ROLL CALL: BOARD OF HEALTH MEMBERS - Present:

John Parks, Terry Cassidy, Donna Morris, Vice Chairman John Degutis, Barbara Horan, Peggy Bopp, Nancie Walker, Chairwoman Linda Hendrixson

Absent: Daniel Coranoto

Also Present: Denise Webb, Sussex County Board of Health Inspector;
Valerie Galizia, Board of Health Secretary

STATEMENT – Chairwoman L. Hendrixson stated that the meeting was being held in compliance with the provisions of P. L. 1975, Chapters 231, 4 & 13 of the Sunshine Law, and that adequate notice of said the meeting has been published in the New Jersey Herald being the Daily and Sunday editions as to time, place, and date, and is posted in the usual location of posted notices in the municipal building.

CONSENT AGENDA

All items with an asterisk (*) are considered routine and non-controversial by the committee and will be approved by one motion. There will be no separate discussion of these items unless a citizen or Board Member requests, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

***MINUTES:** October 15th, 2013

***PUBLIC HEALTH NURSING REPORT FOR OCTOBER 2013**



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PUBLIC HEALTH SERVICES
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Administrator/Health Officer

ELLEN PHELPS, M.S.N., R.N.C.
Director Public Health Nurse Services

County of Sussex

REPORT OF SUSSEX COUNTY PUBLIC HEALTH NURSING ACTIVITY

IN HAMPTON TOWNSHIP (1910) FOR OCTOBER 2013

All flu clinics are now complete. If any resident missed getting their flu shot, they can come to our office on Monday, Tuesday and Thursday's between the hours of 2:00pm to 4:00pm, no appointment necessary for a flu or pneumonia shot. They may also call 973-579-0570, ext. 1275 for any questions they may have.

The following are the clinics/screenings for the remainder of 2013:

11/19/13	*Men's Health Screening
11/20/13	Well Baby Clinic
11/27/13	Adult Vaccination Clinic
12/09/13	*Women's Health Screening
12/10/13	Adult Vaccination Clinic
12/13/13	*Women's Health Screening
12/16/13	*Mammography Clinic

Please note all clinics /screenings are by appointment only.

*We are pleased to announce our new State and Federal government grant program, the New Jersey Cancer Education and Early Detection program. Sussex County residents without medical insurance and limited income may qualify for this program. Women can receive pap, mammogram, and clinical breast exams and men can receive prostate exams as well as a PSA blood test. If eligible, these services are free of charge. Please call 973-579-0570, ext. 1211 for the Well Baby and Adult Vaccination Clinics, and ext. 1246 for the Men's and Women's Health Screenings.

REMINDER!!!! To all fire and 1st aid squad leaders, per State requirement, please review all staff records for compliance with Hepatitis B vaccinations. Contact our office if you need additional information. The 2014 contracts will be mailed the early part of January.

SUSSEX COUNTY HEALTH DEPARTMENT REPORT FOR OCTOBER 2013*Activity for (1910) Hampton Township****Period from 10/01/2013 to 10/31/2013**

<i>Date</i>	<i>Blk/Lot</i>	<i>Facility</i>	<i>Location</i>	<i>Activity</i>
10/2/2013	2702/16.03	Kittatinny Cougar Club	77 HALSEY RD NEWTON, NJ 07860	FOOD B1/Retail Food Establishments - Facilities Inspected (Denise Webb)
10/2/2013	3602/3		2 SID TAYLOR ROAD	FOOD A1/Retail Food Establishments - Plan Review (Ralph D'Aries)
				Total Food: 2
10/1/2013	3602/3		2 SID TAYLOR ROAD	DWR G4C/Septic Inspections – Suitable Fill/Disposal (Fred Reisen)
10/1/2013	604/8		47 LONE PINE TRAIL	DWR G4A/Septic Inspections – Soil Log (Fred Reisen)
10/2/2013	3501/44.01		ROUTE 206	DWR G4G/Septic Inspections – Other (Denise Webb)
10/3/2013	2904/11		2 Holly Drive	OPRA SDS/Information Request - Septic System-Parcel (Maureen Slack)
10/3/2013	3602/3		2 SID TAYLOR ROAD	DWR G4G/Septic Inspections – Other (Denise Webb)
10/3/2013	3602/3		2 SID TAYLOR ROAD	DWR G4G/Septic Inspections – Other (Denise Webb)
10/3/2013	3010/21		111 WOODY LANE	DWR G4G/Septic Inspections – Other (Denise Webb)
10/4/2013	102/10		32 MOUNTAIN ROAD	OPRA SDS/Information Request - Septic System-Parcel (Stacie Hewitt)
10/7/2013	3602/3		2 SID TAYLOR ROAD	DWR G4E/Septic Inspections – Final (Denise Webb)
10/7/2013	3501/44.01		63 ROUTE 206	DWR G4F/Septic Inspections – Grading (Denise Webb)
10/7/2013	3010/21		111 WOODY LANE	DWR G4G/Septic Inspections – Other (Denise Webb)
10/10/2013	3010/21		111 WOODY LANE	DWR G4F/Septic Inspections – Grading (Denise Webb)

Activity for (1910) Hampton Township**Period from 10/01/2013 to 10/31/2013**

<i>Date</i>	<i>Blk/Lot</i>	<i>Facility</i>	<i>Location</i>	<i>Activity</i>
10/11/2013	3501/81		170 Halsey Road	OPRA SDS/Information Request - Septic System-Parcel (Maureen Slack)
10/16/2013	801/1.01		35 kent Road	DWR G1/Septic Intake (Maureen Slack)
10/16/2013	3501/44.01		63 ROUTE 206	DWR G4G/Septic Inspections – Other (Denise Webb)
10/21/2013	3302/23		906 Stone Bridge Road	OPRA SDS/Information Request - Septic System-Parcel (Maureen Slack)
10/21/2013	3010/21		111 WOODY LANE	DWR G4F/Septic Inspections – Grading (Joan M Skillin)
10/21/2013	1710/13		273 fairview Avenue	DWR G1/Septic Intake (Maureen Slack)
10/21/2013	1502/13		Blue HeronLane	OPRA SDS/Information Request - Septic System-Parcel (Maureen Slack)
10/21/2013	1502/15		blue heron lane	OPRA SDS/Information Request - Septic System-Parcel (Maureen Slack)
10/24/2013	801/4.01		26 POSSAGHI ROAD	DWR G4A/Septic Inspections – Soil Log (Denise Webb)
10/24/2013	801/1.01		35 KENT ROAD	DWR G4G/Septic Inspections – Other (Denise Webb)
10/25/2013	2701/18		Halsey Myrtle Grove Road	OPRA SDS/Information Request - Septic System-Parcel (Maureen Slack)
10/25/2013	509/4		2 MINISINK ROAD	DWR G4A/Septic Inspections – Soil Log (Maureen Theese)
10/30/2013	1710/13		273 FAIRVIEW AVENUE	DWR G4G/Septic Inspections – Other (Denise Webb)
10/31/2013	604/8		47 LONE PINE TRAIL	DWR G4B/Septic Inspections - Excavation (Denise Webb)

Total Septic: 26

Activity for (1910) Hampton Township**Period from 10/01/2013 to 10/31/2013**

<i>Date</i>	<i>Blk/Lot</i>	<i>Facility</i>	<i>Location</i>	<i>Activity</i>
10/25/2013	1802/4.01		22 IKE WILLIAMS ROAD	DWR G6B/Well Line & Seal (Denise Webb)
10/28/2013	3501/44.01	MCGUIRE	ROUTE 206, HAMPTON HOUSE ROAD	DWR G6B/Well Line & Seal (Denise Webb)
				Total Well: 2
10/3/2013	3603/25.06	BURGER KING	ROUTE 206	SDW D1/Safe Water - Correspondence (Marcia Chirico)
10/4/2013	1905/2	WINDY ACRES		SDW D1/Safe Water - Correspondence (Marcia Chirico)
10/10/2013	/		INTERSECTION AUGUSTA HILL RD & RT 519	HZM C1/Hazmat - Emergency Response Action - DEP Referral (Joseph Farinella)
10/16/2013	3603/25.12	WALMART	HAMPTON HOUSE ROAD	SDW D1/Safe Water - Correspondence (Marcia Chirico)
10/16/2013	2701/15	SUSSEX COUNTY FIRE ACADEMY	114 MORRIS TURNPIKE	SDW A2/Safe Water - Facility - Transient System (Denise Webb)
10/18/2013	1504/4	KEATES HOME IMPROVEMENT	300 LAKEVIEW DRIVE	DEQ-A C1/AIR - Complaint Investigation - DEP Referral (Adam Boltz)
10/21/2013	3603/25.12	WALMART	HAMPTON HOUSE ROAD	SDW D1/Safe Water - Correspondence (Marcia Chirico)
10/22/2013	3501/44.01	MCGUIRE CHEVROLET	65 HAMPTON HOUSE ROAD	SDW D1/Safe Water - Correspondence (Marcia Chirico)
10/23/2013	3501/44.01	MCGUIRE CHEVROLET	65 HAMPTON HOUSE ROAD	SDW D1/Safe Water - Correspondence (Marcia Chirico)
10/24/2013	3501/44.01	JOE MAGGIO	63 HAMPTON HOUSE ROAD	SWM-NF A4/Solid Waste - Non Facility - Container Investigation (Marcia Chirico)
10/24/2013	3501/2	R&T NAUTILIS	190 HALSEY ROAD	SDW A2/Safe Water - Facility - Transient System (Marcia Chirico)

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Activity for (1910) Hampton Township**Period from 10/01/2013 to 10/31/2013**

<i>Date</i>	<i>Blk/Lot</i>	<i>Facility</i>	<i>Location</i>	<i>Activity</i>
10/24/2013	3501/2	R&T NAUTILIS	190 HALSEY ROAD	SDW A2/Safe Water - Facility - Transient System (Dan Pell)
10/25/2013	3501/44.01	MCGUIRE CHEVROLET	65 HAMPTON HOUSE ROAD	SDW D1/Safe Water - Correspondence (Marcia Chirico)
10/25/2013	3501/44.01	MCGUIRE CHEVROLET	65 HAMPTON HOUSE ROAD	SDW D1/Safe Water - Correspondence (Marcia Chirico)
10/30/2013	3501/30.06	MCDONALDS	HAMPTON HOUSE ROAD	SDW D1/Safe Water - Correspondence (Marcia Chirico)
10/30/2013	1403/18		249 LAKEVIEW	HZM C1/Hazmat - Emergency Response Action - DEP Referral (Anita DeMatteo)

Total Other: 16

Total for October 2013

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APPROVAL OF THE CONSENT AGENDA

Sussex County Health Department Report for October 2013: Chairwoman L. Hendrixson asked that the Retail Food Establishments Plan Review at 2 Sid Taylor Road be removed from the Consent Agenda for further consideration. Chairwoman L. Hendrixson also asked that the Air Complaint Investigation at 300 Lakeview Drive be removed from the Consent Agenda for further consideration.

T. Cassidy asked that the Hazmat Emergency Response Action at the intersection of Augusta Hill Road & Route 519 be removed from the Consent Agenda for further consideration.

B. Horan asked that the Hazmat Emergency Response Action at 249 Lakeview Drive be removed from the Consent Agenda for further consideration.

A MOTION was made by J. Degutis and seconded by P. Bopp, with all members in favor, to approve the Consent Agenda as listed above with the referenced items removed from the Sussex County Health Department Report for October 2013.

ITEMS REMOVED FROM CONSENT AGENDA FOR DISCUSSION

Retail Food Establishments-Plan Review at 2 Sid Taylor Road on 10/2/2013

Health Inspector D. Webb stated that this establishment is a residential location that has a carriage house on its premises that will be converted to a bakery. She stated she was not sure if the bakery was zoned as a mixed use, retail, or strictly wholesale. She stated there wouldn't be customers purchasing baked goods from the location but that the owner would be preparing the baked goods there and then delivering the goods to other locations. She stated the septic system has been updated to accommodate the bakery and that the owner was given a list of conditions for the bakery to be approved by the County Health Department to run her establishment.

Chairwoman L. Hendrixson asked if the owner would need to get a Retail Food Establishment License from the town if it was strictly wholesale. D. Webb responded that would be up to the town, but other towns that she's worked with that have similar businesses have them license their establishments.

Chairwoman L. Hendrixson asked Secretary V. Galizia to find out how the business is zoned and to bring the information to the next meeting.

Hazmat-Emergency Response Action at Augusta Hill Rd & Route 519 on 10/10/2013

Health Inspector D. Webb stated that Joseph Farinella is on the County Hazmat team. He responded to the accident at the intersection of Augusta Hill Road & Route 519 where a truck spilled diesel fuel. D. Webb stated she didn't have information on what type of accident it was; if there was another car involved or if it was just the truck. There were less than five (5) gallons of diesel fuel spilled on the roadway and sand was put down to absorb the fuel.

AIR Complaint Investigation at 300 Lakeview Drive at 10/18/2013

Health Inspector D. Webb stated that she has visited this property in the past to investigate a leaking backhoe. Inspector A. Boltz responded to the anonymous complaint that was sent to the DEP. The complaint stated that there was a strong diesel fuel odor. When A. Boltz walked the property to investigate he did not detect any odors whatsoever. He spoke with the owner of the property and the man explained the history of what has been going on with his neighbor.

A. Boltz stated no further action is needed since there was no odor detected.

Hazmat-Emergency Response Action at 249 Lakeview Drive on 10/30/2013

Health Inspector D. Webb stated that the owner of the property called the DEP because he thought he had oil in his sump in his basement. The Hazmat Inspector A. DeMatteo asked Health Inspector D. Webb to respond to the call. When D. Webb went to investigate she concluded that oil is in the sump pump. She stated the pump was not properly discharging at the time.

Hazmat Inspector A. DeMatteo followed up on the investigation and referred the case to the NJDEP site remediation team. The case is now within the State's jurisdiction.

OLD BUSINESS

1. Update: Board of Health Ordinance Adoption

Chairwoman L. Hendrixson stated that the Ordinance to amend Chapter 98 entitled "Vehicles, Abandoned" was adopted by the Township Committee on September 24, 2013. She pointed out that under the revised definition of "Operating Condition," a vehicle is considered to be in "nonoperating condition" if it "does not display a current, valid state license plate. . ." This replaces the original version which stated "valid state license. . ."

NEW BUSINESS

1. Other items from Board Members

A. December Meeting Cancellation Discussion: Chairwoman L. Hendrixson

Chairwoman L. Hendrixson asked the members how they would feel about cancelling the December Board of Health meeting.

A MOTION was made by J. Degutis and seconded by P. Bopp, with all members in favor, to cancel the December 17th Board of Health meeting and carry all business forward to the January 21st meeting.

Chairwoman L. Hendrixson took a moment to thank Health Inspector D. Webb for all her help over the past year.

**2. New Jersey Local Boards of Health Association (NJLBOHA) Meeting Report:
D. Coranoto**

D. Coranoto was absent from the Board of Health meeting so there was no update.

**3. 2014 Retail Food Establishment Licenses, 2014 Vending Machine Licenses
and 2014 Kennel/Pet Shop Licenses: Valerie Galizia, Board of
Health Secretary**

Chairwoman L. Hendrixson stated that Secretary V. Galizia had provided spreadsheets to the Board about local businesses that require a retail food establishment license, and that some businesses have already paid their 2014 fees.

T. Cassidy asked if R.T. Nautilus Gym should get a retail food establishment license since they sell drinks at their facility. Health Inspector D. Webb will visit the facility and see what products R.T. Nautilus provides and whether or not they should be licensed according to Hampton Township's code.

Chairwoman L. Hendrixson noted some of the inspection results for the businesses have not been updated for 2013 and asked Secretary V. Galizia to please update the inspection results so the Board members know if they received a satisfactory inspection result or not.

Chairwoman L. Hendrixson noted that there are some Food Safety and ServSafe certifications that have expired this year. She asked Secretary V. Galizia to contact the businesses for updated certifications. This would prevent the Board from being held responsible if a business is operating without the proper certifications.

Chairwoman L. Hendrixson asked Secretary V. Galizia to contact McGuire Chevrolet and see if they have any vending machines to be licensed.

B. Horan stated Wal-Mart should have a Pet Shop License because they are still selling fish at their store. Secretary V. Galizia will send a Pet Shop License application to Wal-Mart.

Chairwoman L. Hendrixson asked Secretary V. Galizia to present the new information at the next Board of Health meeting.

CORRESPONDENCE

1. New Jersey Local Board of Health Association Fall 2013 Newsletter

Chairwoman L. Hendrixson stated that she found the article from the Office of the NJ Commissioner Of Health, Mary O'Dowd on Public Health being a model of shared services to be very informative. She was surprised that thirty-six municipalities have shared Public Health Service Agreements. She stated that public health officers have a heavy workload and they are greatly appreciated for their efforts.

**2. Township Committee Appreciation Letter for Abandoned Vehicles Ordinance
Revision: Linda Hendrixson**

Chairwoman L. Hendrixson stated that she wrote a letter to the Township Committee and Mayor to express the Board of Health's appreciation for their efforts in revising the township Ordinances related to abandoned vehicles.

**3. State of New Jersey, Department of Environmental Protection Hazardous
Substance Discharge Notice.**

Chairwoman L. Hendrixson stated that the Board discussed this during the Sussex County Health Department's report earlier in the meeting.

PUBLIC SESSION

Public session opened. No public comment. Public session closed.

ADJOURNMENT

A MOTION was made by J. Degutis and seconded by P. Bopp, with all members in favor, to adjourn the meeting at 8:04 PM.

Respectfully submitted by,

Valerie L. Galizia
Board of Health Secretary