

**CITY OF ENGLEWOOD**

**BOARD OF HEALTH REGULAR MEETING**

**September 14, 2016**

1. The regular meeting of the Board of Health, City of Englewood, Bergen County, was called to order at 8:02 p.m. by Dr. Ketsia Sadler, President, Board of Health.

**MEMBERS PRESENT:**

Dr. Ketsia Sadler, President; Stephanie Davis, Vice President; Bertha-Nora Acosta; JoEllen Bostick; Daniel Daniel; Dr. Aliza Solomon (arrived 8:22 p.m.); and Dr. Lisa Wisotsky (arrived 8:15 p.m.).

**ALSO PRESENT:**

James Fedorko, Director, Health Services/Health Officer/Secretary to the Board; William C. Soukas, Esq., Board of Health Attorney; and Janet Hart, Confidential Executive Secretary.

Mr. Fedorko read the Open Public Meetings Statement. All stood to recite the Pledge of Allegiance.

2.A. Items for Approval

Motion to approve 2. A. i. (Minutes of July 13, 2016 Meeting-Open/Closed, and Revised Closed Session Minutes of June 8, 2016); 2. A. ii. (Receipts-July '16-\$14,554.00/Aug. '16-\$16,869.50); 2. A. iii. (Bills-July '16-\$2,921.92/Aug. '16-\$2,782.81); 2. A. iv. (Employee Reports-July/August, 2016); and 2. A. v. (Communications-July/August, 2016).

Motion to approve Items 2. A. i. – v. was made by Ms. Bostick, and seconded by Ms. Davis. Motion was approved 5-0.

2. B. Retail Licenses

Mr. Fedorko stated that there were six licenses to be approved, as follows: World Popcorn LLC, Skychilli Chongqing Gourmet LLC, Great Foods, Korai Kitchen LLC, Veganner Enterprises LLC DBA Ominon, and L'Amour de Miran. He said that there had not been any written or verbal objection to the approval of these licenses. Motion to approve retail licenses for July and August, 2016 was made by Ms. Acosta, and seconded by Ms. Davis. Motion was approved 5-0.

2. C. i. Board Liaison Reports  
ii. Committee Reports

There were no Board Reports for the months of July and August, 2016.

## ORDINANCES

3. #16-03 "Adding Chapter 9 of the Health Code of the City of Englewood, entitled 'Tattooing unlawful: exception.'" (Public Hearing/Adoption)

Motion to read Ordinance No. 16-03 by title only was made by Mr. Daniel, and seconded by Ms. Acosta. A roll call vote ensued:

Bertha-Nora Acosta	-	"Yes"	Ketsia Alerte Sadler	-	"Yes"
JoEllen Bostick	-	"Yes"	Aliza Solomon	-	Absent
Daniel Daniel	-	"Yes"	Lisa Wisotsky	-	Absent
Stephanie Davis	-	"Yes"			

Motion was approved 5-0.

Mr. Soukas stated that the title of Ordinance 16-03 is "An Ordinance to Add Chapter 9 of the Health Code of the City of Englewood, entitled 'Tattooing unlawful: exception'".

Motion to open the time for public comment was made by Ms. Bostick, and seconded by Ms. Acosta. A roll call vote ensued:

Bertha-Nora Acosta	-	"Yes"	Ketsia Alerte Sadler	-	"Yes"
JoEllen Bostick	-	"Yes"	Aliza Solomon	-	Absent
Daniel Daniel	-	"Yes"	Lisa Wisotsky	-	Absent
Stephanie Davis	-	"Yes"			

Motion was approved 5-0.

### Paul Destefano

Mr. Destefano is the owner of a tattoo establishment in Englewood which is exempt from the prohibition outlined in the City's Health Code, as the application for this business was received prior to January 1, 2016. However, Mr. Destefano raised the following question: Does his tattoo parlor still meet the exemption of the proposed ordinance since he has not obtained a permit for his tattoo parlor because his business is still in the remodeling stage? Mr. Fedorko said that the tattoo parlor would meet the exemption. Then a discussion ensued regarding some of the language contained in Ordinance 16-03, and it was felt that there was a need to clarify some statements before the Ordinance could be adopted, especially Section 1, paragraph B.

Mr. Destefano also raised questions about the \$500/year license fee, and Mr. Fedorko explained the Board's rationale for the monetary charge.

Motion to close the time for public comment was made by Ms. Bostick, and seconded by Dr. Wisotsky. A roll call vote ensued:

Bertha-Nora Acosta	-	"Yes"	Ketsia Alerte Sadler	-	"Yes"
JoEllen Bostick	-	"Yes"	Aliza Solomon	-	"Yes"
Daniel Daniel	-	"Yes"	Lisa Wisotsky	-	"Yes"
Stephanie Davis	-	"Yes"			

Motion was approved 7-0.

Mr. Soukas read the Resolution to Adopt Ordinance No. 16-03 for the record:

BE IT RESOLVED that Ordinance No. 16-03 entitled "An Ordinance to Add Chapter 9 of the Health Code of the City of Englewood, entitled "Tattooing unlawful: exception," was introduced on the 13<sup>th</sup> day of July, 2016 and was published in The Record on July 18, 2016 and was posted on the bulletin board in the principal Municipal Building of this municipality, on which bulletin board public notices are customarily posted, and that copies of said ordinance were made available to members of the general public requesting the same; and a public hearing was held thereon on September 14, 2016;

NOW THEREFORE, BE IT RESOLVED, that this ordinance be passed upon second and final reading, and that the Board Secretary be authorized to advertise the same according to law.

Mr. Soukas then asked, based on the Board's earlier discussion, for a motion to deny the resolution to adopt Ordinance 16-03.

Motion to deny Ordinance 16-03 was made by Ms. Davis, and seconded by Ms. Acosta. A roll call vote ensued:

Bertha-Nora Acosta	-	"Yes"	Ketsia Alerte Sadler	-	"Yes"
JoEllen Bostick	-	"Yes"	Aliza Solomon	-	"Yes"
Daniel Daniel	-	"Yes"	Lisa Wisotsky	-	"Yes"
Stephanie Davis	-	"Yes"			

Motion to deny Ordinance 16-03 was approved 7-0.

4. 16-04 Revising Chapter 6 of the Health Code of the City of Englewood, in the County of Bergen, New Jersey, "Fees and Fee Schedule." (Public Hearing/Adoption)

Motion to read Ordinance 16-04 by title only was made by Mr. Daniel, and seconded by Ms. Bostick. A roll call vote ensued:

Bertha-Nora Acosta	-	"Yes"	Ketsia Alerte Sadler	-	"Yes"
JoEllen Bostick	-	"Yes"	Aliza Solomon	-	"Yes"
Daniel Daniel	-	"Yes"	Lisa Wisotsky	-	"Yes"
Stephanie Davis	-	"Yes"			

Motion was approved 7-0.

Mr. Soukas read the title of Ordinance No. 16-04, "An Ordinance Revising Chapter 6 of the Health Code of the City of Englewood, New Jersey, 'Fees and Fee Schedule.'"

Motion to open the time for public comment was made by Ms. Bostick, and seconded by Ms. Acosta. A roll call vote ensued:

Bertha-Nora Acosta	-	"Yes"	Ketsia Alerte Sadler	-	"Yes"
JoEllen Bostick	-	"Yes"	Aliza Solomon	-	"Yes"
Daniel Daniel	-	"Yes"	Lisa Wisotsky	-	"Yes"
Stephanie Davis	-	"Yes"			

Motion was approved 7-0.

Paul Destefano

Mr. Destefano and Mr. Fedorko again discussed the different ways of determining the fee for tattoo establishments.

Motion to close the time for public comment was made by Ms. Bostick, and seconded by Dr. Solomon. A roll call vote ensued:

Bertha-Nora Acosta	-	"Yes"	Ketsia Alerte Sadler	-	"Yes"
JoEllen Bostick	-	"Yes"	Aliza Solomon	-	"Yes"
Daniel Daniel	-	"Yes"	Lisa Wisotsky	-	"Yes"
Stephanie Davis	-	"Yes"			

Motion was approved 7-0.

Mr. Soukas read the Resolution to Adopt Ordinance No. 16-04, entitled "An Ordinance Revising Chapter 6 of the Health Code of the City of Englewood, in the County of Bergen, New Jersey, 'Fees and Fee Schedule'":

BE IT RESOLVED that Ordinance No. 16-04 entitled An Ordinance Revising Chapter 6 of the Health Code of the City of Englewood, in the County of Bergen, New Jersey, "Fees and Fee Schedule" was introduced on the 13<sup>th</sup> day of July 2016 and was published in The Record on July 18, 2016 and was posted on the bulletin board in the principal Municipal Building of this municipality, on which bulletin board public notices are customarily posted, and that copies of said ordinance were made available to members of the general public requesting the same; and a public hearing was held thereon on September 14, 2016;

NOW, THEREFORE, BE IT RESOLVED, that this ordinance be passed upon second and final reading, and that the Board Secretary be authorized to advertise the same according to law.

Motion to adopt Ordinance 16-04 was made by Ms. Bostick, and seconded by Dr. Solomon. A roll call vote ensued:

Bertha-Nora Acosta	-	"Yes"	Ketsia Alerte Sadler	-	"Yes"
JoEllen Bostick	-	"Yes"	Aliza Solomon	-	"Yes"
Daniel Daniel	-	"Yes"	Lisa Wisotsky	-	"Yes"
Stephanie Davis	-	"Yes"			

Motion was approved 7-0.

## **RESOLUTIONS**

### 5. R16-10 Invoice for Approval – Sofia Litigation

Mr. Soukas read Resolution R16-10, approving expenditures for litigation submitted through August 31, 2016, in its entirety. Motion to approve was made by Dr. Solomon, and seconded by Ms. Bostick. Motion was approved 7-0.

## **PRESENTATION**

### 6. Universal Business Academy Charter School

Mr. Fedorko introduced Mr. Isaiah Jefferson, mentor and weekly lecturer at Dwight Morrow High School for over 13 years, founder of "Out of School Time Program," Executive Director of Circles of Color community organization, and creator of the Universal Business Academy Charter School. Mr. Jefferson thanked Mr. Fedorko and the Board for giving him the opportunity to introduce himself and explained how he became interested in working with young people and their career goals. He would like the charter school to give students what they need to be able to start a business. The school is scheduled to open in 2018. Mr. Jefferson answered questions from the Board and distributed more information on the Universal Business Academy Charter School.

## **OLD BUSINESS**

### 7. Zika Virus Update

Mr. Fedorko reported that in the last two months, the Department has been receiving fewer calls about the Zika virus. He said that the Department is now doing its own Zika tracking, whereas before that was done by the State.

### 8. Diabetes Self-Management Class

Mr. Fedorko told the Board that the Diabetes Self-Management Class taught in Spanish started Monday, September 12, and that 14 people had signed up for it. He said the class is taught by Healthcare Quality Strategies, Inc. (HQSI), and the location is 111 West Street in Englewood. The class in English will begin the Tuesday after Columbus Day at Mount Calvary Baptist Church.

9. Project Medicine Drop (EPD)

Mr. Fedorko reported that the Police Department had received their prescription medication drop box and were working on the policy to govern the provisions of having possession of the drop box. The Police Department expects the drop box could be implemented in mid-September.

10. Rutgers Nurses Outreach

Mr. Fedorko and Dr. Sadler, Board President, signed a contract with Rutgers University for nursing students to come to Englewood, in twelve groups of four, to help with the Diabetes Self-Management programs. Their goal is to work with senior citizens, and events at 111 West Street, Inglemoor, and the Actors Fund Home are being planned.

**NEW BUSINESS**

11. New Jersey Board of Health Registry

The information sheet received from the New Jersey Department of Health regarding the registration of local boards of health in 2017 was distributed to all Board members. It lists some of the data that will be collected in the 2017 Board of Health Registry. Mr. Fedorko stated that the Department's report will probably be done in March, 2017, and asked for the Board's cooperation.

12. Other Business

The receipt of the Board packets electronically prior to each meeting instead of paper copies was discussed, and the Board agreed to receive them via email, starting with the October meeting packets.

Dr. Wisotsky announced that on Sunday, October 9, 2016, between 1:00 – 5:00 p.m., there will be a Mackay Park Event Day. It will also be the official opening day of the John T. Wright Arena.

**PUBLIC COMMENT**

Motion to open the time for public comment was made by Ms. Bostick, and seconded by Ms. Davis. Motion was approved 7-0.

There were no members of the public present at this time.

Mr. Fedorko reminded the Board that the October Board of Health meeting will be held at 8:00 p.m. on Thursday, October 13<sup>th</sup>, instead of Wednesday, the 12<sup>th</sup>.

Motion to close the time for public comment was made by Ms. Bostick, and seconded by Dr. Solomon. Motion was approved 7-0.

Mr. Soukas then read the Closed Session Resolution, as follows:

WHEREAS, the Open Public Meetings Act of the State of New Jersey permits the public to be excluded from certain matters to be discussed by the Board; and

WHEREAS, the Board of Health of the City of Englewood desires to discuss Smoke Inc. vs. the Board of Health; and

WHEREAS, these matters are ones which permit the exclusion of the public from such discussions; and

WHEREAS, minutes will be taken during the closed session, and a summary of the minutes will be made available to the public by the next public meeting, or upon approval of the minutes, and once the need for confidentiality no longer exists the minutes will be made available to the public,

NOW THEREFORE, BE IT RESOLVED, by the Board of Health of the City of Englewood, that the public be excluded since these matters, as set forth above, are ones which permit the exclusion of the public from such discussion: pending or anticipated litigation.

Motion to begin the Closed Session was made by Ms. Bostick, and seconded by Dr. Solomon. Motion was approved 7-0.

**(Closed Session)**

Mr. Soukas updated the Board on the Sofia Restaurant/Smoke, Inc. case.

**ADJOURN**

Motion to adjourn was made by Ms. Bostick, and seconded by Dr. Solomon. All members voted "Aye," in favor. Motion was carried.

The meeting officially adjourned at 9:40 p.m.

Respectfully submitted,

*James Fedorko*

James Fedorko  
Secretary to the Board  
/jh