

CITY OF ENGLEWOOD

BOARD OF HEALTH REGULAR MEETING

June 10, 2015

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

MEMBERS PRESENT:

JoEllen Bostick, President; Dr. Lisa Wisotsky, Vice President; Daniel Daniel; Stephanie Davis; and Dr. Ketsia Alerte-Sadler.

ALSO PRESENT:

James Fedorko, Director, Health Services/Health Officer/Secretary to the Board; Richard A. Lustgarten, Esq., Board of Health Attorney; and Janet Hart, Confidential Executive Secretary.

ABSENT/with apology:

Bertha-Nora Acosta and Dr. Aliza Solomon.

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 May 13, 2015 Meeting); 2. A. ii. (Receipts – May, 2015 - \$25,457.00); 2. A. iii. (Bills – May, 2015 - \$30,037.36); 2. A. iv. (Employee Reports – May, 2015); and 2. A. v. (Digest of Mail – May, 2015).

Motion to approve Items 2. A. i.-v. was made by Dr. Wisotsky, and seconded by Dr. Sadler. Motion was approved 5-0.

2. B. Motion to approve retail licenses – May, 2015

Due to the many retail and pool licenses to be approved this month, Mr. Lustgarten stated they would be attached to the minutes as "Schedule A," as is the normal procedure. Mr. Fedorko said that there had not been any written or verbal objection to the approval of these licenses. Motion to approve retail licenses for May, 2015 was made by Ms. Davis, and seconded by Dr. Wisotsky. Motion was approved 5-0.

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

There were no Board Reports for the month of May, 2015.

ORDINANCES

3. 15-03 Maximum Salaries for 2015, 2016, and 2017 (Public Hearing/Adoption)

Motion to read the ordinance by title only and open the time for public comment was made by Mr. Daniel, and seconded by Dr. Sadler. A roll call vote ensued:

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

Motion was approved 5-0.

Mr. Lustgarten stated that the title of Ordinance 15-03 is "An Ordinance Establishing the Salaries of the Department of Health of the City of Englewood as of January 1, 2015 and January 1, 2016 and January 1, 2017."

There were no comments or questions from the public. Motion to close the time for public comment was made by Ms. Davis, and seconded by Mr. Daniel. A roll call vote ensued:

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

Motion was approved 5-0.

Mr. Lustgarten read the Resolution to Adopt Ordinance No. 15-03, as follows: "Be it resolved that Ordinance No. 15-03 entitled 'An Ordinance Establishing the Salaries of the Department of Health of the City of Englewood as of January 1, 2015 and January 1, 2016 and January 1, 2017' was introduced on the 13th day of May, 2015 and was published in *The Record* on May 18, 2015 and was posted to 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 June 10, 2015; 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 No. 15-03 was made by Mr. Daniel, and seconded by Ms. Davis. A roll call vote ensued:

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

Motion was approved 5-0.

4. 15-04 Personnel Practices Manual Revisions (Public Hearing/Adoption)

Motion to read the ordinance by title only and open the time for public comment was made by Ms. Davis, and seconded by Mr. Daniel. A roll call vote ensued:

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

Motion was approved 5-0.

Mr. Lustgarten stated that the title of Ordinance 15-04 is "An Ordinance Revising Sections of the Guidelines for Employees of the Department of Health entitled 'Personnel Practices Manual of the Department of Health, City of Englewood (Revised 2009).'"

There were no questions or comments from the public. Motion to close the time for public comment was made by Dr. Sadler, and seconded by Mr. Daniel. A roll call vote ensued:

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

Motion was approved 5-0.

Mr. Lustgarten read the Resolution to Adopt Ordinance No. 15-04, as follows: "Be it resolved that Ordinance No. 15-04 entitled 'An Ordinance Revising Sections of the Guidelines for Employees of the Department of Health Entitled Personnel Practices Manual of the Department of Health, City of Englewood (Revised 2009)' was introduced on the 13th day of May, 2015 and was published in *The Record* on May 21, 2015 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 June 10, 2015; 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 No. 15-04 was made by Mr. Daniel, and seconded by Ms. Davis. A roll call vote ensued:

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

Motion was approved 5-0.

5. 15-05 Fees and Fee Schedule (Introduction)

Motion to read the ordinance by title only was made by Dr. Sadler, and seconded by Mr. Daniel.

A roll call vote ensued:

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

Motion was approved 5-0.

Mr. Lustgarten read the Resolution to Introduce Ordinance No. 15-05, as follows: Be it resolved that Ordinance No. 15-05 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 introduced and does now pass a first reading, and that said ordinance be further considered for final passage

at a regular meeting of the Board of Health to be held at the Department of Health, 73 S. Van Brunt St., Englewood, New Jersey, on the 8th day of July, 2015, at 8:00 p.m., or as soon thereafter as the matter can be heard, and at said time and place, all persons interested be given an opportunity to be heard concerning the same, and the Board Secretary is hereby authorized and directed to publish said ordinance according to law prior to said hearing with a notice of its introduction and of the time and place, when, and where said ordinance will be considered for final passage."

Motion to introduce Ordinance No. 15-05 was made by Mr. Daniel, and seconded by Ms. Davis. A roll call vote ensued:

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

Motion was approved 5-0.

OLD BUSINESS

6. Bergen Volunteer Medical Initiative (BVMI)

Mr. Fedorko reported that only one person had signed up for the previous BVMI clinic on June 2, and then did not show up. He said the final clinic is scheduled for June 16, 2015, and one person is scheduled for that day. It was the consensus of the Board to authorize Mr. Fedorko to take all reasonable steps to terminate the contract with BVMI.

7. Walk with a Leader Program

Mr. Fedorko reported that the Walk with a Leader Program was very successful and had a good turn-out. The participants would like to continue with another walking program. The Board discussed several options for exercise and walking.

8. Food Service Manager Certificate/Retail License

Mr. Fedorko stated that, at present, restaurants opening in Englewood have six months to obtain a Food Service Manager's Certificate. He and the Department's Registered Environmental Health Specialists (REHS's) would like to change that to require the restaurants to have the Food Service Manager's Certificate upon opening a new restaurant. The Board agreed and Mr. Lustgarten suggested amending the current ordinance at the July 8, 2015 Board of Health meeting.

NEW BUSINESS

9. Diabetes Outreach Education (Stanford Diabetes Self-Management Program)

Mr. Fedorko reported that Claudette Murdock, Public Health Nurse, and Priscilla Lewis, Registered Environmental Health Specialist, will be attending the training of the Stanford Diabetes Self-Management Program and then will be able to give the course in Englewood. It would be offered to persons 64 years of age or older who are diabetics or pre-diabetics. The training session lasts six weeks, with the participants meeting once a week. Mr. Fedorko said he would like to provide lunch for the participants, who will number between 10-20 people.

10. Planning

Mr. Fedorko and the Board members discussed upcoming programs planned by the Department, including the Community Garden Show scheduled for July 26, 2015 at Depot Square. He also said there would be a free HIV screening at the Department on July 7, 2015, from 12 to 5 PM.

11. Other Business

Mr. Fedorko announced that the Department's Health Educator had tendered her resignation. She would be getting married and moving out of state.

Mr. Fedorko reported that the Department had conducted the Tobacco Age of Sale Program (TASE) recently. He said eight businesses had been tested, and four failed by selling cigarettes to under-age buyers.

Ms. Bostick congratulated Mr. Fedorko on the success of the Don't Miss a Beat Program and hoped that it would be continued next Spring.

PUBLIC COMMENT

Motion to open the time for public comment was made by Ms. Davis, and seconded by Dr. Sadler. Motion was approved 5-0.

Dr. Richard Pierson, 60 Lincoln Street

Dr. Pierson spoke very highly of Dr. Jennifer Ashton and said she has a great sense of community involvement. He offered to introduce her to Mr. Fedorko and thought the Department could benefit greatly from any relationship with her.

Dr. Pierson also recommended that the Department develop closer relationships with the many houses of worship located in Englewood, as they are good assets in getting the word out on health-related issues.

There were no more comments or questions from the public. Motion to close the time for public comment was made by Dr. Sadler, and seconded by Ms. Davis. Motion was approved 5-0.

Mr. Lustgarten 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 contract negotiations; 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 upon ratification of the contract, but not later than October 1, 2015, 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: Collective bargaining agreement negotiations.

Motion to begin the closed session was made by Dr. Wisotsky, and seconded by Ms. Davis. Motion was approved 5-0.

(Closed Session)

The Board discussed the items pending in the Local 108 contract negotiation.

ADJOURN

There being no further business to discuss , motion to adjourn was made by Ms. Davis, and seconded by Mr. Daniel. All members voted "Aye," in favor. Motion was carried.

The meeting adjourned at 9:20 p.m.

Respectfully submitted,

James Fedorko
Secretary to the Board
/jh

Schedule "A"

**ENGLEWOOD DEPARTMENT OF HEALTH LICENSE APPROVALS
MAY 1, 2015 THRU MAY 31, 2015**

	License #	License Type	Issue Date	Business	Fee
1	2015-0183	Type I - Food Markets	5/4/2015	7-ELEVEN (#34524)	\$250.00
2	2015-0185	Type I - Food Markets	5/4/2015	DONG FUNG INC FAR EAST RESTAURANT	\$250.00
3	2015-0186	Type I - Food Markets	5/4/2015	AYLWARDS NATURAL FOODS	\$250.00
4	2015-0187	Type I - Food Markets	5/4/2015	7-ELEVEN (#34180)	\$300.00
5	2015-0188	Type I - Food Markets	5/4/2015	BAGEL EXPRESS	\$250.00
6	2015-0192	Type I - Food Markets	5/5/2015	JUNIOR'S MINI MARKET	\$250.00
7	2015-0220	Type I - Food Markets	5/11/2015	SPRING TREE BAGEL	\$250.00
8	2015-0222	Type I - Food Markets	5/11/2015	DOLCE & SALATO BAKERY	\$250.00
9	2015-0224	Type I - Food Markets	5/14/2015	COMMUNITY FOOD PANTRY PLUS	EXEMPT

10	2015-0239	Type I - Food Markets	5/14/2015	CENTER FOR FOOD ACTION IN NJ	EXEMPT
11	2015-0240	Type I - Food Markets	5/15/2015	GWB EXXON/TIGER SERVICE STATION	\$250.00
12	2015-0241	Type I - Food Markets	5/15/2015	BURGUNDY'S VARIETY	\$250.00
13	2015-0242	Type I - Food Markets	5/15/2015	COOKIES BY DESIGN	\$250.00
14	2015-0247	Type I - Food Markets	5/15/2015	ENGLEWOOD WINE MERCHANTS	\$250.00
15	2015-0261	Type I - Food Markets	5/22/2015	T & R DELI & GROCERY	\$250.00
16	2015-0263	Type I - Food Markets	5/26/2015	5 CONTINENTS OF ENGLEWOOD INC	\$250.00
17	2015-0184	Type II - Restaurants	5/4/2015	BLUE MOON MEXICAN CAFE	\$300.00
18	2015-0189	Type II - Restaurants	5/4/2015	RESTAURANT HERITAGE LLC DBA EMMA	\$250.00
19	2015-0190	Type II - Restaurants	5/4/2015	TASTI D-LITE	\$250.00
20	2015-0191	Type II - Restaurants	5/5/2015	LA FONDA PAISA	\$250.00
21	2015-0193	Type II - Restaurants	5/5/2015	DR. GRIECO ELEMENTARY SCHOOL	\$400.00
22	2015-0194	Type II - Restaurants	5/5/2015	DMEIS ALTERNATE PROGRAM	\$250.00
23	2015-0195	Type II - Restaurants	5/5/2015	DMHS	\$400.00

24	2015-0196	Type II - Restaurants	5/5/2015	DMHS - KING HALL ACADEMIES	\$400.00
25	2015-0197	Type II - Restaurants	5/5/2015	JANIS E DISMUS MIDDLE SCHOOL	\$400.00
26	2015-0198	Type II - Restaurants	5/5/2015	MC CLOUD ELEMENTARY SCHOOL	\$400.00
27	2015-0204	Type II - Restaurants	5/5/2015	QUARLES SCHOOL	\$400.00
28	2015-0207	Type II - Restaurants	5/5/2015	ROSE'S OF ENGLEWOOD	\$400.00
29	2015-0208	Type II - Restaurants	5/7/2015	SEAFOOD DELIGHT, LLC	\$250.00
30	2015-0217	Type II - Restaurants	5/11/2015	SUSHI TATSU	\$250.00
31	2015-0218	Type II - Restaurants	5/11/2015	TIPICOS MORAZON RESTAURANT	\$250.00
32	2015-0219	Type II - Restaurants	5/11/2015	ENGLEWOOD DINER	\$300.00
33	2015-0221	Type II - Restaurants	5/11/2015	ROMAN INN	\$250.00
34	2015-0223	Type II - Restaurants	5/11/2015	STARBUCKS COFFEE CO #846	\$250.00
35	2015-0225	Type II - Restaurants	5/14/2015	COMMUNITY S.D.A. CHURCH	EXEMPT
36	2015-0226	Type II - Restaurants	5/14/2015	FIRST UNITED METHODIST CHURCH	EXEMPT
37	2015-0227	Type II - Restaurants	5/14/2015	FRIENDS OF GRACE SENIORS, INC.	EXEMPT
38	2015-0228	Type II - Restaurants	5/14/2015	IDEAL LODGE #470	EXEMPT

39	2015-0229	Type II - Restaurants	5/14/2015	INFANT SENIOR SHARING PROJECT INC. DBA INFANT TODDLER DAYCARE CENTER	EXEMPT
40	2015-0230	Type II - Restaurants	5/14/2015	WEST SIDE INFANT & TEEN PARENT PROGRAM	EXEMPT
41	2015-0231	Type II - Restaurants	5/14/2015	INGLEMOOR CENTER	EXEMPT
42	2015-0232	Type II - Restaurants	5/14/2015	LDS (LATER DAY SAINTS CHURCH)	EXEMPT
43	2015-0233	Type II - Restaurants	5/14/2015	LEONARD JOHNSON DAYCARE NURSERY	EXEMPT
44	2015-0234	Type II - Restaurants	5/14/2015	LOAVES & FISHES/BETHANY PRESBYTERI	EXEMPT
45	2015-0235	Type II - Restaurants	5/14/2015	SHILOH LODGE #53	EXEMPT
46	2015-0236	Type II - Restaurants	5/14/2015	WOMAN'S CLUB OF ENGLEWOOD, INC.	EXEMPT
47	2015-0237	Type II - Restaurants	5/14/2015	YESHIVA OHR HATALMUD	EXEMPT
48	2015-0238	Type II - Restaurants	5/14/2015	CALVARY CARES CDC INC	EXEMPT
49	2015-0243	Type II - Restaurants	5/15/2015	ENGLEWOOD FIELD CLUB	\$400.00
50	2015-0245	Type II - Restaurants	5/15/2015	ENGLEWOOD HOSPITAL CAFETERIA	\$300.00
51	2015-0246	Type II - Restaurants	5/15/2015	TAVERNA KYCLAVES DBA SYROS TAVERNA	\$300.00

52		Type II - Restaurants	5/22/2015		\$250.00
	2015-0257			SALVADOREAN DELI	
53		Type II - Restaurants	5/22/2015		\$250.00
	2015-0259			HAVANA ESPRESSO	
54		Type II - Restaurants	5/22/2015		\$250.00
	2015-0260			BINGHAMTON BAGEL CAFE	
55		Type II - Restaurants	5/26/2015		\$250.00
	2015-0265			CHAT KAEW THAI CUISINE	
56		Type IV - Mobile	5/22/2015		\$150.00
	2015-0258			COFFEE TIME CATERING	
57		Type V - Sweets, Candy, Gum	5/26/2015		\$40.00
	2015-0262			LORI'S HOSPITAL GIFT SHOP	
58		Type V - Sweets, Candy, Gum	5/27/2015		\$40.00
	2015-0266			JENNY CRAIG WEIGHT LOSS #2018	
59	E	Type VI - Cooking Facilities	5/18/2015		EXEMPT
	2015-0248			WHEAT FREE MARKET FOODS LLC	
60	E	Type VI - Cooking Facilities	5/18/2015		EXEMPT
	2015-0249			BON VIVANT NEW YORK PRODUCTION CENTER	
61	E	Type VI - Cooking Facilities	5/18/2015		EXEMPT
	2015-0250			LUMPASUGAH LLC	
62	E	Type VI - Cooking Facilities	5/18/2015		EXEMPT
	2015-0251			SUPEREDIBLES INC	
63	E	Type VI - Cooking Facilities	5/18/2015		EXEMPT
	2015-0252			NANA'S HOME KITCHEN	
64	E	Type VI - Cooking Facilities	5/18/2015		EXEMPT
	2015-0253			BLUE BIKE KITCHEN	

65	E	2015-0254	Type VI - Cooking Facilities	5/18/2015	BROOKE'S BAKED GOODS, INC	EXEMPT
66	E	2015-0255	Type VI - Cooking Facilities	5/18/2015	QUARTER BITES	EXEMPT
67	E	2015-0256	Type VI - Cooking Facilities	5/18/2015	MOBILE MARDI GRAS	EXEMPT
68		2015-0199	Vending	5/5/2015	DMHS VENDING	\$50.00
69		2015-0200	Vending	5/5/2015	DMHS - KING HALL ACADEMIES VENDING	\$100.00
70		2015-0201	Vending	5/5/2015	JANIS E DISMUS MIDDLE SCHOOL VENDING	\$75.00
71		2015-0202	Vending	5/5/2015	MC CLOUD ELEMENTARY SCHOOL VENDING	\$75.00
72		2015-0203	Vending	5/5/2015	DR. GRIECO ELEMENTARY SCHOOL VENDING	\$75.00
73		2015-0205	Vending	5/5/2015	QUARLES SCHOOL VENDING	\$50.00
74		2015-0206	Vending	5/5/2015	DMEIS- ALTERNATE PROGRAM VENDING	\$25.00
75		2015-0210	Vending	5/8/2015	CROSS CREEK POINTE CONDO	\$25.00
76		2015-0211	Vending	5/11/2015	ADMIRATION FOODS	\$150.00
77		2015-0212	Vending	5/11/2015	STAPLES (ATLANTIC VENDING)	\$75.00
78		2015-0213	Vending	5/11/2015	NYSC (ATLANTIC VENDING)	\$75.00

79		Vending			
	2015-0214		5/11/2015	GOODYEAR (ATLANTIC VENDING)	\$25.00
80		Vending			
	2015-0215		5/11/2015	LEXUS (ATLANTIC VENDING)	\$50.00
81		Vending			
	2015-0216		5/11/2015	VERIZON	\$50.00
82		Vending			
	2015-0264		5/26/2015	ENGLEWOOD CARWASH AVENUE	\$25.00
83		General-Pool			
	2015-0209		5/8/2015	CROSS CREEK POINTE POOL	\$300.00
84		General-Pool			
	2015-0244		5/15/2015	ENGLEWOOD FIELD CLUB POOL	\$300.00

V=VOID
E=EXEMPT

C=CORRECTION

GRAND TOTAL **\$12,955.00**