

**MIDDLESEX BOARD OF HEALTH
MEETING MINUTES
THURSDAY, FEBRUARY 10, 2022**

The meeting of the Middlesex Board of Health was held on the above date via Zoom and called to order at 7:00 p.m. by President 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, with subsequent notice dated January 6, 2022, and January 31, 2022, and filed in accordance with the law.”

Oath of Office was read into record by Laura Steinau.

Roll Call

Michael Conahan	<input checked="" type="checkbox"/>	
Steve Ember - President	<input checked="" type="checkbox"/>	
Melissa Fedosh	<input type="checkbox"/>	- Absent
Thomas Harrity – Vice President	<input checked="" type="checkbox"/>	
Lucy Laranjeiro	<input type="checkbox"/>	- Absent
Karen Rutkowski – Alternate 1	<input checked="" type="checkbox"/>	
Laura Steinau	<input checked="" type="checkbox"/>	
Peyton Yanchurak	<input checked="" type="checkbox"/>	

Others in attendance:

Terence Brundage, REHS
Council Representative, Councilman Quinn
John Dowd, Division Head, Middlesex County Public Health Education and Preparedness Division

Presentation:

President Ember invited John Dowd, Division Head of the Middlesex County Public Health Education and Preparedness Division to speak to Board Members and to answer any concerns they may have. Mr. Dowd informed members about COVID-19 vaccination and testing sites. Mr. Dowd also briefed Board Members on upcoming programs and events which included links to January and February awareness program, NJDOH COVID-19 Information for Communities, Middlesex County Cancer Education & Early Detection Program, Medical Reserve Corps Volunteers, Middlesex County News and Waterfront Safety Education. In addition, he discussed helping other municipalities obtain Sustainable Jersey status. He also stated that on June 24th, there will be a Sustainable Jersey Summit being held in Holmdel.

Board Members discussed the contract between the Borough and the County, in addition to tracking of communicable diseases.

Adoption of Minutes – Vice President Harrity made a motion to accept the January 13, 2022, meeting minutes, seconded by Board Member Steinau. All in favor.

Introduction of Ordinance:

Introduction of Ordinance No. 148-22 – Ordinance to Amend Chapter 429 on the Borough Code By-Laws for the Board of Health of the Borough of Middlesex, Amending Article II, Members, Section 429-9 Meeting; Notices, Waiver of Notice.

Section 429-9 shall be amended to read as follows:

SECTION 429-9 Meetings; Notices; Waiver of Notice

- B. Regular meetings of the Board of Health shall be held bi-monthly on a day and time set by the Board. All meetings will be held in accordance with the Open Public Meetings Act (Chapter 231, P.L. 1975: see also N.J.S.A. 10:4-6). Notice of regular meetings of the Board of Health shall be given to each Member by hand delivery, mail, or email at least three (3) days prior to the day of the meeting.

This ordinance shall take effect upon final adoption and publication as required by law.

President Ember opened the public hearing on Ordinance No. 148-22. Seeing that there was no public participation, President Ember closed the hearing on Ordinance No. 148-22.

Motion to accept the introduction of Ordinance 148-22 was made by President Ember and second by Vice-President Harrity and carried by the following roll call vote by members present. Ayes: Conahan, Ember, Harrity, Rutkowski, Steinau and Yanchurak. No: None Abstain: None

Executive Session: None

Reports

- A. **Board of Health Activities Report** – SREHS, Terry Brundage presented the Activities Report for January 2022. He informed members of new food establishments and addressed concerns regarding mice complaint at Middlesex Village Unit.

President Ember made a motion to accept the Activities Report seconded by Board Member Rutkowski and carried by a unanimous vote by members present.

- B. **Monthly Activities Environmental Report** – **TABLED** until March 10th meeting due to discrepancies in the report. A committee consisting of President Ember, Vice President Harrity and Board Member Yanchurak was formed to compile questions to be presented to County Environmental representative at the March 10th meeting.

Board Members present agreed to table until March 10th meeting.

C. **Registrar's Report** – Board Secretary presented the Registrar's Report for January 2022.

Vice President Harrity made a motion to accept the Registrar's Report seconded by Board Member Rutkowski and carried by the following roll call vote by members present. Board Member Conahan left the meeting. Ayes: Ember, Harrity, Rutkowski, Steinau and Yanchurak. No: None Abstain: None

D. **Board of Health Report** – Board Secretary presented the Board of Health Report for January 2022.

Board Member Steinau made a motion to accept the Board of Health Report, second by Vice President Harrity and carried by the following roll call vote by members present. Board member Conahan left the meeting. Ayes: Ember, Harrity, Rutkowski, Steinau and Yanchurak. No: None Abstain: None

Correspondence - None

Unfinished Business:

A. **Coronavirus Reports** – Board Member Yanchurak presented a monthly report of deaths in the Borough include deaths due to COVID-19. Vice President Harrity informed members that the County's website has COVID-19 data cases by individual towns. President Ember asked the members if they would still like to receive reports from the Borough Administrator which had been forwarded to President Sherr in 2021. Board Members discussed obtaining the County COVID reports, and other health issues reports again from the Borough Administrator.

B. **Board of Health Budget** – President Ember informed members that Borough Clerk prepared the budget based on last year's expenditures. No comments or concerns were presented.

C. **Board of Health Contract** – President Ember informed members that the contract is currently waiting for Mayor's signature. Board Secretary stated that the contract is with the mayor for signature and will be forwarded to the County for final execution by the Borough Clerk.

D. **Board of Health License Fees** – President Ember stated that we really don't want to raise our fees, but our fees tend to be lower than other surrounding towns. Board Member Laranjeiro, who was part of the Board of Health Fees Committee was not in attendance, therefore, no further discussion was had on the matter. Matter to be discussed at the March 10th meeting.

E. **Spray Tek** – Board Members discussed concerns regarding Spray Tek and other businesses alike that may have an impact on the community's overall health.

F. **Formation of Work Groups** – President Ember would like to pursue the formation of work groups for the following topics:

1. Contract
 2. Finance & Budget (License Fees)
 3. Rabies Clinic – Board Member Steinau volunteered
 4. Website – Board Member Rutkowski volunteered
 5. Pollution & Environmental – Vice President Harrity & Board Member Yanchurak volunteered
 6. NJ Local Board of Health Association – President Ember volunteered
 7. Birth & Death Recording – Board Member Yanchurak volunteered
 8. Sustainable Jersey; Grants – Board Member Steinau & Vice President Harrity volunteered
 9. Newsletter – Deadline to submit article is March 4th
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New Business

- A. NJ Local Board of Health Association - President Ember presented his notes taken at the January 15, 2022, NJLBHA meeting. He mentioned an important finding obtained in the Robert Wood Johnson Report regarding the mistrust of COVID-19 information obtained from the government. He also informed the members of the upcoming NJ Local Board of Health Association meeting scheduled on March 12th at 10:00am via zoom. He encouraged Board Members to attend.
 - B. Terry Brundage informed the members that the Clerk's Office receives OPRA requests requesting environmental reports on properties of interest. Most of the time, there are no records on file. President Ember requested that Terry advise the board if there are any important records found that they should be aware of.
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Website – President Ember will be sending Borough Administrator Karrow and Board Secretary updates to the Board of Health page.

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.

Adjournment – Board Members discussed and agreed to hold the March 10, 2022, meeting via Zoom. President Ember moved for adjournment seconded by Board Member Yanchurak and carried by a unanimous vote of board members present.

Carmen Modica
Board Secretary