

## WANAQUE BOARD OF HEALTH

April 20, 2016

This is the Regular Meeting of the Wanaque Board of Health held on Wednesday, April 20, 2016 in the Municipal Building, and called to order by President Frank Riccardelli at 7:35 p.m.

President Riccardelli read the following Sunshine Law: THIS IS THE REGULAR MEETING OF THE WANAQUE BOARD OF HEALTH. ADEQUATE NOTICE HAS BEEN GIVEN AND IT HAS BEEN DULY ADVERTISED BY THE PLACEMENT OF A NOTICE IN BOTH THE SUBURBAN TRENDS AND THE HERALD NEWS AS E-MAILED ON DECEMBER 20, 2015 AND A NOTICE HAS BEEN POSTED ON THE BULLETIN BOARD IN THE BOROUGH OF WANAQUE.

### **ROLL CALL**

Member Riccardelli, Member Bertelloni, Member Griffin, Member Van Rossen, Member Stiansen and Member Rick answered Roll Call. Member Vuksanic was absent and Eric Willis.

### **ALSO PRESENT**

Christopher Chapman, Health Officer and Bernie McDavitt, PHN.

### **ELECTION OF OFFICERS**

Board Secretary asked for nominations for president. Member Van Rossen nominated Frank Riccardelli, seconded by Member Bertelloni. No other nominations heard. Nominations closed. On Roll call to nominate Frank Riccardelli, all present voted yes. Frank Riccardelli abstained. Frank Riccardelli was elected President.

Board Secretary asked for nominations for Vice President. Member Riccardelli nominated Member Van Rossen, seconded by Member Stiansen. No other nominations heard. Nominations closed. On Roll Call to nominate Linda Van Rossen, all present voted yes; Linda Van Rossen abstained. Linda Van Rossen was elected Vice President.

## MINUTES

On a motion from Member Riccardelli seconded by Member Van Rossen and on Roll Call, the Minutes of November 18, 2015 were accepted.

Member Riccardelli asked if there were any questions.

Member Griffin had a question on the minutes. She inquired as to who determines the smoking fines for Lakeland HS. Said she read they are hefty fines. Just wants to know who determines the fines. Chris responded it's usually on a sliding scale. The first time the fine is on the low end and then it goes up from there. The way it's done is that the school sites the person. The fine comes under the town to the health department. It's enforced by the school. Member Riccardelli said The Board of Education sets the policy and they say its \$500 and then \$1,000 after the fourth incident. Member Griffin asked who could reduce the fines. Member Riccardelli said the Board of Ed. Member VanRossen asked why would you want to reduce them. Member Griffin said it was mentioned in the minutes that it was very costly for the parents. Member VanRossen said it should be. They should be making sure their children are not smoking on school property. Member Griffin agreed. Member Van Rossen said if you're aware of a penalty you should be taking care of it before it happens so you're not penalized for it. Member Griffin said as long as they enforce it because sometimes when the amounts are that high then they say oh well it's a hardship we wouldn't do it this time . Member Griffin was wondering how effective the law is. Chris said the Health Inspector in town along with the Health Educator is looking into a Smoke Session Plan. Whether or not that works we'll find out. Hopefully it will have some affect. The problem with kids is they think they're immortal. Bernie said they're also looking into a new program. She spoke to the Health Educator about it and she sent over some materials, actually a packet, it's called Tar Wars and it's for the middle school 5th and 6<sup>th</sup> graders because that's when it starts. Bernie said we are hoping it can be established next year. It's from the State and it's totally free. There was some discussion regarding why kids smoke and whether it is less or more than in the past.

## FINANCIAL & MONTHLY REPORTS

On a motion by Member Van Rossen seconded by Member Rich and on roll call financial reports and monthly reports for November, December 2015 and January, February and March 2016 were accepted.

## NURSE'S REPORT

Bernie had a 2015 annual report she passed out and said if anyone had questions on it she certainly will answer them. She said she was extremely busy last year. She also included the Health Educator's report from last year. She said the Health Educator from last year was Maryann Stillman who did a phenomenal job. She said she, the Health Education at Chilton and the nurse from West Milford and Janet the nurse from Ringwood had a meeting at Chilton yesterday. They want to make plans to try to enlarge their focus and work together a bit with West Milford and Ringwood on male and female cancer clinics because there has been a decline in these clinics pretty much as a result of insurance plans and more coverage. This way we save a little money in the process as having one program for three towns. The only clinch in the whole thing is the Health Educator that we met with yesterday had brought up something that Bernie thinks we should know and look at. Morristown took Chilton over and Morristown is really in charge now of what goes on at Chilton. The Health Educator's believes her mileage to get to programs are supposed to be paid for by us in some way. I don't know if they will divide it in three or what they are going to do. We told her we really didn't think that would be acceptable because she has a contract with Chilton to provide services to the towns so why would we end up paying her mileages when she's employed by another entity. We might have to check into that with Chilton and let them know we're not really interested in paying the mileage. Member VanRossen questioned how is she employed by us. Bernie said she's not she's being sent by the hospital to provide for the health educator's contract. Member Van Rossen asked so what do we do - does she get 1099 by the town of Wanaque. Because if she's 1099 she can write off her mileage. Bernie asked what is a 1099. Member Van Rosen explained it's the way you get paid. There are no taxes taken out etc. Bernie asked Chris who do we sign our contract with. Chris said we sign with Chilton. Chris said he was thinking maybe there's a possibility that we might already have a health educator, Gina. Chris said she is an inspector part time; she could also be part time as a Health Educator. Bernie said the Health Educator sent an email to her saying oh no it's definitely under the towns responsibility for the payment of travel.

There was discussion regarding who is responsible to pay for the health educator's gas mileage. Bernie said the shame of it is there's this program that Maryann Stillman started, it's a wellness challenge program, it was held last summer and Maryann was at every session, the people loved it. They had walking clubs at Ringwood Skylands and different places. We have some really good ideas but are at a stale mate here in terms of the mileage. We talked about her not having to be at every program but she's new why would she not want to be at all the new programs. Member Bertelloni wanted to know if we paid for the educator last year. Bernie said we had a contract with Chilton. Member Bertelloni asked how much could it cost. Bernie said she didn't know. Member Riccadelli did a calculation of approximate how much it would cost for travel expense. He said If it's 30 trips at approximately \$10/trip that's \$300. He said if she's good and she's reliable and enthusiastic seems like there's nothing to worry about. Bernie said we are paying for a Health Educator not for her mileage because she is not employed by us. Member VanRossen said she's an independent contractor that is employed by us so she should be able to deduct her mileage from her taxes. Bernie said the hospital should be paying for it. Member Riccadelli said did you say Gina could fill in. Chris said Gina is a licensed certified Health Educator. Member Bertelloni said the contract that was signed with the hospital needs to be looked at. Bernie asked Chris if he had the contract. Chris said he had the contract. It will need to be investigated.

Bernie said the meeting went well and there is a wellness program in the works along with lectures by physicians.

We're looking at doing the female and male clinics together to save money and to provide good services. Bernie said child health has been very busy, communicable diseases has been extremely busy. Bernie said she tries to put things on the web page that would be interesting to all.

We have the SMAC coming up on May 21<sup>st</sup> and we added one test for vitamin D levels.

Bernie asked if there were any questions.

Member Riccadelli asked Bernie about a request on the agenda for an assistant staff nurse per diem and an assistant clinical secretary per diem.

Bernie said it has been difficult in the past and the future we don't know what it is going to bring up. I've had a couple of issues lately and it started me thinking how I need to have somebody on board that knows what's going on so someday I will be able to step down and say she'll be great doing this job. I have somebody who

has been volunteering for several years. Actually she worked for the borough in 2007 and was paid. There is a statue with those two listed in salary ranges for the assistant staff nurse per diem and an assistant clinical secretary per diem. I was hoping that I could get some help with things and at the same time be able to train somebody. I spoke to Tom about it and he surprised me by being in favor of that but he said we don't have the money right now. He said until the end of the year there's just not enough money to pay a whole lot of hours to a per diem assistant nurse or to a clinical secretary. He told me to write a memo to him and I will do that. Member Stianson asked how many hours per week are you talking about. Bernie said she was thinking sixteen to twenty mainly for the clinics. Bernie said she can't in good conscious continue to have someone volunteering their time for the clinics that I run. She said it's just not right to do that. In addition to the fact that I'm getting older and there may be some point in time that I might want to step back and retire maybe in a year or two. Bernie said she would like to see this person do it because she knows the people, she's lived here all her life, she has four kids, she knows the fire department, the different departments in the building. She would be good at it. Member Riccardelli said so you can see her in the job in ten years from now Bernie said it would be less than ten years. So Member Riccardelli said this would be the time to put it into the budget for next year. Member Riccardelli said when we use to have the budgets we could do something but we really can't do it anymore. Member Bertelloni asked we don't have a budget for the Health Department. Member Riccardelli said we use to do the budgets here. Tom has taken over the budget. Bernie said she didn't realize that. The only thing we could do is suggest right now. Bernie said she wanted to let us know what was in the works. That's for a nurse but Member Griffin asked but then you want a clinic secretary. Bernie said well again I have somebody who has volunteered. She has been there lots of hours, no pay, and she herself is thinking about getting a part time job somewhere. She is great, an excellent worker, she follows through with very little instruction and she's what's needed especially for the clinics but also just generally. She's needed more often than the nurse is needed. The nurse is needed periodically when I have clinics, when I have communicable disease reports and I have a lot of work in different directions. Member Griffin asked so her hours wouldn't be set it would be by need. Bernie said both would be per diem. Maybe even ten hours a week would be the maximum amount of hours for her. I don't picture requiring more than that on a routine bases. Recently when I was beseeched with a whole lot of things around Easter with the social services programs going, and I'm trying to taper that down a bit. I have two people who are doing really well. One is Lois who is part of that in terms of the food distribution program but it's getting harder and we have more need.

Member Riccardelli said so propose to Tom ten hours, sixteen hours. Member Riccardelli said he thinks it would happen. Then you can think about retirement. That's what she's really saying. Two weeks from now I will be sixty nine. Member Bertelloni said when she retired she didn't care who took her place. Member Van Rossen said she put her resignation in four months ago. I'm still waiting to be replaced. So do it now. I'm really not ready to retire today but what I'm saying is who knows.

Member Riccadelli asked if there were any comments.

Member Griffin was wondering if - you know the gentlemen that just sold that big monstrosity on Ringwood Ave. Now it's going to be Your Way Church and he owns the house across the street with all the garbage on the side of the house. Does it have to be someone complaining about that or if you see it can you approach them about that. Chris said we talked about it. He knows that there was something that was supposed to be going on there, I don't remember what the final status was. It was supposed to be cleaned up. The sticky part comes when there is a foreclosure and the bank gets involved. Member Griffin asked is it on the building he got rid of or the concrete house. Chris said the concrete house across the street. He doesn't know exactly where it's at this moment. He know there was supposed to be something done. He will take a look into it and get back to you on exactly what the status is. Chris said the construction code official was over there so was property maintenance. But I can find out. Member Griffin said when you have people in town that have cars in front of their driveways with flats and they're left there for years, does the town have an ordinance for these things. I know they have to be enforced. It's just a shame that people who take care of their properties have to live with people who have a boat out in front of their house. This is in my development because I walk every day in my development. And this guy whose putting the garbage on the side of his house that's Ringwood Ave. That's the main street in this town; it does not make our town look good. It just looks not nice. Member Bertelloni asked when you say our inspector do you mean the inspector from the Board of Health the gal that writes up these reports or the building inspector. Chris said Property Maintenance, David Hammerle. Member Griffin said they actually had a place of Meadowbrook Ave that had a bathtub on the front lawn in her neighborhood. Another complaint in my neighbor is people put the garbage out the bears gets into it and guess what I could tell you this persons garbage has been there for weeks. Like little bits and pieces on the lawn, I don't know how they don't see it. Chris said if Gina witnesses a violation she can issue a summon on it. It's a courtesy to let them know up front so they can take care of the problem because if you do get to the point where you issue a summons and now they have a summons against them and then they decide to kick in their

heels on that then you end up dragging it into court. Member Griffin said she thought warnings are nice just like the snow removal was very effective in town. Member Riccardelli said most people are cooperative and it's a system that for the most part works. Member Griffin said if someone approaches them and tells them we're trying to keep our town looking nice would you mind helping us out and clean up. Chris said there's something about those houses regarding foreclosure or something going on there because I heard about it. At least the one house is in foreclosure. Member Griffin said the banks are dragging their feet, it's a joke. People come across the street from me, the banks send them to work on the lawn, and they don't even turn the motor on to the edger and they're staging their picture with their camera. There then were discussions regarding different properties in town that are owned by the banks and how the properties are being maintained or not maintained. Member Bertelloni asked what actually can the Board of Health do about getting the inspector out to take care of these problems. Chris said we'll look into it. Member Riccardelli said specifically the brick house on Ringwood Ave with all the garbage out. There was much discussion on how to go about getting the property owners and foreclosed properties cleaned up. Chris again said he'll look into it and said if anybody here sees a house that they have a question about give us a call because in the day to day coming and going some things get by. Member Rich said he knows there is an ordinance because the house across the street from his was abandoned and he was told to speak to the building department. They contacted the bank and the bank didn't do it so the town did it and charged the bank.

Member Bertelloni asked if we have an ordinance in town about signs. She said for example down in Haskell, the strip mall, they have all these cigarette signs, and tobacco signs on the post. Chris said the Health Department has nothing to do with that. Member Bertelloni said she thought there was an ordinance about signs. Chris said not under the health department that's not considered a health issue. Member Bertelloni asked why isn't it a health issue. Member Riccardelli said specifically health issues are like the cleanliness of a restaurant. We're talking about the exceptions. Again this is the legal system. I agree it's a terrible system but it's the only system we have right now. We can't just go in there and do something, if for example it's in foreclosure. Member Bertelloni asked what department would know about posting signs Chris answered building department. Chris said he can only speak for Ringwood. In Ringwood the construction code official is responsible for the maintenance of signage.

There then was some discussion as to how to go about finding the owners of the foreclosed properties.

**ADJOURNMENT**

On a motion by Member Bertelloni seconded by Member Van Rossen and on Roll Call, meeting was adjourned.

Respectfully submitted,

Terry Smerklo, Secretary