

CARTERET BOARD OF HEALTH

February 11, 2008

Thomas Sica called meeting to order at 6:04 p.m. Pledge Allegiance to the flag. Adequate notice of this meeting has been given by posting the time and place of the meeting on the Borough Hall's Bulletin Board, and advertised in the Home News Tribune and the Star Ledger as required.

Roll Call:

Thomas Sica, President
Yolanda Delgado, Vice President
Mary Ann Chubenko, Secretary
Susan Naples
Barbara Bohanek.....excused
Linda Kimball.....excused

Eric Cabrera attending meeting for George Otlowski, Jr.
Ellen K. Ransdell
Diane Kish
Owen Ravino

President Sica requested a motion to accept minutes of reorganization meeting held on January 14, 2008. Motion made by Yolanda Delgado and seconded by Mary Ann Chubenko. All in favor.

COMMUNICATIONS:

#1 Letter from Nathan Hale Elementary School Parent Teacher Organization regarding donations for Tricky Tray (monetary or basket)
#2 1/15/08 Letter from ANJEC regarding Smart Growth Planning Assistance Grants

Mr. Sica made motion to put Communications on file and Board members can read them at a later time.

COMMITTEE REPORTS:

Mr. Sica explained that he did not think it was necessary to read all the Committee Reports. All members were given copies of reports that they can review; and, if there are any questions, they can make comments at next meeting. Members were in agreement. Mr. Sica made motion to accept Committee Reports as they are.

EMPLOYEE REPORTS:

Ellen K. Ransdell, Director:
Continue to provide services to senior residents and continue to distribute through Salvation Army ShopRite gift cards and food vouchers.

Dr. Skrzypczak, who administers our Clinical Breast Exam, is requesting an increase of \$20 per hour bringing the cost to \$95 instead of \$75. Doctor's Medi Center, who administers our Pulmonary Lung Function Testing, is requesting an increase of \$2 bringing the cost from \$28 to \$30 per person. Discussed increases. Mrs. Ransdell suggested she could check to see if there is another doctor available to do the physical breast exam clinic. Board members did not feel that increase was too bad. Mr. Sica suggested that as a temporary measure we accept increase and pay doctor \$95 per hour for physical breast exam. Also, Board would accept \$2 increase for pulmonary lung function screening to \$30 per person. Motion made by Yolanda Delgado and seconded by Susan Naples to accept Increases. Roll call taken. All members were in favor.

A volunteer from Easter Seals is now assisting at the Office on Aging answering phone and taking messages. She is an asset to Mrs. Ransdell.

Our first informational seminar held on January 28 at the Senior Center proved to be a success. The guest speakers were very knowledgeable and very well received by attendees. Hopefully this will be the first of many more seminars. Ms. Ransdell commented that she recently learned that this is something that will be required twice a year by Middlesex County Office on Aging.

Updated Office on Aging Services & Resources handbook for Senior Residents. Mrs. Ransdell put booklet together, with Mayor's approval. Copies were distributed to Board members. This was done so that seniors have information about various agencies and other information available to them. Board members commented the handbook was very good. Mrs. Ransdell also received request from Mayor to put something together for seniors concerning rentals and their responsibilities.

Received Older Americans Act grant for 2008 in the amount of \$6,000, which is \$1,000 less than last year.

On January 25, 2008 the Home News Tribune reported that a raccoon in Monroe tested positive for rabies. This is the first rabid animal reported in the municipality and the second in Middlesex County.

Diane Kish, Sr. Accounting Clerk:

Mrs. Kish distributed to Board an Accounting Summary for 2007 for Soldiers and Sailors Memorial Trust Fund. Members should review and if there are any questions please bring up at next meeting. Mr. Sica asked if Mrs. Kish needed additional funds from Valley National Bank. Mrs. Kish reported that currently there is a combined total of \$4,207 in checkbook and money market. She will request funds when needed to pay for clinics.

Reviewed requisitions issued in January: Under Board of Health, Advertising & Printing \$1,032 to DL printing for 8,000 West Nile Virus brochures ordered by Mayor and charged to our account. This was printed in 2007. Patrick DeBlasio told Mrs. Kish to charge current budget with the amount. Mr. Sica commented that this was charged against our 2008 budget and asked Susan Naples to speak to Mayor about increasing our budget \$1,000 to cover this expense. She stated she would ask. Continuing Mrs. Kish reported charges for office supplies, date stamp and address stamp; newspaper subscription, etc. Under Dog Trust account charge of \$579 was for dog and cat tags, license paper and links. These are ordered every year. Senior Transportation charge of \$495 for copier lease; and, Office on Aging \$57 to reimburse Ellen for refreshments for seminar. Totals spent: Other Expenses: \$1,562.46; Dog Trust Account \$614; Sr. Transportation \$495; and, Office on Aging \$57.

Issued 95 General Fees licenses and collected \$10,060.

During January collected \$1,266 in Vital Statistics fees for certified copies of births, marriages, deaths, etc.

Owen Ravino, REHS:

Mr. Ravino reported that everything is going along according to schedule. We will probably be doing food establishments three times this year instead of two because of the new Chapter 24 guidelines. All heat complaints have been remediated and the rest of the schedules on health matters have been covered.

OLD BUSINESS:

Ordinance, Article XXVIII “Licensing of Cats”, Fines for Violations of Ordinance #2700. Amount of fines was questioned by Mr. Sica last month. Section 2700.7 Penalty states “...not less than \$ 50.00, nor more than \$200, for each offense.....”. Mr. Sica asked Owen Ravino to check 34 Patrick St. There is a problem with stray cats there. Susan Naples asked what the procedure was when a complaint is received about stray cats. Mr. Sica stated we have a strong ordinance now concerning strays. Mr. Sica and Ellen Ransdell explained procedure when a complaint is received concerning someone feeding stray cats. Mrs. Ransdell also stated that if there are just strays in the area you should call Health Dept., but the best thing to do is to trap the cats because Animal Control will not come out for cats unless they are confined. Mr. Sica asked Board member to consider whether to increase fines and to bring this matter up at next meeting.

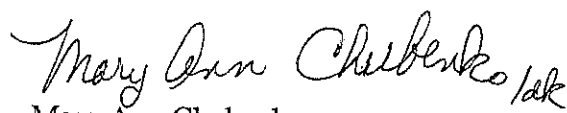
Mr. Sica asked Mr. Cabrera if George Otlowski had said anything about documents being ready. Attorney answered that Mr. Otlowski asked him to pass on that he would have motion documents ready for signature on Tuesday. Mrs. Ransdell told him office will be closed Tuesday, but Mr. Otlowski could drop off papers on Wednesday and we would call Mr. Sica to come in to sign documents. When questioned by Susan Naples, Mr. Sica explained the reason for motion to change trustee bank from Valley National Bank to a local bank. He explained history of trustee banks and current problems with Valley National Bank. We also need some say as to how investments are handled. We currently have no say in these matters. Bob Bergen and George Otlowski are working on the motion and Borough will be co-complainant on motion.

NEW BUSINESS:

PUBLIC PORTION: Mr. Sica asked for motion to open and then close meeting to public. Motion made by Yolanda Delgado and seconded by Susan Naples to open and close meeting to public. No public present. All in favor.

ADJOURNMENT: Meeting closed at 6:30 p.m. on motion made by Yolanda Delgado and seconded by Susan Naples. All in favor. Next regular meeting scheduled for Monday, March 10, 2008 at 6 p.m.

Respectfully submitted,


Mary Ann Chubenko
Secretary

