

CARTERET BOARD OF HEALTH

March 10, 2008

Thomas Sica called meeting to order at 6:05 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....excused
Susan Naples
Barbara Bohanek
Linda Kimball.....excused

George Otlowski, Jr.
Ellen K. Ransdell
Diane Kish
Owen Ravino

President Sica requested a motion to accept minutes of meeting held on February 11, 2008. Motion made by Yolanda Delgado and seconded by Susan Naples. All in favor.

COMMUNICATIONS:

#1 1/31/08 Valley National Bank Statement for Soldiers and Sailors Memorial Trust Fund
#2 2/29/08 Valley National Bank Statement for Soldiers and Sailors Memorial Trust Fund

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. He asked if members had anything new to add; if not, please take reports home to review.

EMPLOYEE REPORTS: Ellen K. Ransdell, Director:
There was no Child Health Conference held in Feb. in Carteret. The clinics will be held every other month in Carteret. The off months will be in Perth Amboy, which will also be open to Carteret residents.

Jane Parisi was suspended for two days, 2/11 and 2/13/08, without pay for her disorderly conduct. Mrs. Ransdell explained reason for suspension and discussed with Board members.

Mrs. Ransdell met with Rose Acuda on 2/19/08 about a new Senior Program called Seniors Helping Seniors. It is an in-home program such as cooking, yard work, etc. She showed a brochure giving information about the program. There is a charge for the services but this can be worked out.

Income Tax preparation started on 3/6/08 for seniors.

Received E-mail and attended budget hearing regarding no overtime and 15% cuts in budget. President Sica commented we can only afford to cut 10%. Mrs. Kish advised that last year we spent our entire budget and used Office on Aging, Senior Transportation and Dog Trust

Account to meet expenses. We cannot overspend budget. Mr. Sica asked Attorney if we are limited just to use Soldiers & Sailors money for clinics. Mr. Otlowski stated we told Court we are committed as to where we spend money. Mr. Sica questioned whether we could charge an administrative cost. Mr. Otlowski answered we have not done this before. Mr. Sica agreed; however, maybe we can do this now. We're using Borough paper and copy machine. Mr. Otlowski commented this would be restricted just to Soldiers & Sailors expenses. We do purchase stamps for mailings. Mr. Otlowski did not think this would help with the budget issue. Mayor also requested that we stop excessive copying. Barbara Bohanek commented there is no reason that each Board member have a copy of the entire package. We probably can have one copy of the meeting to look at. Original is in file anyway. Mr. Otlowski stated that there should be one copy available to the public at the meeting and this should be duly noted in the minutes.

Mr. Sica also suggested that one copy of Requisition package is fine; however, each member should have committee reports so they can take home to review.

Mrs. Ransdell bought up the last item which is the Rabies Clinic scheduled for Friday, 4/25 and Saturday, 4/26. The Mayor would like to change the administrative fee from \$5 to either \$20 or \$25. This would have to be done by resolution. Cost would be per animal. Barbara Bohanek stated to raise from \$5 to \$20 or \$25 is too much. A lot of people go to rabies clinic because they do not want to pay the vet. Purpose of rabies clinic is to get dogs vaccinated. Mrs. Ransdell commented that some people come to the clinic with four dogs. Mrs. Bohanek said this would total \$100. That is a lot of money. Mr. Sica suggested a decrease in the amount to \$10 and asked Board members for a resolution. Some members did not want to pass resolution requesting time to think about this until next month. Mrs. Ransdell stated we have to act on this because resolution has to be published and people advised. Clinic is coming up at the end of April. Barbara Bohanek made motion to increase cost of administering rabies vaccinations to \$10 per animal; seconded by Susan Naples. Roll call taken: Thomas Sica-yes; Yolanda Delgado-abstained; Barbara Bohanek-yes; Susan Naples-yes. Resolution to be published in Home News Tribune as soon as possible.

Mrs. Ransdell reported that Soldiers and Sailors Clinics have been scheduled beginning March 12, 2008. Schedule was attached in her report.

Diane Kish, Sr. Accounting Clerk:

For Vital Statistics during February took in a total of \$941 of which \$871 will be transferred to Borough. Balance of \$70 belongs to State burial permits. There were 14 deaths, 20 births and 7 marriages recorded.

Under Board of Health Other Expenses, to cut costs, under Adv. & Printing, we pulled City Directories in the amount

of \$305 and will use last years directory. Lexis Nexis is for updates to the NJ Administrative Code in the amount of \$132.19. County Health, first payment, was \$18,536.25. Ordered safety paper for certificates for Vital Statistics at a cost of \$66.58. Under Dog Trust Account we ordered dog license paper from MGL Printing at a cost of \$54.00. Senior Transportation: we ordered toner for copier \$150; and, bus drivers clothing & shoe allowance totaled \$1,300 (\$650 each). Total spent under Other Expenses was \$20,731.85; Dog Trust \$668; Sr. Transportation \$552; and Office on Aging \$1,450.

Issued 107 General Fees licenses and collected \$11,310.

Owen Ravino, REHS:

Reviewed highlights: Meat recall in schools. Mr. Ravino explained that three suppliers had meat from sick cows that caused a critical situation. Confiscated what was listed on recall; one or two cases in Carteret.

Two lots down Chrome were cleaned up of garbage and debris.

Violation Notice sent to 16 Noe St. Several days later house caught fire; however, most of the items were removed before the fire.

New swimming pool going in the Holiday Inn (right front side.) Should be ready by Memorial Day.

There were several other properties in town cleaned up. Food establishments are covered and mobile units are starting to be inspected.

George Otlowski, Attorney: 2/28/08 Filing of documents with Clerk for Motion to Transfer Account to North Fork Bank, Soldiers & Sailors Memorial Fund. Mr. Otlowski reported he had received no objections to our motion. As a matter of fact, he received a phone call today from the Attorney General. He reviewed our motion and had some general questions about what we were talking about and how we are spending our money. There will be no objections by the Attorney General's office. Mr. Otlowski anticipated that everything will be going through without any problems. No objections from Valley National Bank. Office personnel told Mr. Otlowski that North Fork Bank changed today to Capital One Bank. Mr. Otlowski has to amend the order for the name change. It was mentioned that since Linda Kimball is associated with the bank, she would have to excuse herself on any voting pertaining to Soldiers & Sailors Memorial Trust dealing with finances.

OLD BUSINESS:

None.

NEW BUSINESS:

None

PUBLIC PORTION:

Meeting opened and closed to public on motion made by Yolanda Delgado and seconded by Susan Naples. All in favor. No public present.

ADJOURNMENT: Meeting closed at 6:35 p.m. on motion made by Yolanda Delgado and seconded by Susan Naples. All in favor. Next regular meeting scheduled for Monday, April 14, 2008 at 6 p.m.

Respectfully submitted,



Mary Ann Chubenko
Secretary

MAC/dk