

**BOARD OF HEALTH MINUTES
JANUARY 17, 2017
REORGANIZATION
AND REGULAR MEETING**

THE MINUTES HAVE NOT BEEN FORMALLY APPROVED AND ARE SUBJECT TO CHANGE OR MODIFICATION AT THE NEXT REGULARLY SCHEDULED MEETING.

FLAG SALUTE: Led by Secretary V. Galizia at 7:00 pm.

ROLL CALL: **BOARD OF HEALTH MEMBERS - Present:** Ed Hayes, Nancie Walker, John Parks, Terry Cassidy, Donna Morris, Dave Hansen, Peggy Bopp

Also Present: Chrissy Whitehead, Sussex County Board of Health Inspector; Jim McDonald, Sussex County Health Officer; Valerie Galizia, Board of Health Secretary

Absent: Barbara Horan and Sue Rude

STATEMENT – D. Hansen stated that the meeting was being held in compliance with the provisions of P. L. 1875, Ch. 231, Secs. 4 & 13 the Sunshine Law, adequate notice of the meeting has been published in the New Jersey Herald being the Sunday and Daily editions as to time, place, and date, and is posted in the usual location of posted notices in the municipal building.

REORGANIZATION

OATH OF OFFICE

SWEARING IN OF BOARD OF HEALTH MEMBERS

Peggy Bopp – 3 year term (expires 12/31/2019)
Donna Morris – 3 year term (expires 12/31/2019)
John Parks – 3 year term (expires 12/31/2019)

The Board of Health Secretary swore in Peggy Bopp, Donna Morris, and John Parks for a 3 year term.

ELECTION OF CHAIRPERSON: Ed Hayes nominated Dave Hansen to serve as Chairperson for a one year term. Nancie Walker seconded the nomination. No other nominations were made and there was no discussion. All members in favor. D. Hansen accepted the nomination.

ELECTION OF VICE CHAIRPERSON: John Parks nominated Nancie Walker to serve as Vice Chairperson for a one year term. Terry Cassidy seconded the nomination. No other nominations were made. All members in favor. N. Walker accepted the nomination.

APPOINTMENT OF ATTORNEY: Chairman D. Hansen stated Frank McGovern, Esq. of McGovern & Roseman will be appointed as Attorney for the Hampton Township Board of Health.

A MOTION was made by Peggy Bopp and seconded by Terry Cassidy, with all members in favor, to designate Frank McGovern, Esq. of McGovern & Roseman to be appointed as Attorney for the Hampton Township Board of Health.

DESIGNATION OF OFFICIAL NEWSPAPERS: Chairman D. Hansen designated the official newspaper to be the New Jersey Herald's Sunday & Daily editions.

A MOTION was made by Terry Cassidy and seconded by Donna Morris, with all members in favor, to approve the designation of the official newspaper to be the New Jersey Herald.

TIME, DAY & PLACE OF MEETINGS: Chairman D. Hansen stated the meetings will be the Third Tuesday of every month at 7:00 PM at the Hampton Township Municipal Building in the Conference Room. The meetings will be held as follows:

January 17, 2017 Reorganization	July 18, 2017
February 21, 2017	August 15, 2017
March 21, 2017	September 19, 2017
April 18, 2017	October 17, 2017
May 16, 2017	November 21, 2017
June 20, 2017	December 19, 2017

A MOTION was made by Peggy Bopp and seconded by Vice Chairwoman N. Walker, with all members in favor, to approve the time, date and place of the meetings as listed above.

BOARD OF HEALTH
REGULAR MEETING
JANUARY 17, 2017

CONSENT AGENDA- All items with an Asterisk (*) are considered routine and non-controversial by the committee and will be approved by one motion. There will be no separate discussion of these items unless a citizen or Board Member requests, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

***MINUTES:** November 16, 2016

***PUBLIC HEALTH NURSING REPORTS FOR JANUARY 2017**

***SUSSEX COUNTY HEALTH DEPARTMENT REPORTS FOR
NOVEMBER 2016 & DECEMBER 2016**

Activity for (1910) Hampton Township

Period from 11/01/2016 to 11/30/2016

Date	Blk/Lot	Facility	Location	Activity
11/8/2016	3603/20.04	Advance Auto Parts	40 HAMPTON HOUSE RD HAMPTON, NJ	FOOD B1/Retail Food Establishments - Facilities Inspected (Christine Whitehead)
11/8/2016	3603/25.12	Dunkin Donuts / WalMart	26 HAMPTON HOUSE RD HAMPTON, NJ	FOOD B2/Retail Food Establishments - Facilities Re-Inspected (Christine Whitehead)
11/17/2016	3501/30.09	Home Goods #489	5 HAMPTON HOUSE RD HAMPTON, NJ	FOOD B1/Retail Food Establishments - Facilities Inspected (Christine Whitehead)
11/21/2016	1801/12	Boomers Place	1 ROUTE 521 NEWTON, NJ 07860	FOOD B1/Retail Food Establishments - Facilities Inspected (Christine Whitehead)
11/29/2016	2702/8	Balesville Church	6 CHURCH RD NEWTON, NJ 07860	FOOD B1/Retail Food Establishments - Facilities Inspected (Christine Whitehead)
11/30/2016	3603/25.12	DUNKIN DONUTS	26 HAMPTON HOUSE ROAD	FOOD D1/Retail Food Establishments - Facilities Correspondence (Christine Davey)
				Total Food: 6

11/1/2016	1801/12		1 Route 521	DWR G2N/Septic Reviews Well New (James McDonald)
11/4/2016	3013/3		66 Tall Oaks	DWR G4E/Septic Inspections – Final (Christine Whitehead)
11/7/2016	1204/2		285 Fairview Avenue	DWR G4G/Septic Inspections – Other (Christine Whitehead)
11/8/2016	2201/5		107 Crest Road	DWR G5A/Certificate of Compliance - Wastewater (Christine Whitehead)
11/8/2016	2702/24		47 Branchville Lawson Road	DWR G4B/Septic Inspections - Excavation (Christine Whitehead)
11/8/2016	2201/5		107 Crest Road	DWR G1EC/Septic Reviews Engineers Certs (Christine Whitehead)
11/8/2016	2201/5		107 Crest Road	DWR G1AB/Septic Reviews As Builts (Christine Whitehead)
11/9/2016	3402/3		106 Rolling Acres Drive	DWR G4F/Septic Inspections – Grading (Christine Whitehead)

Activity for (1910) Hampton Township

Period from 11/01/2016 to 11/30/2016

Date	Blk/Lot	Facility	Location	Activity
11/9/2016	2702/24		47 Branchville Lawson Road	DWR G4C/Septic Inspections – Suitable Fill/Disposal (Joseph Farinella)
11/10/2016	2702/24		47 Branchville Lawson Road	DWR G4E/Septic Inspections – Final (Veronica Copp)
11/10/2016	2702/24		47 Branchville Lawson Road	DWR G4G/Septic Inspections – Other (Veronica Copp)
11/14/2016	3013/3		66 Tall Oaks	DWR G4G/Septic Inspections – Other (Christine Whitehead)
11/15/2016	2702/24		47 Branchville-Lawson Road	DWR G4F/Septic Inspections – Grading (Christine Whitehead)
11/22/2016	101/8		24 Mountain Road	DWR G4A/Septic Inspections – Soil Log (Christine Whitehead)
11/22/2016	101/8		24 Mountain Road	DWR G4A/Septic Inspections – Soil Log (Christine Whitehead)
11/22/2016	101/8		24 Mountain Road	DWR G4A/Septic Inspections – Soil Log (Christine Whitehead)
11/28/2016	3402/3		106 Rolling Acres Drive	DWR G1AB/Septic Reviews As Builts (Christine Whitehead)
11/28/2016	3402/3		106 Rolling Acres Drive	DWR G1EC/Septic Reviews Engineers Certs (Christine Whitehead)
11/28/2016	3402/3		106 Rolling Acres Drive	DWR G5A/Certificate of Compliance - Wastewater (Christine Whitehead)
				Total Septic: 19
11/1/2016	1801/12		1 Route 521	DWR G6B/Well Line & Seal (Christine Whitehead)
11/2/2016	2702/16.04	administrator@hamptontwp-nj.org	Hampton Park	DWR G7B/Water Correspondence (Christine Davey)
11/4/2016	1801/12		1 Route 521	DWR G6B/Well Line & Seal (Christine Whitehead)

Activity for (1910) Hampton Township**Period from 11/01/2016 to 11/30/2016**

Date	Blk/Lot	Facility	Location	Activity	Total Well: 3
11/3/2016	1801/12	Boomers Place	1 Route 521	SDW A3/Safe Water - Facility - Follow/Reinspection (Marcia Chirico)	
11/3/2016	1801/12	Boomers Place	1 Route 521	SDW A3/Safe Water - Facility - Follow/Reinspection (Marcia Chirico)	
11/7/2016	2702/16.04	Hampton Township Municipal Park	Municipal Complex Road	DWR C5/Water Pollution - Contaminated Well Investigation (Marcia Chirico)	
11/9/2016	3501/30.06	Hampton Quick Chek	Route 206	DWR C5/Water Pollution - Contaminated Well Investigation (Marcia Chirico)	
11/9/2016	1801/12	Boomers Place	1 Route 521	SDW A3/Safe Water - Facility - Follow/Reinspection (Marcia Chirico)	
11/10/2016	1801/12	Boomers Place	1 Route 521	SDW A3/Safe Water - Facility - Follow/Reinspection (Marcia Chirico)	
11/14/2016	1801/12	Boomers Place	1 Route 521	SDW A3/Safe Water - Facility - Follow/Reinspection (Marcia Chirico)	
11/15/2016	1801/12	Boomers Place	1 Route 521	SDW A3/Safe Water - Facility - Follow/Reinspection (Marcia Chirico)	
11/16/2016	1801/12	Boomers Place	1 Route 521	SDW A3/Safe Water - Facility - Follow/Reinspection (Marcia Chirico)	
11/17/2016	1801/12	Boomers Place	1 Route 521	SDW A3/Safe Water - Facility - Follow/Reinspection (Marcia Chirico)	
11/22/2016	3301/18	Camp Auxilium	Route 519	SDW D1/Safe Water - Correspondence (Marcia Chirico)	
11/22/2016	1801/12	Boomers Place	1 Route 521	SDW A3/Safe Water - Facility - Follow/Reinspection (Marcia Chirico)	
					Total Other: 12

Activity for (1910) Hampton Township**Period from 11/01/2016 to 11/30/2016**

Date	Blk/Lot	Facility	Location	Activity	Total for November 2016	40
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Activity for (1910) Hampton Township**Period from 12/01/2016 to 12/31/2016**

Date	Blk/Lot	Facility	Location	Activity	Total Food: 1
12/5/2016	3202/24	Northwest Christian School	92 ROUTE 519 NEWTON, NJ 07860	FOOD B1/Retail Food Establishments - Facilities Inspected (Christine Whitehead)	
12/1/2016	2907/2		531 Clearview Drive	DWR G4A/Septic Inspections - Soil Log (Christine Whitehead)	
12/1/2016	2907/2		531 Clearview Drive	DWR G4A/Septic Inspections - Soil Log (Christine Whitehead)	
12/5/2016	504/9		22 east shore	DWR G4A/Septic Inspections - Soil Log (Christine Whitehead)	
12/15/2016	3501/44.02		12 Hampton Downes Road	DWR G4A/Septic Inspections - Soil Log (Christine Whitehead)	
12/15/2016	3501/44.02		12 Hampton Downes Road	DWR G4A/Septic Inspections - Soil Log (Christine Whitehead)	
12/15/2016	3501/44.02		12 Hampton Downes Road	DWR G4A/Septic Inspections - Soil Log (Christine Whitehead)	
12/15/2016	3501/44.02		12 Hampton Downes Road	DWR G4A/Septic Inspections - Soil Log (Christine Whitehead)	
12/15/2016	3501/44.02		12 Hampton Downes Road	DWR G4A/Septic Inspections - Soil Log (Christine Whitehead)	
12/15/2016	3501/44.02		12 Hampton Downes Road	DWR G4A/Septic Inspections - Soil Log (Christine Whitehead)	
12/15/2016	3501/44.02		12 Hampton Downes Road	DWR G4A/Septic Inspections - Soil Log (Christine Whitehead)	
12/19/2016	2704/2		22 Forest Drive	DWR G1R/Septic Reviews Repair (Joseph Farinella)	
12/19/2016	2704/2		22 Forest Drive	DWR G1I/Septic Intake (Trish Springer)	

Activity for (1910) Hampton Township**Period from 12/01/2016 to 12/31/2016**

<i>Date</i>	<i>Blk/Lot</i>	<i>Facility</i>	<i>Location</i>	<i>Activity</i>
12/22/2016	2704/2		22 Forest Drive	DWR G4G/Septic Inspections – Other (Christine Whitehead)
12/28/2016	508/2		3 Lower Lake West	DWR G4E/Septic Inspections – Final (James McDonald)
12/28/2016	508/2		3 Lower Lake West	DWR G4E/Septic Inspections – Final (James McDonald)
12/28/2016	508/2		3 Lower Lake West	DWR G4G/Septic Inspections – Other (James McDonald)
12/29/2016	2803.01/10		257 Highland Avenue	OPRA SDS/Information Request - Septic System-Parcel (Trish Springer)
12/29/2016	3804/1		18 Hampton Heights Lane	DWR G1I/Septic Intake (Maureen Slack)
12/30/2016	3804/1		18 Hampton Heights Road	DWR G1A/Septic Reviews Alter (Peter Bilby)
				Total Septic: 20
12/1/2016	2702/16.04	Hampton Township Municipal Park	Municipal Complex Road	DWR C5/Water Pollution - Contaminated Well Investigation (Marcia Chirico)
12/1/2016	1801/12	Boomers Place	1 Route 521	SDW A3/Safe Water - Facility - Follow/Reinspection (Marcia Chirico)
12/9/2016	1801/12	Boomers Place	1 Route 521	SDW A3/Safe Water - Facility - Follow/Reinspection (Marcia Chirico)
12/9/2016	1801/12	Boomers Place	1 Route 521	SDW E2/Safe Water - Enforcement Action - Summons/Penalty Action (Marcia Chirico/james mc donald)
				Total Other: 4
				Total for December 2016 25

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APPROVAL OF THE CONSENT AGENDA**Sussex County Health Department Report for November 2016:**

Chairman D. Hansen requested that the Re-inspections on various dates at Boomers Place be removed from the Consent Agenda for further consideration.

D. Morris requested that the Contaminated Well Investigation on 11/9/2016 at Quick Chek be removed from the Consent Agenda for further consideration.

A MOTION was made by D. Morris and seconded by T. Cassidy, with all members in favor, to approve the Consent Agenda as listed above with the items referenced removed for further consideration.

CONSENT AGENDA ITEMS TO BE DISCUSSED SEPARATELY**Re-inspections on various dates at Boomer's Place**

Health Inspector C. Whitehead stated that Boomer's Place had tested positive for E-Coli in their well. She stated that they had installed a new pump when the contamination started so

the pump may have been installed incorrectly. She stated that since last month they have raised the well casing and put a new line to the building. She stated that they need to get a couple of good water test results before being able to go off the bottled water. She stated that everything is fine at this point and they are back to using their water.

Contaminated Well Investigation on 11/9/2016 at Quick Chek

Health Inspector C. Whitehead stated that Quick Chek's standard plate count was high but is now fine. She stated that M. Cherico of the Sussex County Health Department had sent Quick Chek a courtesy email to let them know the levels were high.

OLD BUSINESS

1. Update: 2017 Retail Food Establishment Licenses, Vending Machine Licenses & Pet Shop/Kennel Licenses: Valerie Galizia, Board of Health Secretary.

Secretary V. Galizia stated that the only remaining Retail Food Establishment License needed is from Subway and the Hampton Township Fire & Rescue. She stated that she had spoken with the owner of the Subway who said she will be sending the application and fee in soon. The Hampton Township Fire & Rescue is waiting on members to get their food safety certifications, but they have no upcoming events in the near future. V. Galizia stated that the only Vending Machine/Pet Shop License needed is Pet Smart who she also spoke with last week and they stated they will have their application & payment in the mail the following day.

NEW BUSINESS

No new business to discuss.

CORRESPONDENCE

1. Email from the Sussex County Department of Health and Human Services announcing that Emrick Seabold has been named the Division Head to the Division of Environmental and Public Health Services and as the Sussex County Health Officer.

J. McDonald stated that since the Board of Health had received the above referenced letter regarding Emrick Seabold's retirement, he has been moved into the position of the Division Head to the Division of Environmental and Public Health Services and as the Sussex County Health Officer. J. McDonald gave a brief history of his positions at the Sussex County Health Department.

2. Public Health Nursing- Activities by Municipality for December 2016

Chairman D. Hansen stated that there was 1 School Immunization Audit in Hampton Township in December 2016 and that 5 participants were checked for Communicable Disease (new cases), 15 school immunization audits, and 1 flu, pneu, Td Clinic Client.

J. McDonald stated that this is what the Public Health Nursing Activity Report will look like from now on. They may tweak the chart with more specifics as time goes on so the municipalities have more information. He stated that the upcoming Public Health Nursing events for the next 2 months are also included on the bottom of the page. He stated that any recommendations for improvements from the municipalities are always appreciated.

PUBLIC SESSION

Public session opened. No public comment. Public session closed.

ADJOURNMENT

A MOTION was made by T. Cassidy, and seconded by E. Hayes, with all members in favor, to adjourn the meeting at 7:33 PM.

Respectfully submitted by,

Valerie L. Galizia
Board of Health Secretary