

**BOARD OF HEALTH MINUTES  
JANUARY 17, 2023  
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 Chairman Dave Hansen at 7:10 pm.

**ROLL CALL:** **Present In-Person:** Terry Cassidy, Dave Hansen, Ed Hayes, and Barbara Horan. **Present Via Remote Access:** Sue Rude

**Absent:** Nancie Walker

**STATEMENT** – Chairman 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**

Ed Hayes – 3-year term (expires 12/31/2025)

Sue Rude – 3-year term (expires 12/31/2025)

Barbara Horan (alternate 1) – 3-year term (expires 12/31/2025)

The Board of Health Secretary swore in Ed Hayes, Sue Rude, and Barbara Horan for their 3-year terms.

D. Hansen stated the Hampton Township Committee adopted an Ordinance changing the Board of Health Members from seven (7) members to five (5). Starting January 1, 2023, the Board of Health now has a five (5) member Board with two (2) alternates. This was done to prevent the cancellation of meetings due to lack of quorum. Now, instead of needing a minimum of four (4) members present to hold a public meeting, the Board of Health only needs a minimum of three (3) members present to meet on a bi-monthly basis.

**ELECTION OF CHAIRPERSON:** Sue Rude nominated Dave Hansen to serve as Chairperson for a one-year term. Terry Cassidy 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:** Dave Hansen nominated Ed Hayes to serve as Vice Chairperson for a one-year term. Terry Cassidy seconded the nomination. No other nominations were made and there was no discussion. All members in favor. E. Hayes accepted the nomination.

**APPOINTMENT OF ATTORNEY:** Chairman D. Hansen stated Frank McGovern, Esq. of McGovern & Roseman remains the Attorney for the Hampton Township Board of Health.

**DESIGNATION OF OFFICIAL NEWSPAPERS:** Chairman D. Hansen stated the official newspaper for notices remains the New Jersey Herald's Sunday & Daily editions.

**BOARD OF HEALTH**  
**REGULAR MEETING**  
**JANUARY 17, 2023**

**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:** December 6, 2022
- **SUSSEX COUNTY HEALTH DEPARTMENT PUBLIC HEALTH NURSING MONTHLY MUNICIPAL REPORT NOVEMBER 2022 & DECEMBER 2022**
- **SUSSEX COUNTY HEALTH DEPARTMENT REPORTS FOR NOVEMBER 2022 & DECEMBER 2022**
- **TIME, DAY & PLACE OF MEETINGS** – The Hampton Township Board of Health will hold the following Board of Health Meetings in person, as well as remotely when available. Meetings may also be conducted remotely only in the discretion of the Administrator or Chairperson; and notice of a remote-only meeting shall be posted on the Hampton Township website in advance thereof. Prevailing time 7:00 P.M. Board of Health Meetings will be held bi-monthly as indicated below. To attend the meetings, use the following link: <https://us02web.zoom.us/j/4402561511> or dial in by phone to 929 205 2099 (Meeting ID: 440 256 1511). Formal action may be taken.

January 17, 2023, Reorganization  
March 21, 2023  
May 16, 2023  
July 18, 2023

September 19, 2023  
November 21, 2023

Chairman D. Hansen stated the Time, Day, & Place of Board of Health Meetings. The Board of Health Meetings will be held on a bi-monthly basis on the dates listed above.

Sussex County Division of Health Inspection Report  
for the Period 11/01/2022-11/30/2022  
Filters: Town 1910

<u>Date</u>	<u>Inspector</u>	<u>Code</u>	<u>Type of Inspection</u>
Town: 1910			
11/5/2022	Melissa McGill	SDW A6	Review and Approve Inspection
Town: 1910 Block: 102 Lot: 60 Loc: 6 WALPACK DR			
11/18/2022	Jennifer Pignataro	DWR G2I	Well Intake
Comment: Replacement Potable			
11/22/2022	Candice Morgan	DWR G2	Well Reviews
Comment: Replacement Potable			
Town: 1910 Block: 1601 Lot: 21 Loc: 221 FAIRVIEW AVE			
11/10/2022	John McDonough	DWR G6B	Well Line & Seal
Town: 1910 Block: 1706 Lot: 24 Loc: 254 FAIRVIEW AVE			
11/21/2022	John McDonough	DWR G1EC	Septic Reviews Engineers Certs
11/21/2022	John McDonough	DWR G5A	Certificate of Compliance - Wastewater
11/21/2022	John McDonough	DWR G1AB	Septic Reviews As Builts
Town: 1910 Block: 1801.01 Lot: 32.01 Loc: 133 RT 521			
11/23/2022	Josephine Sweetman	FRD 03	Front Desk - File Search
Town: 1910 Block: 1901 Lot: 5.04 Loc: 22 RT 521			
11/15/2022	John McDonough	DWR G1AB	Septic Reviews As Builts
11/15/2022	John McDonough	DWR G1EC	Septic Reviews Engineers Certs
11/15/2022	John McDonough	DWR G5A	Certificate of Compliance - Wastewater
Town: 1910 Block: 1903 Lot: 8 Loc: 5 SPRING LAKE TR			
11/29/2022	John McDonough	DWR G5A	Certificate of Compliance - Wastewater
11/29/2022	John McDonough	DWR G1EC	Septic Reviews Engineers Certs

Sussex County Division of Health Inspection Report  
for the Period 11/01/2022-11/30/2022  
Filters: Town 1910

Minutes January 23, 2023

<u>Date</u>	<u>Inspector</u>	<u>Code</u>	<u>Type of Inspection</u>
11/29/2022	John McDonough	DWR G1AB	Septic Reviews As Builts
Town: 1910 Block: 201 Lot: 15 Loc: 1 MULBERRY LN			
11/14/2022	Josephine Sweetman	DWR G1I	Septic Intake
Comment: Alt gravity			
11/15/2022	Joseph Farinella	DWR G1A	Septic Reviews Alter
Comment: Alt gravity			
Town: 1910 Block: 202 Lot: 7 Loc: 4 LOGWOOD TR			
11/8/2022	Jennifer Pignataro	DWR G1I	Septic Intake
Comment: Alt ATU			
11/10/2022	Joseph Farinella	DWR G1AM	Septic Reviews Alter with Maintenance
Comment: Alt ATU			
Town: 1910 Block: 2102 Lot: 3 Loc: 105 LITTLE CIRCLE DR			
11/2/2022	Jennifer Pignataro	FRD 03	Front Desk - File Search
Town: 1910 Block: 2303 Lot: 14 Loc: 130 RIDGE RD			
11/23/2022	Josephine Sweetman	DWR G2I	Well Intake
Comment: new potable			
Town: 1910 Block: 2702 Lot: 16.03 Loc: 77 HALSEY RD			
11/8/2022	Anita DeMatteo	FOOD A1	Retail Food Establishments - Plan Review
Town: 1910 Block: 3018 Lot: 22 Loc: 20 BRANCHVILLE-LAWSON RD			
11/21/2022	Jennifer Pignataro	DWR G1I	Septic Intake
Comment: Alt ATU			
11/23/2022	Joseph Farinella	DWR G1AM	Septic Reviews Alter with Maintenance
Comment: Alt ATU			
Town: 1910 Block: 303 Lot: 1 Loc: 2 PLAZA DR			

Sussex County Division of Health Inspection Report  
for the Period 11/01/2022-11/30/2022

Filters: Town 1910

<u>Date</u>	<u>Inspector</u>	<u>Code</u>	<u>Type of Inspection</u>
11/3/2022	Maria Cuevas-Greco	DWR G4A	Septic Inspections – Soil Log
11/3/2022	Maria Cuevas-Greco	DWR G4A	Septic Inspections – Soil Log
11/16/2022	Josephine Sweetman	DWR G1I	Septic Intake
Comment: ALT ATU			
11/18/2022	Joseph Farinella	DWR G1AM	Septic Reviews Alter with Maintenance
Comment: ALT ATU			
Town: 1910 Block: 303 Lot: 13 Loc: 24 PLAZA DR			
11/7/2022	Candice Morgan	DWR G1R	Septic Reviews Repair
Comment: Repair			
Town: 1910 Block: 3051 Lot: 30.06 Loc: 1 Hampton House Road			
11/1/2022	Melissa McGill	SDW A2	Safe Water - Facility - Transient System
11/7/2022	Melissa McGill	SDW D2	Inspection Compliance Letter
Town: 1910 Block: 3106 Lot: 1.02 Loc: 128 HAMPTON HOUSE RD			
11/22/2022	John McDonough	DWR G4A	Septic Inspections – Soil Log
11/22/2022	John McDonough	DWR G4A	Septic Inspections – Soil Log
Town: 1910 Block: 3501 Lot: 30.08 Loc: 9 HAMPTON HSE RD RT 206			
11/1/2022	Melissa McGill	DEQ-A B1	AIR - B Source - New Facility
Town: 1910 Block: 506 Lot: 13 Loc: 10 GLENBROOK DR			
11/22/2022	John McDonough	PHN C1	Public Health Nuisance - Complaint Investigation
11/23/2022	Joseph Farinella	DWR E2	Water Pollution - Enforcement Action - Summons/Penalty Action
Town: 1910 Block: 506 Lot: 14 Loc: 12 GLENBROOK DR			
11/23/2022	John McDonough	PHN C1	Public Health Nuisance - Complaint Investigation
Town: 1910 Block: 901 Lot: 8.13 Loc: 33 BLUEBERRY HILL RD			

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Sussex County Division of Health Inspection Report  
for the Period 11/01/2022-11/30/2022  
Filters: Town 1910

<u>Date</u>	<u>Inspector</u>	<u>Code</u>	<u>Type of Inspection</u>	<u>Facility/Address</u>
11/8/2022	Josephine Sweetman	DWR G1I	Septic Intake	
Comment: repair				
11/22/2022	Candice Morgan	DWR G1R	Septic Reviews Repair	
Comment: repair				
Town: 1910 Block: 903 Lot: 1.02				
11/17/2022	John McDonough	DWR G4A	Septic Inspections – Soil Log	
11/17/2022	John McDonough	DWR G4A	Septic Inspections – Soil Log	

Total records for 1910: 40



Minutes January 23, 2023  
Sussex County Division of Health Inspection Report  
for the Period 12/01/2022-12/31/2022  
Filters: Town 1910

<u>Date</u>	<u>Inspector</u>	<u>Code</u>	<u>Type of Inspection</u>
Town: 1910			
12/28/2022	Melissa McGill	SDW D1	Safe Water - Correspondence
Town: 1910 Block: 205 Lot: 5 Loc: 29 OLD WOOD LN			
12/15/2022	Maria Cuevas-Greco	DWR G4G	Septic Home Inspection Report Review
Town: 1910 Block: 2702 Lot: 16.01 Loc: 1 SCHOOL RD NEWTON, NJ 07860			
12/14/2022	Christine Whitehead	FOOD B1S	Retail Food Establishments - Facilities Inspected - Satisfactory
Town: 1910 Block: 2702 Lot: 18.07 Loc: 50 CHURCH RD			
12/6/2022	John McDonough	DWR G4A	Septic Inspections – Soil Log
12/6/2022	John McDonough	DWR G4A	Septic Inspections – Soil Log
12/6/2022	John McDonough	DWR G4A	Septic Inspections – Soil Log
12/6/2022	John McDonough	DWR G4A	Septic Inspections – Soil Log
Town: 1910 Block: 302 Lot: 20 Loc: 95 WEST SHORE DR			
12/6/2022	John McDonough	DWR G4A	Septic Inspections – Soil Log
12/6/2022	John McDonough	DWR G4A	Septic Inspections – Soil Log
12/28/2022	Jennifer Pignataro	DWR G1I	Septic Intake
Comment: Alt ATU			
Town: 1910 Block: 31.05 Lot: 12			
12/14/2022	Maria Cuevas-Greco	DWR G4G	Septic Home Inspection Report Review
Town: 1910 Block: 3105 Lot: 9.01 Loc: 115 RT 519			
12/22/2022	Maria Cuevas-Greco	DWR G4G	Septic Home Inspection Report Review
Town: 1910 Block: 506 Lot: 14 Loc: 12 GLENBROOK DR			
12/21/2022	John McDonough	PHN C1	Public Health Nuisance - Complaint Investigation
Town: 1910 Block: 510 Lot: 10 Loc: 19 EAST BROOK LN			
12/15/2022	Joseph Farinella	DWR G1A	Septic Reviews Alter
Comment: Alt Pump			
Town: 1910 Block: 901 Lot: 8.13 Loc: 33 BLUEBERRY HILL RD			
12/9/2022	John McDonough	DWR GT	Septic Tank Replacement
Town: 1910 Block: 903 Lot: 1.02 Loc: 3 Possaghi Road			
12/22/2022	Jennifer Pignataro	DWR G1I	Septic Intake
Comment: New Gravity			

## **APPROVAL OF THE CONSENT AGENDA**

A MOTION was made by S. Rude and seconded by T. Cassidy, with all members in favor, to approve the Consent Agenda as listed above.

## **ITEMS REMOVED FROM CONSENT AGENDA FOR DISCUSSION**

There were no items removed from the Consent Agenda for discussion.

## **OLD BUSINESS**

## **NEW BUSINESS**

### **1. Food Handler Licenses 2023**

Secretary D. Juarez stated in addition to the Food Handler Licenses issued for 2023, Dairy Queen and Hampton Township Fire & Rescue have turned in their applications and received their Food Handler Licenses. Secretary D. Juarez stated she has been in contact with Dunkin Donuts and should be receiving their application and fee shortly.

Chairman D. Hansen stated Three Silos in no longer in operation because they were purchased by another farm and can be removed from the Food Handler's list.

### **2. Vending Machine Licenses 2023**

Secretary D. Juarez stated she spoke with the company Canteen-Avenel who handles the Vending Machine Licenses for Home Goods, KRHS, Lowes, and Marshalls and should be receiving the fee shortly. Secretary D. Juarez stated Mercedes did turn in their fee and received their Vending Machine License for 2023.

### **3. Pet Shop/Kennel/Shelter Licenses 2023**

Secretary D. Juarez stated all applications and necessary fees for pet shops, kennels, and shelters were received and we corresponding licenses were issued.

## **CORRESPONDENCE**

### **1. NJDEP Suspected Hazardous Substance Discharge Notification**

Chairman D. Hansen stated the NJDEP was contacted due to a heating oil spill at Fairclough the oil tank was overfilled and caused for an overflow spill which led to the NJDEP being notified. Fairclough does have a catch man area so if a spill occurs, the oil goes in there and it gets cleaned up.

### **2. NALBOH**



Chairman D. Hansen stated an addition to the correspondence is an invoice from the National Association of Local Boards of Health. Hampton Township Board of Health has not been a member of the NALBOH since 2014. In the past, the annual membership was \$75 and has since increased to \$250. Chairman D. Hansen stated the Hampton Township Board of Health has not been a member since 2014 and feels we do not need to renew their membership for 2023 unless other Board Members think it is important to do so. No other members discussed the membership, and the membership will not be renewed for 2023.

### **3. Board of Health Member Terms 2023**

Chairman D. Hansen stated another addition to Correspondence is a list of Board of Health Members for 2023 and their term expiration dates. Chairman D. Hansen stated Board of Health Members and their corresponding term expiration dates as follows:

Full Term Board of Health Members:

Dave Hansen term expires 12/31/2023

Terry Cassidy term expires 12/31/2024

Nancie Walker term expires 12/31/2024

Ed Hayes term expires 12/31/2025

Sue Rude term expires 12/31/2025

Alternate Board of Health Members

Barbara Horan (alternate 1) term expires 12/31/2025

Chairman D. Hansen stated there is a vacancy for alternate 2 for anyone who is interested in becoming a member on the Hampton Township Board of Health.

### **OPEN DISCUSSION**

No Open Discussion. Open Discussion Closed.

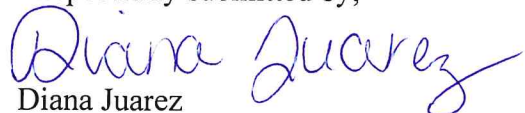
### **PUBLIC SESSION**

No Public Session. Public Session Closed.

### **ADJOURNMENT**

A **MOTION** was made by Vice Chairman E. Hayes, and seconded by T. Cassidy, with all members in favor, to adjourn the meeting at 7:27 PM.

Respectfully submitted by,



Diana Suarez

Board of Health Secretary