

**BOARD OF HEALTH MINUTES
JANUARY 18, 2022
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 David Hansen at 7:14 P.M.

ROLL CALL Board of Health Members Present: Timothy Berkheiser, Chairman Dave Hansen, Ed Hayes, Sue Rude, and Nancie Walker. **Also Present:** John McDonough, Sussex County Health Department and Diana Juarez, Board of Health Secretary. **Absent:** Terry Cassidy and Barbara Horan

STATEMENT: Chairman D. Hansen stated this meeting is being held in compliance with the provisions of P.L. 1975, Ch. 231, 4 & 13 of the Sunshine Law and that adequate & electronic notice of said meeting has been published in the New Jersey Herald being the Daily & Sunday editions as to time, place, and date, and is posted in the usual locations of posted notices in the municipal building.

REORGANIZATION

OATH OF OFFICE

SWEARING IN OF BOARD OF HEALTH MEMBERS

Barbara Horan – 3-year term (expires 12/31/2024)

Terry Cassidy – 3-year term (expires 12/31/2024)

Nancie Walker – 3-year term (expires 12/31/2024)

Board of Health Members Barbara Horan and Terry Cassidy were not present and did not get sworn in at the meeting. The Board of Health Secretary swore in Nancie Walker 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: Sue Rude nominated Ed Hayes to serve as Vice Chairperson for a one-year term. D. Hansen 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: A MOTION was made by T. Berkheiser and seconded by N. Walker, with all members in favor, to appoint Frank McGovern, Esq. of McGovern & Roseman as Attorney for the Hampton Township Board of Health.

DESIGNATION OF OFFICIAL NEWSPAPERS: A MOTION was made by Vice Chairman E. Hayes and seconded by T. Berkheiser, with all members in favor, to designate the official newspaper to be the New Jersey Herald's Sunday & Daily editions.

***TIME, DAY & PLACE OF MEETINGS** – The Hampton Township Board of Health will hold the following Board of Health Meetings by **remote access only**. Prevailing time 7:00 P.M. Board of Health Meetings will be held bi-weekly as indicated below. To attend the meetings, use the following link: <http://us02web.zoom.us/j/4402561511> or dial in by phone to 929 205 6099 (Meeting ID: 440 256 1511). Formal action may be taken.

January 18, 2022 Reorganization

March 15, 2022

November 15, 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 with remote access when available**, at the Hampton Township Municipal Building, 1 Rumsey Way, Newton, NJ 07860. Prevailing time 7:00 P.M. Board of Health Meetings will be held bi-weekly as indicated below. To attend the meeting remotely, use the following link: <https://us02web.zoom.us/j/4402561551> or dial in by phone to 929 205 6099 (Meeting ID: 440 256 1511). Formal action may be taken:

May 17, 2022

July 19, 2022

September 20, 2022

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

BOARD OF HEALTH
REMOTES REGULAR MEETING
JANUARY 18, 2022

CONSENT AGENDA– All items with an Asterisk (*) are considered routine and non-controversial by the Board 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, 2021
December 16, 2021 – Remote Special Meeting

***SUSSEX COUNTY HEALTH DEPARTMENT PUBLIC HEALTH NURSING
MONTHLY MUNICIPAL REPORT OCTOBER 2021 & NOVEMBER 2021**

APPROVAL OF THE CONSENT AGENDA

A **MOTION** was made by N. Walker and seconded by Vice Chairman E. Hayes, with all members in favor, to approve the Consent Agenda as listed above.

ITEMS REMOVED FROM CONSENT AGENDA FOR DISCUSSION

There were not items removed from the Consent Agenda for discussion.

OLD BUSINESS

1. Update: 2022 Food Handler's License, Vending Machine Licenses, and Pet Shop/Kennel Licenses

Chairman D. Hansen stated we received most of the Licenses back. Chairman D. Hansen asked Secretary D. Juarez to give an update. Secretary D. Juarez stated Newton Vet has not turned in any Vending or Pet Shop License. Secretary D. Juarez stated Friendly's has not turned in their Food Handler's application for License. Kittatinny is seasonal so their licenses are not due at this time. Secretary D. Juarez was unsure of the status for Newton Dairy Queen and asked if they were still open. Chairman D. Hansen stated they are opened seasonally and are currently closed until Spring. S. Rude stated they open back up in March.

Chairman D. Hansen stated McDonalds did not have current Food Handler's Licenses. Secretary D. Juarez stated she reached to McDonald's as well as Dunkin Donuts, and they are both in the process of obtaining the Licenses.

Chairman D. Hansen asked Secretary D. Juarez to reach out again as a reminder that we need those certificates.

Secretary D. Juarez asked Chairman D. Hansen if Three Silos is seasonal as well. Chairman D. Hansen confirmed that they do operate seasonally and to The Townships and Board of Health's knowledge only sells prepacked beef.

NEW BUSINESS

1. Sussex County Health Department Reports for November 2022.

Chairman D. Hansen stated the Sussex County Health Department Activity Reports were originally placed on the Consent Agenda for approval. This report is pulled from the Consent Agenda routinely to be discussed and therefore, have moved it into New Business for discussion.

Secretary D. Juarez stated that received the December 2021 Sussex County Health Department Report after the agendas were mailed and it will be placed on the Agenda for March 15, 2022 Remote Board of Health Meeting.

Chairman D. Hansen asked if any Board of Health members wanted to discuss anything on the report. No discussion was made from the Board of Health members.

A MOTION was made by T. Berkheiser and seconded by S. Rude, with all members in favor, to approve the Sussex County Health Department Reports for November 2021.

Period from 11/01/2020 to 11/30/2020				
Date	Blk/Lot	Facility	Location	Activity
Activity for (1910) Hampton Township				
11/19/2020	2702/8	Baleville Church	6 CHURCH RD NEWTON, NJ 07860	FOOD B1S/Retail Food Establishments - Facilities Inspected - Satisfactory (Christine Whitehead)
				Total Food: 1
11/5/2020	901/2		71 POSSAGHI RD	DWR G1AB/Septic Reviews As Builts (Maureen Theese)
11/5/2020	901/2		71 POSSAGHI RD	DWR G1EC/Septic Reviews Engineers Certs (Maureen Theese)
11/5/2020	901/2		71 POSSAGHI RD	DWR G5A/Certificate of Compliance - Wastewater (Maureen Theese)
11/10/2020	2704/4		18 FOREST DR	DWR GB/Baffle Repair (Zachary Faiola)
11/10/2020	2704/4		18 FOREST DR	DWR GDB/D Box Inspection (Zachary Faiola)
11/12/2020	2702.01/5		112 KINGS RD	DWR G1I/Septic Intake (Tyann Acevedo)
11/12/2020	3001/17		329 LAKEWOOD TERR	DWR G4G/Septic Home Inspection Report Review (Maureen Theese)
11/13/2020	1801.01/28		115 RT 521	DWR G5A/Certificate of Compliance - Wastewater (Maureen Theese)
11/13/2020	1801.01/28		115 RT 521	DWR G1EC/Septic Reviews Engineers Certs (Maureen Theese)
11/13/2020	1801.01/28		115 RT 521	DWR G1AB/Septic Reviews As Builts (Maureen Theese)
11/17/2020	2702.01/5		112 KINGS RD	DWR GDB/D Box Inspection (Melissa McGill)
11/17/2020	1301/7		250 LAKEVIEW DR	DWR G4G/Septic Home Inspection Report Review (Maureen Theese)

Period from 11/01/2020 to 11/30/2020

<i>Date</i>	<i>Blk/Lot</i>	<i>Facility</i>	<i>Location</i>	<i>Activity</i>
11/17/2020	302.01/67		29 PLAZA DR	DWR G11/Septic Intake (Tyann Acevedo)
11/18/2020	2702/6		4 CHURCH RD	DWR GT/Septic Tank Replacement (Elaine Martinez)
11/20/2020	1605/3		354 LAKEVIEW DR	DWR GT/Septic Tank Replacement (Melissa McGill)
11/30/2020	2703/2		13 FOREST DR	DWR G11/Septic Intake (Tyann Acevedo)
				Total Septic: 16
11/12/2020	1801/20		45 RT 521	WELL B3/Water System - Plan Review - (Tyann Acevedo)
				Total Other: 1
				Total for November 2020 18

CORRESPONDENCE

PUBLIC SESSION

Chairman D. Hansen asked J. McDonough if there was any way to obtain COVID-19 reports breaking the cases down within Hampton Township and Sussex County. J. McDonough said he would check when he got into the office tomorrow. E. Hayes stated he gets an email from county and it breaks the cases down from the county and then each township. J. McDonough stated he gets the reports and can forward them along. Chairman D. Hansen stated the report on the County website is only total for county and it looking to have a report just for Hampton. Chairman D. Hansen stated the information is on the website and Secretary D. Juarez can sign up and email those over to the Board of Health members.

Secretary D. Juarez stated she received information from B. Huber he is issuing a notice of violation for 12 Glenbrook Dr. Apparently, an addition was placed over the septic and the owner did not obtain a permit to do so. J. McDonough stated that was a problem because the lid to the septic tank was buried under the extension. J. McDonough stated there are no records of

when the addition was added anywhere. J. McDonough stated that the crawl space to get to the septic is very small and the septic companies do not want to fix it because if the individual going into that space passes out, there is no safe way to get them out of the confined space. Chairman D. Hansen stated they may have to abandon that tank and put a new one outside. J. McDonough said it is a possibility in this situation.

N. Walker asked about former Board of Health member, Peggy Bopp, who recently passed away. Chairman D. Hansen stated the viewing was today from 11:00 A.M. -1:00 P.M. at McCracken Funeral Home.

Chairman D. Hansen stated the Board of Health has 2 open vacancies and are in need of active volunteers.

ADJOURNMENT

A MOTION was made by n. Walker and seconded by S. Rude, with all members in favor, to adjourn the meeting at 7:36 P.M.

Respectfully submitted by,

Diana Juarez
Board of Health Secretary