

January 13, 2020

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**BOROUGH OF ELMWOOD PARK  
RE-ORGANIZATION/REGULAR MEETING  
BOARD OF HEALTH  
January 13, 2020**

The Re-Organization/Regular Meeting of the Elmwood Park Board of Health for January 13, 2020 was called to order by Board Secretary Marlene DiStefano at 7:00p.m.

Board of Health Members Craft, DeMarzio, Fava, Intrieri, Proctor, Randazzo and Sheridan were present. Also present were Health Inspector Lisa Nassor, Board Secretary Marlene DiStefano and Councilwoman Pellegrine.

Whereas, Chapter 231 of the Public Laws of the State of New Jersey requires at the commencement of every meeting a Statement of Compliance be read by the presiding officer.

Now, therefore be it advised, that the meeting requirements for this meeting have been met by publishing an annual meeting notice in The Record and Herald News of Woodland Park and by posting an annual meeting notice in the office of the Health Department and the Borough Clerk as well as in a public place within the Municipal Building, and by notifying interested citizens. Said notice was posted December 13, 2019.

**Public Hearing:**

No one wished to be heard.

**Re-Organization/Regular Meeting Agenda Items:**

**1 – APPOINTMENT OF BOARD MEMBERS:**

- a. Board of Health President** – A nomination was made by Board Member Craft and seconded by Board Member Randazzo to appoint John DeMarzio as President. Motion carried unanimously.
- b. Board of Health Vice President** – A nomination was made by Board President DeMarzio and seconded by Board Member Randazzo to appoint Clarissa Proctor as Vice President. Motion carried unanimously.
- c. Board of Health Treasurer** – A nomination was made by Board President DeMarzio and seconded by Board Vice President Proctor to appoint Jeanette Randazzo as Treasurer. Motion carried unanimously.

- 2 – 2020 COMMITTEES** – Board President DeMarzio discussed with the Board Committee appointments. The committees are as follows:

	<u>Chairperson</u>	
Bylaws	* Clarissa Proctor	Jeanette Randazzo
Finance	* Jeanette Randazzo	Angela Fava
Ordinances	* Angela Fava	Clarissa Proctor
Personnel	* Lucia Intrieri	Theresa Sheridan
Public Relations	* Angela Craft	Lucia Intrieri

**3 – HEALTH INSPECTION REPORT:**

- a. Monthly Status Report** – Health Inspector Nassor reviewed the December monthly report with the Board. Board of Health member Fava had a few questions regarding ServSafe Certifications for establishments in town and if someone needs a new certification or a food-handlers license where could one be obtained. Inspector Nassor explained that classes are offered by the Bergen County Health Department.

**4 – Share Service Agreement with Bergen County Health Services**

- a. **2019 Contracted costs** – Accepted without discussion.
- b. **Animal Cruelty Agreement** – Secretary DiStefano explained to the new board members the elimination of the SPCA through the State, and the Board’s decision last year to continue with the shared service agreement with the County for animal cruelty investigations. She further stated that since the Board agreed to the agreement, the County has forwarded the yearly amendment for the Board to execute.

**6 – DEPARTMENTAL REPORTS:**

- a. **Bills** (No bills at this time)
- b. **Office Department Report – December 2019**
- c. **Vital Statistic Report – December 2019**
- d. **Office Revenue Report – December 2019**
- e. **December 9, 2019 Regular Meeting minutes**

A motion was made by Board of Health Member Randazzo and seconded by Board of Health Member Fava to accept and file the reports listed as items 6b through 6e. Motion carried unanimously.

**7 – COMMITTEE REPORTS:**

**By Law Committee** – no report at this time.

**Finance Committee** – no report at this time.

**Ordinance Committee** – Discussion ensued regarding the Temporary Food License Ordinance. The Board agreed to make a few changes. The Ordinance will be presented at the February meeting.

**Personnel Committee** – no report at this time.

**Public Relations Committee** – no report at this time.

A motion was made by Member Proctor and seconded by Member Randazzo to adjourn. Motion carried unanimously.

Respectfully submitted,

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Marlene DiStefano, CMR  
Board Secretary

January 13, 2020

**BOROUGH OF ELMWOOD PARK  
DEPARTMENT OF HEALTH  
RESOLUTION R-01-20**

**RESOLUTION BY: Randazzo  
SECONDED BY: DiMarzio**

**RESOLUTION AUTHORIZING THE SHARED SERVICE AGREEMENT  
WITH THE COUNTY OF BERGEN  
ANIMAL CRUELTY ENFORCEMENT**

**WHEREAS**, on January 15, 2018 legislation S3558/A5231 was signed into law which abolishes the State Society for the Prevention of Cruelty to Animals also known as (SPCA); and

**WHEREAS**, under the bill each municipality in the State of New Jersey must appoint at least one Municipal Humane Law Enforcement Officer who would be responsible and must be approved by the Elmwood Park Chief of Police; and

**WHEREAS**, under the current shared service agreement, Animal Control is handled by the County of Bergen; and

**WHEREAS**, the County of Bergen is offering their services through an amendment of the current shared service agreement at a cost of \$5,820.90 for 2020; and

**WHEREAS**, the Elmwood Park Chief of Police is in favor of approving this task to be conducted by the County of Bergen through the shared service;

**NOW THEREFORE BE IT RESOLVED**, by the Elmwood Park Board of Health that the amendment to the current shared service agreement be and is hereby approved; and

**BE IT FURTHER RESOLVED**, that the Board President and Board Secretary are hereby authorized to execute said amendment.

Approved: January 13, 2020

\_\_\_\_\_  
President

ATTEST: \_\_\_\_\_  
Marlene DiStefano  
Board Secretary

**Record of Board of Health Vote on Passage**

	AYE	NAY	ABSTAIN	ABSENT		AYE	NAY	ABSTAIN	ABSENT
DeMarzio	X				Craft	X			
Proctor	X				Fava	X			
Randazzo	X				Sheridan	X			
Intrieri	X								

This resolution was approved by the Board of Health of the Borough of Elmwood Park at a regular scheduled meeting held on the 13<sup>th</sup> day of January 2020. Signed and sealed before me.

*Minutes approved at the February 10, 2020 Regular Meeting of the Board of Health.*