

January 11, 2021

BOROUGH OF ELMWOOD PARK
RE-ORGANIZATION/REGULAR MEETING
BOARD OF HEALTH
January 11, 2021

The Re-Organization/Regular Meeting of the Elmwood Park Board of Health for January 11, 2021 was called to order by Board Secretary Marlene DiStefano at 7:08p.m.

Board of Health Members Craft, DeMarzio, Freitag, Intrieri, Proctor, Randazzo and Sheridan were present. Also present were, 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 18, 2020.

Public Hearing:

No one was in attendance.

RE-ORGANIZATION/REGULAR MEETING AGENDA ITEMS:

1 – APPOINTMENT OF BOARD MEMBERS:

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

2 – 2021 COMMITTEES – Board President DeMarzio discussed with the Board the Committee appointments. He asked if anyone was interested in changing committees, everyone seemed to be content with their appointments.

The committees are as follows:

	<u>Chairperson</u>	
Bylaws	*Clarissa Proctor	Jeanette Randazzo
Finance	*Jeanette Randazzo	Jeanne Freitag
Ordinances	*Jeanne Freitag	Clarissa Proctor
Personnel	*Theresa Sheridan	
Public Relations	*Lucia Intrieri	Angela Craft
Events & Planning	*Angela Craft	Lucia Intrieri

3 – APPOINTMENT OF DEPUTY REGISTRAR - Shanee Morris

A brief discussion ensued regarding her responsibilities as Deputy Registrar. Secretary Distefano explained that because she is in the same office it is easier for her to have the title and responsibility.

4 – HEALTH INSPECTION REPORT:

- a. Monthly Status Report – Health Inspector Brogan was absent to review the December monthly report with the Board. Board of Health members discussed some COVID-19 guidelines and how some restaurants are handling employees with positive cases.

5 – Share Service Agreement with Bergen County Health Services

- a. **2021 Contracted costs** – Accepted without discussion.
- b. **Animal Cruelty Agreement** – Secretary DiStefano explained to the Board Members the elimination of the SPCA through the State in 2018, and the Board’s decision to continue with the shared service agreement with the County for animal cruelty investigations. She further stated that since the Board approved to the agreement, the County has forwarded the yearly amendment for the Board to execute. A motion was made by President DeMarzio and seconded by Vice President Craft to accept the amendment; Motion carried unanimously.

6 – DEPARTMENTAL REPORTS:

- a. **Finance Report – December 2020**
- b. **Office Department Report – December 2020**
- c. **Vital Statistic Report – December 2020**
- d. **Office Revenue Report – December 2020**
- e. **December 14, 2020 Regular Meeting minutes**
A motion was made by Board of Health Member Randazzo and seconded by Board of Health Member Freitag to accept and file the reports listed as items 6a through 6e. Motion carried unanimously.

7 – COMMITTEE REPORTS:

- By Law Committee – Nothing to report**
- Finance Committee – Nothing to report**
- Ordinance Committee – Nothing to report**
- Personnel Committee – Nothing to report**
- Public Relations Committee – Nothing to report**
- Events and Planning Committee– Nothing to report**

Councilwoman Pellegrine wished everyone a Happy New Year. She advised the Board that she will continue to be our liaison, and looks forward to working with the Board of Health to service the community.

Board President DeMarzio thanked the Board for the opportunity to serve as president again. He made mention of what a great group we have, and how he hopes we will be able to do more for our community in 2021.

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

Respectfully submitted,

Marlene DiStefano, CMR
Board Secretary

Minutes approved at the February 8, 2021 regular meeting

January 11, 2021

**BOROUGH OF ELMWOOD PARK
DEPARTMENT OF HEALTH
RESOLUTION R-01-21**

**RESOLUTION BY: John DeMarzio
SECONDED BY: Angela Craft**

**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 2021; 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 11, 2021

John DeMarzio, 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				Freitag	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 13th day of January 2020. Signed and sealed before me.