

The meeting was called to order at 7:05PM

President Cheriyan stated that notice of this meeting held via Zoom was posted on the Bergenfield Website, sent by e-mail to the Record and Cablevision. It was placed on two bulletin boards in the Municipal Building and placed on file in the Borough Clerk's office.

ROLL CALL

Dr. Cheriyan
Mrs. Pfannen
Mr. Cabuhat-Arrived late.
Dr. Quiroz
Mrs. Marte-Absent

Also present Mr. Fedorko, Kayla Williams, Sue Barker, Liz Cruz, AnneMarie DeLaCruz and Mrs. Williams.

OPEN HEARING

There being no one present who wished to be heard, on a motion by Vice-President Pfannen seconded by Dr. Quiroz and carried the time for Open Hearings was closed.

MINUTES

A motion was made by Dr. Quiroz seconded by Vice-President Pfannen and carried that the Minutes of the regular and reorganization meeting of January 2023 be accepted as written.

BILLS TO BE PAID

Mrs. DeLaCruz stated that on behalf of President Cheriyan, Purchase Orders have been signed by Mrs. DeLaCruz and submitted. A motion was made by Vice-President Pfannen, seconded by Dr. Quiroz and carried that the following bills were reviewed and approved.

Dr. Rothenberg	2,500.00
Munidex	684.00
R.R. Donnelly	297.00
McKesson	162.26
W.B. Mason	134.85

REPORTS

Legal and Finance

No Report due to the absence of Mrs. Marte.

Medical

Dr. Quiroz stated there was nothing to report.

Personnel

Vice-President Pfannen reported that she met with Liz Cruz and Joanne Wendolowski, HARP Public Health Nurse Supervisor. Vice-President Pfannen stated that Ms. Wendolowski is contracted with Mid-Bergen Regional Health Commission for nursing supervision and will be assisting Ms. Cruz. Ms. Cruz stated that it was a good meeting and appreciates the assistance and additional resource since she wasn't able to receive proper training when she started working in the Health Department. Ms. Wendolowski will also attend the Child Health Clinics to assess and assist if needed.

Publicity

The Board of Health meeting was advertised on the Bergenfield Website, The Record and Cablevision.

Liaison To Mayor & Council

"No Report"

Legislature & Regulatory

Mr. Cabuhat stated there was nothing to report.

Written Reports of the Department

Ms. Cruz reported that she was called out to do a death pronouncement on January 1, 2023. Ms. Cruz reported on an ongoing active wellness check. The gentleman in question lives alone. He has a brother that does not live close. The brother is in touch with Ms. Cruz and calls on her when he cannot reach his brother to check on him. At this time, the gentleman lost his cellphone, Ms. Cruz went to the house to help him find it but he refused assistance. A new phone has been purchased for him by his brother and Ms. Cruz was asked if she could help him set it up when it arrives.

President Cheriyan agreed that this gentleman needs to be checked on regularly to ensure his safety.

Ms. Cruz reported that she attended a flu/covid clinic hosted by New Bridge Hospital at Conlon Hall on 1/12/23. Ms. Cruz administered 4 flu vaccines to 4 uninsured residents.

A discussion took place regarding the possibility of an additional child health clinic during the busy months of September and October. The number of children seen during those months is high due to back-to-school requirements. At this time, the number of children seen at the child health clinic is capped at 10-12 children.

Vice-President Pfannen stated that Ms. Cruz keeps her updated on the work load and asked Ms. Cruz to inform her if additional help is needed. At this time, when available, Kelly Grippo is assisting in the Health Department with preparing for the Mayors Wellness Program and also helping in the office since Mrs. Williams is out on medical leave.

Another conversation took place regarding adding nurses to our per-diem pool and also updating the list of nurses for pronouncement.

Kayla Williams reported on a severe sewage back up that occurred in the beginning of January at Roy W. Brown. The backup was a result of grease and hair buildup. A meeting was held with the Administrator, DPW Superintendent, Construction Official and Building Department to determine how to

move forward with handling grease in the streets. It was decided that establishments with grease traps on Washington Avenue between W. Main St. and Clinton Avenue as well as any laterally connected establishments must be inspected. A total of 25 food establishments were observed and given detailed instructions on how to maintain the grease traps. A follow up meeting was conducted with DPW regarding going forward with follow up and spot check inspections. Spot checks conducted by DPW will be documented on grease trap inspection forms provided by the health department. All conditional satisfactory establishments observed with grease traps in poor condition or without logs will be reinspected by a health official. Upon Satisfactory evaluation, grease traps will be noted to department of public works for at least quarterly inspection.

Kayla Williams also stated that a notice of violation will be sent to establishments that require actions to be taken. Failure to ensure proper working condition or the inability to produce required invoices or receipts, will result in summonses for each individual offense.

President Cheriyan asked if it was necessary to make any amendments to the ordinance. Kayla Williams feels that since the Middle school has placed a backflow preventor and also with DPW closely monitoring the area between Main St. and Clinton Ave, the problem should be rectified.

President Cheriyan thanked Kayla Williams and Sue Barker for the brochure they created and distributed to the food establishments directing them how to maintain the grease traps and to the hair salons providing information on the importance of installing shampoo bowl strainers and hair traps to avoid backup. Sue Barker stated that they are physically looking at the grease traps at the establishment and educating the owners on how to clean them and will continue to do that moving forward. In addition, leave them with a laminated flyer with simple steps to follow.

President Cheriyan asked Kayla Williams about the summonses issued that were on her report. Kayla Williams replied the summonses were issued to a property for failure to maintain their trash properly which was causing pest activity problem.

Vice-President Pfannen inquired about the hair/nail salon inspections. Sue Barker replied that all the salons had their first inspection last year when the ordinance was adopted. This is the second year of licensing and only 40% of salons have licensed at this point. Late notices have been sent out and as the inspections continue, the owners will be reminded personally that they need to obtain a license for 2023.

Sue Barker reported that one of the main problems is that several salons are not licensed by the State as they should be and many practitioners are also not licensed. A problem that she feels will be resolved as the inspections continue.

Sue Barker stated that this is a learning experience for us and the salons, therefore there are some things that need to be worked on for a more effective licensing process. Sue Barker suggested discussing this further with the Board in May or June when they have a better idea of the problems and if the ordinance needs to be amended and possibly even changing the licensing period to start in March or April to avoid conflicts with other licenses issued in January.

Kayla Williams stated that she has been in contact with the State regarding establishments not licensed by the State and has been told that the enforcement bureau has been made aware and are actively working on providing documentations to ensure licensing.

Sue Barker stated that every unlicensed establishment she has inspected is taking proper steps to be able to obtain a license without any resistance.

Mr. Fedorko thanked the Board for volunteering their time. Mr. Fedorko stated that the hair/nail salon licensing has been challenging as well as the grease trap situation and thanked Kayla and Sue for being diligent and working on resolving the issues. Sue Barker thanked AnneMarie DeLaCruz for all her help in translating.

Mr. Fedorko reported that COVID-19 cases have decreased as well as Influenza cases. Mr. Fedorko spoke on Communicable diseases confirmed and probable from January 2022 to December 2022.

Mr. Fedorko stated that Liz Cruz investigates and monitors communicable diseases in town. Liz Cruz stated that at this time she is following and monitoring a case of Malaria in Bergenfield. The person traveled to three countries and became ill a few days after returning.

A motion was made by Vice-President Pfannen seconded by Dr. Quiroz and carried that the written January 2023 reports of the Department be accepted as written.

CORRESPONDENCE

“No correspondence”

UNFINISHED BUSINESS

“No Unfinished Business”

NEW BUSINESS

1. Budget 2023

Mrs. DeLaCruz reported that the budget is in the process of being finalized. Mrs. DeLaCruz also stated that the Health Department staff will be submitting a proposal for the 2023 salary increase when Mrs. Williams returns from medical leave.

VERBAL COMMUNICATION

Vice-President Pfannen commented on how gratifying it is that Bergenfield provides so many services to our residents. The assistance given to our residents on a daily basis is something Bergenfield should be proud of.

ADJOURNMENT – SINE DIE

There being nothing further to come before the Board, on a motion by Vice-President Pfannen, seconded by Dr. Quiroz and carried, the meeting was adjourned at 8:15pm.

Respectfully Submitted

Felicia Williams
Registrar of Vital Statistics