

**HAMBURG BOARD OF HEALTH
RE-ORGANIZATION MEETING MINUTES**

MEETING DATE February 4, 2011

CALL TO ORDER In accordance with the Open Public Meetings Act, with regard to notices, the regularly scheduled Re-Organization meeting of the Hamburg Borough Board of Health was called to order at 10:00 am

ROLL CALL Present – Watts, Adams, Kays
Absent – Karas, Marino

REORGANIZATION

Chairman

Motion by Watts , second by kays to nominate Linda Adams as Board Chairman.
Roll call shows all members present in favor.

Vice Chairman

Motion by Adams, second by Kays to nominate Pete Karas as Vice Chairperson.
Roll call shows all members present in favor.

Attorney

Motion by Adams, second by Kays to continue with the services of Richard Clemack for board attorney.
Roll call shows all members present in favor.

Treasurer

Motion by Adams, second by Kays to nominate Thomas Watts as Treasurer.
Roll call shows all members present in favor.

Secretary

Motion by Adams, second by Watts to nominate Dot Kays as Secretary
Roll call shows all members present in favor.

Advertising

Motion by Adams, second by Watts to continue with the New Jersey Herald and Sunday Herald as the official Borough Newspaper.
Roll call shows all members present in favor.

Meeting date / time

Motion by Adams, second by Kays to have the Board of Health meet on a quarterly basis, on the second Tuesday of the month. Meeting place and time will be 6:30 p.m. at the Hamburg Municipal Building. The following are the meeting dates for 2010:

April 12, 2011
July 12, 2011
October 11, 2011
January 10, 2012 (Re-Organization Meeting)

Roll call shows all members present are in favor.

Approval of Minutes

Motion by Adams, second by Watts to approve the minutes of October 12, 2010.

Upon roll call:

Ayes Adams, Kays, Watts

Nays None

Absent Karas, Marino

Abstain:

Bills / Vouchers

New Jersey Local Boards of Health Membership Dues in the amount of \$95.00

Motion by Adams, second by Kays to approve the payment of the 2011 membership dues in the amount of \$95.00.

All members present in favor.

CORRESPONDENCE

1. Good Taste Chinese Restaurant – Recycling Report
2. Craving Thia – Report of outstanding issues from Sussex County Health Dept.
3. From Sussex County copy of amended fee schedule
4. Inspection Log from Sussex County October 2010
5. Inspection Log from Sussex County November 2010
6. Inspection Log from Sussex County December 2010

OLD BUSINESS / NEW BUSINESS

SANITATION REPORTS

1. Inspector Webb advises that the proposed restaurant Craving Thia has not requested a follow up inspection since the County report dated November 3, 2010. When they have complied with all the outstanding issues they will call for a re-inspection.
2. Inspector Webb advises Marketplace Deli was required to provide well construction information for the well serving the Market Place Deli. When the information was given to the county it was noted that the length of the well casing was not reported on the information sheet. Owner Narish Patel advised that Ackerson Pump Co. be contacted as they were the contractor who did the work. Anderson advised that they did not measure the length of the casing. Mr. Patel was made aware that in the future if the well is checked they must also check the well depth and that if they uncover the well head for any reason he must contract with someone who determines casing length

3. Inspector Webb advises that there was a dog bite incident where a report was sent to the department from a physician. According to the physician the bite occurred approximately three weeks earlier prior to being reported. The person bitten was sent a letter advising that she needed to contact the office immediately to provide information and then the dog owner would be contacted.
4. Fairways at Wallkill – the county reviewed plans and there were several items that needed to be addressed such as sealed plans, rope line, filters etc. The items will be addressed and then another inspection will take place.

CHAIRMAN'S AGENDA

Board members discuss possibility changing the meeting times to a week day morning as that works well for most. Secretary has some days and will contact all board members to make sure that they would not have permanent conflicts; if it happens that there are conflicts then the secretary will advise the members that we will go back to the 2nd Tuesday of the month at 6:30 p.m.

ADJOURN

Motion by Adams, second by Kays to adjourn the meeting. Meeting adjourned at 10:40 a.m..