

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

MEETING DATE January 8, 2013

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 6:30 pm.

ROLL CALL Present – Adams, Karas, Marino, Evans-Sweeney
Absent – Kays

OPEN MEETING
The board secretary administers the Oath to Linda Adams and Dr. Peter Karas

REORGANIZATION

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

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

Attorney
Motion by Karas, second by Marino 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 Evans-Sweeney to nominate Paula Marino as Treasurer.
Roll call shows all members present in favor.

Secretary
Motion by Karas, second by Marino to nominate Evans-Sweeney as Secretary
Roll call shows all members present in favor.

Advertising
Motion by Karas, second by Adams 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 2012

April 9, 2013
July 9, 2013
October 8, 2013
January 14, 2014 (Re-Organization Meeting)
Roll call shows all members present are in favor.

Approval of Minutes

Motion by Adams, second by Karas to approve the minutes of October 9, 2012

Upon roll call:

Ayes	Adams, Marino, Karas, Evans-Sweeney
Nays	None
Absent	Kays
Abstain:	None

Bills / Vouchers

There are no bills or vouchers for approval .

CORRESPONDENCE

1. Sussex County Log Report for October 2012
2. Sussex County Log Report for November 2012
3. Sussex County Log Report for December 2012
4. Copy of NJ Local Board of Health Association Newsletter.

OLD BUSINESS / NEW BUSINESS

SANITATION REPORTS

1. Gencarelli's – Business is closed, inspector could not gain access but spoke with owner and he advised that all food had been removed. Will contact owner of building.
2. Nino Pizza – Inspection was done in September and premise was granted a conditional due to food not being covered, floor tiles and there were no self closing hinges. Re-inspected in November and there were still had same issues and was given a conditional again. Inspected prior to meeting and still outstanding issue of self closing hinges, owner was advised that a summons would be issued if this was not addressed.
3. 55 Route 23 – Housing Complaint. – Complaint came in advising that she had been renting at this address for two months and that there was no hot water or heat along with plumbing issues. When inspector spoke with her she advised that she had moved out. Housing code cannot be enforced if no one is living in the premise will note the complaint.
4. OPRA Request – Inspector advises that he received an OPRA request for the old Getty station on Rt. 23 inquiring whether there is any record of ongoing “discharge cases”/

Most of inspections were done after hurricane Sandy to see how the businesses fared and luckily Hamburg, Franklin and parts of Hardyston only lost power for a small amount of time so the food establishments did not have to lose a lot of inventory.

5. DOC's – Re-inspection was done and the parts of the floor needing repair were complete.
6. Temporary food license was denied for a resident who wanted to prepare and sell cupcakes out of their home.
7. E-Z Stop – Inspection was done and business was very clean they were given some pointers to do to help keep the area clean such as filling the cracks and crevices around the equipment with silicone sealer and coating the grout on the floor with a clear grout sealer. The wall near the slop sink and receiving area should be painted to prevent wood and block from absorbing food and beverage splash.
8. RJ Corner Deli – Inspection was done and it was good. The only issue was that the hood had not been inspected and it needs to be inspected yearly by the fire inspector.
9. Granny's Pancake House –December 11th Inspection was done and there were 20 violations. Cook advised that at the time of the hurricane they were the only establishment open and they were so busy they had not had the time to clean up the facility. Some issues were uncovered items in the refrigerator which must be covered at all times, the ice scoop not properly stored, bare hand contact with ready to eat food, holes in wall near chest freezer to allow for vermin access, ice cream freezer not cleaned out. There was no hand sink or slop sink located in the facility. They were given extra time to clean up everything the way it needed to be done. In the mean time a spot check was done and some of the area was cleaned and they were in the process of looking into buying a type of enclosure for plates do the grease from cooking could not get to it.
10. Hamburg Baptist Church – Facility was very clean. They advised that they were going to be doing renovations in the future and inspector advised that they would need to contact Hardyston for permits.
11. 5 North Governor Haines Street – An anonymous complaint came in regarding large piles of garbage located outside the house and rodents running rampant throughout the house. Upon inspection, no one answered the door. Inspector took pictures of several garbage bags outside the right side of the house. A hang tag was left on the door requesting the tenant to call. The tenant returned the phone call and advised that the bags contained blankets which were going to be given to the Red Cross. I also advised that I did see several basins located outside that were pooling water and that they would need to be picked up and discarded before spring. A re-inspection later in the week showed everything was cleaned up.

CHAIRMAN'S AGENDA

Board member Paula Marino discusses excessive bat droppings that are on the street on Main Street in the spring time. Kurt advises that although they are not pleasant as long as they are outside and in open space they pose no threat or health risk.

Board member Pete Karas asked what could be done about a squirrel within his residence. The secretary will contact animal control to see if they will supply a trap for him to use.

Kurt advises that West Nile Virus was found to be positive at the MUA. The county sprayed and applied pesticide application.

ADJOURN

Motion by Adams, second by Kays to adjourn the meeting. Meeting adjourned at 7:10 p.m..

Doreen Schott, RMC