

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

MEETING DATE January 8, 2019

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.

OATH OF OFFICE

Oath of Office was given to board members: Linda Adams
Rachael Evans Sweeney
Art Walton

ROLL CALL Present – Adams, Marino, Walton, Evans Sweeney
Absent - Alakpa

Also present Sussex County Inspector Gary Bielen

REORGANIZATION

Chairman

Motion by Marino, second by Evans-Sweeney to nominate Linda Adams as Board Chairman.

Roll call shows all members present in favor.

Vice Chairman

Motion by Adams, second by Marino to nominate Rachael Evans Sweeney as Vice Chairperson.

Roll call shows all members present in favor.

Attorney

Motion by Adams, 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 Walton to nominate Paula Marino as Treasurer.

Roll call shows all members present in favor.

Secretary

Motion by Adams, second by Evan Sweeney to nominate Art Walton as Secretary

Roll call shows all members present in favor.

Advertising

Motion by Adams, second by Marino 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 Marino 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 2019.

April 9, 2019

July 9, 2019

October 8, 2019

January 14, 2020 (Re-Organization Meeting)

Roll call shows all members present are in favor.

Approval of Minutes

Motion by Adams, seconded by Marino to approve the October 9, 2018 minutes of the Hamburg Board of Health with the following corrections, adjournment time was 7:00 pm and remove board member George Alakpa from “present” in roll call.

Upon roll call:

Ayes Adams, Marino, Alakpa

Nayes None

Absent Sena, Evans-Sweeney

Abstain:

Bills / Vouchers

There are no bills or vouchers for approval .

CORRESPONDENCE

1. Inspection report – January 1, 2018 – October 31, 2018
2. Inspection report – November 1, 2018 – November 30. 2018

OLD BUSINESS / NEW BUSINESS

SANITATION REPORTS

- Mr. Bielen advises that all the restaurants that have had inspections done have received a satisfactory inspection. Food facilities are inspected on a yearly basis. Schools are inspected and twice a year. Bathing facilities are done in the summer.
- The procedure is discussed, if a complaint comes in the county goes out and investigates. If not in compliance the owner is advised as to what has to be fixed. The county may and has the option to give a “conditional” approval and then return to see that the violation has been abated.
- 15 Orchard Street – a public health complaint (odor).
- Granny’s Pancake House – There was an issue with the hot water heater upon inspection, water heater was replace.
- Inspector advises that the county website has a listing of all food establishments and their inspections, septic records etc. and is worthwhile to look at.

CHAIRMAN'S AGENDA

Board Chair asked if a date had been set for Hamburg Day which it had not yet been done by Recreation. Also discussed when Hamburg would be holding its rabies clinic. No definite date has been set but it will be in December.

ADJOURN

Motion by Adams, seconded by Marino to adjourn the meeting. Meeting adjourned at 7:00p.m.



Doreen Schott, RMC