

MONMOUTH COUNTY REGIONAL HEALTH COMMISSION NO. 1

REORGANIZATION MEETING

Tuesday, January 22, 2019
(Open Session: 1 hr. 38 min. 4 sec.)

CALL TO ORDER:

President Roman called the meeting to order at 6:01p.m. He then led the Regional Board of Health in the salute to the flag. President Roman next read the "Open Public Meeting Act Statement".

ROLL CALL:

Brielle – Jim Langenberger, Fair Haven – Theresa Casagrande, Little Silver – Dr. Tim Sullivan, Monmouth Beach – Joseph Nardone, Ocean Twp – Vinnie Buttiglieri, Red Bank – Michael Natelli, Sea Girt – Jay Amberg (departed 6:30 pm), Shrewsbury Borough – Paul Roman, Spring Lake – Mary Anne Donahue, Spring Lake Heights – Dr. Len Giles , Tinton Falls – John Mack

Upon completion of the roll call, the Secretary reported that a quorum was present.

ABSENT:

Boro of Highlands, Boro of Rumson, Boro of Sea Bright, Boro of West Long Branch

OTHERS PRESENT:

David A. Henry, Health Officer, Jodi Howlett, Esq., Heather Frketich, Commission Secretary/Office Coordinator, L. Muscillo, Principal REHS, M. Kowal, Sr. REHS, N. Ippolito, Bookkeeper

ELECTIONS:

Meeting adjourned Sine Die with the Health Officer opening the 2019 elections:

OFFICE OF PRESIDENT:

Theresa Casagrande motioned to nominate Dr. Len Giles for President, seconded by Vinnie Buttiglieri.

Jim Langenberger motioned to nominate Paul Roman for President, seconded by Jay Amberg.

Motion to close nominations for MCRHC President was made by Dr. Sullivan, seconded by Theresa Casagrande.

ELECTIONS/APPOINTMENTS (continued):

ROLL CALL VOTE (Motion to Nominate Dr. Giles for President):

Brielle	No	Sea Girt	No
Fair Haven	Yes	Shrewsbury Boro	No
Little Silver	Yes	Spring Lake	Yes
Monmouth Beach	Yes	Spring Lake Heights	Yes
Ocean Twp	Yes	Tinton Falls	Yes
Red Bank	No		

VOTE: 7 Ayes, 4 Nay, 0 Abstain
Motion Carries.

Dr. Len Giles is elected Commission President.

OFFICE OF VICE-PRESIDENT:

Theresa Casagrande motioned to nominate Paul Roman for Vice-President, seconded by Mary Anne Donahue.

No other nominations were made.

Motion to close nominations for MCRHC Vice-President was made by Vinnie Buttiglieri, seconded by John Mack.

ROLL CALL VOTE:

Brielle	Yes	Sea Girt	Yes
Fair Haven	Yes	Shrewsbury Boro	Yes
Little Silver	Yes	Spring Lake	Yes
Monmouth Beach	Yes	Spring Lake Heights	Yes
Ocean Twp	Yes	Tinton Falls	Yes
Red Bank	Yes		

VOTE: 11 Ayes, 0 Nay, 0 Abstain
Motion Carries.

Paul Roman is elected Commission Vice-President.

ELECTIONS/APPOINTMENTS (continued)

OFFICE OF **TREASURER:**

Theresa Casagrande motioned to nominate Mary Anne Donahue for Treasurer, pending her official appointment by the Spring Lake Board of Health, seconded by John Mack.

No other nominations were made.

Motion to close nominations for MCRHC Treasurer was made by _____, seconded by _____.

ROLL CALL VOTE:

Brielle	Yes	Sea Girt	Yes
Fair Haven	Yes	Shrewsbury Boro	Yes
Little Silver	Yes	Spring Lake	Yes
Monmouth Beach	Yes	Spring Lake Heights	Yes
Ocean Twp	Yes	Tinton Falls	Yes
Red Bank	Yes		

VOTE: 11 Ayes, 0 Nay, 0 Abstain
Motion Carries.

Mary Anne Donahue is elected Commission Treasurer.

At this point, the meeting was turned over to President Giles.

SECRETARY

Dr. Sullivan motioned to reappoint Heather Frketich as 2019 Commission Secretary, seconded by Vinnie Buttiglieri.

ROLL CALL VOTE:

Brielle	Yes	Sea Girt	Yes
Fair Haven	Yes	Shrewsbury Boro	Yes
Little Silver	Yes	Spring Lake	Yes
Monmouth Beach	Yes	Spring Lake Heights	Yes
Ocean Twp	Yes	Tinton Falls	Yes
Red Bank	Yes		

VOTE: 11 Ayes, 0 Nay, 0 Abstain
Motion Carries.

Heather Frketich is re-appointed Commission Secretary.

ELECTIONS/APPOINTMENTS (continued)

SECRETARY PRO TEM

(Primarily for the recording of Closed Session Minutes in lieu of The Commission Secretary)

Vinnie Buttiglieri motioned to appoint Bruce Padula, Esq., et al 2019 Secretary Pro-Tem, seconded by Dr. Sullivan.

ROLL CALL VOTE:

Brielle	Yes	Sea Girt	Yes
Fair Haven	Yes	Shrewsbury Boro	Yes
Little Silver	Yes	Spring Lake	Yes
Monmouth Beach	Yes	Spring Lake Heights	Yes
Ocean Twp	Yes	Tinton Falls	Yes
Red Bank	Yes		

VOTE: 11 Ayes, 0 Nay, 0 Abstain
Motion Carries.

Bruce Padula, Esq., et al, is appointed Secretary Pro-Tem.

Theresa Casagrande motioned to appoint the 2019 MCRHC staff, seconded by Dr. Sullivan.

PROFESSIONAL STAFF 2019

David A. Henry	HEALTH OFFICER
Stephen Gallagher	CFO
Ammar Rizvi	PUBLIC HEALTH NURSE

Full Time Health Inspectors:

Lisa Muscillo, PRINCIPAL REHS	Michael Kowal, SR. REHS
Diane Beears, SR. REHS (retiring 4-1-19)	Otilia Dos Santos REHS
Russell Groves, SR. REHS	
Dominick Astino, SR. REHS	

ROLL CALL VOTE:

Brielle	Yes	Sea Girt	Yes
Fair Haven	Yes	Shrewsbury Boro	Yes
Little Silver	Yes	Spring Lake	Yes
Monmouth Beach	Yes	Spring Lake Heights	Yes
Ocean Twp	Yes	Tinton Falls	Yes
Red Bank	Yes		

VOTE: 11 Ayes, 0 Nay, 0 Abstain
Motion Carries.

The Professional Staff is appointed.

CONSENT AGENDA BEGINS

NOTE: Resolutions were prepared for the positions of Legal Counsel and Certified Public Accountant. These resolutions refer to appointment by the Non-Fair and Open Process in accordance with NJ Pay to Play. The Commission is entitled to approve both the appointment and the actual contract.

Resolution 2019-01

Cleary Giacobbe Alfieri Jacobs as Legal Counsel – Calendar Year 2019

Resolution 2019-02

Suplee, Clooney & Company as Certified Public Accountant – Calendar Year 2019

Resolution 2019-3

Regional Health Educator – Calendar Year 2019

Concetta Polonsky, MPH, CHES Regional Health Educator

Resolution 2019-4

NEWSPAPERS FOR LEGAL AND SUNSHINE LAW NOTIFICATIONS Calendar Year 2019

ASBURY PARK PRESS as the newspaper for all MCRHC business notices (legal and sunshine law), and the Star Ledger for the secondary submission of Sunshine Law notifications.

Resolution 2019-5

2019 MCRHC MEETING DATES, TIMES and LOCATIONS:

To be set as the fourth Tuesday of each month at 6:00 pm (unless otherwise noted) at 1540 West Park Ave, Tinton Falls.

Three change requests:

- 1) August meeting from Tuesday, August 27, 2019 to Tuesday, August 20, 2019 and
- 2) November meeting from Tuesday, November 26, 2019 to Tuesday, November 19, 2019
- 3) December meeting from Tuesday, December 24, 2019 to Tuesday, December 17, 2019.

The January 2020 Reorganization meeting to be included in this list will be scheduled for January 28, 2019.

Note: Any of the prescheduled meeting dates may be changed in the future upon vote of the Commission.

Resolution 2019-6

WEBSITE CONTRACT RENEWAL: Calendar Year 2019

City Connections, LLC, in the amount of \$2,650.00

CONSENT AGENDA (continued):

Resolution 2019-7

IT SUPPORT CONTRACT RENEWAL: Calendar Year 2019
Inter- Networx, LLC in the amount of \$109.50 per hour

Resolution 2019-8

OFFICE CLEANING SERVICE – Calendar Year 2019
Master Maintenance of Red Bank in the amount of \$390.00 per month

APPOINTMENT OF PRIMARY DEPOSITORY OF FUNDS: Calendar Year 2019

Per a recommendation from the CFO, of Valley National Bank as the provider of MCRHC Banking Services

Valley National Bank is voted the MCRHC Primary Depository of Funds.

Resolution 2019-9

Cash Management Plan – Calendar Year 2019
Relating to the MCRHC Cash Management Plan (investment governance) validated by CFO Steve Gallagher.

Resolution 2019-10

Edmunds Financial Software - Calendar Year 2019
Agreement with Edmunds and Associates to provide software maintenance and support of the automated finance system in the amount of \$3,308.00.

Resolution 2019-11

The award of a contract for Lead Inspector Services in accordance with CLEP Grant (MCRHC & Colts Neck) in the amount of \$9,000.

Resolution 2019-12

Public Health Accreditation Board (PHAB) final payment of fees for Initial Health Accreditation Review in the amount of \$4,770.

Resolution 2019-13

Authorizing Bill Payment in Absence of a Monthly Quorum

CONSENT AGENDA (continued)

Commissioner Casagrande motioned to adopt Resolutions 2019-1 through 2019-13. The motion was seconded by Commissioner Mack.

ROLL CALL VOTE:

Brielle	Yes	Sea Girt	Yes
Fair Haven	Yes	Shrewsbury Boro	Yes
Little Silver	Yes	Spring Lake	Yes
Monmouth Beach	Yes	Spring Lake Heights	Yes
Ocean Twp	Yes	Tinton Falls	Yes
Red Bank	Yes		

VOTE: 11 Ayes, 0 Nay, 0 Abstain
Motion Carries.

CONSENT AGENDA ENDS

2019 COMMITTEE APPOINTMENTS

President Giles wished to contemplate 2019 Committee appointments and will address this at the February meeting.

MINUTES OF LAST MEETING:

OPEN SESSION:

December 18, 2018 Regular Meeting

Vinnie Buttiglieri motioned to approve the Open Session Minutes of December 18, 2019, seconded by Mary Anne Donahue.

VOTE: Unanimous by those who were in attendance. Sea Girt and Monmouth Beach abstain.

COMMUNICATIONS:

HANDOUT (e-mailed): NJ Must Leverage Public Health Expertise During Cannabis Discussion...

Wording of Letter to Editor from NJ Public Health Organizations

NJACCHO – recreational marijuana – State public health leaders seek necessary discussion with legislators prior to vote.

HEALTH OFFICER'S REPORT:

The January 2019 Health Officer's Report (reflecting December 2018 activity), the December 2018 Conferences & Meetings, the December 2018 CDRSS Report and PHN Report were previously mailed/e-mailed. In addition Ms. Polonsky's 2018 Health Education Report was distributed via e-mail.

HICMC – Important STD Program for school RNs. There was excellent attendance. Monmouth County has a high rate which would benefit toward more treatment options and counseling for all ages –Linked to the CHIP.

After two years, 2 MCRHC vehicles finally had recall calling for replacement of side air bag problem corrected.

Congratulations to MCHD on their move to a new location – 50 W. Main St., Freehold, NJ. Their grand opening is January 24th.

The Health Officer described a very recent situation with a rabid raccoon mixing with a feral cat colony (including food and water bowls) in one of the MCRHC towns. The issue became recapture and revaccination. Efforts were made by the SPCA as Animal Control for the colonies. Very important for pet owners to update rabies vaccinations when due. The Health Officer is working with Middletown Animal Control and the SPCA to develop a better system. The town is looking to update ordinances concerning TNR program and cat colonies.

Great concern was voiced by the Commission regarding the public health risk this represents, especially if it cannot be contained. Clearly stated, the protection of human life needs to remain the top priority.

Mention of the Monmouth County Blood Bank closure was made by Jim Langenberger.

BOARD OF HEALTH MEMBER ORIENTATION:

The Health Officer will provide packets to members at next month's meeting and respond to any questions on Board membership and its roles/responsibilities.

John Mack motioned to accept the Health Officer's report, seconded by Mike Natelli.

VOTE: Unanimous

Committee Chairs are in agreement that NO CLOSED SESSION is necessary this evening.

AUDIT COMMITTEE:

No Report

CFO REPORT:

No Report

TREASURER'S REPORT:

Presented by Vice-President Roman. He briefly reviewed the Statement of Accounts for period ending December 31, 2018. He acknowledged the Commission's receipt of Employee OT and Carryover Time records as of 2018 year end.

The Treasurer's Report was accepted as presented.

BUDGET & FINANCE COMMITTEE:

No Report

PAYMENT OF BILLS:

President Giles motioned to pay the January 2019 bills in the amount of \$167,956.79, inclusive of payroll in the amount of \$85,840.49. The motion was seconded by John Mack.

ROLL CALL VOTE:

Brielle	Yes		
Fair Haven	Yes	Shrewsbury Boro	Yes
Little Silver	Yes	Spring Lake	Yes
Monmouth Beach	Yes	Spring Lake Heights	Yes
Ocean Twp	Yes	Tinton Falls	Yes
Red Bank	Yes		

VOTE: 10 Ayes, 0 Nay, 0 Abstain
Motion Carries.

HUMAN RESOURCES COMMITTEE:

No Current Report, however Chair Vinnie Buttiglieri would like to hold a meeting at 5:30 pm prior to the February 26th Board meeting to discuss a personnel issue.

Resolution 2019-15 CFO 2019 Salary

As the amount indicated includes an increase of \$1,000, Theresa Casagrande motioned to defer a vote on this until the HR Committee further reviewed it, seconded by John Mack.

VOTE: Unanimous

Resolution 2019-16 Bookkeeper 2019 Salary

The amount indicated is in line with the 2% Union increase.

Dr. Sullivan motioned to approve the 2019 MCRHC Bookkeeper Salary, seconded by Theresa Casagrande.

HUMAN RESOURCES COMMITTEE (continued):

ROLL CALL VOTE:

Brielle	Yes		
Fair Haven	Yes	Shrewsbury Boro	Yes
Little Silver	Yes	Spring Lake	Yes
Monmouth Beach	Yes	Spring Lake Heights	Yes
Ocean Twp	Yes	Tinton Falls	Yes
Red Bank	Yes		

VOTE: 10 Ayes, 0 Nay, 0 Abstain
Motion Carries.

Resolution 2019-17 Per Diem REHS

This resolution is pulled, however a vote is needed authorizing the Health Officer to fill this existing position as needed in 2019, with memorialization of the individual chosen and salary to occur at the next Commission meeting.

Dr. Sullivan motioned to authorize the Health Officer to make this hire, seconded by Mike Natelli.

ROLL CALL VOTE:

Brielle	Yes		
Fair Haven	Yes	Shrewsbury Boro	Yes
Little Silver	Yes	Spring Lake	Yes
Monmouth Beach	Yes	Spring Lake Heights	Yes
Ocean Twp	Yes	Tinton Falls	Yes
Red Bank	Yes		

VOTE: 10 Ayes, 0 Nay, 0 Abstain
Motion Carries.

GOVERNANCE COMMITTEE: No Report

OPERATIONS COMMITTEE: No Report

OLD BUSINESS:

ACCREDITATION: Staff review of domains will begin this month/ slides and handouts used in the staff presentations will be shared with Commission members, especially those who will attend the site visit by PHAB in early May. We need a minimum of two Commissioners in attendance on May 2nd. President Giles and Vice-President Roman agreed to participate.

OLD BUSINESS (continued):

Others are welcome. The goal is to have all staff and Commission members familiar with the focus of all 12 domains.

In addition, there are certain health departments who have been through the PHAB site visit process who have offered to share their experiences. The Health Officer plans to utilize this assistance.

NEW BUSINESS:

TINTON FALLS LANDFILL (Monmouth County Reclamation Center)

Main points brought to Commission members:

The Health Officer opened this discussion by explaining the near constant level of odor complaints from the Community

Since March 2013, MCRHC has been serving as a subcontractor to the County Health Department

The County owns, operates and manages the landfill and set change is needed at this level.

Also contracted (renewable every 5 years) with Borough of Tinton Falls to be a “watchdog” since 1996.

Through a DEP course, REHS staff is trained on determining origin of odors, confirming it on the property and their severity level 1-5. We are NOT a dedicated C.E.H.A. agency. MCRHC enforcement role very limited and zero problem resolution and staff exhaustion. MCRHC needs to strictly follow the requirements of the state.

Not enough staff sacrificing MCRHC operation in order to provide immediate response
Even a duty officer for after hours will not solve this problem and public health concerns not being corrected.

Subchapter 5 Fines that are written up by MCRHC staff to possibly be levied on the landfill by DEP tend to be reduced. Complaints in general and Subchapter 5 write-ups require resident cooperation and are very timely to complete and submit)

Meeting with Deputy County Administrator – Best Practices to reduce landfill odor and be a better neighbor

Communication is key with residents to let them know about the challenges (leachate, methane recovery system, as examples) faced and any and all efforts that will be made for remediation of odors. .As a note Middlesex County does a good job of providing this communication to their population.

NEW BUSINESS (continued):

The following revenue is received from Tinton Falls.

2018: \$32,000 Inspections

and

2019: \$33,000

Complaint Monitoring

John Mack spoke on behalf of Tinton Falls Borough and its residents who need relief from the unending frustration. To an extent, social media is inciting the frenzy.

Tinton Falls appreciates the Commission's efforts and positivity and will do whatever or help with whatever equipment needed to help. Commissioner Mack asked our Principal REHS to pass on the Borough's appreciation to the REHS staff for everything they are doing.

Lisa Muscillo and Michael Kowal are present this evening as both residents of Tinton Falls and MCRHC employees.

Their comments : we are not the lead CEHA dedicated agency for odors or other program areas, yet we are doing work that would stress the resources of any local health department.. This is a very frustrating situation and time not well spent toward a resolution.

Joe Nardone suggested that any renewal landfill contract negotiations steer away from the fining system which is not working to provide resolution. Instead the landfill pays Tinton Falls to reimburse MCHC for the actual cost of the landfill complaint process.

Hiring of a per-diem for the landfill from Tinton Falls monies paid to MCRHC is being considered but would not make a difference in the enforcement of odor violations.

The Health Officer suggested the formation of a subcommittee to carry the conversation further. Commissioners were not sure that was the route to take.

Needed: Freeholders' Attention & Senators' Attention

Needed: \$ put toward problem identification by a chemical engineer of bad odors that began about 5 months ago.

Needed: Technological advances/remediation steps

Needed: Best practices

Needed: Public demand for change

Upcoming: Neptune Meeting Senator Vin Gopal, Councilmen and Mayor Perillo to attend on January 28th.

MCRHC is and intends to continue backing Tinton Falls and following the contractual parameters while staying out of the political involvement.

NEW BUSINESS (continued):

Resolution 2019-18

MPHC Contract with Colts Neck

After a brief comment by the Health Officer on the new contract now including fee-based optional services, Theresa Casagrande motioned to approve the MCRHC/MPHC Contract with Colts Neck Township from 1-1-19 – 12-31-20, seconded by Ocean.

ROLL CALL VOTE:

Brielle	Yes		
Fair Haven	Yes	Shrewsbury Boro	Yes
Little Silver	Yes	Spring Lake	Yes
Monmouth Beach	Yes	Spring Lake Heights	Yes
Ocean Twp	Yes	Tinton Falls	Yes
Red Bank	Yes		

VOTE: 10 Ayes, 0 Nay, 0 Abstain
Motion Carries.

PUBLIC COMMENT PERIOD:

Comments offered earlier under New Business – Landfill Shared Services Contract by L. Muscillo and M. Kowal attending jointly as Staff and Tinton Falls Residents.

John Mack spoke as a Tinton Falls employee (OEM) and homeowner. Bringing issues to the attention of the public is key right now and hopefully with public activism, the right things can start to happen.

Other Commission comment: The County should also be helping Tinton Falls residents get relief.

PRESIDENT’S REPORT (by Paul Roman for December 2018):

He testified in Trenton at a listening session in front of the Commissioner of Health. He and others advocate to have \$10 million but back into the hands of local public health. Programs and staff have been drastically cut. Without these funds the burden is placed on taxpayers

The person who ran the landfill for 30 years retired and normal business practices are no longer kept up with (ex. Flares that burn off methane gas not working and no money is being put into repair and key staff not being replaced. Monmouth County owns the landfill – could have intentions of selling it off/privatizing it

MCRHC is a subcontractor to the DEP through the MCHD and has performed inspections of the facility on a monthly basis forwarding results to Tinton Falls.

PRESIDENT'S REPORT (continued):

Vice-President Roman spoke his opinion that the landfill issue is a target political issue escalating as a result of the Borough's last mayoral election.

Commissioner Roman and other public health organization leaders presented testimony in Trenton at NJDOH Commissioner Elnahal's budget meeting as part of the campaign to put back over ten million dollars in the hands of local health departments (formerly provided as public health priority funding). Dollars not received by health departments are put on taxpayer bills.

GENERAL COMMENTS:

HANDOUTS:

Public Meeting On the ongoing odor in Tinton Falls – January 28, 6 pm in Neptune
Odor Fact Sheet

Theresa Casagrande would like to see agenda set deadlines for each month's meeting agenda, after which point all non-emergency additions will need to wait to till the next month, She would also like to see resolutions listed toward the end for better vote flow and all resolutions addressed in the Health Officer's Report so the Board members have a better background on what they are being asked to render a vote decision on. Also if no Closed Session has been planned, it should not appear on the agenda. Attorney Howlett stated these meeting/agenda improvements will be worked on.

There being no further business, the meeting adjourned at 7:39 pm on a motion by John Mack, seconded by Vinnie Buttiglieri.

VOTE: Unanimous

Next Regular Meeting of the MCRHC #1 Commission will be held on Tuesday, FEBRUARY 26, 2019 at 6:00 P.M. at the Regional's headquarters located at American Red Cross building 1540 West Park Avenue – Suite # 1, Tinton Falls, New Jersey.

Respectfully submitted,

Heather L. Frketich

Heather L. Frketich
COMMISSION SECRETARY

Reviewed by

David A. Henry

David A. Henry
HEALTH OFFICER