**BOROUGH OF FANWOOD**

**BOARD OF HEALTH**

**REGULAR MEETING**

**OCTOBER 6, 2022**

The Regular Meeting of the Board of Health was called to order at 7:02 PM by President Margaret Lewis via Zoom.

Ms Lewis presided and stated: “I hereby announce and request that same be included in the minutes of this meeting, that notice of the time, place and date of the meeting has been prominently posted on the bulletin board at Borough Hall, mailed to The Hawk (formerly The Times) The Star Ledger, Alternate Press , the Patch and Courier News, filed with the Borough Clerk and mailed to any person requesting same in accordance with the Open Public Meetings Act.”

**ROLL CALL**

Present: Ms Regina Brown, Mr. Tom Kranz, Ms. Margaret Lewis, Mr. Michael Lewis, Ms. Jan Siegal, Mr. John Otchy. Dr. John Hanna & Ms. Kathleen Thomas arrived later.

Absent: Ms. Tanisha McGriff, Councilwoman Francine Glaser

Also Present: Ms. Colleen Huehn, Ms. Megan Avallone, Ms. Christie Calmon, Borough Attorney Russell Huegel

**EXECUTIVE SESSION**

On a motion by Mr. Kranz, seconded by Mr. Lewis the meeting was moved into Executive Session

**BOROUGH OF FANWOOD**

**UNION COUNTY, NEW JERSEY**

**RESOLUTION 2022-10-04**

**RESOLUTION AUTHORIZING AN EXECUTIVE CLOSED SESSION**

**WHEREAS,**  the Open Public Meetings Act NJSA 10:4-7, et seq., commonly known as the “Sunshine Law” requires that Board Of Health meetings be open to the public except for the discussion of certain subjects, and

**WHEREAS,** the “Sunshine Law” requires that a closed session be authorized by resolution.

**NOW, THEREFORE BE IT RESOLVED,**  by the Board of Health of the Borough of Fanwood County of Union, State of New Jersey that the following portion of this meeting shall be closed to the public and the meeting shall be resumed at the end of the closed session.

**BE IT FURTHER RESOLVED** that the subject to be discussed and the time of public release of the minutes of the closed session are indicated below:

**SUBJECT MATTER**

Matters falling within the attorney client privilege

**TIME WHEN THE CIRCUMSTANCES UNDER WHICH THE SUBJECT MATTER CAN BE DISCLOSED:**

Upon authorization by the Borough Attorney as required by law.

On a motion by Mr. Lewis, seconded by Mr. Kranz, the meeting returned to the normal order of business.

Attorney Russell Huegel left the meeting.

**APPROVAL OF MINUTES**

On a motion by Mr. Kranz, seconded by Mr. Otchy, the minutes of the August 4th Regular Meeting and the September 12th Special Meeting, having been distributed to all members, were approved as written.

**FINANCIAL REPORT**

The Secretary submitted the following financial reports:

**Month of August**

Receipts …………………………………………………………………………………………………………… $ 380.00

Receipts as of 8/31/22 ………………………………………………………………………………………..$6,453.00

Disbursements

Salary………………………………………………………………………………………………………………… $ 1,016.50

**Month of September**

Receipts………………………………………………………………………………………………………………$ 320.00

Receipts as of 9/30/22…………………………………………………………………………………………$ 6,773.00

Disbursements

Salary………………………………………………………………………………………………………………… $1,016.50

Westfield Contract/Final payment…………………………………………………………………… $12,399.25

**VITAL STATISTICS**

Month of August

Births in town………………………………………………………………………………… None

Marriages in town………………………………………………………………………. None

Deaths in town Fanwood Residents……………………………………………. Three

Births out of town Fanwood Residents………………………………………. Seven

Marriages out of town Fanwood Residents…………………………………. Two

Deaths out of town Fanwood Residents…………………………………….. Four

Total births to Fanwood residents as of 8/31/22: Fifty Three

Month of September

Births in town………………………………………………………………………………… None

Marriages in town………………………………………………………………………. None

Deaths in town Fanwood Residents……………………………………………. Three

Births out of town Fanwood Residents………………………………………. Eight

Marriages out of town Fanwood Residents…………………………………. None

Deaths out of town Fanwood Residents…………………………………….. Three

Total births to Fanwood residents as of 9/30/22: Sixty One

**CHILD HEALTH/NURSING**

**Fanwood Board of Health**

**August-September 2022**

84 additional ho the Westfield Police Department for ‘National Night Out’ event.

**SCHOOL GUIDANCE –** Provided immunization & covid quarantine guidance to the following day cares, preschools & schools.

* First Children School
* The Goddard School
* The Wonder Years Academy
* Westminster Preschool
* Lightbridge Academy

**NJDOH 2022 MONKEYPOX PUBLIC HEALTH WEBINAR** August 5 **-** topics discussed included what is monkeypox, symptoms, testing, vaccines, at risk population, preventing potential spread.

**CENTER FOR PUBLIC HEALTH WORKFORCE DEVELOPMENT WEBINAR** August 16 -Prevention and Mitigation of Common Infectious Illnesses in Childcare Centers and Schools - overview of infectious diseases in daycares and schools, review of diseases, prevention practices and resources for disease management and outbreak management.

**ADAPTATION TO STRESS: FIVE PRACTICES TO CULTIVATE RESILIENCE AND WORK LIFE WELLBEING WEBINAR** – held on September 13th

Topics presented & discussed were:

* Examining work-life wellbeing and causes of work-life conflict
* Explaining models of resilience (stressors, protective factors, adaptive &

maladaptive coping strategies, resilience, thriving)

* Discussion related to practices to cultivate resilience

**NJ PUBLIC HEALTH NURSING ASSOCIATION (NJPHNA) MEETING** – held on September 21 – Annual Virtual Nursing Summit Webinar- Topics presented & discussed were:

* Tuberculosis (TB)
* Monkeypox
* Immunization Round Table: Success & Challenge of COVID Vaccination Efforts, and Stress Management and Meditation

**PRESCRIPTION FOR PLAY IN COLLABORATION WITH WEITZMAN INSTITUTE** offered a program for health care providers to promote learning through play by supplying free DUPLO brick kits and education materials for their 18- to 36-month-old patients during routine well-child visits. WRHD was provided 300 educational material and Duplo Lego duck kits for distribution at the clinics.

**LEAD INVESTIGATION #FW2022-1 –** This department received notification that a child residing in Fanwood had an elevated lead blood level of 13 on 9/27/22. NJDOH mandated investigations have been scheduled including nursing assessment, child lead poisoning home visit, hazard assessment, lead risk, nursing care plan & lead education for the family. Child’s pediatrician notified; plan of action discussed.

**UPDATE:** Child is to be retested in 3 months/December per guidelines, until lead level falls below a 5 and is within acceptable range. Calls placed to child’s parents & pediatrician to discuss the importance of follow-up testing.

**COVID VACCINATION CLINICS-**

The following covid vaccination clinics were held for August and September:

**August 2022**:

* Tuesday, 8/2 – Summit Senior Housing – 17 vaccinations provided
* Thursday, 8/11 - Home Visits Boosters – 4 vaccinations provided
* Thursday, 8/11 – Westfield Pee Wee Clinic – 27 vaccinations provided
* Friday, 8/12 – Westfield Office 5 + clinic – 2 vaccinations provided
* Wednesday, 8/17 – Westfield Office and NP Pop Up – 15 vaccinations provided
* Thursday, 8/25 – Westfield Pee Wee Clinic – 19 vaccinations provided
* Friday, 8/26 – Westfield Office 5 + clinic – 2 vaccinations provided

**September 2022:**

* Thursday, 9/8 – Westfield Pee Wee Clinic – 7 vaccinations provided
* Tuesday, 9/13 – Bivalent Booster SMG – 1 vaccination provided
* Wednesday, 9/14 – Westfield Office Clinic – 2 vaccinations provided
* Friday, 9/16 – Westfield Office Clinic – 21 vaccinations provided; 3 flu vaccinations provided
* Thursday, 9/22 – Westfield Pee Wee Clinic – 21 vaccinations provided
* Friday, 9/23 – Home Visits – 9 vaccinations provided; 9 flu vaccination provided
* Friday, 9/23 - Westfield Town Hall Employee Boosters – 9 vaccinations provided; 7 flu vaccinations provided
* Monday, 9/26 – Westfield Office Visits - 4 flu vaccinations provided
* Wednesday, 9/28 – Home Visits - 6 vaccinations provided; 9 flu vaccinations provided
* Wednesday, 9/28 – Westfield Office Visit Pee Wee – 1 vaccination provided
* Thursday, 9/29 – Westfield Booster Clinic – 32 vaccinations provided.

8 flu vaccinations provided

* Friday, 9/30 – Lifelong Westfield St. Helen’s Church Hall – 29 vaccinations

provided; 30 flu vaccinations provided

**HEALTH OFFICERS REPORT**

Ms. Avallone reported that Ebola is back associated with travel to Uganda. Advisories have been posted. The health department is also reporting cases of acute myelitis virus and Polio (cases in United Kingdom and Israel). Waste watering monitoring is in effect.

**INSPECTIONS/COMPLAINTS**

**Fanwood Food Establishment Inspections August 2022**

|  |  |  |  |
| --- | --- | --- | --- |
| Trade Name | Inspection Type | inspection Date | Evaluation |
| Sheelen’s Crossing | Reinspection | July 26, 2022 | Conditionally Satisfactory |
| Hot Graham Sauce | Pre-Approval | August 16, 2022 | Satisfactory |
| Manny's Lemonade | Pre-Approval | August 16, 2022 | Satisfactory |
| RJ Dogs | Pre-Approval | August 16, 2022 | Satisfactory |
| Kwick Mart | Initial Inspection | August 24, 2022 | Satisfactory |
| Houdini Pizza Laboratory | Initial Inspection | August 25, 2022 | Satisfactory |
| The Wonder Years Academy | Initial Inspection | August 26, 2022 | Satisfactory |
| Ginger Sushi | Reinspection | August 26, 2022 | Conditionally Satisfactory |
| The Chelsea at Fanwood | Initial Inspection | August 29, 2022 | Satisfactory |

**Fanwood Municipal Court Fines 2022**

|  |  |  |  |
| --- | --- | --- | --- |
| **Month** | **Defendant** | **Fine Amount** | **Court Costs** |
| June | Nazeer Ahmed | $507 | $33 |
|  |  |  |  |
| **Year-To-Date** | | $507 | $33 |

**August 2022 Complaints**

|  |  |  |  |
| --- | --- | --- | --- |
| Case # | Location | Status | Complaint Results |
| 9F-22 | 32 Portland Ave. | Closed | The complainant reports that rodents are being seen on her property. This property as well as all adjacent properties were inspected for evidence of rodents. The complainant has provided proof of pest control. One of the properties was not inspected due to the homeowner not answering the door at the time of inspection. A tag was left on the door. This department did not receive a response. A notice has been sent asking the homeowner to make the property available for inspection. The property was inspected. Some areas were not accessible for inspection due to the presence of poison ivy and pallets that were present on the property. The property owner has been asked to treat and remove the poison ivy and to remove the pallets so that a proper inspection can be conducted. The property owner removed the poison ivy and the pallets. An inspection was conducted, and no evidence of rodents was observed. |
| 11F-22 | 204 La Grande Park | Closed | Rodent Activity. The complainant reported that rats were observed in the area due to the uncontained garbage items left around the garbage cans after movie night in the park. Properties in the area were inspected for evidence of rodents. There was no evidence of burrowing observed. |
| 13F-22 | Sheelen’s Fish Market | Open | Violations from Inspection. Summons were issued due to critical violations observed on 7/1/22 and 6/17/22. |
| 12F-22 | 466 La Grande Ave | Closed | Rodents. This property was inspected during an investigation regarding rats being seen in the backyard. There was vegetation and bushes along the rear perimeter making it difficult to inspect. Proof of pest control was provided by the property owner. The surrounding properties were inspected. The neighboring property showed evidence of burrowing. Proof of pest control was submitted. The property behind the complainant has also submitted proof of pest control. A rodent advisory letter was provided to neighboring property. |
| 14F-22 | Sheelen’s Crossing | Open | The food license for Sheelen‘s Crossing was suspended. This department received a report from the Fanwood police reporting that the establishment was still operating after the license had been suspended. The on-call inspector responded after hours. Photos were taken and summonses were issued. |
| 15F-22 | 32 3rd Street | Closed | A resident complained about seeing rats coming from a neighboring property. The neighbor thinks the rodents may be coming from a wood pile at the back of 168 South Ave. There was a report from over the weekend that the wood pile caught fire. Multiple properties in the area were inspected. Evidence of borrowing was found at 32 Third Street. The property owner has been required to retain the services of a licensed exterminator to inspect and bait the property as necessary. Proof of extermination has been received. |
| 16F-22 | 44 Arlene Court | Open | Rodent Activity. This department received a complaint regarding rats being observed on neighboring properties. The surrounding properties were inspected. One of the properties had rodent droppings in their shed and have been required to submit documentation from a licensed pest control service. |

**Other Activities**

COVID-19 VACCINATION CLINICS

|  |  |  |  |
| --- | --- | --- | --- |
| CLINIC DATE | CLINIC TIMES | LOCATION | ADDRESS |
| 8/11/22 | 2pm-6pm | Westfield Memorial Library | 550 E. Broad Street Westfield |
| 8/12/22 | 2pm-4pm | Westfield Health Department | 425 E. Broad Street Westfield |
| 8/25/22 | 2pm-6pm | Westfield Memorial Library | 550 E. Broad Street Westfield |
| 8/26/22 | 2pm-4pm | Westfield Health Department | 425 E. Broad Street Westfield |

**Fanwood Food Establishment Inspections September 2022**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Trade Name | Inspection Type | Inspection Date | Evaluation |  |
| Arepa King | Pre-Approval | September 7, 2022 | Satisfactory |  |
| Pat’s Sausage & Zeppole | Pre-Approval | September 12, 2022 | Satisfactory |  |
| Cheff’s On Wheels | Pre-Approval | September 12,2022 | Satisfactory |  |
| The Goddard School for Early Childhood Development | Initial Inspection | September 19,2022 | Satisfactory |  |
| Fanwood Presbyterian Church-Kitchen | Initial Inspection | September 21, 2022 | None |  |
| Terrill Exxon | Initial Inspection | September 21, 2022 | None |  |
| Prince Halal Food | Pre-Approval | September 22, 2022 | Satisfactory |  |
| Joseph’s Fast-Food Truck | Pre-Approval | September 22, 2022 | Satisfactory |  |
| Fanwood Larder | Pre- Approval | September 22, 2022 | Satisfactory |  |
| Fanwood Pharmacy | Initial Inspection | September 28, 2022 | Satisfactory |  |
| Railside Cafe | Initial Inspection | September 28, 2022 | Satisfactory |  |

**Fanwood Municipal Court Fines 2022**

|  |  |  |  |
| --- | --- | --- | --- |
| **Month** | **Defendant** | **Fine Amount** | **Court Costs** |
| June | Nazeer Ahmed | $507 | $33 |
|  |  |  |  |
| **Year-To-Date** | | $507 | $33 |

**September Complaints**

|  |  |  |  |
| --- | --- | --- | --- |
| Case # | Location | Status | Complaint Results |
| 13F-22 | Sheelen’s Fish Market | Pending | Violations from Inspection. Summons were issued due to critical violations observed on 7/1/22 and 6/17/22. |
| 14F-22 | Sheelen’s Crossing | Pending | The food license for Sheelen‘s Crossing was suspended. This department received a report from the Fanwood police reporting that the establishment was still operating after the license had been suspended. The on-call inspector responded after hours. Photos were taken and summonses were issued. |
| 16F-22 | 44 Arlene Court | Closed | Rodent Activity. This department received a complaint regarding rats observed on the neighboring properties. The surrounding properties were inspected. One of the neighboring properties had rodent droppings in their shed. Proof of pest control was provided to this department. |
| 17F-22 | 43 Ashworth Court | Open | Unsanitary Living Conditions for rabbits. A complaint was made to this department about rabbits living in unsanitary conditions. The property owner was not home during the initial inspection, and a door tag was left. The Fanwood Township Zoning Official and this department conducted a follow-up inspection, and unsanitary conditions and odors were observed. The Zoning Official and this department will collaborate to determine what future actions will be required. |
| 18F-22 | 208 Second Street | Closed | Septic Abandonment. An appointment to witness a septic tank abandonment was scheduled with this department. This department observed the abandoned septic tank. |
| 19F-22 | 46 S Martine Ave | Open | Grease in Sewer. Complainant was concerned that the sanitary sewer manhole behind Tasty Thai had an excessive amount of grease. The grease trap at the establishment was checked by this department. The grease trap appeared to be in working order. An inch thick layer of grease was observed on top and liquid underneath. The owner indicated the trap was last professionally serviced 3 months ago by ARP. The staff routinely clean it as well. The owner could not provide documentation of the last cleaning and stated ARP would be back out next week. The owner was instructed to send the invoice to this department. |
| 20F-22 | 28 Laurel Place | Open | Poison Ivy. This department received a complaint regarding poison ivy. An inspection was conducted, and poison ivy was observed. This department spoke with property owner and proof of treatment will be submitted. |

**Other Activities**

-On September 18th fourteen venders were inspected at Fannywood Day.

COVID-19 VACCINATION CLINICS

|  |  |  |  |
| --- | --- | --- | --- |
| CLINIC DATE | CLINIC TIMES | LOCATION | ADDRESS |
| 9/8/22 | 3pm-5:30pm | Westfield Health Department | 425 E. Broad St Westfield |
| 9/16/22 | 3pm-5:30pm | Westfield Health Department | 425 E. Broad St Westfield |
| 9/29/22 | 2pm-6pm | Westfield Health Department | 425 E. Broad St Westfield |

**CORRESPODENCE**

Newsletter from Westfield Health Department circulated to members.

**OLD BUSINESS**

None

**NEW BUSINESS**

Rabies clinic to be held on October 26th 5:30-6:30PM at LaGrande Park.

Planning Board Applications

The board expressed no objections to the following Planning Board applications:

106 Woodruff Avenue – pool and gazebo

25 Watson Road – Addition

**INTRODUCTION OF ORDINANCE – 2022 -09-02**

On a motion by Ms. Lewis, seconded by Mr. Lewis the following ordinance was introduced:

“**AN ORDINANCE AMENDING CHAPTER 354, SANITARY REGULATIONS, ARTICLE V, FOOD AND DRINK, SECTION 354-13C, LICENSING FEES”**

The motion carried on the following roll call vote:

**AYES NAYS ABSTENTIONS**

Ms. Regina Brown

Dr John Hanna

Mr. Tom Kranz

Ms. Margaret Lewis

Mr. Michael Lewis

Mr. John Otchy

Ms. Jan Siegal

Ms. Kathleen Thomas

None None

Public hearing and final adoption will be held on Thursday, December 1, 2022 at 7PM or as soon thereafter as the matter can be heard.

**MEETING OPEN TO THE PUBLIC**

No one present

There being no further business to come before the Board, Ms. Lewis requested a motion to adjourn.

On a motion by Mr. Lewis, second by Mr. Kranz the meeting adjourned at 8:08 PM.

Respectfully submitted,

Colleen M. Huehn

Colleen M. Huehn

Secretary