The meeting of the Middlesex Board of Health was held on the above date via Zoom and called to order at 7:00 p.m. by the Board Secretary with the following statement:

“This meeting is being held in compliance with the Open Public Meeting Law in that the requirements of the Law have been met by the Annual Meeting Notice forwarded to the Courier News, Star Ledger and posted in the Municipal Building on December 10, 2021, with subsequent notice dated January 6, 2022, and January 31, 2022, and filed in accordance with the law.”

**Roll Call**

Michael Conahan - Absent
Steve Ember - President
Melissa Fedosh
Thomas Harrity
Lucy Laranjeiro - Absent
Karen Rutkowski – Alternate 1
Laura Steinau
Peyton Yanchurak

Others in attendance:
Terence Brundage – REHS
Councilman Quinn - Council Representative

John Dowd, Division Head, Middlesex County Public Health Education & Preparedness Division
Philip Makrelis, (REHS) / Acting Air Program Supervisor
Kimberly Ho, (REHS) / Acting Water Program Coordinator

**Presentation**

Board Secretary introduced the members of the county who were present at the meeting.

Philip Makrelis, REHS, Acting Air Program Supervisor stated his role at the County. He discussed the process regarding air quality inspections and violations. He also stated that it only takes one (1) complaint to have an investigation conducted. Concerns regarding air complaints reported by Board Member Yanchurak were addressed. Mr. Makrelis also explained the rating scale of order complaints. Vice President Harrity stated that Middlesex seems to have more air quality complaints than surrounding towns. Mr. Makrelis informed members to contact the Department of Environmental Protection regarding investigations.

Mr. Makrelis also briefed the members regarding Amber Shiffner, REHS, Acting Solid Waste Supervisor's role at the County as Ms. Shiffner was unable to attend our meeting. Any questions
regarding solid waste can be sent to Ms. Shiffner who will address them upon her return to the office.

Kimberly Ho, REHS, Acting Water Program Coordinator stated her role at the County. She discussed the various types of water samplings that residents request. Vice President Harrity questioned why the Board of Health never received the results from Creighton Lake inspection. She stated she will be forwarding said report the Board. Ms. Ho also stated that American Water does not have issues with water contamination reporting for the Borough. Vice President Harrity informed members about the Department of Environmental Protection's website regarding PFAs contamination.

John Dowd, Division Head, Middlesex County Public Health Education & Preparedness Division, informed members of the various upcoming events such as waterfront safety, social media campaign and swimming day at YMCA and Middlesex pools. Vice President Harrity discussed Sustainable New Jersey and how the committee has been exploring how to obtain accreditation. President Ember informed members of upcoming free webinar for certification. He stated that if any training or courses have costs that he will discuss them with the Borough Administrator and the Mayor. Also, identifying who will be the new Borough contact for Sustainable New Jersey was discussed.

Public Hearing and Final Adoption of Ordinance No. 148-22.

ORDINANCE TO AMEND ORDINANCE NO. 148-22 CHAPTER 429 OF THE BOROUGH CODE BY-LAWS FOR THE BOARD OF HEALTH OF THE BOROUGH OF MIDDLESEX AMENDING ARTICLE II, MEMBERS, SECTION 429-9 MEETINGS; NOTICES, WAIVER OF NOTICE

Section 429 Meetings; Notices; Waiver of Notice – Section B – shall read:

"Regular meetings of the Board of Health shall be held bi-monthly on a day and time set by the Board. All meetings will be held in accordance with the Open Public Meetings Act (Chapter 231, P.L. 1975: see also N.J.S.A. 10:4-6). Notice of regular meetings of the Board of Health shall be given to each Member by hand delivery, mail, or email at least three (3) days prior to the day of the meeting.

President Ember opened the public hearing on Ordinance No. 148-22. Seeing that there was no public participation, President Ember closed the hearing on Ordinance No. 148-22.

President Ember made a motion to adopt Ordinance No. 148-22 second by Board Member Steinau and carried by the following role call vote by members present. Ayes: Ember, Fedosh, Harrity, Rutkowski, Steinau and Yanchurak. No: None Abstain: None

Minutes – Vice President Harrity made a motion to accept the February 10, 2022, meeting minutes, seconded by Board Member Rutkowski. All in favor.

Executive Session: None
Reports

A. **Board of Health Activities Report** – SREHS, Terry Brundage presented the Activities Report for February 2022. All complaints have been abated. Mr. Brundage stated that the Planning Board approved the pool at the View located on Lincoln Boulevard. Mr. Brundage also discussed Open Public Records Act (OPRA) requests received.

Vice Present Harrity made a motion to accept the February Activities Report seconded by Board Member Yanchurak. and carried by a unanimous vote by member present.

B. **Monthly Environmental Summary Reports** – Members of the County discussed regarding air pollution complaints and water treatment during their presentation to the board. Board Members also discussed and agreed to continue to receive the detailed environmental reports along with the summary reports provided by the County. Vice President inquired about the Pesticide Program. Mr. Dowd advised that Phil Makrelis is the contact person for the pesticide program.

Board Member Rutkowski made a motion to accept the January and February 2022 Monthly Environmental Summary reports, seconded by Vice President Harrity and carried by a unanimous vote by member present.

C. **Registrar’s Report** – Board Secretary presented the Registrar’s Report for February 2022. Seeing that there were no comments or questions, President Ember made a motion to accept the Registrar’s Report seconded by Board Member Yanchurak and carried by the following roll call vote by members present. Ayes: Ember, Fedosh, Harrity, Rutkowski, Steinau and Yanchurak. No: None  Abstain: None

D. **Board of Health Report** – Board Secretary presented the February 2022 Board of Health Monthly report. The Board Secretary discussed the reimbursement made in February for overpayment of $150.00 for a mercantile license issued in January.

President Ember made a motion to accept the Board of Health Report with contingency to the January report seconded by Vice President Harrity and carried by the following roll call vote by members present. Ayes: Ember, Fedosh, Harrity, Rutkowski, Steinau and Yanchurak. No: None  Abstain: None.

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**Correspondence** - None

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**Unfinished Business** –

A. **Coronavirus Reports** – Board Member Yanchurak presented his monthly COVID findings report. He noted the steady decrease in COVID cases. He stated that he does not foresee an increase in projection for future cases.
B. **Board of Health Budget** – No changes. President Ember is waiting for finalization of approved budget. He will follow up with the Borough Clerk.

C. **Board of Health Contract** – No changes to the contract as presented. President Ember stated that the Borough Administrator will update him when finalized.

D. **Board of Health License Fees** – President Ember advised members that he obtained a detailed spreadsheet of licenses issued from the Board Secretary. Seeing that the committee members for license fees were not present, no further discussion was had. He also asked members present if anyone else would be interested in joining the committee to let him know.

E. **Pollution & Environmental Concerns** – Board Member Yanchurak and Vice President Harrity did not have anything further to add as concerns were already addressed by County Representatives.

F. **Formation of Work Groups**: President Ember informed members that a committee can consist of one (1) to be considered a committee based upon one of the ordinances.

1. **Contract** – President Ember will be collaborating with John Dowd to make recommendations. President Ember noted that he obtained a list of contacts from Board Member Conahan.

2. **Finance & Budget (License Fees)** – Committee members plan to meet with the mayor after their meeting. There are plans for training and courses which may require money to attend. Council Representative asked to be advised about training.

3. **Rabies Clinic** – President Ember stated that others will help with the clinic. He also asked Board Member Steinau to keep us informed.

4. **Website** – Board Member Rutkowski and President Ember will be working on maintaining up to date information on the website.

5. **Pollution & Environmental** – Vice President Harrity & Board Member Yanchurak are handling.

6. **NJ Local Board of Health Association** – President Ember highly recommended that members attend the March 12, 2022, zoom meeting.

7. **Birth & Death Recording** – Board Member Yanchurak is actively working on the reports.

8. **Newsletter** – The March 4th Deadline to submit article was missed. President Ember stated that we should have at least 1 or 2 pages for next newsletter.

9. **Sustainable New Jersey: Grants** – President Ember informed the members of the upcoming meetings. He also stated that he will be making a recommendation as to who will be the contact person. Vice President Harrity stated that we are registered, but we do not have the log in information. He is working on obtain the credentials to log in. Mr. Dowd confirmed that we are registered.
**New Business**

A. *NJ Local Board of Health Association* – President Ember stated that he did not have new information to share with members. The next meeting will be held March 12 and encouraged members to attend.

B. *Ordinance No. 2049-21* – An Ordinance Establishing Chapter 26 To Be Entitled “Board Committee, And Commission Meeting Attendance: Removal From Office For Unexcused Absences” To Provide A Removal And Vacancy Procedure For A Member’s Continuous Unexcused Absences.

Ordinance was shared by the Board Secretary for information only. Board Secretary read Section II; A and B to the members. President Ember stated that members should send notice if they plan on being absent just for the record.

**Website** - Board Member Rutkowski and President Ember working on maintaining up-to-date information on the website.

**Public Portion**

President Ember opened the meeting to the public for anybody wishing to speak. Seeing that there were no public comments, President Ember closed the public portion of the meeting.

**Adjournment**

Vice President Harrity made a motion to adjourn the meeting and to have our next meeting in person starting with the May meeting and bi-monthly thereafter, seconded by President Ember and carried by a unanimous vote by board members present. Next Meeting will be held May 12, 2022.

Carmen Modica
Board Secretary