

A regular meeting of the Bloomfield Board of Health, as established by public record in the *Independent Press* and posted on the public bulletin board in the Municipal Building, was called to order on May 15, 2008 at 6:33 p.m. in the Mayor's Conference Room in the Law Enforcement Building.

Roll call by President Joel Elkins showed the following members to be present:

Joel Elkins, President  
James McLaughlin, Vice President  
William Padilla, Member  
Jo Ponticello, Member  
Stephanie Smith, Member  
Council Liaison, Patricia Barker

Also present: Karen Lore, Director of Health & Human Services.

The April 17, 2008 regular meeting minutes were discussed. Needed corrections were noted. Approval of the minutes were moved to the next meeting.

President Joel Elkins asked if any member of the public wished to be heard on a matter of public health. No one from the public came forward.

The April licenses were accepted on a motion by J. McLaughlin and seconded by J. Ponticello.

The April communications were reviewed by the Board. There were no questions or comments.

The Director presented the Health Division report for April:

- The Director reported to the Board that the Health Fair had thirty-nine (39) participating vendors with the Nursing Division conducting sixty-four (64) blood pressure screenings. The Director reported that 127 people had registered at the Health Fair. The Director would research additional media forums to inform the public for future Health Fairs.
- The Director reported to the Board a notification call came from the State Health Department of a suspected case of meningitis in Caldwell. The Director reported that a hotline was setup to inform and update Caldwell residents. The State Health Department could not confirm whether the meningitis was viral or bacterial due to antibiotics taken by the patient.
- The Director reported to the Board that the Township Attorney reviewed the Resolution for the Humane Society contract. An updated version was distributed.
- The Director updated the Board on the Nutley house fire cats. The Nutley resident identified four (4) cats as belonging to her. The remaining adoptable cats will be put up for adoption.
- The Director reported to the Board that she met with Ken DeRoberts, Financial Advisor to the Township to discuss the shared animal services agreement. The Director will send a

letter to the surrounding town Mayors to see which towns would be interested in participating in a feasibility study to be paid for by a grant.

The Director presented the Human Services Division report for April:

- The Director reported to the Board that the Human Services Division had sixty (60) initial contacts and filed twenty (20) applications for NJ Shares program. The Director explained that each county receives an allocated amount for their residents. The Director explained that the Human Services Division is an approved intake office for the NJ Shares program.
- The Director responded to the Board's request to update the feral cat ordinance. The Director informed the Board that the Health Officer and her have discussed the ordinance but no action has been taken.

The Director's reports for April were accepted on a motion by J. McLaughlin and second by J. Ponticello.

The Director presented the Board with the Board Attorney's invoices for their review.

The Board President reported that there has been no ruling from the PERC appeal.

The April Financial Report was accepted on a motion by J. McLaughlin and second by W. Padilla.

Council Liaison Patricia Barker reported to the Board that the Health Fair was very well attended. She thanked the Health Department for the Health Fair's success.

The Board President had no report.

The following Ordinance was passed on second reading on a motion by W. Padilla and second by S. Smith.

**AN ORDINANCE TO AMEND "CHAPTER 324, OFFICERS AND EMPLOYEES OF THE BOARD OF HEALTH OF THE TOWNSHIP OF BLOOMFIELD" WITHIN THE TOWNSHIP OF BLOOMFIELD, ESSEX COUNTY, NEW JERSEY:**

**BE IT ORDAINED BY THE BOARD OF HEALTH OF THE TOWNSHIP OF BLOOMFIELD THAT "CHAPTER 324, OFFICERS AND EMPLOYEES OF THE BOARD OF HEALTH OF THE TOWNSHIP OF BLOOMFIELD" IS HEREBY AMENDED AS FOLLOWS:**

**ARTICLE I, Title.**

**§ 324-1. Title.**

This chapter shall be known and may be cited as "Officers and Employees of the Board of Health of The Township of Bloomfield"

**ARTICLE II, Board of Health.**

**§ 324-2. Organization.**

The Board of Health shall organize annually in January and shall elect a President, Vice President and a Secretary and such other officers as the Board may deem necessary, all of whom shall hold office for one year and conduct any and all acts necessary to accomplish the statutory requirements of a Board of Health.

**§ 324-3. Purpose.**

The Board of Health, a legally constituted body of the Township of Bloomfield, New Jersey, as authorized by N.J.S.A. 26:3-1 and Chapter 5, Administration of Government of the Code of the Township of Bloomfield shall exist as is required by such authority to pass, alter or amend ordinances and resolutions and make and modify rules and regulations pertaining to the health of the residents and occupants of this Municipality and to appoint officers and employees, fix their salaries and duties and establish appropriate policy and procedure for the Board's employees and agents.

**§ 324-4. Quorum and Meetings.**

- A. Regular Meetings. Regular meetings shall be held once per month as published in the newspaper of record for the Board and posted on the public bulletin board in the Municipal Building located at 1 Municipal Plaza. The Board shall meet to determine and establish the rules of its own proceedings, to pass, promulgate, amend or adopt rules, regulations, orders, ordinances, bylaws and resolutions pertaining to the purposes and objectives of the Board as may be necessary to properly carry out the provisions of applicable state laws governing the powers and duties of local Boards of Health.
- B. Special Meetings. At the Discretion of the President of the Board or any three (3) members thereof, and with notice given in accordance with the New Jersey Open Public Meetings Act and notice to each Board Member a Special Meeting may be called.
- C. Quorum. A quorum shall be necessary to conduct any official business of the Board. A quorum shall be three (3) members of the Board. In the case where there exists a vacancy on the Board, a majority of sitting members shall constitute a quorum.
- D. Order of Business. The order of business at the meetings of the Board shall be as follows:
  - (1) Call to Order
  - (2) Sunshine Law Statement
  - (3) Roll Call
  - (4) Approval of Minutes of the previous regular meeting and subsequent special meetings
  - (5) Public Comment
  - (6) Licenses
  - (7) Communications
  - (8) Reports
  - (9) Unfinished Business
  - (10) New Business
  - (11) Closed Session
  - (12) Adjournment

**§ 324-5. Duties of Officers of the Board of Health.**

- A. It shall be the duty of the President of the Board of Health to preside at all meetings of the Board and to perform all duties usually pertaining to this office.
- B. The Vice-President of the Board of Health shall perform all duties of the President in the absence or disability of the President.
- C. In the case that a quorum is present and neither the President nor Vice-President is present the remaining members shall take a vote to decide who shall preside.
- D. The Secretary of the Board shall keep minutes of all proceedings and record the same. In the absence or disability of the Secretary to the Board, an employee designated by the Secretary or Board shall perform the duties of the Secretary to the Board.

**ARTICLE III, Employees.**

**§ 324-6. Divisions, Titles, Employees and Salaries.**

All employees employed by the Board of Health prior to November 16, 1993 shall be entitled to additional compensation based on longevity provisions established by the Board of Health up to a maximum of 10% of their annualized salary.

- A. Director/Department Head of Health and Human Services. The Board shall appoint a full time Director/Department Head of Health and Human Services. This person shall be the Chief Executive Officer of the Agency. In addition, the Director/Department Head shall be required to:
  - (1) Unless otherwise excused from, attend all meetings of the Board of Health.
  - (2) Prepare an annual budget for Board review and approval.
  - (3) Function as custodian of official records of the Board of Health and the Local Health Department.
  - (4) Complete and submit all reports or forms required of a Local Board of Health to any appropriate Federal, State or Local agency.
  - (5) Inform the Board on all matters, instructions and notices necessary for the Board to carry out its legal responsibilities.
  - (6) Act as the Board's agent as customary for Chief Executive Officers in all matters pertaining to the management of a Local Health Department and its personnel.
  - (7) Oversee the Supervisors of each Division within the Department and employees who by the nature of their position do not have a Division Supervisor.
  - (8) Report to the Board, on a monthly basis, major activities of the Local Health Department.
  - (9) Prepare and deliver a State of the Health of the Municipality report annually, in conjunction with the Health Officer.
  - (10) The salary for this position shall be in accordance with a five (5) step salary range of \$91,579 - \$114,474.
- B. Health Officer. The Board shall appoint a full-time Health Officer to be its general agent for the enforcement of its ordinances and sanitary laws of the State and act as its Chief Executive Officer in all matters of the Board. In addition, the Health Officer shall be required to:
  - (1) Unless otherwise excused from, attend all meetings of the Board of Health.
  - (2) Function as custodian of official records of the Board of Health and the Local Health Department, as required by Title N.J.S.A. 20.
  - (3) Complete and submit all reports or forms required of a Local Board of Health to any appropriate Federal, State or Local agency.
  - (5) Inform the Board on all matters, instructions and notices necessary for the Board to carry out its legal responsibilities.
  - (6) Act as the Board's agent as customary for Health Officers.
  - (8) Report to the Board, on a monthly basis, major activities of the Local Health Department.
  - (9) Prepare and deliver a State of the Health of the Municipality report annually, in conjunction with the Health Officer.
  - (10) The salary for this position shall be in accordance with a five (5) step salary range of \$80,000 - \$93,500.

- C. Administration Division. The Administration Division shall be responsible for the typical clerical and Vital Statistic responsibilities of a Local Health Department. The Administrative Division shall consist of the following titles and salary ranges attendant thereto. The salaries established herein are subject to incremental pay steps established by the Board.
- (1) Administrative Secretary: Salary range \$33,132 - \$53,167.
  - (2) Registrar of Vital Statistics: Salary range \$34,245 – \$51,122.
  - (3) Administrative Clerk/Deputy Registrar of Vital Statistics: Salary range \$31,860 - \$48,530.
  - (4) Clerk Typist(s): Salary range \$23,405 – \$34,552.
- D. Environmental Division. The Environmental Division shall be responsible for the typical sanitary protection responsibilities of a Local Health Department as referenced in the State Sanitary Code, The Public Health Practice Standards of Performance for Local Boards of Health in New Jersey, the Ordinances of the Board of Health of The Township of Bloomfield and other appropriate State regulations and mandates. The Environmental Division shall consist of the following titles and salary ranges attendant thereto. The salaries established herein are subject to incremental pay steps established by the Board.
- (1) Chief Sanitary Inspector who shall serve as the Environmental Division Supervisor: Salary range \$52,304 - \$84,147.
  - (2) Sanitary Inspector(s): Salary range \$36,815 - \$54,960.
- E. Animal Control Division. The Animal Control Division shall be responsible for the typical animal control facility and animal control responsibilities of a New Jersey Municipality as referenced in N.J.S.A. 4:19, The Code of The Township of Bloomfield, the Ordinances of the Board of Health of The Township of Bloomfield and other appropriate State regulations and mandates. The Animal Control Division shall consist of the following titles and salary ranges attendant thereto. The salaries established herein are subject to incremental pay steps established by the Board.
- (1) Animal Control Facility Manager who shall serve as the Animal Control Division Supervisor: Salary range \$42,000 - \$64,000.
  - (2) Animal Control Officer(s): Salary range \$34,245 - \$51,122.
  - (3) Agency Aide(s): Salary range \$24,365 - \$29,474.
  - (4) Animal Attendant(s): Salary range \$24,365 - \$29,474.
- F. Human Services Division. The Human Services Division shall be responsible for clinical outpatient mental health services and community-based social work services. The Human Services Division shall consist of the following titles and salary ranges attendant thereto. The salaries established herein are subject to incremental pay steps established by the Board.
- (1) Director of Social Work Services who shall serve as the Human Services Division Supervisor: Salary range \$52,304 - \$84,147.
  - (2) Social Work Specialist(s): Salary range \$36,815 - \$54,960.
  - (3) Social Services Assistant/Typing (Typists): Salary range \$25,448 - \$37,182.
- G. Public Health Nursing Division. The Public Health Nursing Division shall be responsible for community health nursing and health education services typical of a Local Health Department as referenced in The Public Health Practice Standards of Performance for Local Boards of Health in New Jersey, the Ordinances of the Board of Health of The Township of Bloomfield and other appropriate State regulations and mandates. The Public Health Nursing Division shall consist of the following titles and salary ranges attendant thereto. The salaries established herein are subject to incremental pay steps established by the Board.
- (1) Public Health Nurse Supervisor who shall serve as the Public Health Nursing Division Supervisor: Salary range \$52,304 - \$84,147.
  - (2) Physician: Salary \$16,163.
  - (2) Public Health Nurse(s): Salary range \$36,815 - \$54,960.
  - (3) Graduate Nurse(s): Salary range \$31,602 - \$45,543.
  - (4) Health Educator(s): \$36,815 - \$54,960.
  - (5) Clerk Typist (Typists): \$23,405 – \$34,552.
- H. Legal Counsel. The Board of Health may hire an attorney to act as legal advisor of the Board, attend its meetings, represent the Board of Health or Local Health Department in litigation to which it may be a party and perform all such other legal services as may, from time to time, be required by the Board of Health.
- I. No individual may serve in a title requiring a State license or certification without having such a valid license or certification.
- J. The Board of Health may employ such other personnel as it may deem necessary, including technicians, inspectors, nurses, social workers and others on a permanent, temporary or contractual basis, including temporary independent contractors on a part-time or limited basis not to exceed sixty (60) days, as necessary to carry out the powers vested in the Board of Health by law. All personnel shall, where required, be appropriately licensed or certified.
- K. The Board of Health shall fix the duties and compensation of every appointee of the Board of Health.
- L. The Board of Health may employ part-time employees under the above and enumerated titles on an hourly basis and said compensation shall be fixed within the salary range guidelines.

**ARTICLE IV, General Provisions.**

**§ 324-7. Power to make rules and regulations and adopt and amend ordinances.**

The Board of Health may enact and amend health ordinances, and make and alter necessary rules and regulations in the execution of any power delegated to it or in the performance of any duty imposed upon it by law.

**§ 324-8. Adoption of ordinances and resolutions.**

Ordinances may be introduced and read on first and second reading by reading the title only. Upon the adoption of any amendment following second reading, the amended ordinance shall take the course prescribed by law. Copies of each ordinance and resolution, in printed or typewritten form, bearing a notation by the Board Attorney as to his approval as to form and legality, shall be forwarded by the Secretary to the Board to each Board Member at least forty-eight (48) hours prior to introduction, provided that the failure of the Secretary to the Board to make such forwarding shall not invalidate any action taken by the Board.

**§ 324-9. Hearings.**

Any person feeling aggrieved at the official action of the Board or any of its members or employees shall be entitled to a hearing during any regular meeting of the Board. In the event that the Board determines that additional time or further consideration is necessary, the Board in its sole discretion may adjourn and reschedule the meeting and/or hearing and conduct additional investigation and/or research or the like before making its final decision.

**§ 324-10. Inspection and Right of entry.**

A. Inspection of premises. The Board of Health, its agents and employees shall have the right to inspect any premises in the Township of Bloomfield if they have reason to believe that any provision of this chapter or any health related ordinance is being violated, or as part of a regular program of inspection.

B. Search warrant. If the owner or occupant of any premises refuses to permit entry for the purpose of inspection, the Board of Health may apply to the Municipal Judge for a search warrant. The application shall be based upon an affidavit setting forth that the inspection is part of a regular program of inspection or that conditions and circumstances provide a reasonable basis for believing that a nuisance or unsanitary or unhealthy condition exists on the premises. If the Judge is satisfied as to the matters set forth in the affidavit, he shall authorize the issuance of a search warrant permitting access to and inspection of the premises.

**§ 324-11. Severability.**

The provisions of this ordinance are declared to be severable, and if any section, subsection, sentence, clause or part thereof is, for any reason, held to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of any remaining sections, subsections, sentences, clauses or part of this ordinance.

**§ 324-12. Repealer.**

Any ordinances or parts of ordinances inconsistent herewith are hereby repealed.

**§ 324-13. Effective Date.**

This ordinance shall become effective in accordance with law.

**ROLL CALL VOTE**

<b>BOARD MEMBERS</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
<b>JOEL ELKINS, PRESIDENT</b>	<b>X</b>			
<b>JAMES MCLAUGHLIN, VICE PRESIDENT</b>			<b>X</b>	
<b>WILLIAM PADILLA, MEMBER</b>	<b>X</b>			
<b>JO PONTICELLO, MEMBER</b>	<b>X</b>			
<b>STEPHANIE SMITH, MEMBER</b>	<b>X</b>			

The following Ordinance was passed on second reading on a motion by J. Ponticello and second by W. Padilla. All voted in the affirmative.

**AN ORDINANCE ADOPTING A CODIFICATION AND REVISION OF THE ORDINANCES OF THE TOWNSHIP OF BLOOMFIELD BOARD OF HEALTH, COUNTY OF ESSEX, STATE OF NEW JERSEY; PROVIDING FOR THE MAINTENANCE OF PART III OF SAID CODE; REPEALING AND SAVING FROM REPEAL CERTAIN ORDINANCES NOT INCLUDED THEREIN; AND MAKING CERTAIN CHANGES IN PREVIOUSLY ADOPTED ORDINANCES.**

**Be it ordained and enacted by the Board of Health of the Township of Bloomfield, County of Essex, State of New Jersey, as follows:**

**§ 575-5. Adoption of Code.**

Pursuant to N.J.S.A. 40:49-4, the Board of Health ordinances of the Township of Bloomfield of a general and permanent nature adopted by the Board of Health of the Township of Bloomfield, as revised, codified and consolidated into chapters and sections by General Code, and consisting of Chapters 575 through 675, are hereby approved, adopted, ordained and enacted as Part III of the "Code of the Township of Bloomfield," hereinafter known and referred to as the "Code."

**§ 575-6. Code supersedes prior ordinances.**

This ordinance and Part III of the Code shall supersede the Part III of 1987 Code and all other general and permanent ordinances enacted by the Board of Health prior to the enactment of this Code, except such ordinances as are hereinafter expressly saved from repeal or continued in force.

**§ 575-7. When effective.**

This ordinance shall take effect immediately upon passage and publication according to law.

**§ 575-8. Amendments to Code.**

Any and all additions, amendments or supplements to Part III of the Code, when passed and adopted in such form as to indicate the intent of the Board of Health to make them a part thereof, shall be deemed to be incorporated into Part III of such Code so that reference to the "Code of the Township of Bloomfield" shall be understood and intended to include such additions and amendments. Whenever such additions, amendments or supplements to the Code shall be adopted, they shall thereafter be printed and, as provided hereunder, inserted in the loose-leaf book containing said Code as amendments and supplements thereto.

**§ 575-9. Publication; filing.**

The Secretary of the Board of Health of the Township Bloomfield and/or the Township Clerk, pursuant to law, shall cause this Adopting Ordinance to be published, in the manner required, in a newspaper of general circulation in the Township. Sufficient copies of the Code shall be maintained in the office of the Secretary and/or Clerk for inspection by the public at all times during regular office hours. The enactment and publication of this Adopting Ordinance, coupled with availability of copies of Part III of the Code for inspection by the public, shall be deemed, held and considered to be due and legal publication of all provisions of the Code for all purposes.

**§ 575-10. Code book to be kept up-to-date.**

It shall be the duty of the Secretary and/or Clerk or someone authorized and directed by them to keep up-to-date the certified copy of the book containing the Code required to be filed in his or her office for the use of the public. All changes in said Code and all ordinances adopted subsequent to the effective date of this codification which shall be adopted specifically as part of the Code shall, when finally adopted, be included therein by reference until such changes or new ordinances are printed as supplements to said Code book, at which time such supplements shall be inserted therein.

**§ 575-11. Severability of Code provisions.**

Each section of Part III of the Code and every part of each section is an independent section or part of a section, and the holding of any section or a part thereof to be unconstitutional, void or ineffective for any cause shall not be deemed to affect the validity or constitutionality of any other sections or parts thereof.

**§ 575-12. Severability of ordinance provisions.**

Each section of this ordinance is an independent section, and the holding of any section or part thereof to be unconstitutional, void or ineffective for any cause shall not be deemed to affect the validity or constitutionality of any other sections or parts thereof.

**§ 575-13. Repealer.**

All ordinances or parts of ordinances inconsistent with the provisions contained in Part III of the Code adopted by this ordinance are hereby repealed; provided, however, that such repeal shall only be to the extent of such inconsistency, and any valid legislation of the Board of Health of the Township of Bloomfield which is not in conflict with the provisions of Part III of the Code shall be deemed to remain in full force and effect.

**§ 575-14. Ordinances saved from repeal.**

The adoption of Part III of the Code and the repeal of ordinances provided for in § 575-13 of this ordinance shall not affect the following ordinances, rights and obligations, which are hereby expressly saved from repeal:

- A. Any ordinance adopted subsequent to 1-17-2008.
- B. Any right or liability established, accrued or incurred under any legislative provision prior to the effective date of this ordinance or any action or proceeding brought for the enforcement of such right or liability.
- C. Any offense or act committed or done before the effective date of this ordinance in violation of any legislative provision or any penalty, punishment or forfeiture which may result there from.

- D. Any prosecution, indictment, action, suit or other proceeding pending or any judgment rendered, prior to the effective date of this ordinance, brought pursuant to any legislative provision.
- E. Any franchise, license, right, easement or privilege heretofore granted or conferred.
- F. Any ordinance providing for the laying out, opening, altering, widening, relocating, straightening, establishing of grade, changing of name, improvement, acceptance or vacation of any right-of-way, easement, street, road, highway, park or other public place or any portion thereof.
- G. Any ordinance or resolution appropriating money or transferring funds, promising or guaranteeing the payment of money or authorizing the issuance and delivery of any bond or other instruments or evidence of the Township's indebtedness.
- H. Ordinances authorizing the purchase, sale, lease or transfer of property or any lawful contract, agreement or obligation.
- I. The levy or imposition of taxes, assessments or charges or the approval of the municipal budget.
- J. All currently effective ordinances pertaining to the rate and manner of payment of salaries and compensation of officers and employees.
- K. Any ordinance relating to or establishing a pension plan or pension fund for municipal employees.

**§ 575-14. Changes in previously adopted ordinances.**

In compiling and preparing the Board of Health ordinances for adoption and revision as part of the Code pursuant to N.J.S.A. 40:49-4, certain grammatical changes and other minor changes were made in one or more of said ordinances. It is the intention of the Board of Health that all such changes be adopted as part of the Code as if the ordinances so changed had been previously formally amended to read as such.

Seconded reading and public comment will be held in the Mayor's Conference Room of the Law Enforcement Building at the next regularly scheduled Board of Health meeting as published in the Bloomfield Life. This Ordinance will become effective thirty (30) days from publication of this first reading and upon seconded and final reading.

The following Resolution was passed on a motion by J. McLaughlin and second by S. Smith. All present voted in the affirmative.

**R E S O L U T I O N – CHANGE FROM PART-TIME TO  
FULL-TIME REGISTERED NURSE**

**WHEREAS**, the Board of Health of The Township of Bloomfield has determined that it is currently in the best interest of the Board and the Township of Bloomfield to increase a part-time Registered Nurse position to a full-time Registered Nurse position in order to maintain efficiency and productivity in the Department of Health and Human Services' Nursing Division; and

**WHEREAS**, the Board of Health may employ such personnel as it may deem necessary and fix the duties and compensation of its appointees; and

**WHEREAS**, the Director of Health & Human Services has determined that Terri Lynn Fucci of 51 Eaton Place, Bloomfield, New Jersey 07003, qualifies for said position.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Health of the Township of Bloomfield, that Terri Lynn Fucci, currently a Part-Time Graduate Nurse be increased to Full-Time status in accordance with applicable procedures of the New Jersey Department of Personnel equivalent to her current salary step effective the 26<sup>th</sup> day of May 2008.

The following Resolution was passed on a motion by J. McLaughlin and second by S. Smith. All present voted in the affirmative.

**RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICE  
CONTRACT PURSUANT TO THE FAIR AND OPEN PROCESS FOR VETERINARY SERVICES AT THE JOHN A. BUKOWSKI  
SHELTER FOR ANIMALS**

**WHEREAS**, the Board of Health of the Township of Bloomfield has a need to enter into a contract for a Supervising Veterinarian to perform veterinary services at the John A. Bukowski Shelter for Animals and has advertised a request for this professional service on the Board of Health and Township of Bloomfield’s website as part of the fair and open process pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS** Karen Negrin, DVM has submitted a proposal indicating she will provide the service in an amount equal to \$100.00 per week; and

**WHEREAS**, the Request for Professional Services and the response submitted by Karen Negrin, DVM meets the requirements of N.J.S.A. 40A:11-1 et. seq. “Local Public Contracts Law.”

**NOW, THEREFORE, BE RESOLVED** that the President and Members of the Board of Health of the Township of Bloomfield authorizes the President of the Board of Health to enter into an agreement with Karen Negrin, DVM as described herein and in the attached Agreement.

The following Resolution was passed on a motion by J. McLaughlin and second by W. Padilla. All present voted in the affirmative.

**RESOLUTION TO PROVIDE INTER-LOCAL SERVICES TO  
THE BOROUGH OF CALDWELL FOR PUBLIC HEALTH SERVICES**

**WHEREAS**, N.J.S.A. 26:3-1 et seq. establishes the public health services required of a local board of health in every New Jersey; and

**WHEREAS**, the Board of Health of the Borough of Caldwell desires to satisfy the requirements of N.J.S.A. 26:3-1 et seq. by entering into an inter-local agreement with the Board of Health of The Township of Bloomfield to provide public health services; and

**WHEREAS**, the said and attached agreement complies with N.J.S.A. 40:8A-1 et seq., known as the Inter-local Services Act.

**NOW, THEREFORE, BE RESOLVED** that the President and Members of the Board of Health of the Township of Bloomfield authorizes the President of the Board of Health to enter into the attached agreement with the Borough of Caldwell to provide the Borough of Caldwell with public health services.

The following Resolution was passed on a motion by J. McLaughlin and second by S. Smith. All present voted in the affirmative.

**RESOLUTION TO PROVIDE INTER-LOCAL SERVICES TO  
THE BOROUGH OF CALDWELL FOR ANIMAL CONTROL SERVICES**

**WHEREAS**, N.J.S.A. 4:19-15.16b requires that the governing body of every New Jersey municipality appoint an animal control officer to be responsible for animal control within it’s jurisdiction; and

**WHEREAS**, the Borough of Caldwell desires to satisfy N.J.S.A. 4:19-15.16b by entering into an inter-local agreement with the Board of Health of The Township of Bloomfield to provide animal control services; and

**WHEREAS**, the said and attached agreement complies with N.J.S.A. 40:8A-1 et seq., known as the Inter-local Services Act.

**NOW, THEREFORE, BE RESOLVED** that the President and Members of the Board of Health of the Township of Bloomfield authorizes the President of the Board of Health to enter into the attached agreement with the Borough of Caldwell to provide the Borough of Caldwell with animal control services.

The following Resolution was passed on a motion by J. McLaughlin and second by J. Ponticello.

**R E S O L U T I O N – A P P O I N T M E N T O F P A R T - T I M E A N I M A L C O N T R O L F A C I L I T Y M A N A G E R**

**WHEREAS**, the Board of Health of The Township of Bloomfield has determined that it is currently in the best interest of the Board and the Township of Bloomfield to hire a part-time Animal Control Facility Manager in order to maintain efficiency and productivity for the John A. Bukowski, Jr. Shelter for Animals; and

**WHEREAS**, the Board of Health, by New Jersey State Statute, N.J.S.A. 26:3-19 may employ such personnel as it may deem necessary and fix the duties and compensation of its appointees; and

**WHEREAS**, the Director of Health & Human Services has determined that James Osorio of 34 Village Drive, Livingston, New Jersey 07039, qualifies as an Animal Control Facility Manager.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Health of the Township of Bloomfield, that James Osorio be appointed P/T Animal Control Facility Manager in accordance with New Jersey Department of Personnel procedures at Step 2 of the Board’s salary range for that title effective the 15th day of May, 2008.

**ROLL CALL VOTE**

<b>BOARD MEMBERS</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
<b>JOEL ELKINS, PRESIDENT</b>	<b>X</b>			
<b>JAMES MCLAUGHLIN, VICE PRESIDENT</b>			<b>X</b>	
<b>WILLIAM PADILLA, MEMBER</b>	<b>X</b>			
<b>JO PONTICELLO, MEMBER</b>	<b>X</b>			
<b>STEPHANIE SMITH, MEMBER</b>	<b>X</b>			

The following Resolution was passed on a motion by J. Ponticello and second by W. Padilla.

**R E S O L U T I O N**

**WHEREAS**, the Board of Health may employ such personnel as it may deem necessary and fix the duties and compensation of its appointees; and

**WHEREAS**, the Board of Health of The Township of Bloomfield has recently made organizational changes within the Department of Health and Human Services, creating a need for the temporary assignment of supervisory duties; and

**WHEREAS**, the Director of Health & Human Services desires to assign such duties to the Social Work Specialist, Paula Peikes, to perform such supervisory responsibilities;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Health of the Township of Bloomfield, effective July 1, 2008 that Paula Peikes be assigned said duties that are not to exceed a 6-month period, in accordance with New Jersey Personnel Regulations.

**ROLL CALL VOTE**

<b>BOARD MEMBERS</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
<b>JOEL ELKINS, PRESIDENT</b>	<b>X</b>			
<b>JAMES MCLAUGHLIN, VICE PRESIDENT</b>			<b>X</b>	
<b>WILLIAM PADILLA, MEMBER</b>	<b>X</b>			
<b>JO PONTICELLO, MEMBER</b>	<b>X</b>			
<b>STEPHANIE SMITH, MEMBER</b>	<b>X</b>			

The following Resolution was passed on a motion by S. Smith and second by J. McLaughlin. All present voted in the affirmative.

**RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICE  
CONTRACT PURSUANT TO THE FAIR AND OPEN PROCESS FOR CONSULTING SERVICES AT THE JOHN A. BUKOWSKI  
SHELTER FOR ANIMALS**

**WHEREAS**, the Board of Health of the Township of Bloomfield has a need to enter into an agreement for a professional to perform an evaluation of the Board's animal control services and sheltering program(s) and make recommendations thereto and has advertised a request for this professional service on the Board of Health and Township of Bloomfield's website as part of the fair and open process pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS** the Humane Society of the United States has submitted a proposal indicating they will provide the services for the amount of \$9,378; and

**WHEREAS**, the Request for Professional Services and the response submitted by the Humane Society of the United States meets the requirements of N.J.S.A. 40A:11-1 et. seq. "Local Public Contracts Law."

**NOW, THEREFORE, BE RESOLVED** that the President and Members of the Board of Health of the Township of Bloomfield authorizes the President of the Board of Health to enter into an agreement with the Humane Society of the United States, as described herein and in the attached Agreement.

The following Resolution was passed on a motion by J. McLaughlin and second by J. Ponticello. All present voted in the affirmative.

**R E S O L U T I O N**

**WHEREAS**, by the Municipal Excess Liability Joint Insurance Fund requires the Township Employee Handbook to be revised; and

**WHEREAS**, the township has revised the Employee Handbook as necessary and shall distribute a copy to all employees of the Township; and

**WHEREAS**, every employee will be required to sign and date a receipt indicating they received their copy and return the receipt to the Township Administrator.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Health of the Township of Bloomfield, hereby adopt the Employee Handbook as revised and dated effective April 1, 2008.

The following resolution to move to closed session at 7:53 p.m. was passed on a motion by J. McLaughlin and second by W. Padilla. All present voted in the affirmative.

**CLOSED SESSION RESOLUTION**

**WHEREAS**, N.J.S.A. 10:4-12 allows for a public body to go into closed session during a public meeting; and

**WHEREAS**, the Board of Health of the Township of Bloomfield has deemed it necessary to go into closed session to discuss certain matters which are exempted from the public; and

**WHEREAS**, this meeting of the Board of Health will reconvene immediately following the closed session,

**NOW, THEREFORE BE IT RESOLVED**, that the Board of Health of the Township of Bloomfield will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12:

	(1) Any matter which, by express provision of Federal law or State statute or rule of court shall be rendered confidential or excluded from the provisions of subsection a. of this section.
	(2) Any matter in which the release of information would impair a right to receive funds from the Government of the United States.
X	(3) Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly.
	(4) Any collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body.
	(5) Any matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates or investment of public funds, where it could adversely affect the public interest if discussion of such matters were disclosed.
	(6) Any tactics and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair such protection. Any investigations of violations or possible violations of the law.
	(7) Any pending or anticipated litigation or contract negotiation other than in subsection b. (4) herein in which the public body is, or may become a party.  Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer.
X	(8) Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all the individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting.
	(9) Any deliberations of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act or omission for which the responding party bears responsibility.

The public portion of the meeting reconvened at 8:08 p.m.

The closed session minutes of the February 21, 2008 meeting were passed on a motion by J. McLaughlin and second by J. Ponticello. All present voted in the affirmative.

The Director informed the Board that the Environmental Inspector's data will be completed by the end of May and will be presented at the next meeting.

The closed session minutes of the April 17, 2008 meeting were passed on a motion by J. McLaughlin and second by J. Ponticello. All present voted in the affirmative.

The May 15, 2008 regular meeting of the Board of Health of the Township of Bloomfield was adjourned at 8:11 p.m. on a motion by J. Ponticello and second by W. Padilla. All present voted in the affirmative.

Respectfully Submitted,

Karen Lore, Director  
Secretary to the Board