

**MONROE TOWNSHIP BOARD OF HEALTH**  
**February 11, 2015**

Eileen Ferguson, Chairperson, called the meeting of the Monroe Township Board of Health to order. Notice of the meeting was given pursuant to the provisions of the Open Public Meeting Act. Written notice was sent to two newspapers, the Gloucester County Times and the Sentinel. A copy of the written notice was given to the Township Clerk and posted on the bulletin board.

Salute to the flag.

**ROLL CALL**

Member	Present	Excused	Absent
Eileen Ferguson	X		
Rene Pandola	X		
David Scales	X		
Jerry Conte	X		
Barbara Chamberlain		X	
Kwaben Bonna		X	
Christina Capate	X		
Dan Kozak	X		
Victoria (Vicki) Taylor-Machulsky	X		
Cncl. Walt Bryson		X	

**PUBLIC PORTION:**

There was no one from the public present.

**APPROVAL OF MINUTES**

Jerry made a motion to approve the minutes, as submitted, from the January 14, 2015 Reorganization Meeting of the Monroe Township Board of Health. The motion was seconded by David and approved by all members.

**CASH SETTLEMENT REPORT:**

Eileen reported the cash settlement for January as \$18,305.49 and Eileen noted that Vicki attached the January 2015 Summary of Deposit report to the minutes for all of the members to review the breakdown of what was taken in.

**NEWFIELD BANK REQUEST FOR 1313 N. TUCKAHOE RD - TO WAIVE FEES FOR LAWN CUTTING**

Vicki presented the members with a letter from Joseph Biegalski, the Executive VP of Newfield National Bank, as well as the dates and actions on record for the property in reference to lawn cutting since September 2011. Vicki asked the members their thoughts on this, and if they wished to waive the fees for lawn cutting as well as administrative fees. After a discussion, Dave made a motion to deny the request to waive the fees and Rene 2<sup>nd</sup> the motion. All were in favor and the request was denied.

**1<sup>ST</sup> READING – BOH.01.15 AMEND CHAPTER 283 – RETAIL FOOD ESTABLISHMENTS**

Eileen read the amendments to Chapter 283, changing Chapter 12, Construction, Operation and Maintenance of Retail Food Establishments to Chapter 24, Sanitation in Retail Food Establishments and Food and Beverage Vending Machines, a total of nine times. Jerry made a motion and Dave 2<sup>nd</sup> the motion, all were in favor and none were opposed.

**REPORTS:**

**VICKI MACHULSKY:**

Vicki said that the rabies clinic was held on January 24, 2015 from 11 am to 1 pm and 262 animals were vaccinated. There were 216 dogs and 46 cats. Vicki said that there is a list of all of the clinics being held in Gloucester County on their website.

Vicki reported that 59 on the business with Retail Food Licenses paid on time, and 22 were sent 2<sup>nd</sup> notices for not paying yet.

Vicki provided a spreadsheet from the Clerk's office of the 2015 Gloucester County Municipalities Survey that lists the fees for animal licenses and Vital Records.

Vicki stated that Dan went out and did an inspection based on a complaint at 7 Wright Loop where he red tagged it for the garage door being open. She said that the garage door is now shut.

After the discussion at the last meeting, and as a follow up Rene asked for the State Guidelines for Guide, Hearing and Service Dogs from one of the Monroe Township K-9 Police Officers. He gave them to Rene and she provided them to Vicki to share with the Board. The guidelines show that these dogs are not required to pay any fees, or to be counted towards the number of dogs in a residence.

**DAN KOZAK**

Dan had nothing to report.

**COUNCILMAN WALT BRYSON**

Cncl. Bryson was not present.

**RENE PANDOLA**

Rene had nothing to report.

**BARBARA CHAMBERLAIN**

Barbara was not present.

**JERRY CONTE**

Jerry had nothing to report.

**DAVID SCALES**

David had nothing to report.

**EILEEN FERGUSON**

Eileen had nothing to report.

**CHRISTINA CAPATE**

Christina had nothing to report.

With no further business to discuss, Eileen asked for a motion to adjourn. Christina made a motion to adjourn the Monroe Township Board of Health meeting of February 11, 2015 and it was seconded by Rene. All were in favor and the meeting was adjourned.

Respectfully submitted,

Tara Park  
Clerk Transcriber

These minutes are an extract from the meeting that was held on the above date and are not a verbatim account or to be construed as an official transcript of the proceedings.

Approved as submitted \_\_\_\_\_ Date \_\_\_\_\_  
Approved as corrected \_\_\_\_\_ Date \_\_\_\_\_