

# MONROE TOWNSHIP BOARD OF HEALTH

November 8, 2017

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		
Jennifer Toal	X		
William McCool	X		
Dan Kozak	X		
Victoria (Vicki) Taylor-Machulsky	X		
Cncl. Marvin Dilks		X	

## APPROVAL OF MINUTES:

William McCool made a motion to approve the minutes from the September 2017 Meeting of the Monroe Township Board of Health. The motion was seconded by Rene Pandola. There was no October meeting to approve minutes for due to lack of quorum.

**EILEEN FERGUSON:** The total cash settlement for September of 2017 was \$2124.00 even and the total cash settlement for October of 2017 was \$2,550.00.

## REPORTS:

**VICKI MACHULSKY:** BOH is writing up all grass complaints whether it's vacant or occupied. I give Dan Kozak the complaint and he goes out and snaps a picture of it with the address. I send the violation regular and certified mail. I don't have to wait until the next day when he gets in. So basically he shoots me a picture so when the banks or real estate agents call we can share the picture. We are up to 170 complaints this year. We started out only violating occupied homes then BOH was told to write all high grass violations. The township is out every weekend cutting. If the job is too big for them to handle we have to get zoning to get a contractor. There was a discussion about the old Texaco as an example. Pokey went out and he reported that it was too big, the metal pole was too high and the fence was off so we need to take care of that with a contractor.

**EILEEN FERGUSON:** Asked if we are keeping a separate list or file to determine which complaints are vacant and occupied. Vicki responded that she always notes on the paperwork whether it is vacant or occupied. So we can have a record of it. There was a discussion of the registration fees and that they still need to register so we have a record of the owner, realtor or mortgage company.

**VICKI MACHULSKY:** Told the Board we received a letter from the County notifying us that we are getting a new business on Main Street called Main Street Meats. It's going to be in the little strip center across from Jefferson Village Apartments at 408 North Main Street. BOH discussed the two new breweries in town being open and it was determined that they are not open yet but the Escape room has opened where the Old Chappe Candle Factory used to be. Vicki stated that the two new breweries would be opening but they are not allowed to serve food. She contacted Wendy at the County to ask if she inspects and she said anything that people ingest they inspect. Our License is called a Retail food license but they are not selling any food. Dan Kozak stated that they are not permitted to sell food under the state law. Vicki stated that the one in Pitman allows customers to order pizza, hoagies and other food to be delivered.

**VICKI MACHULSKY:** Revisited the discussion from the last BOH meeting in reference to the Basins and that they are not all ours and some are HOA (Home Owners Association). Public Works shared the list of the Basins and who is responsible for them. Vicki stated that anyone can call public works and notify them that a particular basin has been missed and they will address the situation. Barbara asked if we only cut the ones we own and Vicki said yes. There was a discussion about the HOA are mostly the newer developments. Dan explained that some HOA's hire private contractors and that comes out of the HOA fees. Some Basins that are not on the list yet because they are not ours yet. Jen stated the HOA fees may not go into effect until all homes a built and sold but they are always disclosed prior to purchase. The sum of this conversation was that if the basins and or roads are not township property we do not maintain them.

**DAN KOZAK:** Nothing to report

**JENNIFER TOAL:** Nothing to report

**WILL MCCOOL:** 1010 Bradford was moving along like crazy and then they just slowed down. He reported they knocked down the concrete pool wall. Will and Dan started discussing a house cad-corner to Bradford, on Kilburn. Will stated that it's been vacant for a long time. Vicki commented that she saw people there. Will stated that the grass was ok but the fence is destroyed and they have a pool back there. Dan Kozak stated that you would have to report it, call or email Vicki and then we would have it sent over to construction and they will send someone out. Dan told Will if you see something like that to be sure to contact Vicki or call the Construction Department.

**RENE PANDOLA:** Nothing to report

**EILEEN FERGUSON:** Stated she had nothing to report but asked Vicki to go back through notes to see if there was anything open. She made a reference to the one lady they gave the variance to that we were going to have a follow up with in 3 or 4 months. Barbara mentioned the lady with the Ferrell cats. Vicki said she called her for an update before our BOH meeting. Vicki informed her that she was supposed to notify us when she placed a cat. The woman said she hadn't gotten rid of any yet. Vicki told the women that she would check the file because she remembered she was supposed to report to the BOH quarterly. Discussion took place about how we were relying on Animal Control to watch over the situation.

**EILEEN FERGUSON:** asked for an update on other variances.

**VICKI MACHULSKY:** stated the one on Main Street moved and the lady with the Shepherds and all of the children is no longer in town. She also stated they had to out to Rhodes Kennel for high grass complaint at a vacant home. Rhodes Kennel license was taken away because the Board had revoked it. Jen asked about the resident on Broad Lane who wanted to apply for a variance. Dan said the one that said he was going to raise dogs. Vicki said he was sent to zoning because he was going to try to run a business. She remembers he came in and started the paperwork and then he found out he was going to have to apply for a variance for use of his property as a business. Eileen asked about man with all the Huskies who was raising those dogs for dog sledding through the Pine Barrens and if we ever closed his file? Rene commented that it was Tommy Hahn and she didn't know if we ever closed the file on that. She remembers we weren't trying to stop him we were just trying to control the situation. He was telling us he was not breeding his dogs to sell he was just using them for sledding. We believed he was taking them to sledding events and selling them. His license was given years ago before we started putting in more restrictions/conditions.

**EILEEN FERGUSON:** Closed out the conversation just asking to follow up on our files from this year so we can close out our variances. Eileen asked if anyone opposed. All said no.

**BARBARA CHAMBERLAIN:** Nothing to report

**JERRY CONTE:** Not present

**DAVID SCALES:** Nothing to report

**EILEEN FERGUSON:** With no further business to discuss, Eileen asked for a motion to adjourn and Barbara made a motion to adjourn the Monroe Township Board of Health meeting of and it was seconded by Will. All were in favor and the meeting was adjourned.

Respectfully submitted,

Charlotte Rudolph  
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 \_\_\_\_\_