

MONROE TOWNSHIP BOARD OF HEALTH

September 6, 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

EILEEN FERGUSON: Read aloud the need for a new Clerk Transcriber for the Board of Health due to Tara Parks resigning as Clerk Transcriber.

RENE PANDOLA: Nominated Charlotte Rudolph

DAVID SCALES: 2nd the nomination

EILEEN FERGUSON: Reads the Resolution Appointing a Clerk Transcriber for the Monroe Township Board of Health.

Whereas, there presently exists a need for the appointment of a Clerk Transcriber for the Board of Health; and

Whereas, the Board of Health is empowered to make the appointment to such position; and

Now, Therefore, Be It Resolved by the Monroe Township Board of Health that **Charlotte Rudolph** be and hereby appointed Clerk Transcriber for the Board of Health of Monroe Township and receive a stipend of \$60.00 per meeting.

All Roll Call Vote was performed: All members were in favor and none were opposed.

CHARLOTTE RUDOLPH: Thank You

RENE PANDOLA: My pleasure

WILLIAM MCCOOL: No problem

APPROVAL OF MINUTES:

Rene Pandola made a motion to approve the minutes from the June 2017 Meeting of the Monroe Township Board of Health. The motion was seconded William McCool.

CASH SETTLEMENT REPORT:

Eileen reported a cash settlement for June, July and August 2017 as \$8,802.47.

VICKY MACHULSKY: Commented on a busy wedding season. Will McCool asked about Death Certificate costs. Vicky explained the different line items. She mentioned that one funeral home is ordering their death certificates though the state. She still has to review the death certificates even though the order is placed thru the state. Board commented that we should not have to do the work for free. Vicky said if there was a way to charge we would need to do a resolution and she would look into fees and what we were allowed to charge.

The state charges \$25.00 for the first certified copy then \$2.00 for each additional copy.

We, Monroe Township, charge \$10.00 per copy.

10 Death Certified Copies from Monroe Township would be \$100.00

10 Death Certified Copies from the State of NJ would be \$43.00

There was also a discussion in reference to changing the fees for copies of death certificates.

Vicky told the Board to change the Death Certificate price we would have to change the Marriage and Birth Certificates also.

EILEEN FERGUSON: Let's start with reports

VICKY MACHULSKY: 5 invoices in reference to liens on properties for the township cutting the grass. Due to BOH not meeting for a few months in the summer Vicky Machulsky had Town Council approve a resolution in reference to placing liens on properties for the cost of the cut and an Administration fee. The total fee is usually around \$400.00 every time. **Vicky Machulsky** commented that the cut is usually \$150.00. **Dan Kozak** said the cut is just make it look presentable. **Barb Chamberlain** asked who the gentleman work for. **Vicky Machulsky** said they work for the Township Building & Grounds Department. **Dan Kozak** commented that the guys do the work on Saturday's but if it is inclement weather it sits until the guys are able to get out to do the work.

VICKY MACHULSKY: FREE RABIES SATURDAY, January 27th, and asked if anyone was going. Jennifer Toal said she attended last year and it was crazy.

DAN KOZAK: Nothing to report.

JENNIFER TOAL: Nothing to report.

RENE PANDOLA: Atlantic City Electric notified the Whispering Woods Drive residents that they will be coming through to clear the vegetation along the easement behind their homes. She did not know if they were clearing all the easements in Hunter Woods Development.

BARB CHAMBERLAIN: Nothing to report.

JERRY CONTE: Nothing to report.

DAVID SCALES: Nothing to report.

WILLAM MCCOOL: Nothing to report.

EILEEN FERGUSON: She had a table with our BOH brochures at the Monroe Township National Night Out. Attendance wasn't too good because of the chilly weather. She asked about the unlocked basin on the corner of Black Horse Pike & Malaga Road. Who is responsible for locking and maintaining?

DAN KOZAK: It's not ours

DAVE SCALES: It belongs to the Department of transportation and they have a road crew who is supposed to maintain the area.

There was a long discussion in reference to who maintains and who to contact in reference to the different ones throughout the Township that are not owned by the Township unfortunately the recording device that was used to record the meeting malfunctioned and the actual audio recording was not recorded.

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 not 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 _____