

**TOWNSHIP OF UNION BOARD OF HEALTH  
MINUTES OF THE REGULAR MEETING  
NOVEMBER 9, 2016**

The regular meeting of the Board of Health, Township of Union, New Jersey was called to order at 6:33 P.M. at the Municipal Building in the Health Department by President Carter. The Secretary/Health Officer called the roll as follows:

<i>Jackie Carter, Pres.</i>	<i>Present</i>
<i>Teresa Palencia</i>	<i>"</i>
<i>Andrew Porter, Vice Pres.</i>	<i>"</i>
<i>Andre Saraiva</i>	<i>"</i>
<i>Ellyn Smith</i>	<i>"</i>
<i>Mary Lynn Williams</i>	<i>"</i>
<i>Yvette Gibbons</i>	<i>Absent</i>
<i>Giuliano Farina, Alt</i>	<i>Excused</i>

President Carter opened the meeting by stating that this is a regular meeting of the Board of Health. Public notice of this meeting has been given as required by the "Open Public Meeting Law."

Minutes of the regular meeting of October 12, 2016, were approved following a motion by Teresa Palencia and second by Ellyn Smith, all aye. President Carter abstain.

The October reports of the Secretary/Health Officer, Registrar of Vital Statistics, Registered Environmental Health Specialists, Animal Control, and Holy Redeemer Home Care were discussed and unanimously approved based on a motion by Teresa Palencia and second by Ellyn Smith. All aye.

Under old business, the Secretary/Health Officer requested to move into Executive Session in order to discuss legal issues. A motion was made by Andre Saraiva and second by Ellyn Smith to close the meeting to the public and move into Executive Session. All aye.

[REDACTED]

[REDACTED] A motion was made by Andre Saraiva and second by Ellyn Smith to close the Executive Meeting and reopen the meeting to the public. All aye.

At this time, Board Attorney informed the Board of his conversation with Township Administrator regarding Recording/Taping of meetings and was told by Twp. Administrator of an infrastructure that is in place at the Bonnel Room and will speak with Mr. Terrezza to include the BOH meetings on their schedule, effective January 2017.

In continuance under old business, the Secretary/Health Officer introduced an amendment to Wildlife and Animal Feeding Ordinance under Chapter 551, in order to establish clarification on all definitions.

President Carter requested a motion to have the Secretary/Health Officer read the Ordinance by title. A motion was then made by Andre Saraiva and second by Ellyn Smith to have the Secretary/Health Officer per NJSA 26:3-64 et seq to read the Ordinance by title. All aye.

The Secretary/Health Officer then read the title as follows:

***An Ordinance Amending Chapter 551 Animals Article III Wildlife and Animal Feeding Sections 31 (Purpose), 32 (Definitions and Word Usage), and 32.1 (Prohibited Conduct)***

President Carter requested a motion to open the meeting for discussion. A motion was then made by Teresa Palencia and second by Ellyn Smith to open the meeting to the public. All aye. There being no comments from the public a motion was made by Teresa Palencia and second by Ellyn Smith to close the meeting to the public. The motion carried a roll call vote as follows:

<b><i>Teresa Palencia</i></b>	<b><i>"</i></b>
<b><i>Andre Saraiva</i></b>	<b><i>"</i></b>
<b><i>Ellyn Smith</i></b>	<b><i>"</i></b>
<b><i>Mary Lynn Williams</i></b>	<b><i>"</i></b>
<b><i>Andrew Porter, Vice Pres.</i></b>	<b><i>"</i></b>
<b><i>Jackie Carter, Pres.</i></b>	<b><i>"</i></b>

President Carter requested a motion to open the meeting for the Boards' discussion. A motion was made by Teresa Palencia and second by Ellyn Smith to open the meeting for Boards' discussion. Board Attorney Strazza briefly discussed each section and its revisions in attempt to establish clarification of definitions in order to facilitate interpretation of the aforementioned Ordinance. There being no further discussion from the Board a motion was then made by Teresa Palencia and second by Ellyn Smith to pass the Ordinance on first reading as presented. The motion carried a roll call vote as follows:

<b><i>Teresa Palencia</i></b>	<b><i>"</i></b>
<b><i>Andre Saraiva</i></b>	<b><i>"</i></b>
<b><i>Ellyn Smith</i></b>	<b><i>"</i></b>
<b><i>Mary Lynn Williams</i></b>	<b><i>"</i></b>
<b><i>Andrew Porter, Vice Pres.</i></b>	<b><i>"</i></b>
<b><i>Jackie Carter, Pres.</i></b>	<b><i>"</i></b>

A motion was made by Vice President Porter and second by Andre Saraiva that this Ordinance to be presented for second and final passage at the next regular meeting of the Board of Health in the Municipal Building, 1976 Morris Ave., Union, NJ, on Wednesday, Dec. 14th at 6:30 PM. The motion carried a roll call vote as follows:

<b><i>Teresa Palencia</i></b>	<b><i>"</i></b>
<b><i>Andre Saraiva</i></b>	<b><i>"</i></b>
<b><i>Ellyn Smith</i></b>	<b><i>"</i></b>
<b><i>Mary Lynn Williams</i></b>	<b><i>"</i></b>
<b><i>Andrew Porter, Vice Pres.</i></b>	<b><i>"</i></b>
<b><i>Jackie Carter, Pres.</i></b>	<b><i>"</i></b>

Under new business, the Secretary/Health Officer introduced an amendment to the Board of Health Fee Schedule, to reflect an increase on death certificate fees.

President Carter requested a motion to have the Secretary/Health Officer read the Ordinance by title. A motion was then made by Andre Saraiva and second by Ellyn Smith to have the Secretary/Health Officer per NJSA 26:3-64 et seq to read the Ordinance by title. All aye.

***An Ordinance Amending The Fees, Board of Health Chapter 563, Article 1, Section B 2. ( C )***

President Carter requested a motion to open the meeting for discussion. A motion was then made by Teresa Palencia and second by Andre Saraiva to open the meeting to the public. All aye. There being no comments from the public a motion was made by Teresa Palencia and second by Andre Saraiva to close the meeting to the public. The motion carried a roll call vote as follows:

<b><i>Teresa Palencia</i></b>	<b><i>"</i></b>
<b><i>Andre Saraiva</i></b>	<b><i>"</i></b>
<b><i>Ellyn Smith</i></b>	<b><i>"</i></b>
<b><i>Mary Lynn Williams</i></b>	<b><i>"</i></b>
<b><i>Andrew Porter, Vice Pres.</i></b>	<b><i>"</i></b>
<b><i>Jackie Carter, Pres.</i></b>	<b><i>"</i></b>

President Carter requested a motion to open the meeting for the Boards' discussion. A motion was made by Teresa Palencia and second by Andre Saraiva to open the meeting for Boards' discussion. The Secretary/Health Officer explained the reasoning on increasing the fees on death certificate from \$5 to \$10 per certified copies. There being no further discussion a motion was then made by Teresa Palencia and second by Andre Saraiva to pass the Ordinance on first reading as presented. The motion carried a roll call vote as follows:

<b><i>Teresa Palencia</i></b>	<b><i>"</i></b>
<b><i>Andre Saraiva</i></b>	<b><i>"</i></b>
<b><i>Ellyn Smith</i></b>	<b><i>"</i></b>
<b><i>Mary Lynn Williams</i></b>	<b><i>"</i></b>
<b><i>Andrew Porter, Vice Pres.</i></b>	<b><i>"</i></b>
<b><i>Jackie Carter, Pres.</i></b>	<b><i>"</i></b>

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<b><i>Mary Lynn Williams</i></b>	<b><i>"</i></b>
<b><i>Andrew Porter, Vice Pres.</i></b>	<b><i>"</i></b>
<b><i>Jackie Carter, Pres.</i></b>	<b><i>"</i></b>

Under correspondence, the Secretary/Health Officer mentioned the resignation of our P/T Animal Attendant, Theodore Gissen and the need to look for a replacement. At this time, President Carter took the opportunity to read the appreciation letter from the NJ Environmental Health Association addressing Mr. Marconi Gapas participation on the NJEHA Executive Council for the 2014-2016. President Carter voiced her gratitude and recognition for Mr. Marconi Gapas dedication, and professionalism he had demonstrated throughout the years as both Health Officer and Secretary to the Board.

President Carter requested a motion for payment of bills. A motion was then made by Ellyn Smith and second by Andre Saraiva. The motion carried a roll call vote as follows:

<i><b>Teresa Palencia</b></i>	<b>"</b>
<i><b>Andre Saraiva</b></i>	<b>"</b>
<i><b>Ellyn Smith</b></i>	<b>"</b>
<i><b>Mary Lynn Williams</b></i>	<b>"</b>
<i><b>Andrew Porter, Vice Pres.</b></i>	<b>"</b>
<i><b>Jackie Carter, Pres.</b></i>	<b>"</b>

President Carter then proceeded to open the meeting to the public. None present.

There being no further business the meeting was adjourned at 7:00 PM on motion by Teresa Palencia and second by Ellyn Smith, all aye.

Respectfully Submitted,

Board Secretary/ Health Officer

MAG/nr