

**TOWNSHIP OF UNION BOARD OF HEALTH**  
**MINUTES OF THE REGULAR MEETING**  
**January 11, 2017**

The regular meeting of the Board of Health, Township of Union, New Jersey was called to order at 6:36 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>Giuliano Farina</i>	<i>"</i>
<i>Yvette Gibbons</i>	<i>Excused</i>
<i>Teresa Palencia</i>	<i>Present</i>
<i>Andrew Porter, Vice Pres.</i>	<i>"</i>
<i>Ellyn Smith</i>	<i>"</i>
<i>Mary Lynn Williams</i>	<i>"</i>
<i>Stefan Erwin, Alternate</i>	<i>"</i>
<i>William Strazza, Esq.</i>	<i>Via Conference Call</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 December 14, 2016, were approved following a motion by Vice President Porter and second by Giuliano Farina, all aye.

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

Under old business, none.

Under new business, the Secretary/Health Officer introduced an Ordinance establishing salary ranges for Health Department staff for Calendar years 2016-2018. President Carter requested a motion to have the Secretary/Health Officer read the Ordinance by title. A motion was then made by Teresa Palencia and second by Giuliano Farina to have the Secretary/Health Officer read the Ordinance by title for first reading. All aye.

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

***An Ordinance Establishing the 2016 - 2018 Salary Ranges of the Department of Health Official and Employees of the Township of Union in the County of Union***

President Carter requested a motion to open the meeting to the public for discussion. There being no public in attendance a motion was made by Ellyn Smith and second by Giuliano Farina to close the meeting to the public. The motion carried a roll call vote as follows:

<i>Giuliano Farina</i>	<i>"</i>
<i>Teresa Palencia</i>	<i>"</i>
<i>Ellyn Smith</i>	<i>"</i>

*Mary Lynn Williams*                     "  
*Andrew Porter, Vice Pres.*         "  
*Jackie Carter, Pres.*                 "

President Carter requested a motion to open the meeting for the Boards' discussion. A motion was made by Ellyn Smith and second by Teresa Palencia to open the meeting for the Boards' discussion. There being no comments or discussions from the Board. A motion was made by Giuliano Farina and second by Teresa Palencia to pass the Ordinance on first reading. The motion carried a roll call vote as follows:

**Giuliano Farina**                     "  
**Teresa Palencia**                     "  
**Ellyn Smith**                         "  
**Mary Lynn Williams**               "  
**Andrew Porter, Vice Pres.**       "  
**Jackie Carter, Pres.**               "

A motion was made by Vice President Porter and second by Ellyn Smith 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, Feb. 8th at 6:30 PM. The motion carried a roll call vote as follows:

**Giuliano Farina**                     "  
**Teresa Palencia**                     "  
**Ellyn Smith**                         "  
**Mary Lynn Williams**               "  
**Andrew Porter, Vice Pres.**       "  
**Jackie Carter, Pres.**               "

At this time, the Secretary/Health Officer briefly introduced the Recording Ordinance in order to establish protocols on public recording or videotaping at BOH meetings.

At this time, President Carter requested a motion to have the Secretary/Health Officer read the Ordinance by title. A motion was then made by Vice President Porter and second by Giuliano Farina to have the Secretary/Health Officer read the Ordinance by title for first reading. All aye.

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

***An Ordinance Adopting Section 8, Chapter 70 Entitled "Recording, Taping, and Photography" in the Township of Union Board of Health Meetings, Union County, New Jersey***

President Carter requested a motion to open the meeting to the public for discussion. There being no public in attendance a motion was made by Vice President Porter and second by Ellyn Smith to close the meeting to the public. The motion carried a roll call vote as follows:

**Giuliano Farina**                    "  
**Teresa Palencia**                   "  
**Ellyn Smith**                       "  
**Mary Lynn Williams**           "  
**Andrew Porter, Vice Pres.**     "  
**Jackie Carter, Pres.**           "

President Carter requested a motion to open the meeting for the Boards' discussion. A motion was made by Vice President Porter and second by Ellyn Smith to open the meeting for the Boards' discussion. Board Attorney Strazza informed the Board that this Ordinance mirrors the existing Townships' Recording and Videotaping Ordinance. Board Attorney explained in detail parameters to be set when public recording and requests for such to be submitted in writing to the Board Clerk no later than 10 days prior to the regularly scheduled meeting. Board Attorney briefly outlined the roles of the Board Clerk and Board President within the Ordinance.

There being no comments or discussions from the Board. A motion was made by Vice President Porter and second by Ellyn Smith to pass the Ordinance on first reading. The motion carried a roll call vote as follows:

**Giuliano Farina**                   "  
**Teresa Palencia**                   "  
**Ellyn Smith**                       "  
**Mary Lynn Williams**           "  
**Andrew Porter, Vice Pres.**     "  
**Jackie Carter, Pres.**           "

A motion was made by Teresa Palencia and second by Mary Lynn Williams 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, Feb. 8th at 6:30 PM. The motion carried a roll call vote as follows:

**Giuliano Farina**                   "  
**Teresa Palencia**                   "  
**Ellyn Smith**                       "  
**Mary Lynn Williams**           "  
**Andrew Porter, Vice Pres.**     "  
**Jackie Carter, Pres.**           "

In continuance under old business, the Secretary/Health Officer requested formal approval of the following 2017 Contracts along with proposed increases: Garden State Laboratories (3% increase); Kenilworth HO Supervision (2% increase); Kenilworth Animal Control Services (no increase); City of Elizabeth STD Agreement (no increase). A motion was made by Vice President Porter and second by Teresa Palencia to approve the contracts as proposed. The motion carried a roll call vote as follows:

**Giuliano Farina**                   "  
**Teresa Palencia**                   "  
**Ellyn Smith**                       "

**Mary Lynn Williams**                   "  
**Andrew Porter, Vice Pres.**       "  
**Jackie Carter, Pres.**               "

Under correspondence, none.

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

**Giuliano Farina**                   "  
**Teresa Palencia**                   "  
**Ellyn Smith**                       "  
**Mary Lynn Williams**           "  
**Andrew Porter, Vice Pres.**   "  
**Jackie Carter, Pres.**           "

President Carter then requested a motion to open the meeting to the public for comments. A motion was then made by Teresa Palencia and second by Ellyn Smith to open the meeting to the public. None present a motion was made by Ellyn Smith and second by Giuliano Farina to close the meeting to the public. All aye.

There being no further business the meeting was adjourned at 6:49 PM on motion by Teresa Palencia and second by Giuliano Farina, all aye.

Respectfully Submitted,

Board Secretary/ Health Officer  
MAG/nr