

**TOWNSHIP OF UNION  
BOARD OF HEALTH  
MINUTES OF THE REGULAR MEETING  
FEBRUARY 19, 2020**

The regular meeting of the Board of Health, Township of Union, New Jersey was called to order at 6:30 P.M. at the Municipal Building in the Bonnell Room by President Carter. The Secretary/Health Officer called the roll as follows:

<b>Jackie Carter, Pres.</b>	<b>Present</b>
<b>Stefan Erwin, Esq.</b>	<b>"</b>
<b>Yvette Gibbons, Esq.</b>	<b>Excused</b>
<b>Teresa Palencia</b>	<b>Present</b>
<b>Andrew Porter, Vice Pres.</b>	<b>"</b>
<b>Ellyn Smith</b>	<b>"</b>
<b>Mary Lynn Williams</b>	<b>"</b>
<b>Jay Spinelli, Alternate</b>	<b>"</b>
<b>William Strazza, BOH Attorney</b>	<b>"</b>

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 re-organization meeting held on January 8, 2020 were approved following a motion by Board Member Palencia and second by Board Member Smith. All aye.

Minutes of the regular meeting of January 8, 2020 were approved following a motion by Vice President Porter and second by Board Member Williams. All aye.

The January reports of the Health Officer, Registrar of Vital Statistics, Registered Environmental Health Specialists, Union/Kenilworth Animal Control, Financial, and Holy Redeemer Home care were unanimously approved based on a motion by Board Member Erwin, Esq and second by Board Member Palencia. All aye.

Under old business, the Secretary/Health Officer directed the Board to Senate Bill 3265 (provided as handouts) regarding the sale and/or distribution of flavored vapor products. Board of Health Attorney Strazza briefly discussed the intent of said Bill and recommended for the Board to table the matter until Senate Bill is passed. In the interim, the Secretary/Health Officer suggested providing a courtesy notice to retailers informing them of proposed ban of flavored vapes.

In continuance under old business, the Secretary/Health Officer informed the Board of the receipt of floor plans for Childhood Dreams Tobacco Retail Establishment exemption. Plans did not show separation from existing business nor ventilation system. Board of Health Attorney then addressed said issues with Childhood Dreams, LLC attorney. Offices of Steven Hehl to cooperate and address concerns.

Under new business, the Secretary/Health Officer explained State and local status of the Novel Coronavirus.

At this time, the Secretary/Health Officer informed the Board of ACO Daniel Singerline supervisory probation ending, and would like to move forward with his permanency as per Civil Service guidelines. This would constitute a formal title change with a 10% increase. A motion was then made by Vice President Porter and second by Board Member Erwin, Esq to move ACO Daniel Singerline to permanent Supervisory Animal Control position effective immediately. The motion carried a roll call vote as follows:

<b>Jackie Carter, Pres.</b>	<b>Aye</b>
<b>Stefan Erwin, Esq.</b>	<b>"</b>
<b>Teresa Palencia</b>	<b>"</b>
<b>Andrew Porter, Vice Pres.</b>	<b>"</b>
<b>Ellyn Smith</b>	<b>"</b>
<b>Jay Spinelli, Alt</b>	<b>"</b>
<b>Mary Lynn Williams</b>	<b>"</b>

The Secretary/Health Officer announced our yearly Rabies Clinic to take place on Feb. 29<sup>th</sup>. The Secretary/Health Officer informed the Board that every year a State Annual Report is to be submitted. This year the State experienced technical issues and was unable to complete and submit. The Secretary/Health Officer also thanked Nancy Rodriguez, Administrative Assistant for compiling and entering data for said report.

The Secretary/Health Officer requested approval from the Board to continue providing Health Officer Supervision and Animal Control services for the Borough of Kenilworth. Contracts reflects a 2% increase for both services for CY 2020. A motion was made by Vice President Porter and second by Board Member Palencia on the approval of said contracts for CY 2020. The motion carried a roll call vote as follows:

<b>Jackie Carter, Pres.</b>	<b>Aye</b>
<b>Stefan Erwin, Esq.</b>	<b>"</b>
<b>Teresa Palencia</b>	<b>"</b>
<b>Andrew Porter, Vice Pres.</b>	<b>"</b>
<b>Ellyn Smith</b>	<b>"</b>
<b>Jay Spinelli, Alt</b>	<b>"</b>
<b>Mary Lynn Williams</b>	<b>"</b>

At this time, Secretary/Health Officer also requested continued agreement with Westfield Regional Health Dept to provide child health clinic services for Union residents. No increase in services for CY 2020. A motion was made by Board Member Palencia and second by Board Member Williams to continue services with Westfield Regional Health Dept to provide child health services for CY 2020. The motion carried a roll call vote as follows:

<b>Jackie Carter, Pres.</b>	<b>Aye</b>
<b>Stefan Erwin, Esq.</b>	<b>"</b>
<b>Teresa Palencia</b>	<b>"</b>
<b>Andrew Porter, Vice Pres.</b>	<b>"</b>
<b>Ellyn Smith</b>	<b>"</b>
<b>Jay Spinelli, Alt</b>	<b>"</b>
<b>Mary Lynn Williams</b>	<b>"</b>

Under correspondence, a donation made to the Animal Shelter from Avalon Communities for the amount of \$2k.

President Carter requested a motion for payment of bills. A motion was made by Board Member Smith and second by Board Member Williams. The motion carried a roll call vote as follows:

Jackie Carter, Pres.	Aye
Stefan Erwin, Esq.	“
Teresa Palencia	“
Andrew Porter, Vice Pres.	“
Ellyn Smith	“
Jay Spinelli, Alt	“
Mary Lynn Williams	“

President Carter opened the meeting to the public, none present.

There being no further business, the meeting adjourned at 6:55 PM on motion by Board Member Palencia, and second by Board Member Williams. All aye.

Respectfully Submitted,

**Marconi A. Gapas**

Board Secretary/Health Officer

MAG/nr