



MINUTES OF THE JANUARY 20, 2021 BOARD OF HEALTH REORG AND REGULAR MEETING



Call to Order:

The January 20, 2021 Reorganization and Regular Meeting of the Board of Health was called to order at 6:35 pm by Chairperson Colleen Labow. The meeting was held via video conferencing (Zoom).

Open Public Meetings Act Announcement:

The Board Secretary made the following announcement: "According to the Open Public Meetings Act, adequate notice of this meeting has been given to the Daily Record. Notice has been posted in the Municipal Building, 204 Flanders-Drakestown Road, Mount Olive Township, New Jersey and notices were sent to those requesting the same."

Roll Call:

Present: Colleen Labow, Dr. Abrams (6:42), Mark Kana, Dr. Wallack, Laura Hawkins and Kathleen Olup

Absent: Dr. Miccio

The Chairperson recognized Health Officer, Trevor J. Weigle; Board of Health Secretary, Michele Doucette; Deputy Director/Assistant Health Officer, Derrick Webb; and Attorney, Peter King.

Review of the Minutes:

The minutes of the December 16, 2020 Board Meeting were approved on a motion by Dr. Wallack and second by Laura Hawkins; all members present were in favor.

Written Reports & Correspondence:

The Health Officer reviewed the Public Health Activities Report for December 2020. The Health Officer also updated the Board of Health on the pandemic with an excel spreadsheet showing the numbers of cases, number of cases still in isolation, and the number of deaths to date.

The Public Health Activities Report for December 2020 was approved on a motion by Dr. Abrams and second by Dr. Wallack; all members present were in favor.

New Business:

None

Ordinance on First Reading:

None

Ordinance on Second Reading:

Resolutions: 2021-01 thru 2021-10

RESOLUTION NO. BOH 2021-01

RESOLUTION AUTHORIZING THE REAPPOINTMENT OF
BOARD SECRETARY

WHEREAS, Michele Doucette has been serving as the Township of Mount Olive Board of Health Secretary; and

WHEREAS, the Board of Health pursuant to N.J.S.A. 26:3-19 is provided with the authority to appoint and employ such personnel as it deems necessary to carry into effect the powers vested in it by the laws of New Jersey.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Health of the Township of Mount Olive that:

1) **Reappointment** - The Township of Mount Olive Board of Health does hereby reappoint Michele Doucette as the Board of Health Secretary for a one (1) year term commencing January 20, 2021;

2) **Severability** - If any section, clause, or portion of this resolution is declared invalid by a court of competent jurisdiction, the remainder shall not be affected thereby and shall remain in full force and effect;

3) **Effective Date** - This Resolution shall become effective immediately upon passage; and

4) **Notice** - A Notice of this action shall be printed once in *The Daily Record* as required by law.

RESOLUTION NO. BOH 2021-02

RESOLUTION AUTHORIZING THE REAPPOINTMENT OF
REGISTRAR OF VITAL STATISTICS

WHEREAS, Michele Doucette has been serving as the Township of Mount Olive Registrar of Vital Statistics; and

WHEREAS, the Board of Health pursuant to N.J.S.A. 26:3-19 is provided with the authority to appoint and employ such personnel as it deems necessary to carry into effect the powers vested in it by the laws of New Jersey.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Health of the Township of Mount Olive that:

1) **Reappointment** - The Township of Mount Olive Board of Health does hereby reappoint Michele Doucette as the Registrar of Vital Statistics for a one (1) year term commencing January 20, 2021;

2) **Severability** - If any section, clause, or portion of this resolution is declared invalid by a court of competent jurisdiction, the remainder shall not be affected thereby and shall remain in full force and effect;

- 3) **Effective Date** - This Resolution shall become effective immediately upon passage; and
- 4) **Notice** - A Notice of this action shall be printed once in *The Daily Record* as required by law.

RESOLUTION NO. BOH 2021-03

RESOLUTION AUTHORIZING THE REAPPOINTMENT OF A HEALTH OFFICER

WHEREAS, Trevor J. Weigle has been serving as the Township of Mount Olive's Health Officer; and

WHEREAS, the Board of Health pursuant to N.J.S.A. 26:3-19 is provided with the authority to appoint and employ such personnel as it deems necessary to carry into effect the powers vested in it by the laws of New Jersey.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Health of the Township of Mount Olive that:

1) **Appointment** - The Township of Mount Olive Board of Health does hereby reappoint Trevor J. Weigle as the Health Officer for a one-year term commencing January 20, 2021; and

2) **Severability** - If any section, clause, or portion of this resolution is declared invalid by a court of competent jurisdiction, the remainder shall not be affected thereby and shall remain in full force and effect; and

3) **Effective Date** - This Resolution shall become effective immediately upon passage.

4) **Notice** - A Notice of this action shall be printed once in *The Daily Record* as required by law.

RESOLUTION NO. BOH 2021-04

RESOLUTION AUTHORIZING THE REAPPOINTMENT OF DEPUTY REGISTRAR

WHEREAS, Jennifer Murphy has been serving as the Township of Mount Olive Board of Health's Deputy Registrar; and

WHEREAS, the Board of Health pursuant to N.J.S.A. 26:3-19 is provided with the authority to appoint and employ such personnel as it deems necessary to carry into effect the powers vested in it by the laws of New Jersey.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Health of the Township of Mount Olive that:

1) **Appointment** - The Township of Mount Olive Board of Health does hereby reappoint Jennifer Murphy as the Board of Health's Deputy Registrar for a one (1) year term commencing January 20, 2021;

2) **Severability** - If any section, clause, or portion of this resolution is declared invalid by a court of competent jurisdiction, the remainder shall not be affected thereby and shall remain in full force and effect;

3) **Effective Date** - This Resolution shall become effective immediately upon passage; and

4) **Notice** - A Notice of this action shall be printed once in *The Daily Record* as required by law.

RESOLUTION NO. BOH 2021-05

RESOLUTION AUTHORIZING THE REAPPOINTMENT OF ALTERNATE DEPUTY REGISTRAR

WHEREAS, Claudia Tomasello has been serving as the Township of Mount Olive Board of Health's Alternate Deputy Registrar; and

WHEREAS, the Board of Health pursuant to N.J.S.A. 26:3-19 is provided with the authority to appoint and employ such personnel as it deems necessary to carry into effect the powers vested in it by the laws of New Jersey.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Health of the Township of Mount Olive that:

1) **Reappointment** - The Township of Mount Olive Board of Health does hereby appoint Claudia Tomasello as the Board of Health's Alternate Deputy Registrar for a one (1) year term commencing January 20, 2021;

2) **Severability** - If any section, clause, or portion of this resolution is declared invalid by a court of competent jurisdiction, the remainder shall not be affected thereby and shall remain in full force and effect;

3) **Effective Date** - This Resolution shall become effective immediately upon passage; and

4) **Notice** - A Notice of this action shall be printed once in *The Daily Record* as required by law.

RESOLUTION BOH 2021-06

RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR PROFESSIONAL SERVICES FOR HEALTH EDUCATION

WHEREAS, the Township of Mount Olive Board of Health has a need to obtain services for health education; and

WHEREAS, Mount Olive Township Board of Health provides shared health services to the following municipalities: Borough of Netcong, Borough of Mount Arlington, Borough of Wharton, Town of Dover and Township of Mine Hill; and

WHEREAS, delivery of health education services is contained in the Shared Health Services Agreements with the communities Mount Olive Township Board of Health serves; and

WHEREAS, each local health agency is required and shall provide a comprehensive health education and health promotion program; and

WHEREAS, each local health agency shall implement and evaluate, culturally and "linguistically-based" health education; and

WHEREAS, health education and promotional activities are developed in accordance with the Community Health Improvement Plan; and

WHEREAS, each local health agency shall ensure that health education and promotion services provide the "core" public health functions and the delivery of the ten essential health services as per N.J.A.C. 8:52-3.2(a), *et seq.* 1-10; and,

WHEREAS, in addition to the "core" public health functions, the Township of Mount Olive Board of Health is in need of a Health Educator to manage its State funded Vulnerable Populations Outreach Coordinator program; and,

WHEREAS, the Township of Mount Olive Board of Health has determined and certified in writing that the value of these services will not exceed \$55,800; and

WHEREAS, the term of this Agreement shall be for one year from January 1, 2021 to December 31, 2021; and

WHEREAS, Christie Jaime, MPH, CHES has agreed to said services for a fee not to exceed \$55,800 based upon a rate of \$50.00 per hour; and

WHEREAS, funds for this purpose have been budgeted and certified by the Chief Financial Officer of the Township of Mount Olive;

NOW, THEREFORE, BE IT RESOLVED by the Board of Health of the Township of Mount Olive, in the County of Morris and State of New Jersey, that the Board of Health hereby appoints Christie Jaime, MPH, CHES, of 56 Omaha Avenue, Rockaway, NJ 07866, as Health Education Consultant for the period January 1, 2021 to December 31, 2021, under the terms attached hereto, not to exceed \$55,800.

RESOLUTION BOH 2021-07

RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR PROFESSIONAL SERVICES FOR CHILD HEALTH SCREENING SERVICES

WHEREAS, the Township of Mount Olive Board of Health has a need to obtain services of a Pediatrician for its Child Health Conference program; and

WHEREAS, Mount Olive Township Board of Health provides public health shared services to the following municipalities: Borough of Netcong, Borough of Mount Arlington, Borough of Wharton, Town of Dover, and the Township of Mine Hill; and

WHEREAS, delivery of child health screening services is contained in the Public Health Shared Services Agreements with the communities Mount Olive Township Board of Health serves; and

WHEREAS, each local health agency is required to provide for comprehensive preventative health care of infants and preschool children; and

WHEREAS, the Township of Mount Olive Board of Health has determined that the value of the service will not exceed \$12,000; and

WHEREAS, the term of this Agreement shall be for one year from January 1, 2021 to December 31, 2021; and

WHEREAS, Dr. Susheela Thomas has agreed to provide child health screening services for an annual fee not to exceed \$12,000, based upon a rate of \$160.00 per hour; and

WHEREAS, funds for this purpose have been budgeted and certified by the Chief Financial Officer of the Township of Mount Olive.

NOW, THEREFORE, BE IT RESOLVED by the Board of Health of the Township of Mount Olive, New Jersey, that the Board of Health hereby appoints Susheela Thomas, M.D., of 14 Lakeside Trail, Kinnelon, NJ 07405, as Pediatrician for its Child Health Conference program for the period January 1, 2021 to December 31, 2021, for an annual fee not to exceed \$12,000; and

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Board of Health of the Township of Mount Olive, New Jersey, that the Board of Health hereby approves the execution of an agreement to meet the terms contained herein.

RESOLUTION NO. BOH 2021-08

A RESOLUTION AUTHORIZING THE REAPPOINTMENT OF AN ASSISTANT HEALTH OFFICER

WHEREAS, Derrick Webb has been serving as the Township of Mount Olive's Assistant Health Officer; and

WHEREAS, the Board of Health pursuant to N.J.S.A. 26:3-19 is provided with the authority to appoint and employ such personnel as it deems necessary to carry into effect the powers vested in it by the laws of New Jersey.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Health of the Township of Mount Olive that:

1) **Appointment** - The Township of Mount Olive Board of Health does hereby reappoint Derrick Webb as the Assistant Health Officer for a one-year term commencing January 20, 2021; and

2) **Severability** - If any section, clause, or portion of this resolution is declared invalid by a court of competent jurisdiction, the remainder shall not be affected thereby and shall remain in full force and effect; and

3) **Effective Date** - This Resolution shall become effective immediately upon passage.

4) **Notice** - A Notice of this action shall be printed once in *The Daily Record* as required by law.

RESOLUTION NO. 2021-09

A RESOLUTION DESIGNATING MEETING DATES AND THE OFFICIAL NEWSPAPER

WHEREAS, Chapter 231 of the Public Laws of the State of New Jersey for 1975, known as and designated as the "Open Public Meetings Act", requires notification of meetings of public bodies, as therein defined, in the manner therein set forth.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Health of the Township of Mount Olive, as follows:

During the year 2021, the regular meetings of the Board of Health shall be held at 6:30 P.M., at the Mount Olive Township Municipal Building, 204 Flanders-Drakestown Road, on the third Wednesday of each month, and special meetings will be called as needed. The exact dates of the regular meetings are as follows:

February 17, 2021

March 17, 2021

April 21, 2021

May 19, 2020

June 16, 2021

July 21, 2021

August 18, 2021

September 15, 2021

October 20, 2021

November 17, 2021

December 15, 2021

January 19, 2022 Reorganization & Regular Meeting

A certified copy of this Resolution shall be forwarded to *The Daily Record* and posted on the Board of Health bulletin board.

Any additions or changes to the above schedule or changes in the time, date or place of any scheduled meeting will be posted on the official bulletin board and delivered to the official newspaper of the Board of Health in advance, as required by law.

The designated official newspaper for the year 2020 is *The Daily Record*.

The Secretary of the Board shall:

- Post the schedule of meetings on the front entrance hall bulletin board in the Municipal Building.
- Fax or email a copy of this Resolution to *The Daily Record*.
- Keep a copy on file in the office of the Board of Health.
- File a copy of this Resolution with the Clerk of Mount Olive Township.

RESOLUTION BOH 2021-10

RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT – BOARD ATTORNEY

WHEREAS, there exists a need for legal services; and

WHEREAS, the Local Public Contracts Law (*N.J.S.A. 40:11-1, et seq.*) requires that a resolution authorizing employment for “Professional Services” without competitive bids must be publicly advertised; and

WHEREAS, the Business Administrator of the Township of Mount Olive has determined and certified in writing that the value of the acquisition will exceed \$17,500.00; and

WHEREAS, Peter J. King, LLC, of the law firm of King Moench Hirniak & Mehta, LLP, has completed and submitted a Business Entity Disclosure Certification which certifies that Peter J. King, LLC has not made any reportable contributions to a political or candidate committed in the Township of Mount Olive in the previous one year, and that the contract will prohibit Peter J. King, LLC from making any reportable contributions through the term of the contract.

NOW, THEREFORE, BE IT RESOLVED, that Board of Health of the Township of Mount Olive, County of Morris, New Jersey, agrees as follows:

1. That a Contract is awarded to Peter J. King, LLC for the legal services hereinafter specified for the period commencing January 1, 2021 through December 31, 2021.

2. This Contract is awarded without competitive bidding as “Professional Services” under the provisions of the Local Public Contracts Law because these services are professional and it is not possible to obtain competitive bids.

3. The Business Entity Disclosure Certification and the Determination of Value Certification shall be placed on file with this Resolution.

4. That a Notice of this action be published in accordance with law. Said Notice to provide that the Contract is awarded and this Resolution authorizing same are available for public inspection in the office of the Township Clerk and in the Board of Health Office.

5. This Contract is being awarded subject to the availability of funds.

The Resolutions were approved on a motion by Dr. Abrams and second by Dr. Wallack; all present were in favor.

Unfinished Business:

None

Legal Business:

None

Public Portion:

None

Board Comments:

Board member Hawkins thanked the health department for all their hard work.

Board member Abrams asked if there was a program for the seniors to receive the Covid vaccine at home. The Health Officer noted there was no program in place but senior transportation could drive them to a vaccination site. The Assistant Health Officer noted the Visiting Nurses Association in Morristown is looking into initiating a home vaccination program.

Board member Labow thanked the health department for all their hard work.

Adjournment:

The meeting was adjourned at 7:11 pm on a motion by Dr. Abrams and second by Dr. Wallack; all members present were in favor.

Colleen Labow
Chairperson

I, Michele Doucette, Mount Olive Township Board of Health Secretary, do hereby certify that the foregoing Minutes are a true and correct copy of the Minutes approved at a legally convened meeting of the Mount Olive Township Board of Health duly held on February 17, 2021.

Michele Doucette
Board of Health Secretary