

**BOROUGH OF WOODLAND PARK  
BOARD OF HEALTH  
MINUTES OF MEETING HELD  
January 22, 2018**

The Regular Meeting of the Commissioners of the Board of Health of the Borough of Woodland Park was held in the Municipal Building, 5 Brophy Lane on January 22, 2018 and was called to order at 6:15 p.m.

Present: Comm. Luker, Comm. Amato, Comm. Desai, Comm. Hermann, Comm. Murko, Comm. Olivo, and Comm. Salemi

Absent: Comm. Cohen, Comm. Valentin, and Sandy Cameron, Nurse

Also present were Mayor Kazmark, Councilman DeCesare, Councilwoman Gatti, Councilwoman Kallert, Charlene Gungil, Judith Torres and Mari J. Margiotta.

In accordance with the Open Public Meetings Law P.L. 1975 c. 231, notice requirements for this meeting were set forth in the resolution adopted by the Commissioners at the Reorganization Meeting of January 23, 2017 detailing the time and place, with notice given to the public by posting a copy thereof on the bulletin board in the Municipal Building and transmitting copies to the Commissioners of the Woodland Park Board of Health.

**NOMINATION OF OFFICERS:**

Mayor Kazmark called for nominations for the office of President. Commissioner Olivo nominated Commissioner Luker for the office of President and said nomination was seconded by Commissioner Salemi. There being no other nominations for President, nominations were closed. By unanimous vote, Commissioner Luker was voted in for as President.

Mayor Kazmark called for nominations for the office of Vice-President. Mayor Kazmark nominated Commissioner Hermann for the office of Vice-President and upon motion of Commissioner Olivo and said nomination was seconded by Commissioner Salemi. There being no other nominations for Vice-President, nominations were closed. By unanimous vote Commissioner Murko was voted in as Vice-President.

**NEW ALTERNATE COMMINNSIONERS:**

Mayor Kazmark announced the newly termed Alternate Commissioners:

- Sanjay Desai
- Gina Valentin

**MINUTES:**

Upon motion by Comm. Salemi, seconded by Comm. Hermann and passed on roll call vote, the Minutes of the Regular Meeting of December 18, 2017 were approved.

**NURSE'S REPORT**

Charlene Gungil, Director of Department of Health, County of Passaic, gave report for Nurse. In December 2017, the auditing and educating of schools continued. Sandy is organizing with the Library for a once a month health education and free clinic for the residents. Lori Novak-Carafello is forming monthly subjects to host at the Boys and Girls Club for the seniors.

**SANITARY INSPECTOR'S REPORT:**

Judith Torres, Environmental Health Specialist, Department of Health, County of Passaic, stated that projects are ongoing. Many establishments, restaurants, are being reinspected. A matter of educating these places. Suggestion of an ordinance for fines. Chapter 24 State law. Pool inspections will begin in the upcoming months. A dog bite occurred over the weekend. Rules and regulations need to be revisited and updated. Councilwoman Kallert suggested we contact Wayne Township for an animal census. Creating a spreadsheet through the Police Department of all registered dogs from 2015 to present.

**HEALTH DIRECTOR REPORT:**

Charlene Gungil, Director of Department of Health, County of Passaic, this month, January 2018 will start the school audits for the State check list. Sandy Cameron, is diligently working on these visits. More information will be available for the next meeting.

**SECRETARY'S REPORT:**

Mari J. Margiotta reported that the registration fees for the food licenses are still being received by the various food restaurants and sellers. Certificates are being mailed out as the office receives them. Some establishments are overdue.

**NEW BUSINESS:**

**1. New Business**

- A. R18-01 a resolution, upon the recommendation by the Board, to appoint Mari J. Margiotta, CMR as Registrar for the Borough of Woodland Park.**

**SCHEDULE OF MEETING DATES FOR THE BOARD OF HEALTH**

**WHEREAS**, the Board of Health of the Borough of Woodland Park desires to appoint Marie J. Margiotta, as the Woodland Park Registrar; and

**NOW, THEREFORE BE IT RESOLVED**, that the Board of Health of the Borough of Woodland Park, in the County of Passaic, New Jersey, hereby appoints Marie J. Margiotta as the Registrar for the Borough of Woodland Park.

Upon Motion made by Vice President Murko, and seconded by Commissioner Hermann, the foregoing resolution was adopted on roll call vote.

- B. R18-02 a resolution, approving the schedule of meetings for the Woodland Park Board of Health, 5 Brophy Lane, Woodland Park at 6:15 p.m. to be held in the Community Room on the second floor for the year 2017.**

**SCHEDULE OF MEETING DATES FOR THE BOARD OF HEALTH**

**WHEREAS**, in accordance with the Open Public Meeting Law, P.L. 1975, C. 231, the Board of Health of the Borough of Woodland Park must set forth in an Annual Notice a schedule of its meetings for the year 2018.

**NOW, THEREFORE BE IT RESOLVED**, by the Board of Health of the Borough of Woodland Park that this Council shall meet during the year 2018 in the Mayors

Conference Room on the second floor for its Regular Meetings, in the Municipal

**January 22, 2018**

Building, 5 Brophy Lane, Woodland Park, NJ at 6:15 p.m. in accordance with the following schedule:

2018 Regular Meetings

March 19th  
June 18th  
September 17th  
December 17th

Reorganization Meeting of 2019

January 28, 2019

**BE IT FURTHER RESOLVED**, that a copy of this Annual Notice be filed in the office of the Municipal Clerk, be posted on the bulletin board in the Municipal Building, be transmitted to The Herald News of Woodland Park and legally advertised as required by law.

Upon Motion made by President Luker, and seconded by Commissioner Hermann, the foregoing resolution was adopted on roll call vote.

**C. 18-03, a resolution, approving the depository for the Board of Health Account be Capital One, Woodland Park Office and all disbursements shall be made by checks signed by Keith Kazmark, Mayor, and Kevin Galland, Municipal Clerk.**

**DEPOSITORY FOR BOARD OF HEALTH**

**BE IT RESOLVED**, by the Municipal Council of the Borough of Woodland Park that Capital One, Woodland Park Office, shall be the depository for the Board of Health Account of the Borough of Woodland Park;

**BE IT FURTHER RESOLVED**, that all disbursements shall be made by checks signed by Keith Kazmark, Mayor and Kevin V. Galland, Municipal Clerk.

Upon Motion made by Commissioner Salemi, and seconded by Commissioner Hermann, the foregoing resolution was adopted on roll call vote.

President Luker reminded everyone on Saturday, March 24, 2018, the Easter Bunny Breakfast will be held. Start time of 9:00am. The Health Fair is held right after at 10:00am. This event will be held at Memorial School.

**ADJOURNMENT:**

There being no further business to come before this Board, upon motion by Commissioner Desai, seconded by Commissioner Salemi and passed on roll call vote, the meeting was adjourned at 6:52 p.m.

Respectfully Submitted,

Mari J. Margiotta  
Board of Health, Secretary