

The meeting was called to order at 7:00PM

President Cheriyan stated that notice of this meeting held via Zoom was posted on the Bergenfield Website, sent by e-mail to the Record and Cablevision. It was placed on two bulletin boards in the Municipal Building and placed on file in the Borough Clerk's office.

ROLL CALL

Dr. Cheriyan
Mrs. Pfannen
Mr. Cabuhat-Absent
Dr. Quiroz
Mrs. Marte -Absent

Also present Mrs. Williams, Ms. Kayla Williams and two residents.
Mr. Fedorko arrived at 7:30pm.

OPEN HEARING

There being no one present who wished to be heard, on a motion by Vice-President Pfannen seconded by President Cheriyan and carried the time for Open Hearings was closed.

MINUTES

A motion was made by Vice-President Pfannen seconded by President Cheriyan and carried that the Minutes of the regular meeting of December 2021 be accepted as written.

BILLS TO BE PAID

Mrs. Williams stated that on behalf of President Cheriyan, Purchase Orders have been signed by Mrs. Williams and submitted. A motion was made by Vice-President Pfannen, seconded by President Cheriyan and carried that the following bills were reviewed and approved.

Cooper	1,097.25
McKesson Medical	356.35

REPORTS

Legal and Finance

"No Report"

Medical

"No Report"

Personnel

Vice-President Pfannen reported that Liesl Forames, per-diem nurse for the Health Department has resigned effective December 30, 2021. Vice-President Pfannen stated that Mrs. Forames will be missed. Vice-President Pfannen also stated that our public health nurse supervisor is on a leave of absence.

Vice-President Pfannen reported that Jim Fedorko, H.O. has been extremely helpful in helping identify all areas that need to be addressed immediately such as assigning COVID cases to contact tracers, issuing reports and COVID stats. The position for a permanent part-time nurse which consists of 28 hours a week has been posted on various sites. Two resumes have been received, one of the candidates was looking for a per-diem position and not interested in the permanent part-time position. She will be placed in our per-diem pool and contacted when needed. The second candidate is interested in the 28 hours per week position and based on a conversation with Vice-President Pfannen outlining the position, the candidate is qualified and available to start immediately. There is a deadline for submission of resumes and Vice-President Pfannen will reach out to all Board members for their availability to schedule an interview with her and any other candidates that meet the requirements.

Vice-President Pfannen also stated that Mr. Fedorko has partnered Liesl with a nurse from another town to assist us during this period.

President Cheriyan stated that we need to fill the position immediately since we don't have a nurse in the Health Department during these difficult times.

Publicity

The Board of Health meeting was advertised on the Bergenfield Website, The Record and Cablevision.

Liaison To Mayor & Council

Vice-President Pfannen stated that she spoke with Mayor Amatorio regarding whether to hire a per-diem nurse to replace Mrs. Forames or perhaps hire a permanent part-time nurse for the 28 hours. It was decided to hire a permanent part-time nurse at this time but that Mayor & Council are opened to possibly advance to full time if needed in the future. Mayor Amatorio stated to Vice-President Pfannen that Mayor & Council would like a strong Health Department to be proactive and develop community programs.

Legislature & Regulatory

No report

Written Reports of the Department

President Cheriyan stated that the Board received the monthly & annual reports of the department and praised Kayla on the wonderful job she's doing during these challenging times. President Cheriyan also wanted to thank Mr. Fedorko for being available at all times to answer any questions the residents have since our nurse is on medical leave. President Cheriyan thanked the Health Department staff for all their dedication and hard work during these difficult times.

Vice-President Pfannen asked Kayla about the property maintenance complaint mentioned on her monthly report and wondered if this was a Code enforcement issue. Kayla explained that she had received several complaints about this property from a neighbor who felt the issues weren't being addressed. Kayla spoke to the Code Enforcement officer who said he had not received any complaints on this property. Kayla visited the property to make sure there were no health concerns and upon arriving at the property, the owner had taken care of the issues the neighbor had complained about.

A conversation took place regarding the food establishment in town that has been a constant problem. Kayla stated that Health Officer Mr. Fedorko and another health inspector are working on how to move forward with this establishment.

Ms. Kayla Williams reported that upon comparing the 2020 and 2021 annual report, it is apparent that the same establishments have repeat sanitation violations. The current sanitary ordinance states that a “conditionally satisfactory” placard should be placed in a conspicuous location, Ms. Williams suggested amending the ordinance to state that a “conditionally satisfactory” placard should be placed in a public location such as the window or door. Ms. Williams feels these establishments need to understand the importance of food safety and compliance. Inspections conducted every six months and spot checks will also be helpful in keeping those establishments in compliance. President Cheriyan agreed that the condition of the establishment should be visible to the public to ensure the safety of the residents and agreed with Ms. Williams’ recommendation and Vice-President Pfannen agreed that establishments with repeat violations should be inspected every six months. A short conversation took place regarding posting “conditionally satisfactory” inspections on the Website or publish in the Media.

Ms. Williams also suggested adding an additional fee to the Food License for establishments that have had two or more “conditionally satisfactory” inspections. The Board agreed it is something to consider moving forward.

A conversation took place regarding the importance of COVID stats posted. President Cheriyan stated that schools have been ordered to work with the local health department to discuss positive cases and how to deal with various COVID related situations. Also, the Board of Education will discuss with the Local Health Department what action should be taken, if necessary, with school closings or remote learning and the stats would be supporting documentation.

Mr. Fedorko reported on a COVID-19 related death in Bergenfield. Mr. Fedorko also reported that the percent of COVID-19 related hospital patients increased in December from the previous months. Influenza activity level is high statewide and there have been no influenza-associated confirmed pediatric deaths reported this season. Mr. Fedorko stated that the New Jersey Dept. of Health has allowed the schools to adopt new guidelines allowing quarantine and isolation to be a shorter time.

A short conversation took place regarding COVID-19 stats to be issued on a weekly basis to Mayor & Council, Board of Health as well as posted on the website.

A motion was made by Vice-President Pfannen seconded by Dr. Quiroz and carried that the written December 2021 reports and 2021 Annual Reports of the Department be accepted as written.

CORRESPONDENCE

“No Correspondence”

UNFINISHED BUSINESS

1. Budget 2022

Mrs. Williams reported that there has been no date scheduled for a Budget meeting at this time. Vice-President Pfannen stated that she is working on a proposal to be submitted to the Borough Administrator as well as Mayor & Council for the 2022 salaries for the employees of the Health Department. Vice-President Pfannen also stated that additional money will need to be added to the Health Department Salary & Wages to accommodate both the Permanent Part-time Nurse and the Per-Diem nurses when needed.

NEW BUSINESS**1. Cosmetology Ordinance – First Reading**

A motion was made by Dr. Quiroz, seconded by Vice-President Pfannen and carried that the Cosmetology Ordinance have 1ST reading by Title only on January 11, 2022.

ORDINANCE 22-003 – AN ORDINANCE TO SUPERSEDE AND PRE-EMPT THE CURRENT CHAPTER 312-COSMETOLOGY ORDINANCE TO INCLUDE HAIR SALONS/BARBER SHOPS.

NOW, THEREFORE, BE IT RESOLVED that said ordinance be passed on first reading and the same was then ordered to be published according to law; and that said ordinance will be further considered for final passage at the next Board of Health meeting. All persons interested will be given an opportunity to be heard.

On roll call, all members present voted “yes”.

VERBAL COMMUNICATION

Ms. Williams stated that the new Cosmetology Ordinance includes Hair Salons, Barber Shops, Nair Salons, skin care and hair braiding.

There being nothing further to come before the Board, on a motion by Vice-President Pfannen seconded by Dr. Quiroz and carried, the meeting was adjourned Sine Die at 7:45PM.

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The Board then proceeded to reorganize for 2022

Mrs. Williams stated that Mayor & Council thanked Mrs. Pfannen for accepting another term on the Board of Health. President Cheriyan congratulated Mrs. Pfannen on her re-appointment.

ROLL CALL

Dr. Cheriyan
Mrs. Pfannen
Mr. Cabuhat – Absent
Dr. Quiroz
Mrs. Marte – Absent

Also, present Mr. Fedorko, Mrs. Williams, Ms. Williams, Mrs. DeLaCruz and Bergenfield residents. President Cheriyan appointed Mrs. Williams as Temporary Chairperson.

Mrs. Williams opened the floor for nominations for the office of President. Nomination was made by Mrs. Pfannen that Dr. Cheriyan be elected President. There being no further nomination, on a motion by Mrs. Pfannen seconded by Dr. Quiroz and carried, the nominations for the office of President was closed.

Mrs. Williams opened the floor for nomination for the office of Vice President. Nomination was made by Dr. Cheriyan that Mrs. Pfannen be elected Vice President. There being no further nomination, on a motion by Dr. Cheriyan seconded by Dr. Quiroz and carried, the nominations for the office of Vice-President was closed.

Mrs. Williams opened the floor for nomination for the office of Secretary. Nomination was made by Mrs. Pfannen that Mrs. Marte be elected Secretary. There being no further nomination, on a motion by Dr. Cheriyan seconded by Mrs. Pfannen and carried, the nominations for the office of Secretary was closed.

The chair was then turned over to President Cheriyan.

Present Cheriyan made the following committee appointments:

Legal & Finance	Mrs. Marte
Medical	Dr. Quiroz
Personnel	Board of Health
Publicity	Mrs. Williams
Liaison to Mayor & Council	Mrs. Pfannen
Legislative & Regulatory	Mr. Cabuhat

Dr. Quiroz offered a Resolution, seconded by Mrs. Pfannen as follows:

BE IT RESOLVED by the Board of Health of the Borough of Bergenfield, that the meetings of the Board of Health for the year 2022 will be held on the following dates at 7:30PM.

January 11 th	July – No meeting
February 8 th	August – No Meeting
March 8 th	September 13 th
April 12 th	October 11 th
May 10 th	November 8 th
June 14 th	December 13 th

Mrs. Pfannen offered a Resolution, seconded by Dr. Quiroz as follows:

BE IT RESOLVED by the Board of Health of the Borough of Bergenfield, that the following media be designated by the Board of Health to receive meeting notices.

The Record
Borough Website
Cablevision of New Jersey

There being nothing further to come before the Board, on a motion by Mrs. Pfannen seconded by Dr. Quiroz and carried, the meeting was adjourned at 8:00PM.

Respectfully Submitted

Felicia Williams
Registrar of Vital Statistics