

Town of Dover
Special Meeting of the Board of Health
November 5, 2018
6:30 pm

A special meeting of the Dover Board of Health was held at Water Works Park, 100 Princeton Avenue, Dover.

Board President Irene Hansen called the meeting to order at 6:30 pm and announced that the meeting complies with the requirements of the Open Public Meetings Act and has been duly publicized and posted.

Secretary Sandra Scarneo called roll.

ROLL CALL

PRESENT: Irene Hansen, Sandra Scarneo, Christopher Chapman,
Judith Rugg

ABSENT: Darlene Kasko

ALSO PRESENT: Trevor Weigle, Health Officer
Carolyn Blackman, Alderman/Liaison
Aracelis V. Orama Galloza, Deputy Registrar
Donald Costanzo, Aide

Trevor Weigle, HO stated that the purpose of this evening's special meeting was to discuss and deliberate over the following matters of business:

- 1. Minutes from the previous, October 15, 2018, regular meeting**
- 2. Interlocal Health Service Agreement; and,**
- 3. 2019 operating expense budget.**

The board proceeded with the specified order of business.

1st Order of Business: Minutes.

A motion to accept the minutes from the October 15, 2018, regular meeting of the Board of Health was made by Sandra Scarneo and duly seconded by Christopher Chapman.

ALL YEAS; NO NAYS.

2nd Order of Business: Interlocal Health Services Agreement.

The Health Officer presented the board a copy of the 2019 – 2020 Shared Services Agreement between the Township of Mt. Olive and the Town of Dover.

The agreement continues and extends health services for the next two (2) years at a \$102,556 for CY 2019; and, \$104,604 for CY 2020; representing a 2% increase per year.

A motion to support the renewal of the uniform shared services agreement between the Town of Dover and the Township of Mount Olive for local public health services for 2019 - 2020 was made by Irene Hansen which opened the floor to discussion.

DISCUSSION:

Sandra Scarneo pointed out that the health services agreement was first approved by the Board of Aldermen by resolution on 10/09/2018 prior to Board of Health review. Ms. Scarneo's felt strongly that the health services agreement should first be reviewed and acted upon by the Board of Health, and then by the Board of Aldermen after the Board of Health has completed its review. Judy Rugg concurred with this position.

Irene Hansen commented that in the past, the agreement had been approved by the Board of Aldermen before being presented to the Board of Health and that regardless of the order of review, the service arrangement was funded without dissention.

The board was divided on approving the agreement as presented which led to the following motion:

Irene Hansen made a motion to return the shared services agreement to the Administrator/Board of Aldermen with a note requesting that the review process start over; and, that the first order of review and approval be conducted by the Board of Health before deliberation by the Board of Aldermen. The motion was duly seconded by Christopher Chapman.

ALL YEAS; NO NAYS.

3rd Order of Business: Operating Budget.

Trevor Weigle, Health Officer, distributed 2019 operating budget worksheets to the board for discussion.

During discussion of the budget, Judy Rugg commented that a more detailed expense accounting of department activities would be helpful to the board, and asked if such an accounting could be presented on a regular basis at meetings.

Because the board agreed to return the shared health services agreement to administration and start the review process over again, the health services agreement line item in the operating budget became a point of contention.

Sandra Scarneo felt that the health services agreement line item proposed for 2019 be held at \$100,000.

Following discussion, a **motion to approve the 2019 operating budget with a \$100,000 appropriation to the health services agreement line item in the budget** was made by Irene Hansen and duly seconded by Christopher Chapman.

ROLL CALL VOTE ALL YEAS; NO NAYS.

ACCOUNT	TITLE	2018 Approved	2019 Approved
021	ADVERTISING	\$ 200	\$ 250
023	OFFICE SUPPLIES	\$ 2,000	\$ 2,000
025	MAIN. OF VEHICLES	\$ 750	\$ 750
026	MAIN. OF EQUIP.	\$ 2,000	\$ 3,000
028	ANIMAL CONTROL CONTRACT	\$ 41,000	\$ 41,000
029	VETERINARY SERVICES	\$ 6,000	\$ 6,000
033	PUBLICATIONS	\$ 100	\$ 100
042	PROF. TRAINING - STAFF DEV.	\$ 1,000	\$ 750
044	DUES	\$ 200	\$ 200
045	PROGRAM EXPENSES		
	programs	\$ 2,000	\$ 2,000
	influenza program:	\$ 4,000	\$ 4,500
	registrar stipend	\$ 5,000	\$ 5,000
	miscellaneous - contingencies	\$ 536	\$ 500
	SUB-TOTAL:	\$ 11,536	\$ 12,000
056	MEDICAL SUPPLIES	\$ 750	\$ 500
081	HEALTH SERVICES AGREEMENT	\$ 100,544	\$ 100,000
090	SANITATION EXPENSES	\$ 2,000	\$ 2,000
102	CONFERENCE REGISTRATION	\$ 55	\$ 55
103	TRAVEL REIMBURSEMENTS	\$ 500	\$ 1,000
OE TOTAL:		\$ 168,635	\$ 169,605

**THE MEETING WAS OPENED TO MEMBERS OF THE GENERAL PUBLIC
WHO WISHED TO COMMENT.**

No one from the general public was present.

Upon completion of the public portion of the meeting, President Irene Hansen entertained a motion to adjourn the meeting. **A motion to adjourn the meeting** was made by Christopher Chapman and seconded by Irene Hansen.

ALL AYES; NO NOES

**MEETING ADJOURNED
7:45 pm**