

JANUARY 15, 2019

IN COMPLIANCE WITH CHAPTER 231, PUBLIC
LAW 1975, NOTICE OF THIS MEETING WAS GIVEN BY WAY OF ANNUAL
NOTICE: EMAILED TO THE HOME NEWS TRIBUNE AND THE
SENTINEL AND POSTED ON THE WEBSITE OF THE BOROUGH OF SOUTH
RIVER AND THIS ANNOUNCEMENT MUST BE ENTERED INTO THE MINUTES
OF THIS MEETING.

A Regular Meeting of the Board of Health of the Borough of South River in the County of Middlesex, the State of New Jersey was held on January 15, 2019 and was called to order by Allison Steffaro at 6:00 PM at 48 Washington Street in South River, New Jersey, with the following Committee Members in attendance:

Committee Member(s) Present: Drugos, Kolbik, Lukacs, Major, Roselli, Steffaro,
Trygar, Hayden, Balazs
Council Liaison: Clmn. Gurchensky
Health Inspector Edwin Gano
BOH Secretary D. Jones

New members were introduced and welcomed to the Board as well as current members getting reappointed.

Organization

Debra Jones asked for name(s) for the Election of President. Bonnie Trygar nominated Allison Steffaro and was seconded by Joyce Major. No other nominations were made. Motion to close nomination by Beth Lukacs seconded by Heather Drugos. All were in favor.

Election of Allison Steffaro to the position of President, to the SR Board of Health.

ROLL CALL VOTE

Yeas: Drugos, Kolbik, Lukacs, Major, Roselli, Steffaro, Trygar
Nays: None

Allison Steffaro resumed the seat of President to the Board of Health.

Allison Steffaro asked for name(s) for the Election of Vice-President. Joyce Major nominated Beth Lukacs and was seconded by Allison Steffaro. No other nominations were made. Motion to close nomination by Joyce Major seconded by Allison Steffaro. All were in favor.

REGULAR MEETING
BOARD OF HEALTH
MEETING NO. 1
PAGE NO. 2

JANUARY 15, 2019

ROLL CALL VOTE

Yeas: Drugos, Kolbik, Lukacs, Major, Roselli, Steffaro, Trygar
Nays: None

Appointment(s)

RES: 2019-1

January 15, 2019

RESOLUTION

WE THE MEMBERS of the Board of Health of the Borough of South River do hereby appoint Debra A. Jones to the position of secretary to said board for the period of January 1, 2019 through December 31, 2019 in accordance with the current borough salary ordinance/resolution.

Dated: January 15, 2019

/s/ Allison Steffaro, President

Motion to accept Resolution made by Joyce Major. Seconded by Heather Drugos

ROLL CALL VOTE

Yeas: Drugos, Kolbik, Lukacs, Major, Roselli, Steffaro, Trygar
Nays: None

Resolutions

RES:2019-2

January 15, 2019

RESOLUTION

WE THE MEMBERS of the Board of Health of the Borough of South River do hereby appoint Debra A. Jones to the position of Registrar of Vital Statistics for the period from January 1, 2019 through December 31, 2019 in accordance with the current borough salary ordinance/resolution.

Dated: January 15, 2019

/s/ Allison Steffaro, President

Motion to accept Resolution made by Joyce Major. Seconded by Beth Lukacs

REGULAR MEETING
BOARD OF HEALTH
MEETING NO. 1
PAGE NO. 3

JANUARY 15, 2019

ROLL CALL VOTE

Yeas: Drugos, Kolbik, Lukacs, Major, Roselli, Steffaro, Trygar
Nays: None

RES:2019-3

January 15, 2019

RESOLUTION

WE THE MEMBERS of the Board of Health of the Borough of South River do hereby recommend that a stipend be given to Diane Nale for her services as Deputy Registrar of Vital Statistics for the period from January 1, 2019 through December 31, 2019 in accordance with the current borough salary ordinance/resolution.

Dated: January 15, 2019

/s/ Allison Steffaro, President

Motion to accept Resolution made by Joyce Major. Seconded by Beth Lukacs

ROLL CALL VOTE

Yeas: Drugos, Kolbik, Lukacs, Major, Roselli, Steffaro, Trygar
Nays: None

RES:2019-4

January 15, 2019

RESOLUTION

WHEREAS, the Board of Health of the Borough of South River in the County of Middlesex, the State of New Jersey, has heretofore adopted a compiled "Rules and Regulations of the South River Board of Health; and

WHEREAS, the Board of Health desires to re-adopt the same for the year 2019; and

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the Board of Health of the Borough of South River that the said "Rules and Regulations" of the South River Board of Health", as compiled, be adopted for the year 2019.

Dated: January 15, 2019

/s/ Allison Steffaro, President

Motion to accept Resolution made by Joyce Major. Seconded by Beth Lukacs

ROLL CALL VOTE

Yeas: Drugos, Kolbik, Lukacs, Major, Roselli, Steffaro, Trygar

Nays: None

South River Board of Health
"By Laws"

Article I – Meetings

Section I

The Board of Health, a legally constituted and autonomous body of the Borough of South River, New Jersey shall meet to perform its' legal functions, the third Tuesday of each month, at 6:00 p.m. at 48 Washington Street. In the event said Tuesday should fall on a legal holiday, then said regular meeting shall be held on that day following, not a holiday or weekend. Board will not meet during the months of November or December.

Section II

During the month of January of each year, at the regularly scheduled meeting, there shall be the election of officers, adoption and signing of these "by laws" and annual appointments of contractual services.

Section III

A special meeting may be called at the discretion of the president of the board and/or any three members thereof and with a direct telephone call or five days prior notice by mail to all of the said board members. A meeting shall be held on the specified date of the month at 6:00 p.m. at 48 Washington Street or any other designated place. Also adequate notice of this special meeting must be e-mailed to the Home News and posted on the Borough's Website. Said notice shall set forth any and all matters to be taken up at the meeting and only those matters set out therein may be brought before said meeting, except that the hearing and adoption of ordinance shall be heard only the Board's regularly constituted meeting date, being the third Tuesday of the month.

Article II – Duties of Officers

Section I

It shall be the duty of the President to preside at all meetings of the board and to perform all duties usually pertaining to this office.

Section II

The Vice President shall perform all duties of the President in the absence or disability of the President.

Section III

In the case that a quorum is present and neither the President nor Vice President is present, the senior member present at the meeting shall preside.

Section IV

The secretary or a clerk shall keep minutes of all proceedings and record same. In the absence or disability of the secretary, a person presiding over the meeting shall appoint a member to perform the duties of the secretary.

Article III – Election of Officers

Section I

The President and Vice President shall be elected at the first meeting in January each year. A majority vote of the board is required for election. Should there be more than two nominees for an office and no one has majority on the first vote, a second vote shall be taken after dropping all candidates but the two having the most votes.

Section II

Should any office become vacant during the year, a special election to fill such vacancy shall be held at the next regular meeting of the board.

Section III

Any member of the board can nominate any board member for office.

Article IV – Membership

Section I

Members are required to attend all meetings unless being excused for sickness or other valid reason. Eight consecutive weeks or four consecutive regular meetings, whichever shall be of longer duration in a calendar year shall constitute automatic resignation. Unexcused absences shall be at the pleasure of the board and duly noted.

Section II

Each year, a copy of these “by laws” shall be distributed to each member for his or her use and passed by Resolution and filed with the Secretary of the Board of Health.

Article V – Committees

Section I

The President shall be empowered to appoint such special committees as he/she deems necessary at any time.

Section II

A majority of the Board at any meeting, delegate and empower any committee to act for the Board on any special project.

Section III

Reports of special committees shall be submitted in writing to the Board secretary for duplication and distribution prior to any meeting at which report is to be made. Where feasible, standing committee shall follow the same procedure.

Article VI – Amendment

Section I

These “by laws” may be amended at any official meeting by a majority of the Board members.

Article VII – Parliamentary Authority

Section I

Robert’s rules of order shall be the parliamentary authority on all matters not covered by the “by laws” of this board.

Article VIII – Suspension of “By Laws”

Section I

These rules and regulation may be suspended in case of emergency by unanimous consent of all members present at an official meeting.

Article IX – Order of Business

Section I

- A. Public Announcement
- B. Regular Meeting - Call to order by presiding officer
- C. Roll call
- D. Action on minutes of previous meeting
- E. Action on ordinances
- F. Registrar’s Report
- G. Health Inspectors Sanitation Report
- H. Old Business
- I. New Business
- J. Public Comments
- K. Board Liaison Comments
- L. Board Members Comments
- M. Adjournment

Article X – Public Comment

Section I

Public comment shall be afforded to all members of the general public at each regular meeting of the Board of Health. Any member of the general public desiring to address the Board of Health shall do so upon recognition of said speaker by the Chair. The speaker shall first identify herself/himself by name and address. The speaker shall be permitted to address the Board of Health on any topic that is for the good and welfare of the general public. Comments shall be limited to five (5) minutes per speaker per meeting. No questioning individual members of Board shall be permitted by any speaker. In the event a speaker wished to pose a question to any individual member, she/he shall address the question to the Chair, the time limitation imposed by this Rule may be waived or modified by a majority of the members present, upon motion duly made and seconded. No member of the public shall be allowed to poll the Board on any issue, whether said issue shall be put to an official vote.

Revised: 4-17-2018

RES:2019-5

January 15, 2019

RESOLUTION

BE IT RESOLVED by the South River Board of Health of the Borough of South River in the County of Middlesex, the State of New Jersey, that the following schedule of meetings for the year 2019 shall be adopted:

Place: 48 Washington Street

Time: 6:00 pm

DATES: MONTH DAY

Meetings are the 3rd Tuesday of each Month except where noted:

February	19th
March	19th
April	16th
May	21st
June	18th
July	16th
August	20th
September	17th

REGULAR MEETING

JANUARY 15, 2019

BOARD OF HEALTH
MEETING NO. 1
PAGE NO. 8

October	15th
November	no meeting
December	no meeting
January (2020)	21st

Dated: January 15, 2019

/s/ Allison Steffaro, President

Motion to accept Resolution made by Joyce Major. Seconded by Beth Lukacs

ROLL CALL VOTE

Yeas: Drugos, Kolbik, Lukacs, Major, Roselli, Steffaro, Trygar

Nays: None

RES:2019-6

January 15, 2019

RESOLUTION

BE IT AND IT IS HEREBY RESOLVED, by the Board of Health of the Borough of South River in the County of Middlesex, the State of New Jersey, that pursuant to Chapter 231, Public Law 1975, the Home News-Tribune, a news publication published in Neptune, NJ and with circulation within the Borough of South River is hereby designated as the Official Newspaper for all Official Notices of the Board of Health for the year 2019; and

BE IT FURTHER RESOLVED that the Sentinel Publication, a weekly newspaper used for display advertisement not of a legal nature.

Dated: January 15, 2019

/s/ Allison Steffaro, President

Motion to accept Resolution made by Joyce Major. Seconded by Beth Lukacs

ROLL CALL VOTE

Yeas: Drugos, Kolbik, Lukacs, Major, Roselli, Steffaro, Trygar

Nays: None

Regular Meeting

MINUTES

Monthly minutes for October 2018 was submitted for approval and/or amendment. Larisa Kolbik made a motion to approve the minutes and was seconded by Heather Drugos. All were in favor.

REPORTS

The monthly registrar reports for October, November, December 2018 were reviewed and read. A motion to accept the reports were made by Bonnie Trygar. Seconded by Larisa Kolbik. All were in favor.

The monthly health inspector's sanitation reports for October, November, December 2018 were reviewed and read. A motion to accept the reports were made by Bonnie Trygar. Seconded by Larisa Kolbik. All were in favor.

OLD BUSINESS

1. Food Bank - \$8,093.39 – Beth stated that many donations were received during the months of October, November and December. Thanksgiving Dinner went well over 120 clients were given meals. Christmas gifts were given this year to clients, as well as a toy drive that made approximately 70 children holidays a bit happier this year. Programs continue. The schools will hold a food drive in the Spring. Debbie reminded Beth that when something is posted on social media to let the BA know just so the Borough is aware of it. Beth stated that she did a presentation in December at the Mayor and Council meeting and is on Facebook if anyone wants to see it.
2. Animal Control – \$0 – Larisa stated that various areas which had issues with trapping and spayed and neutering such as Willett, Ridge and Mageira, have been addressed. Debbie will meet with Larisa during the week to go over some past due bills for 2018 that may have not been paid. The Board approved with a motion made by Bonnie Trygar and seconded by Heather Drugos, all were in favor that the bill for \$165.00 dated December 2018 should be paid with 2019 funds, if it can't be paid from the 2018 budget balance. Debbie will also look into this.
3. Event Planning - \$496.99 – Members agreed to have another painting party and the proceeds to go to the TNR program. Debbie gave some dates when the Ria Mar is available. Board selected March 28, 2019, Thursday at 7 pm. Cost will be \$25.00, limited seating of 40. Refreshments will be provided by Ria Mar. Debbie will have flyers and tickets available at the next meeting. She will also confirmed the date with the Ria Mar.

BOARD OF HEALTH
MEETING NO. 1
PAGE NO. 10

4. Operation RAM - \$1,199.89 – One of the Officers from the Police Department is deployed over in Cuba. Allison will talk with the student council and get back to the members at the next meeting as to what to send and how much to spend.
5. Frost on the Pumpkin - \$7, 045.41 – Race went well this year. Good job by all.

BOARD LIAISON COMMENTS

Jim Gurchensky is this year's liaison to the Board.

ADJOURNMENT

Motion was made by Joyce Major to adjourn the meeting, seconded by Larisa Kolbik. All were in favor. Next meeting will be held on February 19, 2019.

Respectfully submitted,
Debra A. Jones, Secretary to Board