

**TOWNSHIP OF UNION
BOARD OF HEALTH
MINUTES OF THE REGULAR MEETING
OCTOBER 13, 2021**

The regular meeting of the Board of Health, Township of Union, New Jersey was called to order at 6:00 P.M. by Vice President Porter. The Secretary/Health Officer called the roll as follows:

Jackie Carter, Pres.	Excused
Stefan Erwin, Esq.	Excused
Yvette Gibbons, Esq.	Present
Teresa Palencia	"
Andrew Porter, Vice Pres.	"
Ellyn Smith	"
Mary Lynn Williams	Late
Michele Antley	Present
William Strazza, BOH Attorney	"

Vice President Porter opened the meeting by stating this is a regular meeting of the Board of Health. Public notice of this meeting has been given as required by the "Open Public Meeting Law."

Minutes of the regular meeting of September 8, 2021 were approved following a motion by Board Member Palencia, and second by Board Member Smith. Board Member Gibbons, Esq abstain.

The August and September reports of the Health Officer, Registrar of Vital Statistics, Registered Environmental Health Specialists, Union/Kenilworth Animal Control, Financial, and Holy Redeemer were unanimously approved based on a motion by Board Member Smith and second by Alt. Board Member Antley. All aye.

Under old business, the Secretary/Health Officer provided Covid-19 updates as follows: local statistics along with zone status, briefly discussed variants and strains. Attended meeting with school nurses and director to discuss polices, guidance and reporting.

In continuance under old business, the Secretary Health Officer provided staffing updates within the Animal Control Program as follows: New ACO hire (Michelle DiDomenico) performing satisfactorily at this time; recently hired new Animal Attendant (John Benigno) who is currently in the process on obtaining his Animal Control Officer certification, anticipation completion date mid-December. The Secretary/Health Officer presented Ashley Rodriguez, Animal Attendant request for a raise. The Secretary/Health Officer commented on her accomplishments and dedication within the program and would continue to be an asset to the program. Therefore, the Secretary/Health Officer suggested a title change to Supervisory Animal Attendant with a 10% title change. At this time, Vice President Porter expressed his positive experiences and interactions with Ms. Rodriguez, Animal Attendant throughout the years. The Secretary/Health Officer also mentioned Ms. Rodriguez successful Adoption event which entailed weeks of networking, planning and organizing. The Board at this time unanimously agreed to consider increasing salary ranges for those positions within the Animal Control program in attempt to retain and provide competitive salaries for a more successful program. At this time, Board of Health Attorney Strazza suggested redrafting existing salary ordinance and then presented at the next meeting for first reading and further discussion. Proposed salary increases to be tables until the next meeting. All aye.

The Secretary/Health Officer introduced an Ordinance amending Township of Union Board of Health Fees to increase Farmers Market annual fee of \$100 to \$150.

Vice President Porter requested a motion to have the Secretary/Health Officer read Ordinance by title. A motion was made by Board Member Palencia and second by Board Member Smith to have the Secretary/Health Officer read the Ordinance by title for first reading. All aye.

“An Ordinance Amending Township of Union Codes, Chapter 563. Fees, Board of Health subsection 563-1 Fee Schedule established”

Vice President Porter requested a motion to open the meeting to the public for discussion. A motion was made by Board Member Smith and second by Alt Board Member Antley to open the meeting to the public, none present a motion was made by Board Member Williams and second by Alt Board Member Antley to close the meeting to the public. The motion carried a roll call vote as follows:

<i>Michelle Antley, Alt.</i>	<i>Aye</i>
<i>Yvette Gibbons, Esq.</i>	<i>“</i>
<i>Andrew Porter</i>	<i>“</i>
<i>Teresa Palencia</i>	<i>”</i>
<i>Ellyn Smith</i>	<i>”</i>
<i>Mary Lynn Williams</i>	<i>”</i>

Vice President Porter requested a motion to open the meeting for Board discussion. A motion was made by Board Member Smith and second by Board Member Palencia to open the meeting for Board discussion. There being no discussion, a motion was made by Board Member Smith and second by Board Member Palencia to close the meeting for discussion. The motion carried a roll call vote as follows:

<i>Michelle Antley, Alt.</i>	<i>Aye</i>
<i>Yvette Gibbons, Esq.</i>	<i>“</i>
<i>Andrew Porter</i>	<i>“</i>
<i>Teresa Palencia</i>	<i>”</i>
<i>Ellyn Smith</i>	<i>”</i>
<i>Mary Lynn Williams</i>	<i>”</i>

Vice President Porter requested a motion to pass amendment to Chapter 563 on first reading. A motion was made by Board Member Williams and second by Alt Board Member Antley to pass amendment on first reading. The motion carried a roll call vote as follows:

<i>Michelle Antley, Alt.</i>	<i>Aye</i>
<i>Yvette Gibbons, Esq.</i>	<i>“</i>
<i>Andrew Porter</i>	<i>“</i>
<i>Teresa Palencia</i>	<i>”</i>
<i>Ellyn Smith</i>	<i>”</i>
<i>Mary Lynn Williams</i>	<i>”</i>

A motion was made by Board Member Smith and second by Alt Board Member Antley that this Ordinance to be presented for second and final passage at the next regular meeting of the Board of Health in the Municipal Building, 1976 Morris Ave., Union, NJ, on Wednesday, Nov. 10, 2021 at 6:00PM. The motion carried a roll call vote as follows:

<i>Michelle Antley, Alt.</i>	<i>Aye</i>
<i>Yvette Gibbons, Esq.</i>	<i>"</i>
<i>Andrew Porter</i>	<i>"</i>
<i>Teresa Palencia</i>	<i>"</i>
<i>Ellyn Smith</i>	<i>"</i>
<i>Mary Lynn Williams</i>	<i>"</i>

The Secretary/Health Officer introduced an Ordinance amending Township of Union, Chapter 551. Animals- subsection 57 associated fees and penalties fee schedule. Amendments would reflect the following: dog adoption fees from \$175 to \$225; cat adoption \$125 to \$175. Add item #4 to read: Adoption Fees are not refundable; dog surrendering fee from \$50 to \$100; cat surrendering from \$50 to \$75. Edit Section (C. (1) (c) substitute the word "species" to domestic pets.

Vice President Porter requested a motion to have the Secretary/Health Officer read Ordinance by title. A motion was made by Board Member Palencia and second by Alt Board Member Antley to have the Secretary/Health Officer read the Ordinance by title for first reading. All aye.

"An Ordinance Amending Township of Union Codes, Chapter 551. Animals Article V. Kennels, Pet Shops and Pounds subsection 551-57 Associated fees and penalties fee schedule."

Vice President Porter requested a motion to open the meeting to the public for discussion. A motion was made by Board Member Smith and second by Alt Board Member Williams to open the meeting to the public, none present a motion was made by Board Member Smith and second by Board Member Williams to close the meeting to the public. The motion carried a roll call vote as follows:

<i>Michelle Antley, Alt.</i>	<i>Aye</i>
<i>Yvette Gibbons, Esq.</i>	<i>"</i>
<i>Andrew Porter</i>	<i>"</i>
<i>Teresa Palencia</i>	<i>"</i>
<i>Ellyn Smith</i>	<i>"</i>
<i>Mary Lynn Williams</i>	<i>"</i>

Vice President Porter requested a motion to open the meeting for Board discussion. A motion was made by Board Member Smith and second by Alt. Board Antley to open the meeting for Board discussion. There being no discussion, a motion was made by Board Member Smith and second by Alt Board Member Antley to close the meeting for discussion. The motion carried a roll call vote as follows:

Michelle Antley, Alt.	Aye
Yvette Gibbons, Esq.	"
Andrew Porter	"
Teresa Palencia	"
Ellyn Smith	"
Mary Lynn Williams	"

Vice President Porter requested a motion to pass amendment to Chapter 551. Animals Article V. Kennels, Pet Shops and Pounds subsection 551-57 Associated fees and penalties fee schedule on first reading. A motion was made by Board Member Smith and second by Board Member Palencia to pass amendment on first reading. The motion carried a roll call vote as follows:

Michelle Antley, Alt.	Aye
Yvette Gibbons, Esq.	"
Andrew Porter	"
Teresa Palencia	"
Ellyn Smith	"
Mary Lynn Williams	"

A motion was made by Board Member Palencia and second by Board Member Williams that this Ordinance to be presented for second and final passage at the next regular meeting of the Board of Health in the Municipal Building, 1976 Morris Ave., Union, NJ, on Wednesday, Nov. 10, 2021 at 6:00PM. The motion carried a roll call vote as follows:

Michelle Antley, Alt.	Aye
Yvette Gibbons, Esq.	"
Andrew Porter	"
Teresa Palencia	"
Ellyn Smith	"
Mary Lynn Williams	"

Board of Health Attorney informed the Board the upcoming Vault Contract renewal was delayed and anticipate approval by the Township Committee at their next meeting with Resolution to follow at our next scheduled meeting in November.

The Secretary/Health Officer provided upcoming flu schedule as follows: Senior Center on 10/18 and Employee Health Fair on 10/22.

Under correspondence, NJ Local Board of Health Association membership card to be mailed.

Vice President Porter requested a motion for payment of bills. A motion was made by Board Member Smith and second by Board Member Williams. The motion carried a roll call vote as follows:

<i>Michelle Antley, Alt.</i>	<i>Aye</i>
<i>Yvette Gibbons, Esq.</i>	<i>"</i>
<i>Andrew Porter</i>	<i>"</i>
<i>Teresa Palencia</i>	<i>"</i>
<i>Ellyn Smith</i>	<i>"</i>
<i>Mary Lynn Williams</i>	<i>"</i>

There being no further business, the meeting adjourned at 6:38 PM on motion by Board Member Smith and second by Board Member Palencia. All aye.

Respectfully Submitted,

Marconi A. Capas

Board Secretary/Health Officer