AGENDA

July 25, 2013

ROLL CALL

CORRESPONDENCE

MINUTES

BILLS

REPORTS

OLD BUSINESS

NEW BUSINESS

ADJOURN

MINUTES – FEBRUARY 28, 2013

President John Krautheim, Jr., called the Board of Health meeting of Thursday, February 28, 2013 to order at 7:40 P.M. in the Totowa Public Library.

ROLL CALL:

PRESENT: President: John Krautheim, Jr.

Vice-President: Greg Luciano

Commissioners: Britting, Ward, Daub, Manzo

Health Inspector: Steve Shayne

Borough Nurse: Darlene Walsh

Board Attorney: Glenn Glerum

Board Liaison: Debbie Andriani

Health Officer: Trevor Weigle

ABSENT: Commissioner: Corrado

Board Secretary: Susan D’Aiuto

CORRESPONDENCE: NONE

REORGANIZATIONAL MINUTES:

Commissioner Britting made a motion to accept the minutes of the January 2013 Board of Health meeting, seconded by Ward. All Commissioners in attendance voted in the affirmative.

REGULAR MINUTES:

There was a typographical error made to the regular minutes of the January 2013 Board of Health meeting. Commissioner Luciano made a motion to approve correction to the minutes, seconded by Manzo. All Commissioners in attendance voted in the affirmative.

BILLS: NONE

Commissioner Britting made a motion to approve the budget for the year 2013, seconded by Ward. All Commissioners in attendance voted in the affirmative.

REPORTS:

Commissioner Ward made a motion to accept the reports submitted, seconded by Daub. All Commissioners in attendance voted in the affirmative.

OLD BUSINESS: NONE

NEW BUSINESS:

Letter dated 2/28/13 from Steve Shayne regarding his medical leave beginning on 3/19/13.

Steve Shayne gave each restaurant a form to complete regarding their grease traps to avoid grease in the Totowa sewer lines. He will make sure there are invoices showing restaurants are having their lines cleaned. Board of Health to follow up.

Discussion on each topic of the Employee Evaluation Report as to what points to leave in and which ones to eliminate. Points 1 – 3 will be eliminated, 4 – 9 will remain. A completed report is necessary in order to meet the State mandate.

ADJOURN:

Commissioner Luciano made a motion to adjourn the meeting at 8:10 P.M., seconded by Manzo. All Commissioners in attendance voted in the affirmative.

Susan D’Aiuto

Board Secretary

THE FOLLOWING BUDGET WAS SUBMITTED TO MAYOR AND COUNCIL FOR THE

YEAR 2013.

DEPARTMENT ACCOUNT #124

201- ADMINISTRATION AND OFFICE EXPENSES $ 3,500.00

204- OFFICE SUPPLIES- 1,000.00

205- CONTRACTUAL SERVICES- 1,000.00

206- ANIMAL CONTROL- 15,000.00

221- PATERSON HEALTH CONTRACT- 13,000.00

$ 34,000.00