

BOARD OF HEALTH  
BOROUGH OF MOONACHIE  
BERGEN COUNTY, NEW JERSEY

The Reorganization Meeting of the Board of Health of the Borough of Moonachie is called to order by M. Cinque in the Kathryn E. Flynn Civic Center on February 5, 2018 at 7:58 pm.

M. Cinque called for the Pledge of Allegiance to the Flag.

ROLL CALL: M. Cinque, M. Mezzina - present, B. Garner- not present,  
L. Martinez, K. Surak- present  
Alternate- R. Wende- not present  
Attorney Juan Morán- present,  
Maria Schmitt, Health Inspector- present  
Councilman Bruce Surak, Liaison to Mayor and Council – not present

Secretary stated that notice of the meeting was announced in accordance with the Open Public Meeting Act.

Motion by M. Mezzina, second by L. Martinez to waive the Regular Order of Business.

ROLL CALL: Cinque, Mezzina, Martinez, Surak.  
All ayes. So ordered.

REORGANIZATION:

Swearing in of Appointed Members (1)- Madelena Mezzina

Meeting was turned over to Secretary for the election of the President of the Board of Health.

Motion by L. Martinez, second by K. Surak to elect M. Cinque for President for the year 2018.

ROLL CALL: Cinque, Mezzina, Martinez, Surak.  
All ayes. So ordered.

Motion by K. Surak, second by L. Martinez to elect M. Mezzina for Vice-President for the year 2018.

ROLL CALL: Cinque, Mezzina, Martinez, Surak.  
All ayes. So ordered.

Motion by M. Mezzina and second by L. Martinez appoint Jennifer Cooney as Board Secretary for the year 2018.

ROLL CALL: Cinque, Mezzina, Martinez, Surak.  
All ayes. So ordered.

RESOLUTIONS:

Motion by K. Surak and second by M. Mezzina to approve the following Resolution:

RESOLUTION #2018-01  
**RESOLUTION EMPLOYING AN ATTORNEY  
WITHOUT COMPETITIVE BIDDING**

**WHEREAS**, there exists a need for the services of a BOARD OF HEALTH ATTORNEY in accordance with appropriate New Jersey law; and

**WHEREAS**, the provisions of said contract shall be in accordance with the dictates of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, the anticipated term of this contract is one (1) year; and

**WHEREAS**, the all legal services at the hourly rate of \$100.00 per hour, the annual contract shall not exceed \$5,000 and funds are subject to an appropriation by the Mayor and Council of the Borough of Moonachie and will be provided by the local finance office when appropriated; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:111 et seq.) requires that the Resolution authorizing the award of contracts for "Professional Services" without competitive bids and the Contract itself must be available for public inspection;

**NOW, THEREFORE, BE IT RESOLVED**, by the BOARD OF HEALTH OF THE BOROUGH OF MOONACHIE as follows:

1. The President and Secretary of the BOARD OF HEALTH are hereby authorized and directed to execute the attached Contract with Juan C. Morán ESQ.

2. This Contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because the services are to be performed by a person authorized by law to practice a recognized profession.

3. The Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

4. A Notice of this action shall be printed once in the official newspaper of the Borough.

ROLL CALL: Cinque, Mezzina, Martinez, Surak.  
All ayes. So ordered.

Motion by L. Martinez, second by M. Mezzina approve the following Resolution:

#### RESOLUTION #2018-02

**WHEREAS**, Section 13 of the Open Public Meetings Act, Chapter 231, P.L. 1975 requires that a public body post and maintain posted throughout the year, a schedule of the regular meetings of the public body to be held during the year.

**NOW, THEREFORE, BE IT RESOLVED** by the Moonachie Board of Health that the following meetings will constitute the regular meetings of the Board of Health for year 2018:

January 8 <sup>th</sup>	
February 5 <sup>th</sup> (1 <sup>st</sup> Monday, due to Lincoln's Birthday)	
March 12 <sup>th</sup>	July 9 <sup>th</sup>
April 9 <sup>th</sup>	August 13 <sup>th</sup>
May 14 <sup>th</sup>	September 10 <sup>th</sup>
June 11 <sup>th</sup>	October 15 <sup>th</sup> (3 <sup>rd</sup> Monday, due to Columbus Day)
	November 12 <sup>th</sup>
	December 10 <sup>th</sup>

All Meetings will be held at 7:30PM at the Kathryn E. Flynn Civic Center located at 125 Moonachie Road, Moonachie, NJ 07074. Formal action may be taken at regular meetings.

ROLL CALL: Cinque, Mezzina, Martinez, Surak.  
All ayes. So ordered.

Motion by M. Mezzina, second by K. Surak to adopt the minutes of November 13, 2017 (no meeting December 2017, January 2018).

ROLL CALL: Cinque, Mezzina, Martinez, Surak.  
All ayes. So ordered.

#### COMMUNICATIONS:

Bergen County Department of Health Services – Reports for November & December 2017, January 2018.

Registrar of Vital Statistics - Report for November & December 2017.

Health Consultation – Report for November & December 2017.

Bergen County Animal Control- Reports for October, November, December 2017.

Office of Borough Clerk – Appointments to Members of the Board:

Madelena Mezzina- Term to expire 12/31/2020

Motion by L. Martinez, second by K. Surak to file communications.  
ROLL CALL: Cinque, Mezzina, Martinez, Surak.

All ayes. So ordered.

Attorney Morán was sworn in.

**Report from Health Inspector Maria Schmitt:**

All the license paperwork is in for retail food establishments. Mentioned that Quickmart closed. She has started the new inspections for the year. She has gone past Vanguard a few times, the Mayor wanted her to keep up with it. One day there was some garbage on the ground, which may have been due to the weekend or a holiday. She told the office and it was cleaned up.

**OLD BUSINESS:**

- Dog License Software

Dog Licenses issued: 158

M. Cinque asked about the software. Secretary spoke about the software working well and that next year will be easier because there will be data put in to send out reminders. M. Cinque asked about dogs that have passed away. Secretary mentioned that dogs are set as inactive in the software. M. Cinque asked about the number of licenses issued in comparison to last year. Secretary mentioned this time last year the licenses were up to 101.

B. Garner entered the meeting at 8:10pm.

**NEW BUSINESS:**

None

**PUBLIC HEARING:**

No one wishing to be heard.

Motion by M. Mezzina, second by L. Martinez to close Public Hearing.

ROLL CALL: Cinque, Mezzina, Martinez, Surak.

All ayes. So ordered.

Motion by K. Surak, second by M. Mezzina adjourn meeting at 8:12pm.

ROLL CALL: Cinque, Mezzina, Martinez, Surak.

All ayes. So ordered.