

**BOARD OF HEALTH MEETING  
PUBLIC WORK SESSION MEETING MINUTES  
THURSDAY, DECEMBER 12, 2019**

Steve Clarke, President of the Board of Health (BOH) called the Board of Health meeting to order at 7:30 p.m. in the second floor west wing conference room.

Steve Clarke led the Pledge of Allegiance.

**Members in attendance:** Steven Clarke, DC, Donna Garbaccio, RN, Lynne Spreen-Raffo, RN, Michael Sparozic, R.PH, Sau Yan Yee, MD, Linda Brock, RN, Devaleena Sen, R.PH, Melissa Rubenstein, Township Committee Liaison

**Staff in attendance:** Cindy Risseeuw, Secretary; Bergen County Department of Health (BCDOH) Staff: Michelle Delyannis, Registered Environmental Health Specialist (REHS)

**Reading of the Open Public Meetings Act Public Work Session statement:**

Cindy Risseeuw, Secretary, read the Open Public Work Session statement: "This Regular Work Session Meeting of the Wyckoff Board of Health is now in session. In accordance with the Open Public Meetings Act, notice of this meeting appears on our Annual Schedule of meetings. A copy of said Annual Schedule has been posted on the Bulletin Board in Memorial Town Hall; a copy has been filed with the Municipal Clerk, The Record, The Ridgewood News and the North Jersey Herald and News – all newspapers having general circulation throughout the Township of Wyckoff. At least 48 hours prior to this meeting the Agenda thereof was similarly posted, filed and mailed to said newspapers. Formal action may be taken at this meeting."

**Approval of November 14, 2019 Public Business Meeting and Public Work Session Minutes:**

Michael Sparozic motioned and Lynne Spreen-Raffo seconded; all members present voted affirmatively; Steve Clarke, Devaleena Sen and Melissa Rubenstein abstained.

**Report of REHS:**

Michelle Delyannis reviewed the REHS report and logs.

**Report of Board Members:**

None.

**New and Unfinished Business:**

New Business

Steve Clarke reviewed the New Jersey State bill removing the religious exception for vaccinations for school children.

Steve Clarke asked for ideas from BOH members for future speakers/programs. Suggestions were Bergen County services available to seniors and return of Ridgewood Water to a BOH meeting.

The nominating committee composed of Michael Sparozic has nominated Steve Clarke as President and Lynne Spreen-Raffo as Vice President of the Board of Health for the year 2020.

Donna Garbaccio stated that the high schools have received additional free Narcan training from Morris County.

### Old Business

#### Public Hearing and Further Consideration of Ordinance #95:

Ms. Risseeuw, Board of Health Secretary presented Ordinance No. 95 for second reading for final passage, by title only, and a copy of this Ordinance has been posted on the bulletin board in Town Hall where public notices are customarily posted, and copies have been made available to members of the general public of the Township who have requested the same.

#### **An Ordinance to Supplement Chapter 194 of the Code of the Township of Wyckoff “Fees” Section 194-2 “Licensing Fees for the Sale of Food” to Increase Fees and Provide for New Fees in Connection with the Preparation and Sale of Food.**

Motion to move the Ordinance on second reading by title only:

Motioned: Michael Sparozic                      Seconded: Steve Clarke

Clarke: Yes   Garbaccio: Yes   Yee: Yes   Sparozic: Yes  
Spreen-Raffo: Yes   Rubenstein: Yes  
Brock (Alt #1): Yes   Sen (Alt #2): Yes

Ms. Risseeuw stated this is the time and place for the Public Hearing on Ordinance No. 95, and all persons who wish to be heard, please state your name and address before making your statement.

No one from the public was present.

Motion to move that the Public Hearing on the Ordinance be closed:

Motioned: Michael Sparozic                      Seconded: Melissa Rubenstein

Voice Vote: Affirmative (by all voting board members present at meeting)

Ms. Risseeuw read: Be it resolved, by the Board of Health of the Township of Wyckoff that Ordinance No. 95 be, and the same be hereby adopted, and the Municipal Clerk is hereby authorized and directed to publish the Notice of Final Passage of said Ordinance in the official

newspaper for the Township as provided by Law.

Motion to move the resolution:

Motioned: Michael Sparozic                      Seconded: Linda Brock

Roll Call Vote:

Clarke: Yes Garbaccio: Yes Yee: Yes Sparozic: Yes  
Spreen-Raffo: Yes Rubenstein: Yes  
Brock (Alt #1): Yes Sen (Alt #2): Yes

Public Hearing and Further Consideration of Ordinance #96:

Ms. Risseeuw, Board of Health Secretary presented Ordinance No. 96 for second reading for final passage, by title only, and a copy of this Ordinance has been posted on the bulletin board in Town Hall where public notices are customarily posted, and copies have been made available to members of the general public of the Township who have requested the same.

**An Ordinance to Supplement Chapter 193 of the Code of the Township of Wyckoff, "Wildlife Feeding" Sections 193-2, 193-4 to Establish Further Prohibitions to Wildlife Feeding**

Motion to move the Ordinance on second reading by title only:

Motioned: Donna Garbaccio                      Seconded: Devaleena Sen

Clarke: Yes Garbaccio: Yes Yee: Yes Sparozic: Yes  
Spreen-Raffo: Yes Rubenstein: Yes  
Brock (Alt #1): Yes Sen (Alt #2): Yes

Ms. Risseeuw stated this is the time and place for the Public Hearing on Ordinance No. 96, and all persons who wish to be heard, please state your name and address before making your statement.

No one from the public was present.

Motion to move that the Public Hearing on the Ordinance be closed:

Motioned: Donna Garbaccio                      Seconded: Melissa Rubenstein

Voice Vote: Affirmative (by all voting board members present at meeting)

Ms. Risseeuw read: Be it resolved, by the Board of Health of the Township of Wyckoff that Ordinance No. 96 be, and the same be hereby adopted, and the Municipal Clerk is hereby authorized and directed to publish the Notice of Final Passage of said Ordinance in the official newspaper for the Township as provided by Law.

Motion to move the resolution:

Motioned: Michael Sparozic

Seconded: Donna Garbaccio

Roll Call Vote:

Clarke: Yes Garbaccio: Yes Yee: Yes Sparozic: Yes

Spreen-Raffo: Yes Rubenstein: Yes

Brock (Alt #1): Yes Sen (Alt #2): Yes

Dr. Clarke reminded members of the following Open Public Records Act (OPRA) Law requirements. Board members must include the following language on all memos to board members:

“The Board/Commission Secretary or Liaison shall be included in any email a Township Committee appointed Board/Commission member sends. All emails are subject to the Open Public Records Act and as such, may be requested by citizens. (This requirement is applicable to all members of the Wyckoff Planning Board, Zoning Board of Adjustment, Library Board of Trustees, Recreation and Parks Commission, Board of Health, Environmental Commission, Shade Tree Commission, Design Review Advisory Committee and any other ad-hock committee regardless if it is sent from your personal/business computer or personal/business data phone.) There should be no expectation that the content of emails exchanged with municipal officials and employees will remain private.”

Dr. Yee motioned to close the Public session; seconded, Donna Garbaccio; all members present voting affirmatively.

The Board of Health Meeting adjourned at 8:10 p.m.