

**BOARD OF HEALTH MEETING  
PUBLIC WORK SESSION MEETING MINUTES  
THURSDAY, OCTOBER 11, 2018**

Dr. Steven 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.

Dr. Clarke led the Pledge of Allegiance.

**Members in attendance:** Steven Clarke, DC, Linda Brock, RN, Wendy Coffey, MSW, LCSW, Sau Yan Yee, MD, Michael Sparozic, R.PH, Melissa Rubenstein, Township Committee Liaison

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

**Absent:** Donna Garbaccio, RN, Lynne Spreen-Raffo, RN

**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 September 13, 2018 Public Business Meeting and Public Work Session Minutes:**

Wendy Coffey motioned and Linda Brock seconded; all members present voted affirmatively, Mike Sparozic abstained.

No public present.

**Report of REHS:**

Michelle Delyannis reviewed the REHS report and logs.

**Report of Board Members:** None.

## **New and Unfinished Business:**

### Old Business

None

### New Business

#### Ridgewood Water in the News

Steve Clarke and Melissa Rubenstein attended the Ridgewood Water forum. Rich Calbi, Director and José Martinez, Superintendent were present. Ms. Rubenstein stated the forum went very well and was thorough. Ridgewood Water offers new digital water meters that can be read remotely from the street and are capable of monitoring water consumption. Tours are available of the Ridgewood Water facility in Midland Park. Ms. Rubenstein reminded board members of the need to separate the lawsuit with the Village of Ridgewood from the Ridgewood Water utility. Ms. Rubenstein also noted that residents should be informed that sofas/couches which are placed out for garbage on a rainy day are releasing chemicals which seep into the ground/ground water.

Steve Clarke stated that he spoke with Police Chief Dave Murphy regarding the illegal dumping at a Ridgewood Water well. The Police Department was notified, however, the BOH was not notified.

#### Other New Business

Walgreens administered 42 flu vaccines to Township employees and first responders.

Steve Clarke recommended inviting Rebecca Dauerman, Stigma Free Chairperson to the November or December 2018 BOH meeting.

An Alternate BOH member is still needed. Ms. Rubenstein will speak with Mayor Brian Scanlan regarding a new member.

Steve Clarke stated that new health programs will be organized to start in the beginning of 2019.

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.”

Linda Brock motioned to close the Public session; seconded, Melissa Rubenstein; all members present voting affirmatively.

The Board of Health Meeting adjourned at 8:25 p.m.