

**WEST AMWELL TOWNSHIP BOARD OF HEALTH  
RE-ORGANIZATION & REGULAR MEETING  
January 28, 2016 – 7:30 p.m.**

The West Amwell Township Board of Health met on the above date.

The meeting was called to order at 7:35 p.m. by Board secretary, Lora Olsen. The meeting was declared in compliance with the Open Public Meetings Act as it was advertised as a Reorganization meeting to be followed by a regular meeting in the January 7, 2016 issue of the Trenton Times and the Hunterdon County Democrat. Notice of the meeting has been continuously posted on the Township bulletin board. A copy of this notice is and has been available to the public and is on file in the office of the Municipal Clerk.

Present: Rick Kropp, Ken Hart, John Dale, Stephen Bergenfeld, Jim Cally, and Brian Mundhenk. Absent/excused: Zach Rich.

Mr. Cally will be a full voting members this evening.

***The REORGANIZATION meeting commenced.***

**APPOINTMENTS/OATHS OF OFFICE**

Board Secretary/Township Clerk Lora Olsen administered the Oath of Office to Steven Bergenfeld and Ken Hart for a 3 year full member term and Brian Mundhenk for a 2-year term as Alternate #2.

**NOMINATION OF CHAIR/OATH OF OFFICE**

Mrs. Olsen called for nominations for Chair. Mr. Kropp nominated Mr. Hart and Mr. Bergenfeld seconded the motion. There were no other nominations. Mr. Hart was unanimously elected Chair for 2016.

**NOMINATION OF VICE CHAIR/OATH OF OFFICE**

Mrs. Olsen called for nominations for Vice Chair. Mr. Kropp was nominated by Mr. Hart with Mr. Dale providing the second. There were no other nominations. Mr. Kropp was unanimously elected Vice Chair for 2016.

Oaths of the respective offices were administered by Board Secretary Olsen.

Mr. Hart took over the meeting.

**BOH RESOLUTION #01-2016 DESIGNATING A MEETING SCHEDULE**

**BOH RESOLUTION #01-2016**

BE IT RESOLVED by the West Amwell Township Board of Health that Board of Health meetings will be held on the following dates in 2016 at 7:30 p.m.:

March 24  
May 26  
August 25  
Oct 27  
Dec 15

with specials as needed

BE IT FURTHER RESOLVED that meetings of the Board of Health will be held at the Municipal Building, 150 Rocktown-Lamb. Road, Lambertville (West Amwell).

BE IT FURTHER RESOLVED that all meetings will be held in compliance with the Open Public Meetings Act. Special meetings shall be at the call of the Chair or written request by a member of the Board to the Secretary.

BE IT FURTHER RESOLVED that requests for agenda placement be received no later than one week prior to the scheduled meeting date.

BE IT FURTHER RESOLVED that the Municipal Building is handicapped accessible but the Board Secretary's office is to be contact 24 hours in advance for any special accommodations.

BE IT FINALLY RESOLVED that this Resolution shall be posted on the Township bulletin board and transmitted to the Hunterdon County Democrat and the Trenton Times within seven days of adoption.

*The Resolution was unanimously approved on motion by Kropp,, seconded by Hart.*

#### **BOH RESOLUTION #02-2016 ORGANIZATION OF THE MEETING**

##### **BOH RESOLUTION #02-2016**

BE IT RESOLVED by the Board of Health of the Township of West Amwell, County of Hunterdon, State of New Jersey, that the Order of Business and the conducting of business at all meetings shall be as follows:

1. Call to order and statement of compliance with the Open Public Meetings Act
2. Presentation of Minutes
3. Agenda Review
4. Open to the Public/Topic not on the Agenda
5. Introduction of Ordinances and/or Public Hearing and/or Special Presentation
6. New Business
7. Unfinished Business
8. Administrative, including website review
9. Correspondence
10. Discussion
11. Adjournment

*The Resolution was unanimously approved on motion by Kropp, seconded by Dale.*

#### **BOH RESOLUTION #03-2016 DESIGNATING THE OFFICIAL NEWSPAPER(S)**

##### **BOH RESOLUTION #03-2015**

BE IT RESOLVED by the Board of Health of the Township of West Amwell, County of Hunterdon, State of New Jersey, that the Hunterdon County Democrat be established as the

Official Newspaper and the Trenton Times is designated as the daily newspaper having the greatest likelihood of informing the public within the area of jurisdiction of the Township of its meetings.

*The Resolution was unanimously approved on motion by Mundhenk, seconded by Kropp.*

***The REGULAR MEETING was opened.***

**PRESENTATION OF MINUTES**

The December 17, 2015 Regular meeting minutes were unanimously approved by those eligible on motion by Dale, seconded by Cally.

**AGENDA REVIEW**

No additions to the agenda were noted.

**OPEN TO THE PUBLIC/TOPIC NOT ON THE AGENDA**

No one came forward at this time.

**INTRODUCTION OF ORDINANCES AND/OR PUBLIC HEARING AND/OR SPECIAL PRESENTATION - none**

**NEW BUSINESS**

2016 STW Resolution/Possible Revision – As a note of interest, there were 25 witnessing events in 2015.

**BOH RESOLUTION #04-2016  
(Amending BOH Resolution #15, 2015)**

WHEREAS, William H. Burr IV of Maser Consulting was awarded the quote for the provision of witness(es) for the Board's Soil Test Witnessing program on December 17, 2015; and

WHEREAS, the per day pay rate to be paid to Maser Consulting was \$350 per lot per day, or \$700.00 for a two-day event; and

WHEREAS, William H. Burr IV has since agreed, per his January 28, 2016 e-mail, to reduce the two-day fee payment to Maser from \$700.00 to \$670.00, with the Township retaining \$30.00 per event for administrative purposes

THEREFORE BE IT RESOLVED that this change is hereby approved by the Board of Health and a copy of this resolution placed with the original quote.

BE IT FURTHER RESOLVED this resolution take effect immediately.

*The Resolution was unanimously approved on motion by Kropp, seconded by Hart.*

Vet for Rabies Clinic and Emergencies: Dr. Maxian has again agreed to administer the rabies vaccine at the November clinic. His fee is \$100/hour. Syringes are an extra cost. Approved.

Refund Resolution – Block 16 Lot 3 and Block 28 Lot 24

BOH RESOLUTION #05 -2016

WHEREAS, the BOH established a policy regarding the refund of STW fees, and

WHEREAS, the policy states that

1. the second day has to be cancelled by the end of the first day of testing with a call to the secretary
2. an administration fee of \$50.00 would be deducted from the refund OR
3. credit would be given for another testing date scheduled within 30 days on same Block and Lot, and

WHEREAS, this policy was further amended to apply the administrative fee to all subsequent days cancelled in line with the established guidelines, and

WHEREAS, the following applicant meets the above qualifications for second and/or subsequent-day refund minus the administration fee

BLOCK/LOT	NAME	AMOUNT
16/3	Bayer-Risse (United Water/Lambertville Water Co.)	\$300.00
28/24	Jackson	\$300.00

THEREFORE BE IT RESOLVED by the West Amwell Township Board of Health that the aforementioned applicant(s) receive a second and/or subsequent day refund in the amount stated above.

*The Resolution was unanimously approved on motion by Dale, seconded by Kropp.*

2016 Budget Items – The 2015 appropriate summary of expenses was shared but discussion focused primarily on delineating the salt perimeter at the DPW. A submission in line with last year's request will be developed by the Board Secretary.

**UNFINISHED BUSINESS**

Update on Salt Wells – Although the results continue to bounce around, particular notice was made of Pearson. A re-test was requested for February. Brief review of the salt situation was provided to Mr. Bergenfeld by Mr. Kropp. The only recourse with salt contamination is to remove the source.

Soil Sampling at DPW – Discussed earlier in the meeting. However, the Road Supervisor is to be contacted for possible dates to discuss delineation activity. It was also requested that this work be scheduled for after 2 p.m. Kropp, Hart, and Cally are to attend.

**ADMINISTRATIVE REPORTS**

**Bill List for January 28, 2016**

BILL LIST  
January 28, 2016

DATE	VENDOR	AMOUNT PAID
December 30, 2015	County of Hunterdon (food insp)	400.00
	Meskill Electric (Pearson)	365.00
	Russell Reid (3-pump outs)	995.73
	James P. Chaulpa (STW	1,000.00
January 20, 2016	Russell Reid (2-pump outs)	663.82

CHARGES TO BUILDINGS & GROUNDS FOR  
BOH RELATED EXPENSES\*

December 30, 2015	Meskill Electric (balance Pearson)	115.00
January 20, 2016	Richard Yard (Morandi repair)	577.80

NOTE: The above invoices were received and paid from the BOH line item (\*except as noted above) and are provided for informational purposes.

**Soil Test Witness Report for December 2015**

BOARD OF HEALTH  
SOIL WITNESSING REPORT  
Month of: December 2015

Tests Performed:

<u>Name</u>	<u>Block Lot</u>	<u>Address</u>
United Water	16/3	756 Brunswick Pike
Happy Time/Zinn	7.01/10	1293 Route 179
Kintzell	19/23	217 Rock Road West

Monies Received and Deposited:	\$ 1500.00
Fees Refunded:	\$ 0.00

Website Review – This will need to be updated to reflect tonight's actions.

*The reports were accepted as presented with no further discussion.*

**CLOSED SESSION & RESULTS, IF ANY**

**CORRESPONDENCE**

The correspondence, as listed on the Agenda, was ordered filed.

**DISCUSSION**

**ADJOURNMENT**

There being no further business before the Board, the meeting was unanimously adjourned at 8:05 p.m. on motion from Kropp.

Respectfully submitted,

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Lora Olsen, Secretary

APPROVED: March 24, 2016