

**BOARD OF HEALTH – TOWNSHIP OF MENDHAM  
MEETING MINUTES  
FEBRUARY 27, 2024 – 7:36 P.M.**

**CALL TO ORDER:** *Wendy Parrinello, Board Secretary*

**STATEMENT OF ADEQUATE NOTICE**

Adequate Notice of this meeting of the Board of Health of the Township of Mendham was given as required by the Open Public Meetings Act as follows: Notice was given to the Observer Tribune and Daily Record on January 30, 2024. Notice was posted on the bulletin board in the Township offices and notice was filed with the Township Clerk.

**SALUTE TO THE FLAG:** *Led by Mr. Benjamin Weber*

**THOSE IN ATTENDANCE:**

Mr. John Atkins  
Ms. Ann Reale  
Mr. Benjamin Weber  
Mr. Kenneth West  
Ms. Diane Tolley, Alternate 1

**APPROVAL OF JANUARY 23, 2024 MEETING MINUTES**

Mr. Weber makes a motion to approve the minutes as presented. Ms. Reale seconds the motion.

ROLL CALL: YES

Mr. Atkins  
Ms. Reale  
Mr. Weber  
Mr. West

ABSTAIN: Ms. Tolley

**HEALTH OFFICER'S MONTHLY REPORT**

Reviewed by Ms. Freer. Full reports available in the Board of Health Office

*January 2024*

- Ms. Stephanie Gorman, Assistant Health Officer continues to provide Acting Health Officer coverage.
- Ms. Gorman reviewed epidemiological data and reports prepared by the County Epidemiologist, NJ Hospital Association, and NJDOH on communicable diseases including covid-19.
- Ms. Gorman drafted the 2024 After Hours Notification and Emergency Response roster for local and county public health personnel.

- The Health Education Field Representative created weekly blips on health education topics.
- The previous Elevated Blood Lead Level (EBLL) of the Mendham Township child remained elevated after clearance of the inside of the dwelling. Soil sampling was conducted around the drip line of the dwelling and in play areas and sent out to a certified laboratory. The drip line exceeded clearance levels. The homeowner has been advised to contact a soil remediation contractor. Once the soil is replaced, testing will take place again to make sure that it passes.
- Mr. Weber asks about covid and the norovirus that is circulating. Ms. Freer states that they haven't received anything that would require action from the County.
- Ms. Freer states that beginning in 2024, in an effort to achieve the Standards, the Morris County Division of Public Health will increase inspections based on FDA Best Practices. Inspections will increase based on an establishment's risk type.
- Mr. Weber makes a motion to accept the health officer's monthly report as presented. Mr. Atkins seconds the motion.

ROLL CALL: YES

Mr. Atkins

Ms. Reale

Mr. Weber

Mr. West

Ms. Tolley

#### **SUCH MATTERS THAT MAY RIGHTFULLY COME BEFORE THE BOARD**

\*Proposal from French & Parrello Associates to provide Engineering Services to Mendham Township Board of Health.

Mr. Weber shares that Resolution BH 24-4 (Appointment of Professional Consulting Engineer) was not passed at the Board of Health's Reorganization meeting, held on January 23, 2024. Chris Korshalla of Collier's Engineering is retired, and the firm has informed the Board that they no longer wish to continue serving the Mendham Township Board of Health.

Mr. Weber explains that he had a conversation with Denis Keenan, Vice President, French & Parrello, Township Engineer, and Engineer for Board of Adjustment, and Mr. Keenan has recommended his colleague, Wayne Ingram, as a prospective engineering consultant to the Mendham Township Board of Health. Mr. Ingram has over 19 years of experience in the study and design of sanitary sewer systems and has performed over 1000 designs for commercial and residential septic projects. Mr. Ingram has presented as part of Rutgers Continuing Education courses on septic design and soil testing as well as running the training courses for Septic System Inspection in New Jersey. Mr. Keenan communicated that the rate for Mr. Ingram would be \$140 per hour. The contract will be with French & Parrello with Mr. Ingram as their contact person.

Mr. Mills is satisfied with the given contract.

Mr. Weber recommends hiring French and Parrello for the 2024 calendar year. Mr. Weber states that if there is an interest in putting out a bid for another firm, that it should be a consideration for the 2025 calendar year.

Regarding septic applications, Mr. Weber gave a general explanation of what an applicant's escrow fee is used for, i.e., review of septic projects that require Board approval; review of septic projects that do not require Board approval; approval of an application for a Temporary Certificate of Continued Use.

*\*\*Mr. Korshalla, Colliers Engineering, did not charge a fee for the approval of a Temporary Certificate of Continued Use.*

In conversation, the Board agrees that there should be a fee put in place for the engineer to review documents related to the request of a Temporary Certificate for Continued Use of a septic and approve the TCCU. Mr. Mills states that to implement an additional fee an ordinance would need to be introduced.

Mr. Weber makes a motion that the Board's consulting engineer continues to review applications for a Temporary Certificate for Continue Use and that the necessary steps are taken to implement a \$70 fee for the review and issuance of a TCCU. Mr. West seconds the motion.

ROLL CALL: YES

Mr. Atkins

Ms. Reale

Mr. Weber

Mr. West

Ms. Tolley

Mr. Weber along with the Board discuss the nature of the given contract including the benefits of having an engineer attend meetings, travel to/from meetings, reviews, and reports and 'reimbursable expenses.' There are items within the contract that Mr. Weber would like to address with Mr. Keenan and Mr. Mills – items that will tighten up the contract and clarify noted expenses within the proposal.

Mr. Weber makes a motion to conditionally retain French and Parrello for the 2024 calendar year, subject to finalization of the details between Mr. Weber and Mr. Mills on one hand and French and Parrello on the other hand, and with Mr. West's qualifications that French & Parrello agree to give written reviews of a septic application within 5 business days of receiving the application. Mr. Atkins and Ms. Reale second the motion.

ROLL CALL: YES

Mr. Atkins

Ms. Reale

Mr. Weber

Mr. West  
Ms. Tolley

#### Mendham Township Flu Clinic Fee

Ms. Freer states that the County was billed \$1500 for the flu clinic that was held in Mendham Township (October 2023). While employees and volunteers are covered under the Township budget, residents under the age of 65 must pay a \$25 fee. Ms. Freer is suggesting an ordinance be put in place and added to the schedule of fees - allowing the Township to collect \$25 per flu shot. Collecting \$25 per flu shot will allow the Township to pay the bill to the doctor or organization administering the dose. The Board agrees that this is a good solution.

Mr. Mills will work up a resolution (an amendment to the fee schedule) to charge \$25 for the flu shot, for individuals under the age of 65, to be voted on at the next Board of Health Meeting, March 19.

#### **ADJOURNMENT**

**8:44 PM**