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**BOROUGH OF SPRING LAKE HEIGHTS  
BOARD OF HEALTH  
MINUTES – VIRTUAL REORGANIZATION MEETING  
OF JANUARY 24, 2023  
6:00 P.M.**

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THIS MEETING IS CALLED PURSUANT TO THE PROVISIONS OF THE OPEN PUBLIC MEETING LAW. NOTICE OF THIS MEETING WAS POSTED ON THE BOROUGH OF SPRING LAKE HEIGHTS WEBSITE AND ON THE BULLETIN BOARD IN THE MUNICIPAL BUILDING.

Kate Moloughney and Jerome Brennan were sworn in to a three-year term ending December 31, 2025.

Joseph Tompey was sworn in to an unexpired three-year term ending December 31, 2023.

**SILENT REFLECTION AND SALUTE TO THE FLAG**

**ROLL CALL:** LEONARD GILES - Present  
VICKI HANLON - Present  
KATE MOLOUGHNEY - Present  
JEROME BRENNAN - Present  
JOSEPH TOMPEY - Present

**REGISTERED ENVIRONMENTAL HEALTH SPECIALIST:**  
GREGORY HAWRILUK - Present

**SECRETARY:** MARY ELLEN KARAMUS

**1. NEW BUSINESS:**

- Resolution 2023-1 - Appointment of Chairperson, Vice-Chairperson and Board Secretary:
  - Motion made by Board Member Hanlon to appoint Leonard Giles as Chairperson; Seconded by Mr. Brennan; all present in agreement.
  - Motion made by Chair Giles to appoint Vicki Hanlon as Chairperson, seconded by Board Member Brennan, all present in agreement.
  - Chair Giles designated Mary Ellen Karamus as board secretary.
- Resolution 2023-2 - Designating Newspaper:
  - Motion by Vice Chair Hanlon designating Asbury Park Press and Coast Star as Board newspapers, seconded by Board Member Tompey; all present in agreement.
- Resolution 2023-3 - Appointment of Janine Gillis, Registrar:
  - Motion by Board Member Tompey, seconded by Vice Chair Hanlon, all present in agreement.

Regular meeting immediately after reorganization meeting

SIGNED: \_\_\_\_\_  
MARY ELLEN KARAMUS  
BOARD OF HEALTH SECRETARY  
SEPTEMBER 19, 2023

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**BOROUGH OF SPRING LAKE HEIGHTS  
BOARD OF HEALTH  
MINUTES – VIRTUAL REGULAR MEETING  
OF JANUARY 24, 2023**

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THIS MEETING IS CALLED PURSUANT TO THE PROVISIONS OF THE OPEN PUBLIC MEETING LAW. NOTICE OF THIS MEETING WAS POSTED ON THE BOROUGH OF SPRING LAKE HEIGHTS WEBSITE AND ON THE BULLETIN BOARD IN THE MUNICIPAL BUILDING.

SILENT REFLECTION AND SALUTE TO THE FLAG

ROLL CALL: Chairperson Leonard Giles - Present  
Vice Chairperson Vicki Hanlon - Present  
Kate Moloughney - Present  
Jerome Brennan - Present  
Joseph Tompey - Present

REGISTERED ENVIRONMENTAL HEALTH SPECIALIST:  
Gregory Hawriluk - Present

SECRETARY: Mary Ellen Karamus

1. MOTION TO APPROVE MINUTES OF PREVIOUS MEETING:

- April 26, 2022 Motion to approve minutes by Vice Chair Hanlon; Seconded by Board Member Brennan.; Board Members Moloughney and Brennan in agreement, Board Member Tompey abstained.

## 2. DISCUSSION ITEMS:

- Litigation
  - Chair Giles stated litigation with the former Health Officer was settled. Core employees and the interim supervisor Dominick Astino conducted business as usual, working together and servicing all municipalities. Chair Giles added kudos to them for doing a great job.
  - Chair Giles stated that the Commission does have a temporary Health Officer; that they are allowed to have a temporary health officer while searching for a permanent health officer. Chair Giles added that there are not many out there.
- Vaccine Grant
- Lead Grant
- LHOC Grant
  - Chair Giles summarized the three grants that are being worked on, and that all three are ending as of June 30<sup>th</sup>. Chair Giles added that the LHOC grant, Local Health Outreach Coordinator Grant may continue past that.
- NJACCHO Grant
  - This grant was just applied for. The Commission is to receive \$627,000. Chair Giles stated that that will go to infrastructure and core employee salaries. Chair Giles added that it is terrific for the Commission. Chair Giles stated that there is a second phase to that grant that has to be applied for which would start January 1 and that would be another \$300,000. Chair Giles stated that would mean that the Commission would get almost one million worth of extra income which will work well for the Commission and towns they serve.
- Budget
  - Chair Giles reviewed that there was an approved 15% increase over the previous year. Chair Giles stated that there have been only minimal increases over the last 3 or so past years. Chair Giles added that in light of covid, they tried to keep things down and are now playing catch up. Chairman Giles stated that all administrators agreed to the increase. Chairman Giles stated that the Commission is now down to 12 towns and that those towns are primarily shore towns.
- Activity Report – 04/26/2022 - 01/13/2023
  - Chair Giles asked Mr. Hawriluk how often pools are tested. Mr. Hawriluk said results are supposed to come in once a week while operating and that any failures are re-tested immediately and if they fail again, the pool is closed. Mr. Hawriluk stated that testing is not on-site; that results are provided by certified laboratories who then provide the Commission with copies. Mr. Hawriluk also stated that testing is only for public recreational pools, such as either condos or apartment buildings and not private residences.
  - Board Member Moloughney asked about rabies mentioned in the activity report, dog bites in general. Mr. Hawriluk stated that any time there is a break in skin, whether it's the owner or someone else, if it gets treated or if the police are involved, it is then required that that is reported to the Commission and then the animal goes into 10-day confinement in case of rabies contamination and that that is for the safety of the person bit and general public. Mr. Hawriluk stated other than the general rabies activity, there

was an animal head sent to the State to test for rabies due to potential exposure. Mr. Hawriluk also stated that he believes there were no positive rabies findings in Spring Lake Heights and definitely no overlying issues.

- Board Member Moloughney stated that a house on Shore Road looks very cleaned up. Mr. Hawriluk replied that there was communication with neighbors, and that there is now a direct neighbor who has a better relationship with the homeowner and was able to go over and get permission for the town to come in. Mr. Hawriluk stated that the Borough Administrator was looking to have power lines in the back of the property cleared of debris so that allowed access to do the cleanup.
- Board Member Brennan asked if pre-op inspections are pre-operational. Mr. Hawriluk stated that yes, there are pre-operational and routine inspections, especially in light of the local food commissary. Mr. Hawriluk added that there are two inspections for each vendor to make sure that they are appropriately licensed and to know what is going on there. Chair Giles stated that the interim supervisor and principal RES, Dominic Astino, mentioned at a monthly meeting that going forward, they are planning on twice-yearly restaurant inspections as opposed to once a year, unless called back which is a benefit to the town.

- NJ Department of Health – Covid Weekly Activity Report – 01/12/2023
- 2023 Meeting schedule – Calendar
  - All agreed on meeting dates of April 18 2023, September 19, 2023, December 19, 2023, If needed and January 23rd, 2024
- Contact List

3. COMMUNICATIONS:

- Patricia Skubon Resignation Email - 08/10/2022

4. OLD BUSINESS:

- None


5. NEW BUSINESS:

- None

6. VOICE OF THE PUBLIC - Open

7. VOICE OF THE PUBIC – Close

ADJOURNMENT: Motion by Vice Chair Hanlon; seconded by Board Member Brennan at 6:43 p.m.

SIGNED:   
MARY ELLEN KARAMUS  
BOARD OF HEALTH SECRETARY  
September 19, 2023