

The meeting was called to order at 7:50PM

President Cheriyan stated that notice of this meeting held via Zoom was posted on the Bergenfield Website, sent by e-mail to the Record and Cablevision. It was placed on two bulletin boards in the Municipal Building and placed on file in the Borough Clerk’s office.

**ROLL CALL**

- Dr. Cheriyan
- Mrs. Pfannen
- Mr. Cabuhat
- Dr. Quiroz-Absent
- Mrs. Marte-Absent

Also, present Felicia Williams, Kayla Williams, Sue Barker, Liz Cruz and Bergenfield resident.

**OPEN HEARING**

There being no one present who wished to be heard, on a motion by Vice-President Pfannen seconded by Mr. Cabuhat and carried the time for Open Hearings was closed.

**MINUTES**

A motion was made by Vice-President Pfannen seconded by Mr. Cabuhat and carried that the Minutes of the regular meeting of December 2022 be accepted as written.

**BILLS TO BE PAID**

Mrs. Williams stated that on behalf of President Cheriyan, Purchase Orders have been signed by Mrs. Williams and submitted. A motion was made by Vice-President Pfannen, seconded by Mr. Cabuhat and carried that the following bills were reviewed and approved.

Mid-Bergen Regional Health	20,250.00
Stericycle	970.92
Treasurer-State of New Jersey	85.00
FRA	675.00

**REPORTS**

**Legal and Finance**

No Report due to the absence of Mrs. Marte.

**Medical**

No Report due to the absence of Dr. Quiroz.

**Personnel**

Vice-President Pfannen stated there was nothing to report.

**Publicity**

The Board of Health meeting was advertised on the Bergenfield Website, The Record and Cablevision.

**Liaison To Mayor & Council**

“No Report”

**Legislature & Regulatory**

Mr. Cabuhat stated there was nothing to report.

**Written Reports of the Department**

Kayla Williams reported that she, along with Phil Neville, DPW Superintendent and Sue Barker, REHS visited several South Washington Ave Restaurants to heavily enforce the importance of cleaning their grease traps. She reported that if the grease trap has not been cleaned, a violation was issued and they have 7-10 days to comply. DPW will follow up on a monthly basis or possibly more to rectify the problem. Kayla stated that after speaking to Jim Fedorko and Sue Barker, one suggestion to ensure that grease traps are clean was to possibly amend the grease ordinance to mandate the restaurants to retain professional cleaners. At this time, if it's self-cleaned, a log needs to be kept and they need to have a grease receptacle that gets picked up. Kayla created a brochure to educate the owners on how to clean the traps. After speaking to Corey Gallo, Borough Administrator, he stated that the owners should be given the opportunity to comply as to not heavily impact their business. Sue Barker stated that the plan that Kayla has in place and with DPW being involved, we should have some positive results and agrees that amending the ordinance to mandate professional cleaners should wait. The Board agreed to revisit this Ordinance at a later time if necessary.

Liz Cruz, Public Health Nurse reported that there was a COVID-19 outbreak at a small assisted living facility in town. NJ Department of Health as well as the Health Department were notified and the facility was monitored. Outbreak survey concluded on 1/5/23. Liz Cruz stated that she will schedule to visit the facility with Kayla to observe the operation

Liz also stated that she would be attending a COVID-19/Flu clinic being conducted by NewBridge Medical Center at Conlon Hall on Thursday, January 12<sup>th</sup> from 2-5pm. Vice-President Pfannen asked if there were provisions made for people that have no insurance. Liz replied that the email received by Mr. Gallo didn't state that but she would inquire and let the Board know. President Cheriyan stated that it's important that Liz attend the clinic and ensure that everyone that needs the vaccine will get it regardless of insurance status.

A motion was made by Vice-President Pfannen seconded by Mr. Cabuhat and carried that the written December 2022 reports of the Department be accepted as written as well as the 2022 Annual Financial Report and Annual Vital Statistics Report.

**CORRESPONDENCE**

“No correspondence”

**UNFINISHED BUSINESS**

**NEW BUSINESS**

**VERBAL COMMUNICATION**

**ADJOURNMENT – SINE DIE**

There being nothing further to come before the Board, on a motion by Vice-President Pfannen, seconded by Mr. Cabuhat and carried, the meeting was adjourned Sine Die at 8:10pm.

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The Board then proceeded to reorganize for 2023.  
Mrs. Williams congratulated Dr. Cheriyan and Mr. Cabuhat on their re-appointment to the Board.

**ROLL CALL**

- Dr. Cheriyan
- Mrs. Pfannen
- Mr. Cabuhat
- Dr. Quiroz-Absent
- Mrs. Marte-Absent

Also, present Felicia Williams, Kayla Williams, Sue Barker and Liz Cruz and Bergenfield resident.  
Dr. Cheriyan appointed Mrs. Williams as Temporary Chairperson.

Mrs. Williams opened the floor for nominations for the office of President. Nomination was made by Mr. Cabuhat that Dr. Cheriyan be elected President. There being no further nomination, on a motion by Mrs. Pfannen seconded by Mr. Cabuhat and carried, the nomination for the office of President was closed.

Mrs. Williams opened the floor for nominations for the office of Vice-President. Nomination was made by Dr. Cheriyan that Mrs. Pfannen be elected Vice-President. There being no further nomination, on a motion by Dr. Cheriyan seconded by Mr. Cabuhat and carried, the nomination for the office of Vice-President was closed.

Mrs. Williams opened the floor for nominations for the office of Secretary. Nomination was made by Dr. Cheriyan that Mrs. Marte be elected Secretary. There being no further nominations, on a motion by Dr. Cheriyan seconded by Mrs. Pfannen and carried, the nomination for the office of Secretary was closed.

- Mrs. Williams declared results of the election.
- Dr. Cheriyan – President
- Mrs. Pfannen – Vice-President
- Mrs. Marte – Secretary.

The Chair was then turned over to President Cheriyan.  
President Cheriyan made the following committee appointments.

Legal & Finance	Mrs. Marte
Medical	Dr. Quiroz
Personnel	Mrs. Pfannel
Publicity	Mrs. Williams
Liaison to Mayor & Council	Board of Health
Legislative & Regulatory	Mr. Cabuhat

Mrs. Pfannen offered a resolution, seconded by Mr. Cabuhat as follows:

BE IT RESOLVED by the Board of Health of the Borough of Bergenfield, that the meetings of the Board of Health for the year 2023 will be held on the following dates at 7:00PM.

January 10 <sup>th</sup>	July – No Meeting
February 14 <sup>th</sup>	August – No Meeting
March 14 <sup>th</sup>	September 12 <sup>th</sup>
April 11 <sup>th</sup>	October 10 <sup>th</sup>
May 9 <sup>th</sup>	November 14 <sup>th</sup>
June 13 <sup>th</sup>	December 12 <sup>th</sup>

Mrs. Pfannen offered a resolution, seconded by Mr. Cabuhat as follows:

BE IT RESOLVED by the Board of Health of the Borough of Bergenfield, that the following media be designated by the Board of Health to receive meeting notices.

The Record  
Borough Website  
Cablevision of New Jersey

There being nothing further to come before the Board, on a motion by Mrs. Pfannen, seconded by Mr. Cabuhat and carried, the meeting was adjourned at 8:25PM.

Respectfully Submitted

Felicia Williams  
Registrar of Vital Statistics