

**TOWNSHIP OF BERNARDS  
BOARD OF HEALTH  
December 2, 2021  
Agenda**

**OPENING STATEMENT**

**ROLL CALL**

**PUBLIC COMMENT**

**STAFF COMMENT**

**MINUTE APPROVAL**

**Regular Meeting, October 14, 2021**

**Motion (1)**

**(2)**

**Roll Call**

**HEALTH EDUCATOR REPORT (October & November)**

**HEALTH OFFICER'S REPORTS (October & November)**

**Health Reports**

**Animal Control Reports**

**Vital Statistics Reports**

**Motion (1)**

**(2)**

**OLD BUSINESS – Covid 19 Update**

**NEW BUSINESS – Resolution BH# 13:21 – Jacklyn Handwerger – Title  
Change/Salary Increase**

**Motion to adopt Resolution 13:21 (1)**

**(2)**

**Roll Call**

**STAFF COMMENT**

**BOARD COMMENT**

**ADJOURNMENT**

**TOWNSHIP OF BERNARDS  
BOARD OF HEALTH  
REGULAR MEETING MINUTES  
OCTOBER 14, 2021**

**Call To Order**

President, John Salaki, MD called the meeting to order at 7:00PM at the Board of Health Building, 262 South Finley Avenue, Basking Ridge, NJ, and read the open public meetings statement in accordance with the law. The meeting was held in person for Board Members and via Zoom for the public.

**Roll Call**

Present: Jennifer Asay, Joan Bannan, Pat Crane (7:20), Karen Ellis, Dr. Elizabeth Korn, Dr. John Salaki  
Absent: Dr. Christopher Hunt  
Also Present: Lucy A. Forgione, Health Officer; Attorney Paula J. DeBona, Esq.; Nancy Dowd, Recording Secretary and Todd Edelstein, Riverside Drive, Basking Ridge

**Public Comment:** None

**Staff Comment:** Lucy welcomed everyone to the meeting and expressed her appreciation for all attending in person.

**Approval of Minutes**

The minutes from the September 16, 2021 Regular Meeting were reviewed and approved with a motion by Dr. Korn, seconded by Karen Ellis.

Roll Call: Jennifer Asay – Yes, Joan Bannan – Abstain, Karen Ellis – Yes, Dr. Korn – Yes, Dr. Salaki – Yes

**Health Educator Reports & Health Officers Reports**

The Health Educator Report & Health Officers Reports were reviewed and discussed. A motion to approve the Health Educator Report & Health Officers Reports was made by Jennifer Asay, seconded by Dr. Korn. All were in favor.

**New Business:**

**ORDINANCE BH: 108- Second reading of Ordinance BH: 108 An Ordinance of the Board of Health of the Township of Bernards, County of Somerset, Amending Chapter 10, Domestic Animals to Require Outdoor Cats to be Neutered.**

Motion to read Ordinance BH:108 by title on second reading was made by Dr. Korn, seconded by Pat Crane.

Roll Call: Jennifer Asay – Yes, Joan Bannan – Yes, Pat Crane – Yes, Karen Ellis – Yes, Dr. Korn – Yes, Dr. Salaki – Yes

Public hearing opened. Todd Edelstein commented on the format of the meeting not being transparent due to the lack of video during meeting. Todd said the audio was not always clear. Mr. Edelstein had no comment regarding Ordinance BH:108.  
Public hearing closed.

The Board discussed the ordinance and concerns by some members regarding the impact on local farmers.

Motion to adopt Ordinance BH:108 on second reading was made by Dr. Korn, seconded by Karen Ellis.

Roll Call: Jennifer Asay – Yes, Joan Bannan – Yes, Pat Crane – No, Karen Ellis – Yes, Dr. Korn – Yes, Dr. Salaki – Yes

**Public Comment:** None

**Staff Comment:** Lucy mentioned that there had been four deaths in Bernards Township, three of whom were vaccinated, in the past six weeks due to Covid. She also announced that Dr. Salaki & Dr. Sinatra will be hosting an informational Zoom program entitled The Doctors Are In – A Covid 19 Conversation on October 27, 2021 at 7PM.

**Board Comment:** Joan Bannan acknowledge the hard work of the Health Department staff during the pandemic and expressed her appreciation. Dr. Korn announced to the Board that she will be resigning at the end of this year and thanked the Board for the opportunity to serve alongside them. Lucy shared the news that Dr. Hunt will be resigning as well in December.

There being no further business to discuss, a motion was made by Dr. Korn, seconded by Joan Bannan to adjourn the meeting at 8:14PM. All were in favor.

Respectfully submitted,

Deirdre Vogel, Recording Secretary

**Health Education / Youth Services Coordinator Report**  
**October 2021**

**Testing Clinics/ Screening Programs**

- Continuing COVID-19 testing every Thursday.
  - October 7: COVID-19 PCR Testing at Bernards Township Community Center. 55 people tested using PCR tests. One (1) individual was positive for COVID-19 (1.82%).
  - October 14: COVID-19 PCR Testing at Bernards Township Community Center. 47 people tested using PCR tests. One (1) individual was positive for COVID-19 (2.13%).
  - October 21: COVID-19 PCR Testing at Bernards Township Community Center. 56 people tested using PCR tests. No (0) individuals were positive for COVID-19 (0%).
  - October 28: COVID-19 PCR Testing at Bernards Township Community Center. 32 people tested using PCR tests. No (0) individuals were positive for COVID-19 (0%).

**COVID-19 Mitigation**

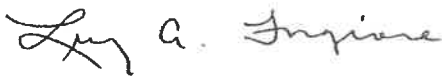
- The Vulnerable Populations Outreach Coordinator (VPOC) continues to work to identify the vulnerable populations in our jurisdictions and identifying gaps to help address the needs of COVID-19 positive and exposed persons:
  - Helping to connect senior citizens and other homebound residents to vaccination appointments.
  - Continuing to catalog a list of available resources to help vulnerable populations access critical resources such as social services, mental health services, and general healthcare. Also includes access to resources like food banks, mental health services, visiting nurses, telehealth solutions, and other community programs.
  - Prioritizing COVID-19 response initiatives such as COVID-19 testing clinics and weekly COVID-19 vaccine clinics.
  - Conducting weekly COVID-19 testing clinics to help identify positive COVID-19 cases and ultimately mitigate the spread of COVID-19.
  - Regularly monitoring COVID-19 related data received through testing and contact tracing.
  - Working with other local health department VPOCs in NJ to create collaborative opportunities and resources through monthly meetings.
  - Collaborating with local faith-based organizations to implement vaccination clinics in the community.
  - Reapplying for VPOC funding for 2021-2022.
- Vaccination Efforts
  - Vaccine clinics conducted on Tuesdays and Wednesdays throughout October at the Bernards Township Community Center. This month, the Health Department completed four Pfizer clinics and four J&J clinics.
  - Contacting volunteers as needed according to skills, such as Spanish-speaking or nursing license.
  - Staff responsibilities for vaccination clinics are continuously discussed.
  - Clinic supplies have been assessed and prepared to ensure we can continue vaccination efforts.
  - Worked with a local pharmacist to train nurses on proper reconstitution and administration of the Pfizer vaccine.
  - Currently receiving vaccine allocations as requested for Pfizer, J&J, and Moderna.
  - October COVID-19 Clinic List:
    - October 5 – Bernards Township Community Center: 60 Pfizer
    - October 6 – Bernards Township Community Center: 1 J&J
    - October 12 – Bernards Township Community Center: 39 Pfizer
    - October 13 – Bernards Township Community Center: 3 J&J
    - October 19 – Bernards Township Community Center: 48 Pfizer
    - October 20 – Bernards Township Community Center: 6 J&J
    - October 26 – Bernards Township Community Center: 65 Pfizer
    - October 27 – Bernards Township Community Center: 14 J&J

- Monitoring COVID daily reporting at local long-term care facilities.
- Significant time daily has been spent talking to multiple school districts and preschools, nurses, parents, sports teams and leagues, senior housing, businesses, etc. about COVID-19 infections and close contacts advising them who, when, and how isolation and quarantine must take place. We study guidance daily as it changes and attend daily/weekly conference calls on COVID-19 mitigation and procedures to implement with various community health partners and the NJDOH.
- Weekly COVID-19 NJ Office of Local Public Health calls and distribution of new info to staff.
- Staying up to date on the COVID-19 vaccination process in New Jersey via daily State led vaccinator calls.
- Continuing to release bi-monthly updates on COVID-19 via RAVE in Bernards Township and to individual entities in other towns. Updates now include weekly numbers for each town and vaccine information. As of November 1st there have been 90 updates.
- Follow-up on contact-tracing in CDRSS conducted by staff. Statistics compiled on COVID-19 infections.

#### **Health Education**

- Four fall flu clinics were held. The Health Department gave 140 flu shots
  - October 13 – Saint James Church, Basking Ridge: 80 flu shots
  - October 14 – Chester Field House: 4 flu shots
  - October 15 – Peapack-Gladstone Municipal Building: 21 flu shots
  - October 21 – Bernardsville Library: 35 flu shots
- Flu shots will be offered at COVID-19 Vaccination Clinics in November while supplies last.
- On October 27<sup>th</sup> at 6pm the Health Department held a COVID-19 educational program on Zoom. The program, "The Doctors Are In: A Covid-19 Conversation," reached 33 people. During the hour-long session, Dr. John Salaki and Dr. Frank Sinatra answered questions from the audience and discussed many important topics, including current information about vaccines, booster shots, pediatric covid patients, the history of pandemics, and more. The program was well-received, and the participants remarked that they benefited greatly from the session.

**Respectfully Submitted,**



**Lucy A. Forgione**

**Health Officer/Director of Health**

**September 3, 2021**

**Health Education / Youth Services Coordinator Report**  
**November 2021**

**Testing Clinics/ Screening Programs**

- Continuing COVID-19 testing every Thursday.
  - November 4: COVID-19 PCR Testing at Bernards Township Community Center. 41 people tested using PCR tests. Four (4) individuals were positive for COVID-19 (0.098%).
  - November 11: COVID-19 PCR Testing at Bernards Township Community Center. 63 people tested using PCR tests. Two (2) individuals were positive for COVID-19 (0.032%).
  - November 18: COVID-19 PCR Testing at Bernards Township Community Center. 66 people tested using PCR tests. Two (2) individuals were positive for COVID-19 (0.030%).

**COVID-19 Mitigation**

- The Vulnerable Populations Outreach Coordinator (VPOC) continues to work to identify the vulnerable populations in our jurisdictions and identifying gaps to help address the needs of COVID-19 positive and exposed persons:
  - Helping to connect senior citizens and other homebound residents to vaccination appointments.
  - Continuing to catalog a list of available resources to help vulnerable populations access critical resources such as social services, mental health services, and general healthcare. Also includes access to resources like food banks, mental health services, visiting nurses, telehealth solutions, and other community programs.
  - Prioritizing COVID-19 response initiatives such as COVID-19 testing clinics and weekly COVID-19 vaccine clinics.
  - Conducting weekly COVID-19 testing clinics to help identify positive COVID-19 cases and ultimately mitigate the spread of COVID-19.
  - Regularly monitoring COVID-19 related data received through testing and contact tracing.
  - Working with other local health department VPOCs in NJ to create collaborative opportunities and resources through monthly meetings.
  - Collaborating with local faith-based organizations to implement vaccination clinics in the community.
  - Reapplying for VPOC funding for 2021-2022.
- Vaccination Efforts
  - Vaccine clinics conducted on Tuesdays and Wednesdays throughout November at the Bernards Township Community Center. Pediatric Pfizer clinics were offered on Mondays at St. James Church. This month, the Health Department completed eight clinics in total.
  - Contacting volunteers as needed according to skills, such as Spanish-speaking or nursing license.
  - Staff responsibilities for vaccination clinics are continuously discussed.
  - Clinic supplies have been assessed and prepared to ensure we can continue vaccination efforts. The Public Health Nurse is ordering supplies and maintaining inventory.
  - Currently receiving vaccine allocations as requested for Pfizer, Pediatric Pfizer, J&J, and Moderna.
  - November Covid-19 Vaccine Clinic List:
    - November 3- Bernards Twp Community Center: 10 J&J, 88 Moderna
    - November 9- Bernards Twp Community Center: 76 Pfizer
    - November 10- Bernards Twp Community Center: 7 J&J, 100 Moderna
    - November 16- Bernards Twp Community Center: 88 Pfizer
    - November 17- Bernards Twp Community Center: 19 J&J, 101 Moderna
    - November 22- St. James: 175 Pediatric Pfizer
    - November 29- St. James: 121 Pediatric Pfizer
    - November 30- Bernards Twp Community Center: 103 Pfizer
- Monitoring COVID daily reporting at local long-term care facilities.
- Significant time daily has been spent talking to multiple school districts and preschools, nurses, parents, sports teams and leagues, senior housing, businesses, etc. about COVID-19 infections and close contacts advising them who, when, and

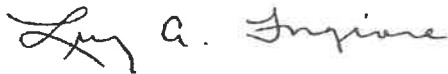
how isolation and quarantine must take place. We study guidance daily as it changes and attend daily/weekly conference calls on COVID-19 mitigation and procedures to implement with various community health partners and the NJDOH.

- Weekly COVID-19 NJ Office of Local Public Health calls and distribution of new info to staff.
- Staying up to date on the COVID-19 vaccination process in New Jersey via daily State led vaccinator calls.
- Continuing to release bi-monthly updates on COVID-19 via RAVE in Bernards Township and to individual entities in other towns. Updates now include weekly numbers for each town and vaccine information. As of December 1<sup>st</sup> there have been 92 updates.
- Follow-up on contact-tracing in CDRSS conducted by staff. Statistics compiled on COVID-19 infections.

#### **Health Education**

- The Health Department offered remaining flu shots at COVID-19 clinics throughout the month of November.
  - November 3: 3 flu shots
  - November 9: 1 flu shot
  - November 10: 3 flu shots
  - November 16: 6 flu shots
  - November 17: 5 flu shots
  - November 30: 2 flu shots

**Respectfully Submitted,**



**Lucy A. Forgione**

**Health Officer/Director of Health**

***December 1, 2021***

# HEALTH OFFICER'S REPORT

October, 2021 Bernards Township

TYPE OF WORK	WORK DATE	LOCATION/EXPLAIN	BLOCK	LOT	WORK TIME	WORK STATUS	STAFF INITIAL
A/DATA ENTRY LEAD	10/25/2021	HEALTH DEPARTMENT checked daily in CDRSS			1.0	C	TC
COMMUNICABLE DISEASE INVESTIGATION	10/29/2021	HEALTH DEPARTMENT Covid-19 related			15.0	C	LF
COMPLAINT/PUBLIC HEALTH	10/20/2021	WEXFORD WAY Overgrown	7002	9	0.50	FC	ND
F/CH 24	10/01/2021	THE LEARNING EXPERIENCE			0.75	S	SR
	10/15/2021	RIDGE HIGH SCHOOL - ARAMARK			1.0	GS	ND
	10/15/2021	RIDGE HIGH SCHOOL - ARAMARK			1.0	S	SR
	10/15/2021	CEDAR HILL SCHOOL - ARAMARK			1.0	S	SR
F/CH 24 TEMP EVENT	10/14/2021	FAMILY FLAVA			1.0	S	ND
I/SOILS, ALT	10/20/2021	POST KENNEL ROAD	27	1	1.0	FC	ND
A/PLAN REV/VARIANCE	10/29/2021	WISTERIA WAY new well and septic system on a property with steep slope	2301	5	0.50	AP	TC
A/PLAN REVIEW CONTINUED	10/26/2021	CHILDS ROAD	401	4	0.75	IP	TC
A/SEPTIC-AS-BLT-ALT	10/19/2021	CHILDS ROAD	501	2	0.50	AP	TC
A/SEPTIC-AS-BLT-ALT ATU	10/29/2021	SUNSET LANE	11601	13	0.50	IP	TC
I/SEPTIC, ALT ATU	10/13/2021	SUNSET LANE	11601	13	1.0	IP	ND
	10/18/2021	SUNSET LANE	11601	13	1.0	IP	SR
	10/19/2021	SUNSET LANE	11601	13	1.0	IP	ND
	10/29/2021	SUNSET LANE	11601	13	1.0	FC	ND
I/SEPTIC, NEW	10/12/2021	RIVER FARM LANE	4701	2.10	1.0	FC	ND

Admin Time Total	Work For Town Total	Total time in Hours	Fees Collected
371.15	29.5	400.65	\$ 2,896.00

KEY: A/Admin.Work; F/Food Inspection; I/Field Inspection; Plan Rev/Plan Review  
STATUS: AB-Abated; AP-Approved; CS-Conditionally Satisfactory; FC-Field Complete;  
IP-In Progress; S-Satisfactory; UF-Unfounded; US-Unsatisfactory; C-Complete; CL-closed; GS-Gold standard  
Admin key code: phone calls, emails, filing, scheduling, OPRA requests, CDRSS, reports  
Date Printed: 12/1/2021  
Printed By: Gindy McCarthy



**Bernards Township Health Department**  
Basking Ridge, NJ 07920  
P. 908.204.3070 F. 908.204.3075  
www.bernardshealth.org

Contractual Health Agency for:  
Bernards Township  
Bernardsville Borough  
Chester Borough  
Long Hill Township  
Mendham Borough  
Peapack and Gladstone Borough



# HEALTH OFFICER'S REPORT

November, 2021 Bernards Township

TYPE OF WORK	WORK DATE	LOCATION/EXPLAIN	BLOCK	LOT	WORK TIME	WORK STATUS	STAFF INITIAL
A/DATA ENTRY LEAD	11/22/2021	HEALTH DEPARTMENT checked daily in CDRSS			1.0	C	TC
ACO/RABIES CLINIC	11/13/2021	BERNARDS TWP Michelle, Kate, Katie, Jody, Patty			4.0	FC	MS
COMMUNICABLE DISEASE INVESTIGATION	11/18/2021	KING GEORGE ROAD Covid-19 related			1.0	C	TC
	11/21/2021	KING GEORGE ROAD Covid-19 related			2.0	C	TC
	11/23/2021	HEALTH DEPARTMENT Covid-19 related			10.0	C	LF
	11/25/2021	KING GEORGE ROAD Covid-19			1.0	IP	TC
	11/26/2021	KING GEORGE ROAD Covid-19			1.0	IP	TC
	11/27/2021	KING GEORGE ROAD Covid-19			1.0	IP	TC
	11/28/2021	KING GEORGE ROAD Covid-19			1.0	IP	TC
	11/29/2021	KING GEORGE ROAD Covid-19 related			1.0	IP	TC
COMMUNICATIONS	11/22/2021	CHILDS ROAD with engineer and architect to expand septic system	501	2	0.50	C	TC
COMPLAINT/F/CH 24	11/19/2021	HUNAN CHINESE RESTAURANT			1.0	UF	SR
COMPLAINT/FIRE	11/30/2021	THE RIDGE (HOTEL) Somerset County Dispatch called to inform of structure fire			0.50	IP	TC
F/CH 24	11/01/2021	3 WEST			1.0	S	SR
	11/16/2021	CHICKEN AND WAFFLES ON WHEELS Temp event mobile food vendor			1.0	S	SR
	11/19/2021	FOCACERIA			1.0	S	SR
	11/22/2021	THE RIDGE (HOTEL)			1.0	S	SR
	11/29/2021	DELTA HOTELS BY MARRIOTT BASKING RIDGE kitchen remodeling (floors, walls and some new equipment)			1.0	S	SR
	11/29/2021	LIBERTY CORNER PRESBYTERIAN CHURCH holds Community in Crisis cooking classes			1.0	S	SR
	11/30/2021	FELLOWSHIP VILLAGE (SENIOR LIVING) 4 floor kitchens and 2 additional floor kitchens pre-opening inspection			2.0	S	SR
	11/30/2021	THE FELLOWSHIP CLUB			0.50	S	ND
	11/30/2021	FELLOWSHIP VILLAGE (SENIOR LIVING)			2.0	GS	ND
F/CH 24 PRE-OPENING	11/08/2021	BLU CRETE BISTRO Not approved to open			1.0	US	ND
	11/16/2021	BLU CRETE BISTRO			1.0	S	ND
I/REC BATHING	11/18/2021	THE PINGRY SCHOOL			1.0	S	ND

	11/30/2021	FELLOWSHIP ROAD total coliform failure. retesting needed. Pool closed.			1.0	IP	SR
A/PLAN REV/SEPTIC-ALT	11/03/2021	MILITO WAY	10901	41	1.0	IP	TC
A/PLAN REVIEW CONTINUED	11/24/2021	CHILDS ROAD	401	4	1.25	AP	TC
A/SEPTIC-AS-BLT-ALT ATU	11/05/2021	SUNSET LANE	11601	13	0.50	AP	TC
A/SEPTIC-AS-BLT-NEW	11/22/2021	RIVER FARM LANE need additional paperwork	4701	2.10	0.50	IP	TC
I/WELL, ABANDONMENT	11/03/2021	COUNTRY LANE	3901	5	1.0	IP	TC
	11/04/2021	COUNTRY LANE	3901	5	0.50	FC	TC
<hr/>							
Admin Time Total		Work For Town Total		Total time in Hours		Fees Collected	
391.67		44.25		435.92		\$ 2,732.00	

KEY: A/Admin.Work; F/Food Inspection; I/Field Inspection; Plan Rev/Plan Review  
STATUS: AB-Abated; AP-Approved; CS-Conditionally Satisfactory; FC-Field Complete;  
IP-In Progress; S-Satisfactory; UF-Unfounded; US-Unsatisfactory; C-Complete; CL-closed; GS-Gold standard  
Admin key code: phone calls, emails, filing, scheduling, OPRA requests, CDRSS, reports  
Date Printed: 12/2/2021  
Printed By: Tricia Cowell



## Bernards Township Health Department

Basking Ridge, NJ 07920  
P. 908.204.3070 F. 908.204.3075  
[www.bernardshealth.org](http://www.bernardshealth.org)

Contractual Health Agency for:  
Bernards Township  
Bernardsville Borough  
Chester Borough  
Long Hill Township  
Mendham Borough  
Peapack and Gladstone Borough

# ANIMAL CONTROL OFFICER'S REPORT

October, 2021 Bernards Township

TYPE OF WORK	WORK DATE	LOCATION/EXPLAIN	WORK TIME	WORK STATUS	STAFF INITIAL
ACO/CAT	10/06/2021	ANNIN ROAD Cat hit by Car - transport to BRAH ( Kate )	4.0	FC	MS
	10/07/2021	BRAH Kittens to BRAH - back to kennel	2.0	FC	MS
	10/12/2021	OAK RIDGE ROAD Follow up re: proper shelter for outside cats on property	1.0	FC	MS
	10/19/2021	BERNARDS TWP Post flyers for kitten adoption	1.50	FC	MS
ACO/DOG	10/12/2021	COOPER LANE Complaint re: neighbors dog on property - notice sent to owner of dog	1.0	S	MS
	10/27/2021	VALLEY ROAD Call from PD - Owner of Dog in Hospital - Dog transport to Kennel	1.0	FC	MS
	10/28/2021	BEDMINSTER COURT Contested Unlicensed Dog Summons	1.0	S	MS
	10/31/2021	LINDEN DRIVE Dog - returned to owner ( Kate )	4.0	FC	MS
ACO/GENERAL	10/01/2021	HEALTH DEPARTMENT General, Licensing, Front Office Coverage	8.0	S	MS
	10/04/2021	HEALTH DEPARTMENT General	5.0	S	MS
	10/06/2021	HEALTH DEPARTMENT General	2.0	S	MS
	10/07/2021	HEALTH DEPARTMENT General	3.0	S	MS
	10/08/2021	HEALTH DEPARTMENT Employee Appreciation / Meeting, General, Flyers / A-Frames for kitten adoption	8.0	S	MS
	10/12/2021	HEALTH DEPARTMENT General	1.0	S	MS
	10/13/2021	HEALTH DEPARTMENT Training new PT ACO, Front Office Coverage, A-Frames	8.0	S	MS
	10/14/2021	HEALTH DEPARTMENT Rabies Clinic Marketing Checklist, Adopt out 2 kittens / 1 cat , General	8.0	S	MS
	10/15/2021	HEALTH DEPARTMENT A- Frames, General	4.0	S	MS
	10/19/2021	HEALTH DEPARTMENT General	6.0	S	MS
	10/21/2021	HEALTH DEPARTMENT Licensing Welcome Letters, Update Licensing	8.0	S	MS
	10/22/2021	HEALTH DEPARTMENT Licensing, Front Office Coverage, Kennel - Kitten Adopted	8.0	S	MS
	10/25/2021	HEALTH DEPARTMENT General, Licensing, Front Office Coverage, Adopt out "Cedar" the kitten .	8.0	S	MS
	10/26/2021				

## HEALTH DEPARTMENT

8.0 S MS

General, Adopt out 2 kittens, Front Office  
Coverage

	10/27/2021	HEALTH DEPARTMENT General, Licensing	7.0	S	MS
	10/28/2021	HEALTH DEPARTMENT General	7.0	S	MS
ACO/MEETING	10/06/2021	HEALTH DEPARTMENT Prosecutor re: Animal Control Fines	0.50	S	MS
	10/06/2021	HEALTH DEPARTMENT Meet w/ Lucy re: Animal Control Fines	0.50	S	MS
	10/12/2021	HEALTH DEPARTMENT Meeting	1.50	S	MS
ACO/TRAINING	10/04/2021	HEALTH DEPARTMENT Training PT ACO ( Patty )	3.0	S	MS
	10/06/2021	HEALTH DEPARTMENT Training new PT ACO ( Patty )	3.0	FC	MS
	10/07/2021	HEALTH DEPARTMENT Training PT ACO ( Patty )	3.0	FC	MS
	10/12/2021	HEALTH DEPARTMENT Training new PT ACO ( Patty )	3.0	S	MS
ACO/WILD ANIMAL	10/12/2021	WINDING LANE Info: re fox on property	0.50	S	MS
	10/19/2021	WALNUT CIRCLE Report of animal in storm drain - GOA	0.50	FC	MS

**Totals:****Work For Town Total**

130

**Total Time in Hours**

132

KEY: A/Admin. Work; F/Food Inspection; I/Field Inspection; Plan Rev/Plan Review  
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**Bernards Township Health Department**

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# ANIMAL CONTROL OFFICER'S REPORT

November, 2021 Bernards Township

TYPE OF WORK	WORK DATE	LOCATION/EXPLAIN	WORK TIME	WORK STATUS	STAFF INITIAL
ACO/CAT	11/05/2021	LAKE ROAD Meet with resident re: cat / kittens on property	1.0	IP	MS
	11/10/2021	LAKE ROAD Trapping stray cat / kittens	2.0	IP	MS
	11/11/2021	LAKE ROAD Trapping stray cat / kittens	2.0	IP	MS
	11/12/2021	HEALTH DEPARTMENT Lion Tamers Flyer	1.0	S	MS
	11/15/2021	LAKE ROAD Trapping stray cats	2.0	IP	MS
	11/16/2021	LAKE ROAD Trapping stray cat / kittens	2.0	IP	MS
	11/17/2021	MOUNT AIRY ROAD Injured Cat - BRAH	1.0	FC	MS
	11/17/2021	LAKE ROAD Trapping stray cats / kittens	2.0	IP	MS
	11/18/2021	LAKE ROAD Trapping stray cats - Transport to Kennel	3.0	FC	MS
	11/22/2021	DEER RIDGE ROAD Information re: relocation of cat on property	0.50	S	MS
	11/22/2021	LAKE ROAD Trapping stray cats	2.0	IP	MS
	11/23/2021	LAKE ROAD Trapping stray cats	2.0	IP	MS
ACO/GENERAL	11/03/2021	HEALTH DEPARTMENT General	8.0	S	MS
	11/04/2021	HEALTH DEPARTMENT General , Welcome license letters	8.0	S	MS
	11/05/2021	HEALTH DEPARTMENT General	7.0	S	MS
	11/09/2021	HEALTH DEPARTMENT General	5.50	S	MS
	11/10/2021	HEALTH DEPARTMENT General	5.0	S	MS
	11/11/2021	HEALTH DEPARTMENT General	6.0	S	MS
	11/12/2021	HEALTH DEPARTMENT Supplies for Clinic, General, Front Office	7.0	S	MS
	11/15/2021	HEALTH DEPARTMENT Meet w/ Lucy, Rabies Clinic Reports, General	6.0	S	MS
	11/16/2021	HEALTH DEPARTMENT End of year report to finance - General - Updates to Licensing from Clinic	5.50	S	MS
	11/17/2021	HEALTH DEPARTMENT Covid 19 Clinic	1.50	FC	MS
	11/17/2021	HEALTH DEPARTMENT General	3.0	S	MS
	11/18/2021	HEALTH DEPARTMENT General, Licensing, Front Office Coverage	5.0	S	MS
	11/22/2021	HEALTH DEPARTMENT General, Cover front office	5.50	S	MS

	11/23/2021	HEALTH DEPARTMENT General, Front Office Coverage	6.0	S	MS
	11/24/2021	HEALTH DEPARTMENT Front Office	8.0	S	MS
	11/29/2021	HEALTH DEPARTMENT End of month / End of Year Pet Licensing reports, Front Office Coverage	7.0	S	MS
ACO/RABIES CLINIC	11/13/2021	BERNARDS TWP Michelle, Kate, Katie, Jody, Patty	4.0	FC	MS
ACO/WILD ANIMAL	11/09/2021	STOCKMAR DRIVE Advice re: fox seen on property	0.50	S	MS
	11/10/2021	DOUGLAS ROAD Injured Groundhog	1.0	FC	MS
	11/16/2021	BRADFORD LANE Info re: bats	0.25	S	MS
	11/17/2021	BRADFORD LANE Remove bat from outside front door area ( no exposure )	0.50	FC	MS
	11/29/2021	SONS OF LIBERTY FARM Caller believes fox passed away due to gun shot - unfounded	1.0	FC	MS

**Totals:**

**Work For Town Total**  
121.75

**Total Time in Hours**  
122.75

KEY: A/Admin. Work; F/Food Inspection; I/Field Inspection; Plan Rev/Plan Review  
STATUS: AB-Abated; AP-Approved; CS-Conditionally Satisfactory; FC-Field Complete;  
IP-In Progress; S-Satisfactory; UF-Unfounded; US-Unsatisfactory; C-Complete; CL-closed  
Admin key code: phone calls, emails, filing, scheduling, OPRA requests, CDRSS, reports  
Date Printed: 12/1/2021  
Printed By: Michelle Santoro



### Bernards Township Health Department

Basking Ridge, NJ 07920  
P. 908.204.3070 F. 908.204.3075  
[www.bernardshealth.org](http://www.bernardshealth.org)

Contractual Health Agency for  
Bernards Township  
Bernardsville Borough  
Chester Borough  
Long Hill Township  
Mendham Borough  
Peapack and Gladstone Borough

262 South Finley Ave.  
Basking Ridge  
New Jersey 07920



T. 908.204.3070  
F. 908.204.3075  
health@bernards.org  
www.bernardshealth.org

TO: Bernards Township Board of Health  
From: Lucy A. Forgione, Registrar of Vital Statistics  
Subject: Registrar's Report - Month of Oct 2021  
Date: December 2, 2021

Following is a report of the activities of the office of the Registrar of Vital Statistics.

Issued:	<u>0</u>	Birth Certificates
	<u>45</u>	Marriage Certificates
	<u>10</u>	Marriage Licenses
	<u>0</u>	Civil Union Certificates
	<u>0</u>	Civil Union Licenses
	<u>1</u>	Death Certificates
	<u>0</u>	Domestic Partnership Certificates
Fees Collected:	<u>\$1,200.00</u>	
Births in Township	<u>0</u>	
Marriages in Township	<u>27</u>	
Deaths in Township	<u>11</u>	(in Lyons V.A.) <u>1</u>

262 South Finley Ave.  
Basking Ridge  
New Jersey 07920



**Bernards Township Health Department**

T. 908.204.3070  
F. 908.204.3075  
health@bernards.org  
www.bernardshealth.org

TO: Bernards Township Board of Health  
From: Lucy A. Forgione, Registrar of Vital Statistics  
Subject: Registrar's Report - Month of Nov 2021  
Date: December 2, 2021

Following is a report of the activities of the office of the Registrar of Vital Statistics.

Issued:	<u>0</u>	Birth Certificates
	<u>59</u>	Marriage Certificates
	<u>5</u>	Marriage Licenses
	<u>0</u>	Civil Union Certificates
	<u>0</u>	Civil Union Licenses
	<u>1</u>	Death Certificates
	<u>0</u>	Domestic Partnership Certificates
Fees Collected:	<u>\$1,340.00</u>	
Births in Township	<u>0</u>	
Marriages in Township	<u>14</u>	
Deaths in Township	<u>10</u>	(in Lyons V.A.) <u>3</u>



**Resolution BH #13:21**  
Resolution of Title and Salary Change  
Jaclyn Handwerger  
Registered Environmental Health Specialist (REHS) /COVID -19 Generalist  
Bernards Township Health Department

**Whereas** the position of Registered Environmental Health Specialist /COVID-19 generalist is an approved temporary position of the Bernards Township Board of Health with the salary for the position supported through a grant awarded by the NJ Department of Health (DOH); and

**Whereas** this position is a full-time position funded through a grant from July 1, 2021 -June 30, 2022 (with the expectation of renewal to June 30, 2023, for a two-year grant period); and

**Whereas** Jaclyn Handwerger meets the licensing requirements of the Registered Environmental Health Specialist/COVID-19 Generalist; and

**Whereas** the Board of Health of the Township of Bernards recommends a title and salary change to Jaclyn Handwerger after successfully passing the REHS licensing exam on November 23, 2021. The new title will be Registered Environmental Health Specialist/COVID -19 Generalist with a salary increase to an hourly rate of \$ 33.00/hr., for a 40-hour week or an annual salary of \$68,640.00; with an Initial Employment Period (IEP) ending February 16, 2022; and

**Whereas**, since this position is funded through a grant from DOH with the salary and all benefits being paid from these grant monies, continued employment will be contingent upon the state continuing to provide the Township with the grant each year moving forward.

**Now, Therefore Be It Resolved**, by the Board of Health of the Township of Bernards that Jaclyn Handwerger's title be changed to Registered Environmental Health Specialist /COVID-19 Generalist with a salary increase as outlined in resolution BH#11:21 adopted on September 16, 2021.

\_\_\_\_\_  
Dr. John Salaki,  
President, Board of Health

\_\_\_\_\_  
Deirdre Vogel,  
Witness/Board of Health Secretary

Dated: December 2, 2021

Explanatory Statement:  
Jaclyn Handwerger passed the New Jersey State licensing exam on November 23, 2021 and is eligible for an increase in salary to an hourly rate of \$ 33.00/hr., for a 40-hour week or an annual salary of \$68,640.00 and the duties of the position will be expanded with a title change to REHS/ COVID-19 Generalist. This position is only available as long as the grant funding is renewed by the DOH and meets all Township employment practices and requirements.  
Lucy A. Forgione, Health Officer