

**BOARD OF HEALTH OF THE TOWNSHIP OF BERNARDS
SOMERSET COUNTY, NEW JERSEY**

**RESOLUTION # 1:22
LEGAL COUNSEL**

WHEREAS, the Board of Health of the Township of Bernards desires to retain legal counsel to act as board attorney and to perform various legal functions as directed by the Board of Health; and

WHEREAS, N.J.S.A. 40A:11-1 et seq. requires that all contracts be in writing; and

WHEREAS, the Board of Health wishes to retain Paula J. DeBona, Esq. d/b/a Paula J. DeBona, LLC of the firm of Edward Wacks & Associates, LLC, t/a Wacks DeBona Beilin & Weber, 110 South Jefferson Road, Suite 304, Whippany, NJ 07981, as legal counsel; and

WHEREAS, funds have been certified as available for this purpose; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the Resolution authorizing “professional services” contracts without competitive bids must be publicly advertised.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Health of the Township of Bernards, in the County of Somerset, and State of New Jersey, as follows:

1. The President and Secretary are hereby authorized to execute an agreement with Paula J. DeBona, Esq., of Edward Wacks & Associates, LLC, t/a Wacks DeBona Beilin & Weber, 110 South Jefferson Road, Suite 304, Whippany, NJ 07981, for professional legal services. Counsel shall be compensated at the rate of \$175.00 per hour.

2. This contract is awarded without competitive bidding as a “professional service” under the provisions of the Local Public Contracts Law.

3. Notice of the adoption of this Resolution shall be published as required by law.

I hereby certify the foregoing to be a true copy of a resolution adopted by the Board of Health of the Township of Bernards, at its meeting held January 13, 2022.

BOARD OF HEALTH OF THE
TOWNSHIP OF BERNARDS

Deirdre Vogel, Secretary
Board of Health

John Salaki, MD
President

**BOARD OF HEALTH OF THE TOWNSHIP OF BERNARDS
SOMERSET COUNTY, NEW JERSEY**

**RESOLUTION BH # 2:22
APPOINTMENTS OF HEALTH DEPARTMENT PERSONNEL**

BE IT RESOLVED by the Board of Health of the Township of Bernards, in the County of Somerset and State of New Jersey, that the following appointments are hereby made:

Lucy A. Forgione, Health Officer/Health Educator/Youth Services Coordinator/ Registrar of Vital Statistics

Deirdre Vogel, Board of Health Secretary/Deputy Registrar of Vital Statistics

Gindy McCarthy, Alternate Deputy Registrar of Vital Statistics

Tricia Cowell, Senior Environmental Health Specialist

Nancy Dowd, Registered Environmental Health Specialist I

Vacant, Registered Environmental Health Specialist

Kaitlin Cartoccio, Health Educator/Community Program Coordinator

Hannah Truncale, Health Educator/Youth Services Coordinator Assistant/Marketing & Communications Coordinator

Riya Patel, Vulnerable Populations Outreach Coordinator

Jaclyn Handwerger, Registered Environmental Health Specialist/COVID Generalist

This Resolution shall take effect immediately.

**BOARD OF HEALTH OF THE
TOWNSHIP OF BERNARDS**

Board of Health Secretary

President

Dated: January 13, 2022

**BOARD OF HEALTH OF THE TOWNSHIP OF BERNARDS
SOMERSET COUNTY, NEW JERSEY**

**RESOLUTION BH # 3:22
THE HEALTH OFFICER HAS AUTHORITY TO APPLY FOR ANY AND ALL
GRANTS THAT ARE IN THE BEST INTEREST OF THE BOARD OF HEALTH**

WHEREAS, various grants are available to local boards of health to enable such boards to provide necessary public health services; and

WHEREAS, the Bernards Township Board of Health wishes to clarify that the Health Officer has authority to apply for any and all grants that the Health Officer believes are in the best interests of the Board of Health in the furtherance of its statutory purpose to provide public health services to the citizens of Bernards Township and to the citizens of those municipalities which contract with the Bernards Township Board of Health for public health services.

NOW, THEREFORE, BE IT RESOLVED by the Board of Health of the Township of Bernards, in the County of Somerset and State of New Jersey, that the Health Officer is hereby authorized to apply for any and all grants and to execute any and all grant applications on behalf of the Board of Health as the Health Officer deems to be in the best interests of the Board of Health in the furtherance of its statutory purpose to provide public health services to the citizens of Bernards Township and to the citizens of those municipalities which contract with the Bernards Township Board of Health for public health services.

This Resolution shall take effect immediately.

**BOARD OF HEALTH OF THE
TOWNSHIP OF BERNARDS**

Board of Health Secretary

President

Dated: January 13, 2022

**BOARD OF HEALTH OF THE TOWNSHIP OF BERNARDS
SOMERSET COUNTY, NEW JERSEY**

**RESOLUTION BH # 4:22
THE HEALTH OFFICER HAS AUTHORITY TO EXECUTE CONTRACTS WITH PROVIDERS**

WHEREAS, it is necessary for the Board of Health to enter into various contracts in order to provide public health services to the citizens of Bernards Township and to the citizens of those municipalities which contract with the Bernards Township Board of Health for public health services; and

WHEREAS, the Bernards Township Board of Health wishes to clarify that the Health Officer has authority to execute the contracts with the following providers as well as all other contracts that the Health Officer believes are in the best interests of the Board of Health in the furtherance of its statutory purpose to provide public health services to the citizens of Bernards Township and to the citizens of those municipalities which contract with the Bernards Township Board of Health for public health services, provided that said contracts are for a total annual sum less than \$17,500:

Zufall Health Center

Starcrest Kennels, Warren, NJ

Community Home Care

Professional Services Agreement/Covid-19 Vaccinations

NOW, THEREFORE, BE IT RESOLVED by the Board of Health of the Township of Bernards, in the County of Somerset and State of New Jersey, that the Health Officer is hereby authorized to execute contracts with the above providers as well as all other contracts on behalf of the Board of Health which the Health Officer deems to be in the best interests of the Board of Health in the furtherance of its statutory purpose to provide public health services to the citizens of

Bernards Township and to the citizens of those municipalities which contract with the Bernards Township Board of Health for public health services, provided that said contracts are for a total annual sum less than \$17,500.

This Resolution shall take effect immediately.

**BOARD OF HEALTH OF THE
TOWNSHIP OF BERNARDS**

Board of Health Secretary

President

Dated: January 13, 2022

Resolution BH # - 5:22

Resolution Ratifying Renewal of Contract with Atlantic Visiting Nurse Association

Bernards Township Health Department

Whereas, the Board of Health entered into a Professional Services Contract for the 2020 calendar year with the Atlantic Visiting Nurse Association; and

Whereas, the Contract provides that it will automatically renew for a one-year period upon the same terms and conditions unless either party notifies the other in writing of its desire to terminate the relationship sixty-day prior to the expiration of its effective date; and

Whereas, neither party notified the other of its intention to terminate the relationship; and

Whereas, the Board wishes to ratify the automatic renewal of the contract with Atlantic Visiting Nurse Association for public health nursing services for \$20,236.00 for calendar year 2022; and

Whereas, the Chief Financial Officer has certified that funds are available for this purpose; and

Whereas, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the Resolution authorizing the award of contracts for "professional services" without competitive bids and the contract itself must be available for public inspection.

Now, Therefore Be It Resolved, by the Board of Health of the Township of Bernards as follows:

1. That the automatic renewal of the Contract with the Atlantic Visiting Nurse Association for a one-year period terminating December 31, 2022 is hereby ratified.
2. This contract is awarded without competitive bidding as a "professional service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because said services are exempt from the provisions of the bidding statutes in that they are services rendered or performed by a person authorized by law to practice a recognized profession and are services which require knowledge of an advanced type in a field of learning acquired by a prolonged course of specialized instruction as distinguished from general academic instruction or apprenticeship and training.
3. A copy of the Business Disclosure Entity Certification and the Determination of Value shall be placed on file with this resolution.
4. A Notice of this action shall be printed once in the Bernardsville News as required by law.

This Resolution shall take effect immediately.

Dr. John Salaki,
President, Board of Health

Deirdre Vogel
Witness/Board of Health Secretary

Dated: 01/13/2022

**BOARD OF HEALTH OF THE TOWNSHIP OF BERNARDS
SOMERSET COUNTY, NEW JERSEY**

RESOLUTION BH # 6:22

WHEREAS, the Township Committee of the Township of Bernards has adopted an Employee Handbook of Personnel Policies and Procedures dated October 28, 2003, amended and re-adopted on January 4, 2022 (“Employee Handbook”); and

WHEREAS, the Board of Health desires to adopt the Township’s Employee Handbook as the Employee Handbook for all Board of Health employees.

NOW, THEREFORE, BE IT RESOLVED by the Board of Health of the Township of Bernards, in the County of Somerset and State of New Jersey, that the Employee Handbook of Personnel Policies and Procedures as re-adopted by the Township Committee on January 4, 2022 is hereby adopted as the Employee Handbook for the Board of Health.

BE IT FURTHER RESOLVED that a copy of the Employee Handbook shall be distributed to each current Board of Health employee and each new employee upon hiring and that a copy of the Employee Handbook shall be available in the office of the Secretary of the Board of Health for review and inspection by the public.

This Resolution shall take effect immediately.

**BOARD OF HEALTH OF THE
TOWNSHIP OF BERNARDS**

Board of Health Secretary

President

Dated: January 13, 2022