

TOWNSHIP OF HARDING
BOARD OF HEALTH
REORGANIZATION / REGULAR MEETING
IN PERSON
FEBRUARY 8, 2024 at 7:30 pm
21 Blue Mill Road, New Vernon, NJ

ADEQUATE NOTICE of this meeting of the Harding Township Board of Health was given as follows: On January 18, 2024, notice was sent to the *DAILY RECORD* and the *OBSERVER-TRIBUNE*, posted in the *OBSERVER-TRIBUNE* on January 25, 2024, posted on the Bulletin Board in the Township Hall at 21 Blue Mill Road in Harding, NJ and filed with the Municipal Clerk.

AGENDA

(To the extent now known)

AGENDA ITEMS	Formal Action May Be Taken	
	Yes	No
1. Board Secretary Opens Meeting		
OATHS Of Office – J. Sordillo		
* Christina McKittrick – Regular Member – 3 year term, expiring 12/31/2026		X
* Julia Somers – Alternate #1, 2 year term expiring 12/31/2025		
* Lydia Chambers – Alternate #2, 2 year unexpired term expiring 12/31/2024		
2. Roll Call – Board Secretary		X
3. Election of BOH Chair and Vice Chair		
* Election of BOH Chair – Board Secretary	X	
* Election of BOH Vice Chair – BOH Chair	X	
4. Resolutions:		
• <u>BOH 2024-#01</u> Scheduling of Meeting Dates for the Next Twelve Months	X	
• <u>BOH 2024-#02</u> Designation of Newspapers and Fixing the Charges for Notices of Public Meetings	X	
• <u>BOH 2024#03</u> Appoint of Secretary; Appointment of Registered Environmental Health Specialist; and Appointment of Administrative Authority to the Board of Health	X	
• <u>BOH 2024-#04</u> Appointment of BOH Special Counsel	X	
• <u>BOH 2024-#05</u> Appointment of BOH Chair to Execute Certain Documents on Behalf of the BOH	X	
5. BOH Waiver Request – Francis Frigerio, 10 Primrose Trail Presented by Careaga Engineering	X	
6. Approval of Minutes for Meeting held on December 14, 2023	X	
7. Monthly Health Department Monthly Reports	X	
• January 2024 Monthly Report w Financial		
• December 2024 Monthly Report w Financial		

8.	County of Morris Monthly Report of Activities for the Township of Harding – December 2023 & January 2024	X
9.	Other matters that may come before the Board and Hearing Persons Present	X
10.	Adjournment	X

RESOLUTIONS

Board of Health

- 1. BOH Resolution #01-2024 – Meeting Dates for 2024**
- 2. BOH Resolution #02-2024 – Designation of Newspapers/Fixing the Charges for Notices of Public Meetings**
- 3. BOH Resolution #03-2024 – Appointment of Secretary, REHS, and Administrative Authority**
- 4. BOH Resolution #04-2024 – Appointment of BOH Special Counsel**
- 5. BOH Resolution #05-2024 -- Appointment of BOH Chairman to Execute Certain Documents**

**RESOLUTION BOH #01-2024
TOWNSHIP OF HARDING
BOARD OF HEALTH
MORRIS COUNTY, NEW JERSEY
FEBRUARY 8, 2024
REGULAR MEETING SCHEDULE**

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-19 requires that every public body shall post and maintain posted throughout the year for the purpose of public inspection, a schedule of the regular meetings of the public body to be held during the succeeding year.

BE IT RESOLVED, by the Board of Health of the Township of Harding in the County of Morris and the State of New Jersey that:

Public meetings of the Harding Township Board of Health for **2024** shall be held in person in the main meeting room of the Township Municipal Building, Kirby Hall, at 21 Blue Mill Road in New Vernon in Harding Township. All participants attending via GOTOMEETING are to register with the BOH Secretary before each meeting. All Board of Health meetings will start at **7:30 p.m.** on the dates listed below:

February 8	August 8
March 14	September 12
April 11	October 10
May 9	November 14
June 13	December 12
July 11	January 9, 2025 – Re-organization meeting to be held for the purposes of electing officers for the year 2025

BE IT FURTHER RESOLVED, that the above schedule and any revision thereof shall be posted on the bulletin board in Kirby Hall and a certified copy shall be filed with the Clerk of the Township of Harding and mailed to *The Observer Tribune* and the *Daily Record*, and, upon prepayment of mailing costs, to all persons requesting copies of such schedule or any revision thereof.

Dated: February 8, 2024

I, Lisa A. Sharp, Secretary of the Harding Township Board of Health, County of Morris, State of New Jersey, do hereby certify this is a true copy of a Resolution approved by the Board of Health at a meeting held on February 8, 2024.

Lisa A. Sharp
Secretary, Board of Health

Vote on Resolution:

	MOTION	FOR APPROVAL	AGAINST APPROVAL	ABSTAIN
Mrs. Chambers, Alt #2		☐	☐	☐
Mrs. Chipperson		☐	☐	☐
Mr. DeNave		☐	☐	☐
Dr. Lacz		☐	☐	☐
Mrs. McKittrick		☐	☐	☐
Mrs. Somers, Alt #1		☐	☐	☐
Dr. Cervone		☐	☐	☐

**RESOLUTION BOH #02-2024
TOWNSHIP OF HARDING
BOARD OF HEALTH
MORRIS COUNTY, NEW JERSEY
FEBRUARY 8, 2024
DESIGNATION OF OFFICIAL NEWSPAPER**

WHEREAS, the “Open Public Meeting Act” R.S. 10:4-6 and following, requires that the designation of newspapers and fixing charges for notices of public meetings shall be as defined and set forth herein.

BE IT RESOLVED, by the Board of Health of the Township of Harding, in the County of Morris, State of New Jersey as follows:

1. The ***OBSERVER-TRIBUNE*** and the ***DAILY RECORD*** are hereby designated for the calendar year **2024** as two newspapers to receive notice of meetings of the Open Public Meeting Act, as it appears that these newspapers are most likely to inform the local public of such meetings.
2. The ***OBSERVER-TRIBUNE*** has been designated as the official newspaper for public notices for the Township of Harding as set forth in Resolution adopted by the Township Committee of the Township of Harding.
3. The public place for the posting of notices of meetings of the Board of Health for the calendar year **2024** shall be on the bulletin board in the main hallway of the Township Hall and a copy given to the Municipal Clerk of the Township of Harding.
4. The sum of \$50.00 is hereby fixed as the fee to be paid by any person requesting that notices of meetings of the Board of Health during the entire calendar year **2024** be mailed to such person, all as specified in R.S. 10:4-19, provided, however, that no charge shall be made to any newspaper requesting the mailing to its business office and;
5. Certified copies of this Resolution shall be mailed by the Secretary of the Board of Health to the ***OBSERVER-TRIBUNE*** and the ***DAILY RECORD***, and a certified copy shall be filed with the Municipal Clerk of the Township of Harding.

Dated: February 8, 2024

I, Lisa A. Sharp, Secretary of the Harding Township Board of Health, County of Morris, State of New Jersey, do hereby certify this is a true copy of a Resolution approved by the Board of Health at a meeting held on February 8, 2024.

Lisa A. Sharp
Secretary, Board of Health

Vote on Resolution:

MOTION	FOR APPROVAL	AGAINST APPROVAL	ABSTAIN
Mrs. Chambers, Alt #2	☐	☐	☐
Mrs. Chipperson	☐	☐	☐
Mr. DeNave	☐	☐	☐
Dr. Lacz	☐	☐	☐
Mrs. McKittrick	☐	☐	☐
Mrs. Somers, Alt #1	☐	☐	☐
Dr. Cervone	☐	☐	☐

**RESOLUTION BOH #03-2024
TOWNSHIP OF HARDING
BOARD OF HEALTH
MORRIS COUNTY, NEW JERSEY
FEBRUARY 8, 2024
RESOLUTION TO APPOINT BOARD OF HEALTH PERSONNEL**

WHEREAS, Title 26 of the New Jersey Statutes Annotated, requires and authorizes local Boards of Health to appoint its officers, agents and employees to accomplish the goals, objectives, duties, and responsibilities of said Board.

BE IT RESOLVED, by the Board of Health of the Township of Harding in the County of Morris and the State of New Jersey, that Lisa A. Sharp be reappointed Secretary to the Board of Health for the term ending December 31, 2024; and

BE IT RESOLVED, by the Board of Health of the Township of Harding in the County of Morris and the State of New Jersey, that George Byrnes be reappointed as Registered Environmental Health Specialist to the Board of Health for the term ending December 31, 2024; and

BE IT FURTHER RESOLVED, that for the purposes of N.J.A.C. 7:9A, Dr. Carlos Perez, Jr, Stephanie Gorman, Jessica Freer, Shelby Meyers, and George Byrnes be appointed as the Administrative Authority acting on behalf of the Harding Township Board of Health for the term ending December 31, 2024; and

BE IT FURTHER RESOLVED, that certified copies of this Resolution shall be mailed by the Secretary of the Board of Health, to the State Department of Health and Senior Services, and a certified copy shall be filed with the Municipal Clerk of the Township of Harding.

Dated: February 8, 2024

I, Lisa A. Sharp, Secretary of the Board of Health in the Township of Harding in the County of Morris and the State of New Jersey do hereby certify this is a true copy of a Resolution approved by the Board of Health of the Township of Harding at a meeting held on February 8, 2024.

Lisa A. Sharp
Secretary, Board of Health

Vote on Resolution:

	MOTION	FOR APPROVAL	AGAINST APPROVAL	ABSTAIN
Mrs. Chambers, Alt #2		☐	☐	☐
Mrs. Chipperson		☐	☐	☐
Mr. DeNave		☐	☐	☐
Dr. Lacz		☐	☐	☐
Mrs. McKittrick		☐	☐	☐
Mrs. Somers, Alt #1		☐	☐	☐
Dr. Cervone		☐	☐	☐

**RESOLUTION BOH #04-2024
BOARD OF HEALTH
TOWNSHIP OF HARDING
MORRIS COUNTY, NEW JERSEY
FEBRUARY 8, 2024
RESOLUTION TO APPOINT BOARD OF HEALTH SPECIAL COUNSEL**

WHEREAS, the Board of Health of the Township of Harding has a need to acquire a professional service contract for the year 2024 as a non-fair and open contract pursuant to the provisions of N.J.S.A. 40A:11-5(1)(a); and

WHEREAS, funds are available for this purpose; and

WHEREAS, the following professional service contractor has submitted a proposal for 2024 and has completed and submitted their Business Entity Disclosure Certification pursuant to the New Jersey Pay-to-Play Act, certifying that reportable contributions to a political or candidate committee in the Township of Harding have not been made in the previous one year period and that the award of contract will prohibit the following professional service vendors from making any reportable contributions through the term of the contract.

BE IT RESOLVED, by the Board of Health of the Township of Harding in the County of Morris and State of New Jersey that the following professional service contract is hereby awarded for a one-year period; and

BE IT FURTHER RESOLVED, one quarter of these funds are currently certified with the remainder of funds being certified pending final 2024 budget approval.

Special Counsel	DiFrancesco, Bateman, Coley, Yospin,	1/1/24 to 12/31/24
	Davis, Lehrer & Flaum, P.C.	\$175.00 per hour
	Joseph Sordillo, Esq.	Not to exceed \$6,000.00
		01-2024-1330-0330-2-00035 (health)

Dated: February 8, 2024

I, Lisa A. Sharp, Secretary of the Board of Health in the Township of Harding in the County of Morris and the State of New Jersey do hereby certify this is a true copy of a Resolution approved by the Board of Health of the Township of Harding at a meeting held on February 8, 2024.

Lisa A. Sharp
Secretary, Board of Health

Vote on Resolution:

	MOTION	FOR APPROVAL	AGAINST APPROVAL	ABSTAIN
Mrs. Chambers, Alt #2		☐	☐	☐
Mrs. Chipperson		☐	☐	☐
Mr. DeNave		☐	☐	☐
Dr. Lacz		☐	☐	☐
Mrs. McKittrick		☐	☐	☐
Mrs. Somers, Alt #1		☐	☐	☐
Dr. Cervone		☐	☐	☐

**TOWNSHIP OF HARDING
BOARD OF HEALTH
RESOLUTION #05-2024
FEBRUARY 8, 2024**

**AUTHORIZING THE BOH CHAIR TO EXECUTE CERTAIN DOCUMENTS ON
BEHALF OF THE BOARD OF HEALTH OF THE TOWNSHIP OF HARDING**

WHEREAS, from time to time it is necessary for the Board of Health to execute deed restrictions, easements, or other similar documents ("Certain Documents") related to certain Board of Health Approvals or as required by the New Jersey law; and

WHEREAS, it is administratively expedient to have the Chair of the Board of Health authorized to execute these Certain Documents.

BE IT RESOLVED, that the Board of Health of the Township of Harding, County of Morris, State of New Jersey, does hereby authorize the Chair of the Board of Health to execute such Certain Documents; and

FURTHER BE IT RESOLVED, that this resolution shall be retroactively effective to January 1, 2024.

DATED: February 8, 2024

I, Lisa A. Sharp, Secretary of the Harding Township Board of Health, County of Morris, State of New Jersey, do hereby certify this to be true copy of a Resolution approved by the Board of Health at a meeting held on February 8, 2024.

ATTEST:

**BOARD OF HEALTH OF THE
TOWNSHIP OF HARDING**

Lisa A. Sharp
Secretary, Board of Health

Chair, Board of Health

Vote on Resolution:

	MOTION	FOR APPROVAL	AGAINST APPROVAL	ABSTAIN
Mrs. Chambers, Alt #2		☐	☐	☐
Mrs. Chipperson		☐	☐	☐
Mr. DeNave		☐	☐	☐
Dr. Lacz		☐	☐	☐
Mrs. McKittrick		☐	☐	☐
Mrs. Somers, Alt #1		☐	☐	☐
Dr. Cervone		☐	☐	☐

Board of Health

Waiver Request

Applicant: Francis Frigerio

10 Primrose Trail

Presented by: Careaga Engineering

WAIVERS being requested: See attached

This septic application is for the alteration of an existing 3 bedroom dwelling with an existing grinder pump in the basement for bathroom. The existing septic tank and septic trenches are to be abandoned on site and a new 1,000 gallon septic tank, a Ecoflo 500-P-P-Pack treatment tank and a 10'x48' disposal field with 2' fill enclosure are proposed. The following waivers are being requested from the Board of Health:

- Disposal field to property line with B: 36, L: 1
 - 25ft is required by local ordinance, approximately 10ft is proposed.
- Disposal field to property line with B: 36, L: 4
 - 25ft is required by local ordinance, approximately 12ft is proposed.
- Disposal field to property line at rear of property
 - 25ft is required by local ordinance and 10ft is required by NJAC 7:9A, approximately 7ft is proposed.
- Disposal field to occupied building
 - 25ft is required by local ordinance and by NJAC 7:9A, approximately 14ft is proposed
- Disposal field to deck footings
 - 10ft is required by local ordinance, approximately 2ft is proposed
- Septic tank to occupied building
 - 10ft is required by local ordinance and by NJAC 7:9A, approximately 5ft is proposed
- Disposal field sizing
 - Proposed disposal field does not meet the 50% size increase required by local ordinance when a sanitary ejector pump is installed
- Septic tank sizing
 - Proposed surge tank does not meet the 100% increase in sizing required



**TOWNSHIP OF HARDING
BOARD OF HEALTH
REQUEST FOR WAIVER FROM BOARD OF
HEALTH REGULATIONS
FEE: \$175.00**

21 Blue Mill Road, P.O. Box 666
New Vernon, New Jersey 07976
(973) 267-8000 Ext.715

To request a waiver from Harding health standards or to appeal a ruling by the Health Department the applicant must complete this form and comply with the conditions set herein. The Board of Health cannot waive New Jersey State requirements. The request for waivers and appeals will not be heard by the Board of Health unless a complete application. If the Board needs to consult with the Board of Health Attorney or Township Engineer an escrow account must be established prior to the hearing.

SITE INFORMATION:

OWNER: Frances Frigerio BLOCK: 36 LOT: 3
PROPERTY ADDRESS: 10 Primrose Trail
MAILING ADDRESS: 10 Primrose Trail, Morristown, NJ 07960
PHONE: 908-507-2055 EMAIL: jfturpin@turpinrealtors.com

PROJECT INFORMATION: Briefly describe the project and waivers requested or reasons for appeal. (You may submit a separate sheet).

See Attached

PROJECT ENGINEER: Careaga Engineering, Inc.
ADDRESS: 382 Route 46 West., Suite 5, Budd Lake, NJ 07828
PHONE: 973-448-0651 EMAIL: robin @careagaengineering.com

APPLICATION CHECKLIST:

☒	Three physical copies and a PDF of the application and plans.
☒	Fee of \$175.00
☐	Applicant Ownership: If the applicant is a corporation or partnership, a list of names and addresses of all stockholders or partners owning at least 10% of any class of its stock or at least 10% of the partnership interest.
☒	Owner Certification: The site owner must sign the application or provide a statement of permission allowing an agent to sign the application.
☒	Notification of Affected Parties: The applicant shall provide the names and addresses of property owners within 200 feet of the subject site. The applicant shall also provide proof that these property owners have been notified of the waiver application, the time and date of the schedule hearing and the nature of the waivers requested.
☒	A plan view of the system(s) affected and the entire site at a minimum scale of one inch equals thirty feet. (1"=30')
☒	Plan view shall show the locations of all permanent structures including, but not limited to: driveways, house foundations, pools, outbuildings, decks, underground storage tanks, underground drainage systems, underground utilities, wetland boundaries and wetland transition areas.
☒	Plan view shall show the location of all of the septic components and wells on the subject site and within 150 feet of the subject lot.
☒	Plan view shall show the complete extent, including all structures, septic system components and water supplies of all adjacent parcels affected by the waiver request.
☒	Plan view shall highlight or otherwise draw attention to the area or areas requiring waivers from Board of Health regulations.
☒	The plan or application support documents shall show a table that includes: a. The Board of Health requirement or limitation b. Existing condition(s) if applicable c. Proposed condition(s)

OWNER CERTIFICATION:

I am the owner of the subject property and I certify the submitted information is correct and I understand my responsibilities to comply with applicable state and local regulation.

Owners Signature: Frances Frigerio

dataloop verified
01/23/24 11:57 AM EST
NCDI-MY94-NHVR-WZYI

Date: _____

AGENT CERTIFICATION:

I am the agent for the owner of the subject property and I certify that I have permission and authorization to sign for the owner and that the submitted information is correct. I have informed the owner of his/her responsibilities to comply with applicable state and local regulations.

Agents Signature: _____

Date: _____

Board of Health Monthly Report

1. JANUARY 2024 – Monthly Report

HARDING TOWNSHIP HEALTH DEPARTMENT

MONTHLY REPORT

JANUARY 2024

ENVIRONMENTAL HEALTH

***INSPECTIONS: Septic System, Well Construction and Permeability Testing
Total for the Month **JANUARY 2024**: (4) Year-to-Date: (4)***

Allison, Block 16, Lot 13, 61 Village Road, Well Sealing. Mr. Byrnes witnessed the well sealing on January 18, 2024. Mrs. Sharp issued five certified copies of a Marriage License on January 29, 2024.

London Construction, LLC, Block 17, Lot 40.04, 15 Maryknoll Drive, Permeability Testing. Mr. Byrnes witnessed the soil testing on January 16, 2024.

Hartley Farms Partners, Block 4, Lot 36, 1 Hartley Farms, Permeability Testing. Mr. Byrnes witnessed the soil testing on January 16, 2024.

Allison, Block 16, Lot 13, 61 Village Road, Well Sealing. Mr. Byrnes witnessed the well sealing on January 18, 2024.

PLANS/APPLICATIONS RECEIVED/REVIEWED: Total for **JANUARY 2024** (7) YTD: (144)

Frigerio, Block 36, Lot 3, 10 Primrose Trail, Septic Alteration. Miss Meyers review the application and sent comments on January 17, 2024.

Esposito, Block 28, Lot 3.06, 4 Military Hill Drive, revised Architecturals. In review by Miss Meyers.

Hvidsten/Allin, Block 47, Lot 9.01, 140 Lee's Hill Road, Septic Alteration. Mr. Byrnes reviewed the application and sent comments on January 23, 2024.

Shih, Block 21, Lot 15, 2 Pinefield Lane, Addition Review. In review by Mr. Byrnes.

Mpunga, Block 27, Lot 14, 661 Mt. Kemble Avenue. In review by Mr. Byrnes.

Golding, Block 17, Lot 14.04, 15 Maryknoll Drive, Septic Alteration. In review by Miss Meyers.

Frigerio, Block 36, Lot 3, 10 Primrose Trail, BOH Waiver Application. In review by Miss Meyers.

PLANS/APPLICATIONS RECEIVED/REVIEWED UPDATE FROM: December 2023

Allison, Block 16, Lot 13, 61 Village Road, Well Sealing. Mr. Byrnes witness the well sealing in January 2024.

Wightman Farms, Block 32. Lot 9, 1111 Mt. Kemble Avenue, Site Plan Review. In review by Mr. Byrnes.

HEALTH DEPARTMENT ACTIVITIES AND MEETINGS FOR **JANUARY 2024**:

Mrs. Sharp conducted notary service for a resident on January 2, 2024.

Mrs. Sharp conducted notary service for a resident on January 5, 2024.

Mr. Byrnes attended a meeting regarding Lewis Morris County Park on January 8, 2024.

Mrs. Sharp conducted an OPRA request on January 29, 2024 regarding 1 Baxter Farm Road.

Mr. Byrnes conducted an OPRA request on January 29, 2024 regarding 1 Baxter Farm Road with a potential buyer.

Mrs. Sharp conducted health department matters with Mrs. Gorman, Assistant Health Officer during the month of January.

***SEPTIC TANK PUMP OUT PERMITS RECEIVED IN **JANUARY 2024** – Total for Month: (9)
YTD:(163)***

Health Department
Monthly Report
January 2024

Horstmann Septic, Block 41, Lot 8, Scrudato, 137 Lees Hill Road, 2 tanks pumped on January 2, 2024, P#8851, routine maintenance.

Horstmann Septic, Block 51, Lot 4, Sutter, 2 Lindsley Road, 2 tanks pumped on January 11, 2024, P#8853, routine maintenance.

Horstmann Septic, Block 6, Lot 2, Statile, 45 Red Gate Road, 2 tanks pumped on January 19, 2024, P#8854, routine maintenance.

WELL RECORDS: Total for JANUARY 2024 (0) Year to Date: (0)

No well records were received in the month of January 2024.

SEPTIC PERMITS ISSUED: Total for JANUARY 2024 (0) YTD: (0)

Bill Farley, Block 53, Lot 11.03, 16 Pleasantville Road, Septic Alteration, Septic Repair, Permit #3353 was issued on December 13, 2023.

CERTIFICATES OF COMPLIANCE (C of C) – INSTALLATION: Total for JANUARY 2024 (0) YTD: (0)

RETAIL FOOD INSPECTIONS – Total for JANUARY 2024 (1) Total for YTD: (1)

Classic Café, 1200 Mt. Kemble Avenue, Risk Type 2. Miss Meyers conducted a retail food inspection on January 26, 2024 and issued a satisfactory rating.

RETAIL FOOD LICENSES – Total for JANUARY 2024 (0) Total for YTD: (0)

No retail food licenses were issued during the month of January 2024.

ENVIRONMENTAL WATER SAMPLE RESULTS: Total for JANUARY 2024: (1) YTD: (1)

24-001 – Mrs. Sharp conducted a quarterly water test on January 22, 2024 of the first floor kitchen of the Municipal Building. A satisfactory rating was received on January 26, 2024.

PUBLIC HEALTH

VITAL STATISTICS: Three (3) marriage license(s) were received and one (1) was issued by Harding, zero (0) death notices were received, and zero birth certificates received. No domestic partnerships were reported.

Mrs. Sharp conducted a Marriage License application on January 4, 2024.

Mrs. Sharp conducted a Marriage License application on January 10, 2024.

Mrs. Sharp answered several certified copy questions during the week of January 22, 2024.

Mrs. Sharp issued ten certified copies of a Marriage License on January 29, 2024.

Mrs. Sharp issued four certified copies of a Marriage License on January 29, 2024.

Mrs. Sharp sent notification to the State of how many marriage licenses were received for the month.

INCIDENTS AND COMPLAINTS:

Mrs. Sharp received notification from the Morris Animal Inn on January 3, 2024 of a dog bite. Mrs. Sharp forwarded the information to Kathy Basile, Public Health Nurse.

INQUIRIES-REQUESTS-COMPLAINTS:

In **January 2024** the Health Department received **1** complaint(s) for animal matters; **5** inquiries from residents regarding, notary services, well water testing, well/septic records, marriage licenses and certified copies, and public health food information; and **1** requests for septic information from realtors, residents, prospective buyers, and engineers/contractors/septic inspectors.

Year-to-date 2024, the Health Department responded to **7** combined complaints/inquiries/requests; as follows:

- 1 complaints – dog bites, bats, etc.
- 5 inquiries -- regarding home sales, dog licenses, well water testing, marriage licenses, certified copies, well records, filming requests, and Notary Services
- * 1 requests – septic information (as-built and number of bedrooms) from realtors, residents contractors, engineers, etc.

ANIMAL CONTROL:

Dog Licenses

During the month of **JANUARY 2024**, the Health Department issued 275 dog licenses during the month of January 2024 with 1 dog being a service dog. The total fees collected was \$5,282.00 and \$403.80 accounted for the State fees. The monthly form was sent to the State on January 31, 2024.

For **JANUARY 2023** a total of 278 dog licenses were issued during the month of January 2023 with a total of \$5,295.00 collected which \$399 accounted for the monthly state fee.

Year-to-date 2024, a total of 265 dogs have been licensed with one being a service dog.

The Health Department was notified of a dog bite on January 3, 2024. The Public Health Nurse was notified and conducted follow-up.

CORRESPONDENCE RECEIVED

Ever Green Inspection Services, Block 17, Lot 36.03, Gajjar, 19 Maryknoll, septic was inspected on December 16, 2023 and found to be "Satisfactory Condition with concerns". The pool house has a full bathroom and sink that are currently winterized, so unable to determine if these fixtures discharge to the septic system.

Board of Health
Monthly Report

- 1. JANUARY 2024 – Financial Report**

Board of Health Monthly Report

1. DECEMBER 2023 – Monthly Report

HARDING TOWNSHIP HEALTH DEPARTMENT

MONTHLY REPORT

DECEMBER 2023

ENVIRONMENTAL HEALTH

INSPECTIONS: Septic System, Well Construction and Permeability Testing
Total for the Month DECEMBER 2023: (10) Year-to-Date: (155)

Naturman, Block 2, Lot 21, 20 White Deer Lane, Septic. Mr. Byrnes witnessed the force main/pump test on December 4, 2023.

Allison, Block 16, Lot 13, 61 Village Road, Well. Mr. Byrnes conducted an inspection of the well line on December 6, 2023.

Donnelly, Block 6, Lot 10, 502 Van Beuren Road, Septic Repair-Emergency. Mr. Byrnes witnessed the septic repair on December 8, 2023.

Simon, Block 15, Lot 19.01, 117 Pleasantville Road, Permeability Testing. Mr. Byrnes witnessed the soil testing on December 11, 2023 with Gladstone Design.

Donnelly, Block 6, Lot 10, 502 Van Beuren Road, Septic Repair. Mr. Byrnes witness the septic repair on December 12, 2023 in the morning and conducted another inspection of the septic repair that afternoon.

Donnelly, Block 6, Lot 10, 502 Van Beuren Road, Septic Repair. Mr. Byrnes witness the septic repair on December 14, 2023.

Donnelly, Block 6, Lot 10, 502 Van Beuren Road, Septic Repair. Mr. Byrnes witness the septic repair on December 15, 2023

Bryan Drilling, Block 49, Lot 8, 9 Crane Road, Well. Mr. Byrnes conducted an inspection of the well line on December 19, 2023.

Donnelly, Block 6, Lot 10, 502 Van Beuren Road, Septic Repair. Mr. Byrnes witness the septic repair on December 20, 2023

PLANS/APPLICATIONS RECEIVED/REVIEWED: Total for DECEMBER 2023 (8) YTD: (144)

15 Village Road LLC, Block 18, Lot 5, 15 Village Road, Variance Review – Addition of Residential Space. Mr. Byrnes reviewed the application and sent comments to the Board of Adjustment Secretary on December 27, 2023.

Naturman, Block 2, Lot 21, 20 White Deer Lane, Septic As-Built. Mr. Byrnes issued the C of C #3352 on December 6, 2023.

Lukacs, Block 41, Lot 2.01, 2 Lake Trail West, Lot Line Adjustment. Miss Meyers reviewed the application and sent comments to the Board of Adjustment Secretary on January 5, 2024.

Milewski, Block 28, Lot 3.06, 6 Military Hill Drive, New Domestic Well. In review by Mr. Byrnes.

Mpunga, Block 27, Lot 14, 661 Mt. Kemble Avenue, Septic Alteration/Expansion. Mr. Byrnes reviewed the application and sent approval on January 3, 2024.

Andersen, Block 3, Lot 3, 604 Spring Valley Road, Septic Alteration. In review by Miss Meyers.

Allison, Block 16, Lot 13, 61 Village Road, Well Sealing. In review by Mr. Byrnes.

PLANS/APPLICATIONS RECEIVED/REVIEWED UPDATE FROM: AUGUST/SEPTEMBER 2023

Singh, Block 20.01, Lot 2, 216 Village Road, Septic As-Built. In review by Mr. Brynes.

Wightman Farms, Block 32. Lot 9, 1111 Mt. Kemble Avenue, Site Plan Review. In review by Mr. Byrnes.

HEALTH DEPARTMENT ACTIVITIES AND MEETINGS FOR DECEMBER 2023:

Mrs. Sharp conducted two separate notaries on December 1, 2023.
Mr. Byrnes attended a meeting on December 5, 2023 to discuss 117 Pleasantville Road.
Mr. Byrnes conducted a file review on December 5, 2023, for septic information.
Mr. Sharp conducted a file review for septic information pertaining to 15 Maryknoll Drive. The information was emailed on December 6, 2023.
Mr. Byrnes attended a meeting on December 6, 2023 pertaining to 920 Mt. Kemble Avenue.
Mrs. Sharp conducted an OPRA request on December 8, 2023 for septic records. The septic information was emailed.
Mrs. Sharp conducted a notary service for a resident on December 12, 2023.
Mrs. Byrnes attended a five-day noise class from 8:30 am to 1 pm on December 13, 2023 to December 19, 2023.
Mr. Byrnes attended a webinar class on December 21, 2023.
Mr. Byrnes conducted a file review on December 29, 2023 pertaining to septic information for 12 Wildlife Run.

**SEPTIC TANK PUMP OUT PERMITS RECEIVED IN DECEMBER – Total for Month: (9)
YTD:(163)**

Horstmann Septic, Block 49, Lot 22, Soter, 23 Meadow Lane, 2 tanks pumped on December 1, 2023, P#8838, routine maintenance.
Horstmann Septic, Block 17, Lot 11.04, Christensen, 52 Millbrook Road, 2 tanks pumped on December 4, 2023, P#8839, routine maintenance.
Horstmann Septic, Block 5, Lot 6.02, 529 Waterfront Properties, 1 tank pumped on December 4, 2023, P#8840, routine maintenance.
Horstmann Septic, Block 41, Lot 20, Haynsworth, 50 Lake Trail West, 3 tanks pumped on December 5, 2023, P#8841, routine maintenance.
Horstmann Septic, Block 33, Lot 19, Thompson, 39 Post House Road, 2 tanks pumped on December 4, 2023, P#8842, routine maintenance.
Peach Brothers, Block 35, Lot 21.01, Lanasa, 131 Glen Alpin Road, 1 tank pumped on December 8, 2023, P#8785, routine maintenance.
Horstmann Septic, Block 15, Lot 22.03, Schultz, 21 Wildlife Run, 2 tanks pumped on December 5, 2023, P#8843, routine maintenance.
Horstmann Septic, Block 17, Lot 21, Giangrande, 33 Pleasantville Road, 1 tank pumped on December 13, 2023, P#8844, routine maintenance.
Horstmann Septic, Block 35, Lot 21.13, Hess, 15 Cedar Hill Drive, 2 tanks pumped on December 14, 2023, P#8845, routine maintenance.

WELL RECORDS: Total for DECEMBER 2023 (0) Year to Date: (13)

No well records were received in the month of December 2023.

SEPTIC PERMITS ISSUED: Total for DECEMBER 2023 (1) YTD: (21)

Bill Farley, Block 53, Lot 11.03, 16 Pleasantville Road, Septic Alteration, Septic Repair, Permit #3353 was issued on December 13, 2023.

CERTIFICATES OF COMPLIANCE (C of C) – INSTALLATION: Total for *DECEMBER 2023* (3) YTD: (25)

Naturman, Block 2, Lot 21, 20 White Deer Lane, SA, C of C #3352 was issued on December 6, 2023.

Finkel, Block 16, Lot 5, 33 Village Road, Septic Alteration, C of C #3094 was issued on December 14, 2023.

Donnelly, Block 6, Lot 10, 502 Van Bueren Road, Septic Repair, C of C #3350 was issued on December 20, 2023.

Kelly, Block 26.01, Lot 24, 61 Anthony Wayne Road, Septic Alteration, Certificate of Compliance #3344 was issued on November 30, 2023.

RETAIL FOOD INSPECTIONS – Total for *DECEMBER 2023* (1) Total for YTD: (14)

The Country Mile Deli, 1098 Mt. Kemble Avenue. Karen Zuluaga from Morris County Public Health inspected the Country Mile Deli on December 19, 2023 and issued a satisfactory rating. A follow-up and spot check will be conducted.

RETAIL FOOD LICENSES – Total for *DECEMBER 2023* (1) Total for YTD: (33)

Country Mile Gardens, Mt. Kemble Avenue, Temporary Event for two weekends in December 2023. Mr. Byrnes conducted an inspection on December 1, 2023 and issued a satisfactory rating.

ENVIRONMENTAL WATER SAMPLE RESULTS: Total for *DECEMBER 2023*: (5) YTD: (22)

23-017 – Mr. Toribio, DPW Director conducted a water test of the 2nd floor Municipal Building Kitchen on December 21, 2023. A unsatisfactory rating was received on December 23, 2023.

23-018, 23-019, and 23-020 -- Mrs. Sharp conducted three water tests on December 28, 2023. One was taken from the first floor kitchen, one was taken from the second floor bathroom, and the third was taken from the second floor kitchen. A satisfactory rating was received on January 2, 2024 for all three samples.

23-021 – Mr. Toribio conducted a raw water test from the well on December 28, 2023. A satisfactory rating was issued.

PUBLIC HEALTH

VITAL STATISTICS: Three (3) marriage license(s) were received and one (1) was issued by Harding, zero (0) death notices were received, and zero birth certificates received. No domestic partnerships were reported.

Mrs. Sharp issued two Marriage Licenses on December 1, 2023.

Mrs. Sharp issued a certified copy of a Marriage License on December 4, 2023.

Mrs. Sharp issued a Marriage License on December 4, 2023.

Mrs. Sharp received a Marriage License from Church of Christ the King on December 4, 2023.

Mrs. Sharp conducted a Marriage License on December 6, 2023.

Mrs. Sharp issued a certified copy of a Marriage License on December 8, 2023.

Health Department
Monthly Report
December 2023

Mrs. Sharp received a Marriage License on December 8, 2023.

Mrs. Sharp conducted a Marriage License on December 11, 2023.

Mrs. Sharp received a Marriage License from Church of Christ the King on December 18, 2023.

Mrs. Sharp sent notification to the State of how many marriage licenses were received for the month.

INCIDENTS AND COMPLAINTS:

No complaints were received during the month of December 2023.

INQUIRIES-REQUESTS-COMPLAINTS:

In **December 2023** the Health Department received **1** complaint(s) for animal matters; **5** inquiries from residents regarding, notary services, well water testing, well/septic records, marriage licenses and certified copies, and public health food information; and **4** requests for septic information from realtors, residents, prospective buyers, and engineers/contractors/septic inspectors.

Year-to-date 2023, the Health Department responded to **199** combined complaints/inquiries/requests; as follows:

- 11 complaints – dog bites, bats, etc.
- 55 inquiries -- regarding home sales, dog licenses, well water testing, marriage licenses, certified copies, well records, filming requests, and Notary Services
- * 133 requests – septic information (as-built and number of bedrooms) from realtors, residents contractors, engineers, etc.

ANIMAL CONTROL:

Dog Licenses

During the month of **DECEMBER 2023**, the Health Department issued zero dog license during the month of December 2023. The monthly form that showed no licenses were issued for the month was sent to the State.

For **DECEMBER 2022** a total of zero dog licenses were issued during the month of December 2022.

Year-to-date 2023, a total of 418 dogs have been licensed with five being service dogs.

Mrs. Sharp received notification from the Morris County Department of Public Health regarding a bat in a residents home on December 29, 2023. The bat was sent for rabies testing and returned a negative outcome for rabies.

CORRESPONDENCE RECEIVED

Ever Green Inspection Services, Block 17, Lot 36.03, Gajjar, 19 Maryknoll, septic was inspected on December 16, 2023 and found to be "Satisfactory Condition with concerns". The pool house has a full bathroom and sink that are currently winterized, so unable to determine if these fixtures discharge to the septic system.

Board of Health Monthly Report

1. DECEMBER 2023 – Financial Report

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