

BOROUGH OF WOODCLIFF LAKE

**BOARD OF HEALTH
FEBRUARY 20, 2007
REGULAR MEETING
MUNICIPAL BUILDING**

The meeting was called to order by President Elaine Metlitz at 7:45 pm, according to the Open Public Meetings Act. Dr. Haas swore in Elaine Metlitz for her new term, due to her absence at the reorganization meeting in January.

ROLL CALL:

Present:

Elaine Metlitz
Dr. Gerhard Haas
Dr. Mary Clark
Janet Levine
John Frey
Christine LaPaglia
Councilman Fred Singer
Secretary Fariba Negahban

Absent:

Dr. Steven Sperber
Sanitarian, Marjorie Vanacore

Elaine said that since Ken Ventre from Café Cucina was asked to be present at the meeting, the Board should discuss his case before starting the regular meeting.

Elaine explained that Café Cucina which is in the Dartcor Enterprises building at 123 Tice Blvd., has not obtained their food manager or food handler's license even though they have been operating since July. Erika has warned them several times to no avail, and even issued them a summons. They came to court and paid the fine, however have not as of yet signed up for a class to be certified.

Elaine questioned Ken Ventre about when and where anyone from his company had signed up for any classes. Ken replied that he is new on the job and that he signed up for a class in Morristown, but was not able to pass the course

due to lack of preparation time. He said he is planning to sign up for a class in Bergen County as soon as possible. Elaine asked about any other person working at the Café. Ken said there is one other person working with him, who also serves the food and takes care of the customers. Fariba added that as of 2007, every food establishment is required to have both a certified food manager and food handler. She also mentioned that she sent Ken Ventre a package containing all the schedules for 2007 classes, and that he needs to inform her of which date he is interested in. She would then send him the appropriate application to sign up. Ken said he wants the situation resolved very quickly, and he would do whatever is necessary to do so. Fred Singer asked if the food is prepared on the premises. Ken answered that all the food is prepared outside and delivered to them.

Elaine also asked Ken about Erika's inspections. He said that unfortunately the last time she was there and they had a delivery there was an incident with a flat tire, and the food temperature was not right. As a result, they received a conditional rating from Erika. Ken said they work with two different companies for breakfast and lunch, both making deliveries to them. Elaine asked about leftovers for the day and Ken replied that they are thrown out. Fred asked about how the food is received. Ken said all sandwiches are pre-wrapped and arrive in a refrigerated case, and the baked goods are boxed. Elaine asked about the number of transactions per day, to which Ken replied about 85.

John Frey asked about the Food Operator's license status for Café Cucina. Fariba said she had just received the payment for the 2007 license renewal. Originally the summons was issued to them due to operating without a food handler or manager's certificate. Fariba said that the Sanitarian would check again to make sure someone has signed up for classes. Dr. Haas suggested that Ken obtains a copy of the County Safe Food Handling pamphlet until he gets into one of the classes. The Board thanked Ken Ventre for attending the meeting, and since there were no other questions, he left the meeting at that point.

MINUTES:

The minutes for the January reorganization meeting were reviewed. There were no questions or corrections. There was a motion made and accepted to approve the minutes.

SANITARIAN'S REPORTS:

Elaine Metlitz mentioned her discussion with Bruce Bailey at the County in reference to assigning a new Sanitarian to Woodcliff Lake possibly starting in March 2007. The reason for the change was due to Erika's absence from Board of Health meetings and Court Hearings, as well as not putting in enough hours for inspections. She will not be able to fulfill all her duties because she is currently attending nursing school and does not seem to have enough time for everything.

Fred Singer had a question about Panera Bread on January 5th, related to swab samples of the coffee thermos. Fariba said perhaps the thermoses were not cleaned properly, and Christine LaPaglia added that the swab samples might have also been from the milk dispensers in the coffee station area. Dr. Haas asked a question about the cutting board at Latte & Love on January 16th, and was interested in the type of cutting board used which contributes to bacteria build-up. He said there will be more contamination the older the cutting board and the more cracks and cuts are on it. The best procedure is not to use the same board for raw vs. cooked food. Dr. Haas also asked a question about the vaccination records at Kindercare on January 23rd. Janet Levine explained that the children's records are periodically reviewed by the State, and the County would inspect the records to make sure everything is in order.

There were no further questions. There was a motion made to approve the January Sanitarian's report.

CASH RECEIPTS REPORT:

The cash receipts report was reviewed which was mostly made up of retail food license renewal fees for 2007. Elaine asked if there were any establishments which had not yet paid. Fariba replied that we are still waiting for William Sonoma and Our Lady Mother of the Church. She also she mentioned that information was sent to a company that may be running a concession stand at the Old Mill this summer. Fred Singer said there is no final decision as of yet regarding the company or individual that would be handling the concession stand.

Fred Singer asked a question about whether a caterer would have to pay a fee when they provide their services at a function or organization in town. The general consensus was the caterer would probably be licensed in their own town, and follow the required procedures per their Board of Health. Dr. Clark said it would be a good idea to ask the Sanitarian about the catering requirements if someone is operating out of their home, and/or if they are exclusively catering and not part of a restaurant.

There was a motion made and so carried to approve the cash receipts report for January 2007.

BERGEN COMMUNITY HEALTH CARE:

The Bergen Community Health Care report for the last quarter of 2006 was reviewed and it was noted that there was not much activity during that time for the children's clinic.

OLD BUSINESS:

The Board reviewed some information provided by DPW in reference to the disposal of hazardous material, as per Dr. Haas's request. Fariba mentioned that she spoke with Bill Beattie of Park Ridge Water Company, who is currently preparing the water reports, since Larry Coslow has retired as of last year. She asked him to attend the April meeting of the Board of Health at their request, to discuss and answer any questions regarding the 1st quarter reports of 2007. Dr. Haas added that Park Ridge Water Company should be questioned about the tremendous soil movement at BMW and its effect on the water quality in town.

NEW BUSINESS:

Elaine brought up the Food Operator's License code for the Borough of Woodcliff Lake, which does not correspond to the date stated in the renewal letter sent out to all Food Establishments in December every year. The letter states that licenses have to be renewed by January 31st of the current year, even though the code book allows until June 30th for the renewal. This obviously causes a problem in trying to enforce the rules, or for the Sanitarian to issue a summons to the food establishment, if they are late.

It was agreed that an amendment should be made to ordinance 270-2 to change the expiration date of the Food Operator's license from June 30th to January 31st, and to also delete the last statement which exempts all non-profit charitable organizations from paying a fee. The license expiration date in the renewal letter has to be changed to January 31st, which will correspond to when the payment has to be received by. The Board wanted to mention the amount of the fine as well in the letter, if the establishment is late.

Next, Elaine talked about the new Public Health Annex from the Office of Emergency Management, that needed to be signed and approved by her. She asked Fariba to mail everyone on the Board a copy of the above for their review, and at next month's meeting, discuss any questions they might have. It was also decided that someone should attend the OEM meetings regularly. In the past John Frey and Dr. Clark had tried to go to the meetings and the time was not always convenient. Janet Levine said that she would be able to attend the meetings, if they were around 5:00 p.m. Fariba is to notify Joseph Higgins to contact her, when there will be a meeting at that time.

There was a motion made and accepted, to adjourn the meeting at 9:45 p.m. The next meeting will be on March 20, 2007.

Respectfully submitted,

Fariba Negahban
Board of Health Secretary

Approved by:

Elaine Metlitz
President, Board of Health