

The reorganization meeting of the Board of Health was called to order at 7:30 p.m. Present for this meeting were: Tracy Carluccio, Tony Berberabe, Les Hamilton, Ted Peyrek III, Larry Tatsch, Charles Van Horn, David Wang-Iverson, Bodgan Slecza and Pauline Serafin. Also present: Board Secretary Christine Rosikiewicz. Dan Wyckoff from the Hunterdon County Health Department was also in attendance.

In compliance with the Open Public Meetings Act, this meeting was advertised as a reorganization meeting in the January 23, 2014 issue of the Hunterdon County Democrat. Notice of the meeting was forwarded to the Township Clerk's office, posted on the Township bulletin board and sent to the Hunterdon County Democrat, the Trenton Times, and the Star Ledger on January 23, 2014.

### **2014 REORGANIZATION**

#### **A. Election of Officers/ Subcommittee Appointments**

Chairperson:

**Mr. Wang-Iverson made a motion to nominate Tracy Carluccio as Board of Health Chairperson, seconded by Mr. Berberabe.**

**Mr. Hamilton made a motion to close nominations. Ms. Serafin seconded it.**

**All were in favor; the motion passed to close nominations.**

**All were in favor; the motion passed to appoint Tracy Carluccio as Board of Health Chairperson.**

Vice Chair:

**Mr. Wang-Iverson nominated Mr. Tatsch as Board of Health Vice-Chairman, seconded by Ms. Serafin.**

**Mr. Tatsch accepted the nomination.**

**Mr. Hamilton made a motion to close nominations; Ms. Serafin seconded it.**

**Motion carried unanimously to close nominations.**

**Motion carried unanimously to appoint Larry Tatsch as Vice Chairperson.**

Board of Health Secretary (member of the Board):

**Mr. Hamilton nominated Ted Peyrek as Board of Health Secretary, seconded by Mr. Wang-Iverson. Motion carried unanimously.**

Well Test Witness:

Ms. Carluccio said the Board is in the process of researching alternative ways to fulfill the need for a well test witness when the appointed witness is unavailable.

**Mr. Hamilton nominated Mr. Tatsch as well witness; Mr. Peyrek seconded the nomination.**

**Mr. Hamilton made a motion to close nominations. All were in favor to close nominations; the motion carried. All were in favor to appoint Mr. Tatsch as well witness; the motion carried.**

Ms. Carluccio noted that Mr. Tatsch will be training Mr. Hamilton to be a well witness.

Local Registrar of Vital Statistics:

**Mr. Tatsch nominated Terri Stahl as the Local Registrar of Vital Statistics; seconded by Mr. Wang-Iverson. Mr. Hamilton moved to close nominations. Motion to close nominations**

**carried unanimously. Motion to appoint Terri Stahl as the Local Registrar of Vital Statistics was carried unanimously.**

Subcommittee Appointments

Preview Committee:

Ms. Carluccio noted that the Chairperson or Vice Chairperson can draw on any of the Board members for this Committee. Only three members can be at a Preview Committee meeting at a time although there can be more than three members on the committee. The Committee reviews the documents but does not make decisions.

Ms. Carluccio inquired if any other Board members would like to join the Committee; currently it is Ms. Carluccio, Mr. Berberabe and Mr. Wang-Iverson. Mr. Peyrek said he would like to.

**Mr. Hamilton made a motion to approve appointing Ms. Carluccio, Mr. Berberabe, Mr. Wang-Iverson and Mr. Peyrek to the Preview Committee. Mr. Tatsch seconded the motion. All were in favor; the motion carried.**

Education and Health Issues:

Ms. Carluccio explained that in the past this Board member wrote newsletter articles, put materials of interest to the community on the Township website and held trainings for Board members.

Mr. Hamilton agreed to be appointed; Ms. Serafin will assist him.

Groundwater Monitoring:

This committee is involved with the testing done for salt in the ground water.

Mr. Tatsch was appointed to the Groundwater Monitoring Committee; Mr. Hamilton will assist him.

Ordinance Review:

Ms. Carluccio believes this subcommittee will meet this year as there are updates needed. It is cost efficient to do multiple updates at one time.

Ms. Carluccio, Mr. Wang-Iverson and Mr. Tatsch will serve on this subcommittee.

Mezaros Property Liaison:

This liaison is no longer needed.

B. 2014 Meeting Dates

The Board of Health will meet on the third Tuesday of each month on the following dates in 2014:

February 18, 2014

March 18, 2014

April 15, 2014

May 20, 2014

June 17, 2014

July 15, 2014

August 19, 2014

September 16, 2014

October 21, 2014

November 18, 2014

December 16, 2014

**Mr. Tatsch made a motion for the Board of Health to hold regular meetings on the third Tuesday of the month at 7:30p.m.; Mr.Wang-Iverson seconded it. All were in favor; the motion passed.**

Ms. Carluccio said the Board needs to consider a motion that items for the agenda must be received ten working days prior to the meeting and the applicant and/or his/her representatives should be present at the meeting.

**Mr. Van Horn made a motion that items for the agenda must be received ten working days prior to the meeting and the applicant and/or his/her representatives should be present at the meeting. Mr. Slecza seconded it. All were in favor; the motion passed.**

C. Professional Services Contracts

Legal Counsel:

**Mr. Hamilton motioned to appoint Gebhardt and Kiefer as legal counsel for the Board of Health seconded by Mr. Wang-Iverson. Motion carried unanimously.**

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**TOWNSHIP OF EAST AMWELL  
HUNTERDON COUNTY, NEW JERSEY**

**RESOLUTION 01-14**

**RESOLUTION APPOINTING BOARD OF HEALTH ATTORNEY**

**WHEREAS**, there exists a need for the performance of legal services for the East Amwell Township Board of Health for the year 2014; and

**WHEREAS**, funds are, or will be made, available for this purpose to be certified by the Treasurer; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1 *et seq.*) authorizes the hiring of an attorney without competitive bidding providing that the Resolution authorizing the award of contracts for “Professional Services” without competitive bidding and the contract itself be made available for public inspection.

**NOW THEREFORE, BE IT RESOLVED**, by the Board of Health of the Township of East Amwell, Hunterdon County, New Jersey, as follows:

1. Richard P. Cushing, Esq. of Gebhardt and Kiefer, P.C., are hereby appointed to serve as Board of Health Attorneys for the Township of East Amwell during the year 2014 in order to provide legal services for the East Amwell Township Board of Health.
2. The Board of Health shall enter into a mutually agreeable written compensation agreement with said Attorneys within thirty (30) days of the date of this Resolution.
3. This Agreement is awarded without competitive bidding as a “Professional Service” under the provision of the Local Public Contracts Law, N.J.S.A. 40A:11-5.

By order of the East Amwell Township  
Board of Health

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Tracy Carluccio, Chairperson

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Engineer:

**Mr. Tatsch moved to appoint Ferriero Engineering for the Board of Health engineer as per the terms of the contract, seconded by Mr. Wang-Iverson. The motion carried unanimously.**

Hydrogeologist:

It was noted that Mr. Demicco, the hydrogeologist appointed last year, was now with Ground Water Associates, LLC. His familiarity with Board ordinances was mentioned.

**Mr. Hamilton made a motion for the Board to use Ground Water Associates, LLC as hydrogeologist. Mr. Tatsch seconded the motion. All were in favor; the motion carried.**

**ANNOUNCEMENTS/AGENDA REVIEW:**

Ms. Rosikeiwicz read the following amendments to the agenda:

Under Education and Health Issues – Hunterdon County LINCS

1/28/13 Update: New Jersey Animal Rabies Cases by County and Species, January 1-December 31, 2013

Under Bills of the Evening:

Pamela Dymek	Rabies Clinic	\$175
Mary Hyland	1/18/14 Rabies Clinic	\$65
Teresa Stahl	1/18/14 Rabies Clinic	\$65
Dr. Mark Maxian, VMD	Rabies Clinic – 3 hours / Syringes	\$339

Under Correspondence for New Jersey:

December 2013 letter (received 1/28/14) from NJ Department of Health re: Radon Testing

**PRESENTATION OF THE MINUTES** –December 17, 2013

**Mr. Wang-Iverson made a motion to approve the December 17, 2013 minutes with typographical corrections; Mr. Berberabe seconded the motion. All were in favor; the motion passed.**

**OPEN TO THE PUBLIC**

**Being no comments from any public Mr. Van Horn made a motion to close to the public. Mr. Tatsch seconded the motion. All were in favor; the motion passed.**

**UNFINISHED AND NEW BUSINESS**A. Hunterdon County Division of Health and Safety – Inspector’s Report

1. Owens - AKA Woody’s – B 16, L 11 – 202 Old York Road

Mr. Wyckoff reported that he is waiting to hear the status of the Owens project; it is still on hold.

B. Preview Committee

1. Block 16.01, Lot 35, Septic Alteration

Mr. Bob Zeterbaum, PE came forward and introduced himself. He is the engineer for this application for a septic system at East Amwell School. Because this system is for a school the jurisdiction for the project is with the DEP. Mr. Zeterbaum felt that since signatures are required by the East Amwell Board of Health to allow the school to apply to the State and for treatment

works approval the application should be reviewed by the County and all East Amwell Board of Health requirements should be met and reported to the Board so the Board Chair could review the application prior to signing off.

Mr. Zeterbaum said there is an existing New Jersey (NJPDES) Pollutant Discharge Elimination System permit for the school; this is necessary for any system that generates more than 2000 gallons of discharge per day. A treatment works approval is required on the site because there are five septic systems.

The school was built in the 1930's. Each time there was an addition on the school another septic system was installed.

This particular system with the problem is in the rear of the school; it is unsure what the problem is. There was a break out four or five years ago where the bed was saturated. A broken pipe was found which had been causing roof water to go in the system. Once the pipe was repaired the problem was resolved.

Around ten months ago there was a breakout and a saturated bed. There appeared to be continuous water running into the D box; it was uncertain where the water was coming from. It was decided the system should be altered and the bed moved. There is good permeability and a fully conforming system. It was since determined that the water was possibly coming from a water connection running constantly in the school. The running water has been resolved and the bed has been working fine since then.

A decision was made to continue the process of obtaining the State permit to allow for construction in the event of future problems. At this point the design will not proceed further than the State permits.

Mr. Zeterbaum thanked the Board of Health and the County, on behalf of the Board of Education, for waiving the application fee.

Ms. Carluccio said this application was briefly discussed at a previous meeting when permission was granted to waive the fees.

Ms. Carluccio read from the treatment works approval form which accompanies the discharge permit. It states that the East Amwell Board of Health consents to submission of the application to DEP for approval and that the Board Chair certifies that the application conforms to all municipal ordinances. Ms. Carluccio reiterated that the State has jurisdiction due to the total size of the systems although the system in the application is under the limit. The system may not be installed but approval will be granted in the event it needs to be. The cost of a new system and the advanced age of the current system were noted. Mr. Zeterbaum said the soil had good permeability and there were very favorable conditions.

Mr. Wang-Iverson inquired how 625gpd was determined. Mr. Zeterbaum went over school records to see what is tied into the system as best he could noting there were many additions to the school over the years. The number is conservative. There is a boy's room and the nurse's office on the system.

Mr. Tatsch inquired about controls in place to limit water use. Mr. Zeterbaum said that all bathroom sinks have automatic shut off.

Mr. Hamilton noted that #6 on the County application had both residential and commercial checked. Mr. Zeterbaum said only commercial should be checked. Ms. Carluccio said that the State application is correct as only commercial is checked. Mr. Hamilton noted that the County letter indicated the school had two septic systems while Mr. Zeterbaum reported that there are five. Mr. Zeterbaum said this must be a typo as the County is aware that there are five systems.

**Mr. Hamilton made a motion for the Chair to sign the treatment works approval. Mr. Berberabe seconded the motion. All were in favor; the motion passed.**

## 2. Septic Alteration Application B 14 L 10

Ms. Erica Busch, PE and Mr. Karl Kaeten, homeowner for 1 Larrison Lane, came forward. Ms. Carluccio said the Preview Committee met to review this application. Ms. Busch explained that this application is for an existing four bedroom home for a real estate transaction.

Mr. Kaeten said the system was repaired around thirty years ago. It was inspected four years ago and is not malfunctioning but would not pass if it was to be inspected now. There is an issue with water in the lines. There is no surface water present.

Ms. Carluccio noted that there is not a break out but it is technically a malfunctioning system. It is an alteration with no expansion.

Ms. Busch performed soil logs and basin flood tests in October. There was good permeability; the basin flood test was fine. There was some motteling in the upper clay loam soil due to a hanging water table.

Ms. Carluccio referred to the December 20, 2013 letter from Ms. Busch regarding the hanging water table and the County letter. The County letter states that the hanging water table needs to be considered by the Board as soil logs 1 and 3 do not exhibit a perched condition according to 7:9A, however the engineer has considered the motteling in the soil log as a hanging water table. This is acceptable according to the DEP guidelines.

Ms. Carluccio read from #2 in the County letter dated January 3, 2014 as follows:

*The engineer performed a soil permeability classification test which determined to be a K1 and since this test is a slower permeability than the basin flood test this can be considered a hanging condition. The engineer provided the Board with a letter dated December 20, 2013 documenting the reasons this should be considered a hanging water table which this department is in agreement with.*

Ms. Carluccio asked Ms. Busch to explain to the Board what a hanging water table is and why it is important.

Ms. Busch explained that a hanging water table is where the soil horizon is slowly permeable above a more permeable soil or non-soil. In this case there is clay loam with a permeability of K1 above the shale horizon. There was a passing basin flood test. If the mottling of the soil log is considered at 36 and 37 inches as a regional water table then the mound would be extremely high at four feet above the mottling.

Ms. Carluccio said in terms of functioning of the system the mottling represents water. Ms. Busch agreed. Ms. Carluccio said that as long as there is this faster permeability below the hanging water table the system will drain. Ms. Busch said that is correct because the less permeable soil is being replaced. Mr. Hamilton inquired how the hanging water table was found. Ms. Busch referred to her letter. There were no artesian conditions; the permeability of the clay soil was K1. There was proof of permeability below it and it was unsaturated, free of mottles and a chroma of 4 or higher. The slope across the bed has to be less than 5%. Mr. Hamilton asked how it was known the permeability was better below it. Ms. Busch said a basin flood test was done; she noted it was very good for the area.

Ms. Carluccio noted the Board's unfamiliarity with the term hanging water table. Ms. Busch will provide Ms. Carluccio with information via e-mail.

Mr. Hamilton inquired if this condition would be widespread. Ms. Busch said it would be. She added that in some cases it wouldn't make a difference but in this case it did.

Mr. Wang-Iverson inquired if the design of the system is any different because of the condition. Ms. Busch referred to the cross section on sheet #3 and discussed the size of the mound. At the highest corner it is 11 inches; it would have been much higher without the hanging water table.

Mr. Berberabe inquired if the tree west of the bed on the drawing would be a problem for the laterals. Ms. Busch said technically it needs to be ten feet from the tree; the distance is about ten feet. Ms. Busch believes the tree, a silver maple, should be removed for ease of constructing the system but the homeowner does not want to remove it. Ms. Busch does not believe roots will enter the system as the system will be elevated. She noted the large size of the tree. The system cannot be moved any closer due to the location of the well on the neighboring property. There is also an existing pool and landscaping.

Ms. Carluccio noted the well to the right of where the system will be located appears to be over 200 feet away. Ms. Busch confirmed that it was and that there aren't any wells located behind the property.

Mr. Hamilton referred to the County letter which says there is a privy on the property. Ms. Busch said that is incorrect; there is no privy on the property.

Ms. Carluccio referred to the County letter as it is stated that the proposed septic and pump tanks will be only 75ft from the existing well on the property which does not meet the minimum separation of 100ft in the Township ordinance.

Ms. Busch said this location was chosen to avoid bends in the line and to avoid having to put the tank below grade.

Ms. Carluccio said the second waiver needed is to qualify the condition as a hanging water table and referred to the County letter.

Mr. Wang-Iverson referred to a system approved last month where a filter was installed in the tank and required cleaning a minimum of every three years when the tank is pumped. He inquired if a filter would be installed on the tank in this system.

Ms. Busch said it would be as it is required by the State for all new tanks and the specifications for the filter are in the plans.

Mr. Wang-Iverson inquired if there was a specification for how often the filter should be cleaned. Ms. Busch said there is no requirement but it is suggested it be cleaned about every three years. She does not believe any towns police it.

Ms. Carluccio will address the filter requirement with the State as it is not addressed in the Board's ordinance; it could possibly be considered as a possible change to the Board's ordinance by the Ordinance Committee.

Mr. Tatsch suggested the Board require a recommendation that the filter is cleaned at minimum every three years.

Ms. Carluccio said there were two waivers necessary for approval and a recommendation that the effluent filter is cleaned and the tank is pumped at least every three years.

**Mr. Wang-Iverson moved to approve the application with the two waivers and one recommendation. Mr. Hamilton seconded the motion. All were in favor; the motion passed.**

C. Septic Alteration Application B 30 L 41 approved 12/17/13 – re-open motion to approve to add condition

Ms. Carluccio said this item is to fix a technical deficiency in the motion. The engineer was advised that he did not need to attend the meeting. When the application was approved the engineer made a recommendation that the tank is pumped at least every three years and that he agreed it could be added as a condition to the approval; this was inadvertently left out of the motion by the Board when it was voted on. An approval letter was provided to the applicant which made it clear the application was approved but the condition could be added at the January meeting.

Upon review of the letter Ms. Carluccio noticed that a correction to the letter is needed; the third waiver on the letter, regarding distance to neighboring systems, is incorrect and should be stricken.

A new condition will be added to the letter stating that the septic tanks are to be pumped and the effluent filter cleaned a minimum every three years.

**Mr. Tastch made a motion to approve the addition of these two changes; Mr. Wang-Iverson seconded the motion. All were in favor; the motion passed.**

D. 12/23/13 NOV Carousel Deli & Bakery

Mr. Wyckoff reported that the well at the property is in a pit which flooded, due to a sump pump which did not turn on, causing the water to be contaminated. The property owner raised the head of the well out of the pit without proper approvals from NJDEP. Five samples were taken from the distribution system which all passed and were absent of coliform and E coli indicating that the problem may have been solved. Since the lab results were passing the posting was removed by the owner and the restaurant is using tap water again. The property is still in violation since these changes were not done through DEP which requires the ground water be tested, not only the tap water. If the ground water does not pass testing than a treatment system must be installed or a new well drilled.

Mr. Hamilton asked who raised the well. Mr. Wyckoff responded that a well driller would have had to do it. A necessary well permit was briefly discussed.

Ms. Carluccio explained that the property owner needs to test the raw water and have the DEP review the results; this was not done. Mr. Wyckoff said any changes to the well would need to be approved by the Bureau of Safe Drinking Water before they are made. Per the Bureau of Safe Drinking Water the water is still contaminated.

The County will hand deliver postings tomorrow and advise that the tenants need to be provided with bottled water and the restaurant should use bottled and boiled water until the problem is resolved through the necessary procedures to assure the validity of the outcome.

Mr. Hamilton inquired about the septic system. Mr. Wyckoff did not know if there were any issues with it noting that in the past there was a repair and remounding of the disposal bed. There are three septic tanks; the well is less than 100 feet from the tanks.

The Board expressed thanks to Mr. Wyckoff.

E. 319 H Grant – East Amwell Sourland Watershed Protection Plan – Non-Point Source Pollution Control Project - Consideration of letter of support

Ms. Carluccio referred to the sample letter of support drawn up by Princeton Hydro. Princeton Hydro is applying for the grant on behalf of the Township. The grant is generated from federal money passed to the states every year. It would be used to reduce levels of pollution in storm water runoff. The Board is being asked to consider the letter and is welcome to make changes to it. Projects to be funded are based on ideas from the Sourland Regional Stormwater Plan that was developed by the Township in cooperation with other townships in the Sourland region with a state grant, completed around 2008. Ms. Carluccio served on the steering committee of that plan which addressed how to reduce nonpoint source pollution sources in the Township. Two waterways, Back Brook and Neshanic, showed high levels of certain pollutants and poor biological life. There are concerns about road runoff from State Routes 31 and 202, including salt and oil and

grease from vehicles. Ms. Carluccio described the location of the lower portion of the Neshanic River and explained that there is farming and other activity near the stream and where vegetation isn't present there can be polluted runoff into the waterway.. Roads are also a source of pollution to this river.

The application is also targeting improvement of the quality of runoff water from the stormwater basins in Clawson Park through bioretention and other natural systems. This will benefit the aquifer which provides water to the village and the tributary at the end of the Township which goes into the Alexauken Creek.

The application is for small bio retention systems by the Back Brook and the Neshanic and possibly retrofitting the basins in Clawson Park with oversight by the Township Engineer. Overflow in the park can possibly be alleviated by absorption also.

Both improving the water quality and recharging the groundwater are goals of this effort. Support from the Environmental Commission was also requested. Ms. Carluccio said the Township would be the applicant.

Ms. Carluccio offered to work on any possible changes to the letter with the Board Secretary. Mr. Hamilton also offered to edit the letter. Ms. Carluccio requested all edits be sent to her and the Board Secretary.

**Mr. Tatsch made a motion to approve supporting the grant application; Mr. Hamilton seconded the motion. All were in favor; the motion passed.**

#### **B. Noxious Weeds – Consideration of Options**

A possible Noxious Weeds Ordinance is being considered; the Board had discussed this at a previous meeting. Mr. Wang-Iverson referenced the draft Noxious Weeds Ordinance which was provided by Attorney Cushing's office based on language from the State. It was proposed to put this language into the Board of Health Nuisance Ordinance. Based on previous Board of Health discussions Mr. Wang-Iverson advised Township Committee that it was not a good place for it as the focus of the Board of Health is water quality; noxious weeds may not fit into the mission of the Board of Health. The Board of Health also cannot monitor and enforce this proposed change. The nuisance ordinance, as it is now, falls under the Board of Health because the County enforces the Board of Health ordinances.

The Township Committee is still considering an ordinance but is waiting for the Board of Health's feedback. Mr. Van Horn felt the biggest issue of the ordinance would be enforcement and inquired if the County would enforce noxious weeds.

Mr. Wyckoff said that poisonous weeds are already enforced by the County. An investigation and identification of the weed would have to come from a respected party before action could be taken. Ms. Carluccio requested a copy of the Public Health Nuisance Code from Mr. Wyckoff.

Ms. Carluccio brought this to the Sourland Alliance, which she is a member of, to determine what other townships have in place. Ms. Carluccio relayed that in another township adopting the

ordinance led to the township having to maintain its own properties more carefully, both land and alongside roadways. Herbicides are sometimes used as it is less expensive than mowing. This is a concern due to the water quality impacts that could occur from the use of herbicides, especially along roadways where ditches run directly into streams. In Montgomery Twp. their land use regulation requires invasive vegetation not be planted; they do not have an ordinance because they considered the maintenance would be a burden due to the amount of municipally-owned open land. East Amwell Township's land use regulation requests the use of native, natural and non-invasive weeds but it is not mandated. The difficulty in removing multi flora rose was noted.

Comments were made about the potential size of the noxious weed problem in the Township and a past complaint from a farmer about seeds blowing on his field from unmowed roadsides. The difficulty in investigating noxious weed complaints was mentioned.

Board members stated that this item should be for the Agricultural Advisory Committee.

Mr. Wang-Iverson concluded that it is not a Board of Health issue; he will attend the next Agricultural Advisory Committee meeting.

Ms. Carluccio said that poisonous weeds and weeds that harbor rodents and insects are covered by the Public Health Nuisance Act, according to Mr. Wyckoff. It was noted that the weeds being discussed are not covered by this act.

Ms. Carluccio asked the Board Secretary to compose a summary of this discussion to provide for Township Committee.

**C. Well Witnessing – Continuation of discussion from December meeting**

Ms. Carluccio and Ms. Rosikiewicz will continue to research possible well witnesses. This item will be discussed at a future meeting.

**ITEMS OF DISCUSSION**

A. Education and Health Issues

There were no comments on any items.

**CORRESPONDENCE**

A. Hunterdon County

1. 12/10/13 letter from Hunterdon County Division of Public Health Services to Lou Williams, Owner, Orlando's Café re: Certified Food Protection Manager.

Mr. Wyckoff explained that a CFPM certification is required to be held by one staff member as there are three or more items offered that are cooked, cooled and reheated making them a Risk Type 3.

**BILLS OF THE EVENING**

Ms. Carluccio noted the voucher from Bayer-Risse and additional bills from the rabies clinic that were added this evening.

**Mr. Peyrek moved the approval of the bills of the evening, seconded by Mr. Wang-Iverson. The motion carried unanimously.**

**ITEMS OF DISCUSSION (revisited)**

A. Board Secretary's Report

Ms. Rosikiewicz reported that this past Saturday was the 2014 Rabies Clinic. Three hundred doses of serum were received; 198 were used with 192 returned. Thirty-nine cats were vaccinated; thirty-two were from the Township and seven brought by non-residents. A total of 159 dogs were vaccinated; 117 from residents, 42 by non-residents. She reported on the previous year's totals for comparison. There were 39 cats vaccinated and 154 vaccinated last year.

Ms. Rosikiewicz sent annual food license letters out in December; fourteen applications have been returned.

**OPEN TO THE PUBLIC**

There was no public present.

**ADJOURNMENT**

**Mr. Tatsch motioned, seconded by Mr. Wang-Iverson, to adjourn the meeting at 9:20 p.m. The motion carried unanimously.**

Respectfully submitted,

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Christine A. Rosikiewicz