

**FRANKFORD TOWNSHIP BOARD OF HEALTH  
RE-ORGANIZATION MEETING & REGULAR MEETING  
TUESDAY, SEPTEMBER 15, 2020  
M I N U T E S**

**Meeting Called to Order @ 6:30 p.m.**

**CALL TO ORDER:** Diane Brauchle, Secretary read the following statement: This meeting is being held in compliance with the Open Public Meetings Act. Adequate notice has been given to the NJ Herald and the Meeting Notice posted in the Municipal Building.

The **FLAG SALUTE** was conducted by Diane Brauchle.

**ROLL CALL:** Present were Michael Dolan, Ralph Smith, Ruth Campo, Sheila Risley, Laura Quigley, and Mat Wingle. Not in attendance was Barbara Wickenheisser. Also present was Diane Brauchle, Board of Health Secretary.

**APPOINTMENT OF PRESIDENT:**

A motion was made by Mike Dolan to nominate Ralph Smith as Board of Health President, seconded by Ruth Campo. All in favor. Motion carried.

**APPOINTMENT OF VICE-PRESIDENT:**

A motion was made by Mike Dolan to nominate Sheila Risley as Vice-President, of the Board of Health Committee, seconded by Ruth Campo. All in favor. Motion carried.

**APPOINTMENT OF SECRETARY:**

A motion was made by Mike Dolan to nominate Diane M. Brauchle as Board of Health Secretary, seconded by Ruth Campo. All in favor. Motion carried.

**APPOINTMENTS BY THE TOWNSHIP COMMITTEE:**

- Attorney (1-year term) – Kevin Benbrook, Esq.
- Committee Liaisons (1-year term) – Sam Castimore & Nick Civitan

**APPROVAL OF MINUTES:**

The last meeting was held on September 19, 2017, Patricia L. Bussow, Secretary. Minutes from the 9/19/17 meeting cannot be found.

**APPROVAL OF THE 2020-2021 CALENDAR:**

- Meetings will remain as needed - Quarterly
- Rabies Clinic – Friday, December 4, 2020
- Reorganization – January 5, 2021

A motion was made by Mike Dolan to approve the 2020-2021 Calendar of the Board of Health Committee, seconded by Ruth Campo. All in favor. Motion carried.

**REGULAR MEETING**

**VARIANCES:**

- CERU, ROBERT & CLAIRE  
164 Culver View Lane, Block 109, Lot 46  
Sewage Disposal System Setbacks

Certificate of Compliance was obtained.

**NEW BUSINESS:**

- BOH vs. TOWNSHIP CODE – Discrepancies – Will work on these with attorney Benbrook, Esq.
- Rabies Clinic to be held Friday, December 4, 2020
- Normanach Water Quality – Ralph Smith discussed with Committee the results of recent water testing.
- Nomination of Danae Dotz to Board of Health Committee. A motion was made by Mat Wingle to nominate Danae Dotz to the Board of Health Committee, seconded by Sheila Risley. All in favor. Motion carried.

**SUSSEX COUNTY HEALTH UPDATE:** Joseph A. Farinella, Inspector

- COVID-19 – All updates given via e-mail

Ralph Smith asked to have Jim McDonald of the County Health Department to attend next meeting to discuss COVID procedure for the Schools.

**FINANCIAL REPORTS:**

Deposits - 2020	
January	\$2865.00
February	\$3430.00
March	\$1635.00
April	\$720.00
May	\$1095.00
June	\$880.00
July	\$1080.00
August	\$990.00

**LAND USE BOARD – RESOLUTIONS**

- Sussex County Farm and Horse Show – 2020 List of Events
- Cammarato, David & Paula – Minor Subdivision & “C” Variance  
Block 35, Lots 5 and 6 and 6 – 69 Haggerty Road

- Ansbach, Charles & Harriette and James & Lana G. Ayers – Minor Subdivision – Block 42, Lots 15, 14.05, 14.20 and 14.28
- Crowell, Patricia & Larry – “C” Variance – Block 131, Lot 5 – 30 Upper North Shore Road
- Alden, Howard & Marion – “C” & “D” Variance 1 Year Extension – Block 109, Lot 42
- Baldwin, Donald & Paula – “C” & “D” Variance – Block 105, Lot 1

Reviewed by Board of Health Committee as submitted by the Land Use Board.

**LAND USE BOARD MINUTES:**

- January 8, 2020 – Re-Organization & Regular Meeting
- January 22, 2020 – Regular Meeting
- May 27, 2020 – Regular Meeting – Via Go To Meeting
- June 24, 2020 – Regular – Via Go To Meeting

Reviewed by Board of Health Committee as submitted by the Land Use Board.

**CORRESPONDENCE:**

Resignation Letter – Barbara Wickenheisser

The Board of Health Committee accepted the resignation letter of Barbara Wickenheisser with regret. Committee to send appreciation letter.

Re: Edgemont Campground

- Zoning Officer – Frankford Township – 6/2/20
- Memo – Zoning Officer – Frankford Township – 6/22/20
- Anita Dematteo, Sussex County, Principal REHS, Public Health – 7/2/20
- Board of Health – Frankford Township – 7/2/20
- Anita Dematteo, - Sussex County, Principal REHS, Public Health – 7/2/20
- Update – Ann Bell, Zoning Officer – September 2020 – County Board of Health has issued violations

Discussion with the Committee regarding violations at the Campground. Committee asked to have Zoning Officer and Sussex County Board of Health Officer at the next Board Meeting to address these issues.

**PUBLIC COMMENT:**

A motion was made by Ralph Smith to open to public comment, seconded by Mike Dolan. All in favor. Motion carried.

None.

A motion was made by Ralph Smith to close from public comment, seconded by Mike Dolan. All in favor. Motion carried.

**ADJOURNMENT:**

A motion was made by Mike Dolan to adjourn, seconded by Ralph Smith. All in favor. Motion carried.

ATTEST:

*Diane M. Brauchle*

Diane M. Brauchle  
Board of Health Secretary