

**BOARD OF HEALTH  
RE-ORGANIZATION MINUTES**

**January 3, 2018**

This meeting was advertised in the Hunterdon County Democrat, notice posted in the Alexandria Township Municipal Offices and the Alexandria Township website, [www.alexandrianj.gov](http://www.alexandrianj.gov) as required by the Open Public Meetings Act.

**Meeting Called to Order at 7:18 PM.**

**ROLL CALL:**

**PRESENT:** Mayor Garay, Committeeman Pfefferle, Comm. Kiernan, Attorney Dragan, Twp. Eng. Decker

**ABSENT:** None

Chair Pfefferle who was appointed Health Chair during the Township Committee Re-Org meeting by Mayor Garay made the following appointments:

**APPOINT SECRETARY FOR 2018**-Michele Bobrowski, Township Clerk

**APPOINT ENGINEER FOR 2018**-Thomas Decker, PE, PP, CME, Van Cleef Associates

**APPOINT ATTORNEY FOR 2018**-Sharon Dragan, Esq., Mason, Griffin & Pierson, PC

**SET DATE & TIME FOR MEETINGS FOR 2018**-2<sup>nd</sup> Wednesday of each month at 7:30 PM.

**ADOPT RESOLUTION 2018-001 FOR BOARD OF HEALTH**

Chair Pfefferle made a motion, seconded by Mayor Garay to approve Resolution 2018-001

**Roll Call: Aye: Garay, Pfefferle, Kiernan**

**Nay: None**

**Abstain: None**

**Motion Carried**

**RESOLUTION 2018-001 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON,  
BOARD OF HEALTH  
RE: OPEN PUBLIC MEETINGS ACT**

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**WHEREAS**, the Open Public Meetings Act (N.J.S.A. 10:4-6 et seq) hereinafter the "Act" provides for the giving of an annual notice by public bodies of a schedule of the succeeding year, including the location of each meeting to the extent it is known, and the time and date of each meeting; and

**WHEREAS**, the Act authorizes a public body to make certain other determinations and to take certain other actions in conformance therewith;

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

1. Regular meetings of the Board of Health shall be held during the 2018 calendar year at 7:30 p.m. prevailing time, on the second Wednesday of each month at the Alexandria Municipal Office, 242 Little York-Mt. Pleasant Road, Milford New Jersey, unless rescheduled in conformity with the said Act, provided that any such meetings which fall on a New Jersey legal holiday shall be rescheduled to the next regular business day at the same time and place.

2. The following newspaper(s) are hereby designated as the newspapers to receive any and all notices required or permitted to be given under the Act including but not limited to the Annual Notice of regular meetings or any revision thereto, 48 hour notice of any special meeting and notice of any emergency meeting for which prior adequate notice was not provided:

a. The **Hunterdon County Democrat** is the official newspaper of this public body; and

3. The following newspaper(s) is hereby designated as an alternate newspaper to receive any of the notices described in paragraph 2 above in the event that the newspaper designated in paragraph 2 shall be unavailable to receive or publish such notices within the time requirements of the Act due to weekly publishing schedules;

a. The **Star Ledger** which is hereby determined to be the alternate newspaper which has the greatest likelihood of informing the public of this municipality of meetings of this public body and may be utilized when necessary to receive such notices in order to conform to the maximum extent possible with the time and notice requirements of the Act.

b. The **Express Times** which is hereby determined to be the alternate newspaper which has the greatest likelihood of informing the public of this municipality of

meetings of this public body and may be utilized when necessary to receive such notices in order to conform to the maximum extent possible with the time and notice requirements of the Act.

c. The **Trenton Times** which is hereby determined to be the alternate newspaper which has the greatest likelihood of informing the public of this municipality of meetings of this public body and may be utilized when necessary to receive such notices in order to conform to the maximum extent possible with the time and notice requirements of the Act

d. The **Courier News** which is hereby determined to be the alternate newspaper which has the greatest likelihood of informing the public of this municipality of meetings of this public body and may be utilized when necessary to receive such notices in order to conform to the maximum extent possible with the time and notice requirements of the Act.

4. The following fees are hereby fixed to cover the costs of providing and mailing to a person requesting copies of any notice pursuant to Section 14 of the Act, which fees shall be prepaid by such persons:

***OPEN PUBLIC MEETINGS ACT.***

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a. To receive by mail any one copy of any annual notice of regular meetings or revision thereto described in Section 13 of the Act, or any one 48 hour advance written notice described in Subsection 3-d of the Act of any regular, special or rescheduled or emergency meeting of this body, **the sum of .05 cents per copy ( letter size) and .07 cents per copy ( legal size)**

b. To receive written advance notice of all of the meetings of this public body within the time prescribed by Subsection 3-d of the Act up to and including December 31, 2018, **the sum of .05 cents per copy ( letter size) and .07 cents per copy ( legal size)**

5. This public body shall keep reasonably comprehensible minutes of all of its meetings showing the time and place, the members present, the subjects considered, the actions taken, the vote of each member, and any other information required to be shown in the minutes by law, which shall be promptly available to the public to the extent that making such matters public shall not be inconsistent with Section 7 of the Open Public Meetings Act. (R.S. 10:4-12).

a. The fee to receive by mail or in person, any one copy of any official minutes of any regular or special open meeting or any revision thereto shall be **the sum of .05 cents per copy ( letter size) and .07 cents per copy ( legal size)**

b. The fee to receive by mail or in person one copy of all the official minutes of all of the regular and special meetings of this public body shall be **the sum of .05 cents per copy ( letter size) and .07 cents per copy ( legal size)**

6. Copies of the attached Annual Notice shall be provided as follows:

- a. Posted and maintained throughout the calendar year on the public bulletin board at the Alexandria Township Municipal Offices.
- b. Mailed or hand delivered to the newspaper designated in Paragraph 2 hereof.
- c. Filed with the Clerk of the Municipality.
- d. Mailed or hand delivered to any person so requesting in accordance with Paragraph 4 hereof.

**MOTION TO ADJOURN**

Mayor Garay made a motion, seconded by Chair Garay to adjourn the Board of Health Re-Organization meeting.

**Roll Call: Aye: Garay, Pfefferle, Kiernan**

**Nay: None**

**Abstain: None**

**Motion Carried**

**Meeting adjourned at 7:20 PM.**

Respectfully submitted,

Michele Bobrowski, Secretary  
Alexandria Township Board of Health