

**MONTVILLE TOWNSHIP HEALTH DEPARTMENT  
MONTHLY ACTIVITIES REPORT  
January 2021**

**ADMINISTRATIVE DIVISION**

<b>VITAL STATISTICS</b>	<b>Month</b>	<b>YTD</b>
Births	-	-
Burial Permits	-	-
Deaths to Montville residents	7	7
Deaths recorded in Montville	5	5
Certified copies – Birth	-	-
Certified copies – Death	-	-
Certified copies – Marriage	16	16
Certified copies – Domestic Partnership	-	-
Certified copies – Civil Union	-	-
Marriage license applications	4	4
Marriage licenses issued	4	4
Marriages recorded in Montville	5	5
Domestic Partnership applications	-	-
Domestic Partnership licenses issued	-	-
Domestic Partnerships recorded	-	-
Civil Union license applications	-	-
Civil Union licenses issued	-	-
Civil Unions recorded	-	-
<b>DIAL-A-RIDE</b>		
Calls taken	20	20
Riders	56	56
Trips	123	123
Meals on Wheels delivery trips	80	80
<b>INQUIRIES / COMPLAINTS</b>	162	162

<b>LICENSES / PERMITS / FEES</b>	<b>Month</b>	<b>YTD</b>
Body Art License	-	-
Cat License	-	-
Potentially Dangerous Dog License	-	-
Dog License	515	515
Dog Park Tag	1	1
Dog Park Fob	1	1
Farmers Market License	-	-
Kennel / Pet Shop License	-	-
Massage Facility License	-	-
Recreational Bathing Facility Permit	-	-
Retail Food Establishment License	-	-
Retail Food Establishment Plan Review	1	1
Septic Installer Permit	3	3
Septic License to Operate (new)	-	-
Septic Pumper License	3	3
Septic Pumper Permit Book	-	-
Septic System Permit – New System	-	-
Septic System Permit – Repair System	-	-
Septic System Permit – Alter System	-	-
Septic System Plan Review	1	1
Septic System Soil Profile Witnessing	4	4
Tanning Facility License	-	-
Vending Machine License	-	-
Well Permit	-	-

**COMPLAINTS/INVESTIGATIONS/INSPECTIONS – HEALTH OFFICER**

TYPE	NAME/LOCATION	ACTION/RATING	NOTES
n/a			
		<b>Month</b>	<b>0</b>
		<b>YTD</b>	<b>0</b>

**Additional Health Officer Activities**

Training: New Revisions to Executive Directive 20-026 (webinar) – NJDOH  
New CDC Algorithm, Vaccine, and Staffing Ratios in Longterm Facilities (webinar) – NJDOH

Other: Daily monitoring of:  
LeadTrax (elevated blood lead level cases)  
NJ EDRS (Electronic Death Registration System)  
NJ HAN (Health Alert Network)  
NJ VIP (Vital Information Platform - [births and fetal deaths])  
Reviewed deposit sheets and report for previous month  
Reviewed attendance sheets and report for previous month  
Reviewed and approved monthly NJDOH Dog Licensing report and fees due to state

\*NJDOH – NJ Department of Health

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**ADMINISTRATIVE DIVISION, continued**

Meetings: Animal Control Officer shelter status update meeting (7 total – 6 via phone, 1 in person)  
NJDOH (daily conference call starting 3/18) with Health Officers throughout the state (19)  
NJDOH weekly regional epidemiology conference call (4)  
Morris County Health Officers conference call – Morris County Health Officers (1)  
Morris Regional Public Health Partnership conference call (Webex) (4)  
NJDOH COVID-19 vaccination planning conference call  
Monthly REHS activity report meeting  
Monthly nursing activity report meeting  
Monthly animal control activity report meeting  
Monthly administrative activity report meeting  
Chilton Health Advisory Committee meeting (Zoom)  
Dog Park Advisory Committee Meeting (Webex)  
North Jersey Health Collaborative Meeting (Zoom)

**Additional Health Officer Activities, ctd:**

Sent weekly social media posts from contracted Morris County Certified Health Education Specialist to Public Information Officer to post on social media as per BOH request.

COVID-19: Daily monitoring of CDRSS\* and CommCare for cases  
Weekly updates to Board of Health on activities and number of cases  
Daily phone conference call with NJDOH for Health Officers throughout the state  
Daily update of case investigation tracking spreadsheet  
Daily update of case name/address document for Police Department's CAD\* system  
Daily update of table and charts for COVID page on website and Board of Health updates  
Daily update of COVID case information, news items, guidance, and resources on HD COVID page  
Provided guidance for residents, physicians, schools, child care facilities, retail food establishments, long-term care facilities, group home facilities, faith leaders, housing complexes, public recreational bathing facilities, kennel and other animal facilities, and other businesses and various residents  
Provided guidance for OEM\*, Police Department, Fire Department, First Aid Squad, Animal Shelter, DPW, Library, Recreation, and other Township departments  
Assisted nurses with contact tracing and case investigation  
Received, organized, and dispensed PPE\* as needed to Township staff/first responders  
Reviewed all non-positive results in CDRSS to identify negative results  
Toured Morris County vaccination center  
Toured Wayne Township vaccination center  
Formed Morris County Health Officers Association vaccination committee to explore possibilities for municipal vaccination sites throughout the county

\*DPW – Department of Public Works

\*CDRSS – Communicable Disease Registry and Surveillance System

\*CAD – Computer-Aided Dispatch

\*OEM – Office of Emergency Management

\*PPE – Personal Protective Equipment

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**Health Officer Plan Reviews:**

WSP-PMISC-20-40 – Approved

United Refrigeration Inc., 16 Chapin Road, Unit 905-906, Pine Brook

Existing tenant

Expanded space for existing HVAC office, warehouse, and wholesales

WSP-PMISC-21-01 – Approved

BRll East Inc., 11 Chapin Road, Unit D, Pine Brook

New tenant

Warehouse for furniture delivery company

WSP-PMISC-21-02 – Approved

Changing with Choices LLC, 68 Bloomfield Avenue, Pine Brook

New tenant

Psychotherapy counseling center

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**ENVIRONMENTAL DIVISION – INSPECTIONS**

				Month	YTD
<b>Body Art</b>				-	-
n/a					
<b>Junkyard</b>				-	-
n/a					
<b>Kennels/Animal Facilities/Pet Shops</b>				-	-
n/a					
<b>Massage</b>				-	-
n/a					
<b>Other</b>				-	-
n/a					
<b>Public Recreational Bathing</b>				-	-
n/a					
<b>Retail Food</b>				11	11
Skyzone	Pre-operational	Satisfactory	Facility reopening after lengthy closure		
MJM Shoes/Burlington Home	Inspection	Satisfactory			
Burlington Coat Factory	Inspection	Satisfactory			
Wendy's	Inspection	Satisfactory			
McDonald's	Inspection	Satisfactory			
Learning Garden Academy	Inspection	Satisfactory			
Columbia Inn	Re-inspection	Satisfactory			
R&R Deli	Re-inspection	Satisfactory			
Goddard School	Re-inspection	Satisfactory			
Tuscany Villa Ristorante	Re-inspection #2	Satisfactory	Insufficient dishwasher rinse temp – abated		
7-Eleven	Inspection	Pending	Malfunctioning fridge is freezing food – not in use until it can be repaired		
<b>Septic</b>				9	9
39 Boonton Avenue	Inspection	Witnessed	Soil log profile		
82 Taylortown Road	Inspection	Witnessed	Soil log profile		
230 Brook Valley Road	Plan Review	Not approved	Requires additional information to be submitted		
230 Brook Valley Road	Plan Review #2	Approved	Revised plans complete with all required information		
34 Cheyenne Drive	Inspection	Witnessed	Septic system repair		
66 Taylortown Road	Inspection	Witnessed	Soil log profile		
138 Waughaw Road	Inspection	Witnessed	Soil log profile		
9 Patrick Court	Plan Review	Approved			
101B Taylortown Road	Inspection	Witnessed	Soil log profile		
<b>Well</b>				-	-
n/a					
<b>Youth Camp</b>				-	-
n/a					
<b>ALL INSPECTIONS</b>				<b>20</b>	<b>20</b>

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**COMPLAINTS / INVESTIGATIONS**

				Month	YTD
<b>Air Pollution</b>				-	-
n/a					
<b>Animal</b>				2	2
12 Willard Lane	Dog killed animal	Quarantine	Dog killed groundhog. Groundhog sent to state for rabies testing – tested positive. Dog received rabies vaccination booster and was placed under home quarantine for 45 days as per state guidelines.		
151 Waughaw Road	Dog bite	Investigation	Person bitten could/would not identify dog. Provided letter to person urging them to receive rabies prophylaxis vaccination, sent certified and regular mail and posted on premises.		
<b>Body Art</b>				-	-
n/a					
<b>Environmental</b>				-	-
n/a					
<b>Food-borne Illness</b>				-	-
n/a					
<b>Insects</b>				-	-
n/a					
<b>Noise</b>				-	-
n/a					
<b>Odor</b>				-	-
n/a					
<b>Other</b>				1	1
6 Mountain Avenue	Unregistered daycare	Inspection	Our Little Angels Family Daycare. No violations that the Health Department enforces. Referred to regulatory agency that oversees home-based childcare facilities: NJ Department of Children and Families.		
<b>Retail Food</b>				1	1
9 Main Rd	Illegal kitchen	Inspection	Planted Eats Restaurant. New kitchen installed in basement without prior knowledge, review, or approval from any Township Department. Ordered use of area to cease immediately and notified other appropriate departments. Summons to municipal court issued.		
<b>Rodents</b>				-	-
n/a					
<b>Septic/Sewage</b>				-	-
n/a					
<b>Solid Waste/Litter/Dumping</b>				-	-
n/a					
<b>Water Pollution</b>				-	-
n/a					
<b>Well</b>				-	-
<b>ALL COMPLAINT INVESTIGATIONS</b>				<b>4</b>	<b>4</b>

**MONTVILLE TOWNSHIP HEALTH DEPARTMENT  
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**ENVIRONMENTAL DIVISION - Continued**

**Document reviews (applications, reports, files):**

	Month	YTD
Massage therapist practitioner	-	-
PWTA* reports	1	1
PWTA – action required	-	-
Septic license to operate issued/renewed	-	-
Septic realty transfer inspection reports	2	2
Advanced Wastewater System reports	1	1
OPRA* requests	20	20
File reviews	15	15
<b>TOTALS</b>	<b>39</b>	<b>39</b>

**Enforcement Actions:**

	Month	YTD
Warning	-	-
Notice of Violation	-	-
Summons	1	1
Court cases held	-	-
<b>TOTALS</b>	<b>1</b>	<b>1</b>

**Notices of Violation:** N/A

**Summons:** Planted Eats – illegal basement kitchen

	Month	YTD
WSP – Body Art	-	-
WSP – Kennel	-	-
WSP – Massage	-	-
WSP – Nail Salon	-	-
WSP – Other	-	-
WSP – Public Rec. Bathing	-	-
WSP – Retail Food Establishment	1	1
Other – Kennel	-	-
Other – Retail Food: Expansion/Renovation	-	-
Other – Retail Food: HACCP Plans	-	-
Other – Retail Food: Grease Trap	-	-
Other – Septic	3	3
Other – Septic As-Builts	-	-
Other – Well	-	-
Health Officer – SP (Site Plans)	-	-
Health Officer – WSP (Waiver of Site Plans)	3	3
<b>TOTALS</b>	<b>7</b>	<b>7</b>

**Notices of Violation:** N/A

**Inspector Site Plan / Waiver of Site Plan Reviews**

WSP-PMISC 21-03 – Approved

Rails

8-10 Whitehall Road, Towaco

Expanding into adjacent space to increase dining capacity

**Additional Activities:**

Training: Legal Marijuana in New Jersey (webinar) – NJAFP\*

Meetings: N/A

Other: Prepared monthly activity report  
Updated LEHR data spreadsheet with monthly data

\*PWTA – Private Well Testing Act

\*OPRA – Open Public Records Act

\*NJAFP – NJ Association for Food Protection

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**ENVIRONMENTAL DIVISION - Continued**

COVID-19 Activities

Inspections/spot checks:

In compliance:

MJM Shoes/Burlington Home, Burlington Coat Factory, Wendy's, McDonalds, Learning Garden Academy, Columbia Inn, R&R Deli, Goddard School, Tuscany Villa Ristorante, 7-Eleven.

Not in compliance:

N/A

Complaints:

Don Pepe II – received complaint about lack of social distancing at hostess area and seating on New Year's Eve. Received complaint after the fact. Provided education and verbal warning.

Don Pepe Steakhouse – received complaint about lack of social distancing at hostess area and seating on New Year's Eve (same caller as above complaint – they went to the second location after leaving the first). Received complaint after the fact. Provided education and verbal warning.

Accurate Diagnostic Labs, 170 Changebridge Road, Suite A5 – patient complained that office was not observing social distancing guidelines. Provided education and verbal warning. Discovered that this was an unregistered business that had not gone through Zoning prior to commencing operations. Referred to Zoning Department.

Miscellaneous:

Distributed information regarding health and safety protocols to regulated businesses and residents upon request.

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**NURSING DIVISION**

**MATERNAL / CHILD HEALTH – CHC (Child Health Conference) / Clinics / Screenings / Investigations**

TYPE	LOCATION	Month	Year to Date
CHC - Infant (0-1 year)	Health Department	-	-
CHC - Preschool (1-4 years)	Health Department	-	-
CHC - School-age (5-19 years)	Health Department	1	1
		<b>1</b>	<b>1</b>

**ADULT HEALTH – Clinics / Screenings / Investigations**

TYPE	LOCATION	Month	Year to Date
Balance Screening (during SMAC)	Health Department	-	-
Bone Density Screening	Health Department	-	-
Cardiovascular/BP (during SMAC)	Health Department	-	-
Cardiovascular/BP	Health Department	-	-
Cardiovascular/BP	Senior House	-	-
Colorectal Screening (at SMAC)	Health Department	-	-
COVID active monitoring – high risk	Resident's home	-	-
COVID active monitoring – med. risk A	Resident's home	-	-
COVID passive monitoring – med. risk B	Resident's home	-	-
Diabetes Screening (at SMAC)	Health Department	-	-
Female Cancer Screening	Health Department	-	-
Flu shots	Health Department	-	-
Podiatry Screening (during SMAC)	Health Department	-	-
Pulmonary Screening (during SMAC)	Health Department	-	-
Skin Cancer Screening (during SMAC)	Health Department	-	-
SMAC (blood test)	Health Department	-	-
Stroke/Thyroid Screening	Health Department	-	-
Wellness checks	Resident's home	-	-
		<b>-</b>	<b>-</b>

**FLU SHOTS**

TYPE	Month	Year to Date
Quadrivalent	-	-
Fluzone High Dose	-	-
	<b>-</b>	<b>-</b>

**NON-PUBLIC SCHOOLS - Clinics / Screenings / Education**

TYPE	LOCATION / NOTES	Month	Year to Date
Child Study Evaluation	-	-	-
Dental Clinic (assistance)	-	-	-
Hearing	-	-	-
Lice	-	-	-
Scoliosis	-	-	-
Tuberculosis	-	-	-
Vision	-	-	-
Health Records Check	Trinity Christian – 3	3	3
		<b>3</b>	<b>3</b>

**NON-PUBLIC SCHOOLS - Audits**

TYPE	Month	Year to Date
Non-Public School	11	11
Public School	-	-
	<b>11</b>	<b>11</b>

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**NURSING DIVISION, continued**

**COMMUNICABLE DISEASES**

TYPE	New Investigations		Closed Investigations		Confirmed Cases	
	Month	YTD	Month	YTD	Month	YTD
Amoebiasis	-	-	-	-	-	-
Anaplasmosis	-	-	-	-	-	-
Babesiosis	-	-	-	-	-	-
Borrelia Miyamotoi	-	-	-	-	-	-
Brucellosis	-	-	-	-	-	-
Campylobacteriosis	1	1	1	1	1	1
COVID-19	449	449	232	232	346	346
Creutzfeldt-Jacob disease	-	-	-	-	-	-
Cryptosporidiosis	-	-	-	-	-	-
Cyclosporiasis	-	-	-	-	-	-
Dengue	-	-	-	-	-	-
Diphtheria	-	-	-	-	-	-
Ehrlichiosis	1	1	2	2	-	-
Foodborne Illness	-	-	-	-	-	-
Giardia	-	-	-	-	-	-
Haemophilus Influenzae	-	-	-	-	-	-
Hepatitis A	-	-	-	-	-	-
Hepatitis B	-	-	-	-	-	-
Hepatitis C	-	-	-	-	-	-
Influenza A (subtyping not done)	-	-	-	-	-	-
Influenza A – H1N1	-	-	-	-	-	-
Influenza A – H3	-	-	-	-	-	-
Influenza B	-	-	-	-	-	-
Legionellosis	-	-	-	-	-	-
Lyme	6	6	3	3	1	1
Malaria	-	-	-	-	-	-
Measles	-	-	-	-	-	-
Mumps	-	-	-	-	-	-
Perinatal Hepatitis B	-	-	-	-	-	-
Pertussis (whooping cough)	-	-	-	-	-	-
Salmonellosis	-	-	-	-	-	-
Shingles	-	-	-	-	-	-
Shiga-producing E. Coli (STEC)	-	-	-	-	-	-
Spotted Fever Group (Rickettsiae)	-	-	-	-	-	-
Strep. Pneumoniae (invasive)	-	-	-	-	-	-
Strep. Pyogenes (Agalactiac)	-	-	-	-	-	-
Strep. Pyogenes (Gas)	-	-	-	-	-	-
Tularemia	-	-	-	-	-	-
Varicella (chickenpox)	-	-	-	-	-	-
Yersiniosis	-	-	-	-	-	-
Zika	-	-	-	-	-	-
<b>TOTALS</b>	<b>457</b>	<b>457</b>	<b>238</b>	<b>238</b>	<b>348</b>	<b>348</b>

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**NURSING DIVISION, continued**

**Notes on COVID-19 data:**

**449 new investigations includes:**

346 confirmed positive cases  
14 cases that after investigation were determined to belong to a different jurisdiction  
63 pending cases that were lab-confirmed negative  
2 pending cases that were inconclusive  
+ 24 pending cases that were IGG/IGM serology results only  
449

**232 closed investigations includes:**

127 closed confirmed positive cases  
16 cases that after investigation were determined to belong to a different jurisdiction  
63 pending cases that were lab-confirmed negative  
2 pending cases that were inconclusive  
+ 24 pending cases that were IGG/IGM serology results only  
232

**Additional Activities:**

Training: N/A

Meetings: Bi-weekly NJDOH regional epidemiology (conference call)  
Weekly NJDOH CommCare (conference call)  
Quarterly Safety Meeting

Other: Monitored daily: vaccine temperatures, LeadTrax, CDRSS\*  
Prepared monthly report  
Continued to inventory medical supplies and PPE\*.

COVID19: Conducted contact tracing and case investigation.  
Provided guidance to long-term care facilities, schools, childcare facilities, and residents.  
Several emails and phone calls with multiple public school staff and parents regarding COVID-related questions.  
Several phone calls with multiple residents regarding COVID-related questions.  
Daily oversight, management, and guidance of recent outbreak at The Chelsea at Montville – 10 residents, 10 staff.

\*NJDHHS – NJ Department of Human Services

\*NJIIS – NJ Immunization Information System

\*CDRSS – Communicable Disease Registry and Surveillance System

\*PPE – Personal Protective Equipment

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**ANIMAL CONTROL DIVISION**

**ANIMAL SHELTER**

Town	Animal	Animals In		Disposition							Animals Out		
		Month	YTD	Adopted	DIS	DOA	EBV	RTO	RTW	Transfer or Foster	Month	YTD	
Boonton Twp	Dog	-	-	-	-	-	-	-	-	-	-	-	-
	Cat	1	1	-	-	-	-	-	-	-	-	-	-
	Wildlife	-	-	-	-	-	-	-	-	-	-	-	-
	Other	-	-	-	-	-	-	-	-	-	-	-	-
	<b>Total</b>	<b>1</b>	<b>1</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Montville	Dog	-	-	-	-	-	-	-	-	-	-	-	-
	Cat	1	1	11	-	-	-	-	-	-	11	11	
	Wildlife	3	3	-	1	1	1	-	-	-	3	3	
	Other	-	-	-	-	-	-	-	-	-	-	-	
	<b>Total</b>	<b>4</b>	<b>4</b>	<b>11</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>14</b>	<b>14</b>	
Morristown	Dog	2	2	-	-	-	-	2	-	-	2	2	
	Cat	-	-	-	-	-	-	-	-	-	-	-	
	Wildlife	-	-	-	-	-	-	-	-	-	-	-	
	Other	-	-	-	-	-	-	-	-	-	-	-	
	<b>Total</b>	<b>2</b>	<b>2</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2</b>	<b>-</b>	<b>-</b>	<b>2</b>	<b>2</b>	
Mountain Lakes	Dog	-	-	-	-	-	-	-	-	-	-	-	
	Cat	-	-	-	-	-	-	-	-	-	-	-	
	Wildlife	-	-	-	-	-	-	-	-	-	-	-	
	Other	-	-	-	-	-	-	-	-	-	-	-	
	<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
West Caldwell	Dog	1	1	-	-	-	-	1	-	-	1	1	
	Cat	1	1	2	-	-	-	1	-	-	3	3	
	Wildlife	1	1	-	1	-	-	-	-	-	1	1	
	Other	-	-	-	-	-	-	-	-	-	-	-	
	<b>Total</b>	<b>3</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>-</b>	<b>-</b>	<b>2</b>	<b>-</b>	<b>-</b>	<b>5</b>	<b>5</b>	
<b>GRAND TOTALS</b>		<b>10</b>	<b>10</b>	<b>13</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>4</b>	<b>-</b>	<b>-</b>	<b>21</b>	<b>21</b>	

Note: DIS: Died in Shelter, EBV: Euthanized by vet, DOA: Dead on Arrival, RTO: Returned to Owner, RTW: Returned to Wild

	Month	YTD
Inquiries from public (via phone and in-person)	75	75
Inquiries that resulted in investigation or other further action	13	13
Enforcement – Warnings	-	-
Enforcement – Notices of Violation	-	-
Enforcement – Summons to municipal court	-	-
Court cases	-	-
Rabies specimens sent to NJDOH lab for testing	1	1
Specimens tested for rabies with negative results	-	-
Specimens tested for rabies with positive results	1	1

**Additional Activities:**

Meetings: Status update with Health Officer (7 total – 6 via phone, 1 in person at Health Department)

Other: Transport animals as needed to and from vet's office  
Oversee shelter operations (cleaning, medications, etc.)

Census of animals in the shelter on last day of the month: 1 dog, 31 cats.

Negative rabies test result: None.

Positive rabies test results: 1 – raccoon killed by dog. Dog received rabies booster and quarantined 45 days.