

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

**ADMINISTRATIVE DIVISION**

<b>VITAL STATISTICS</b>	<b>Month</b>	<b>YTD</b>
Births	-	-
Burial Permits	-	-
Deaths to Montville residents	14	21
Deaths recorded in Montville	12	17
Certified copies – Birth	-	-
Certified copies – Death	-	-
Certified copies – Marriage	1	17
Certified copies – Domestic Partnership	-	-
Certified copies – Civil Union	-	-
Marriage license applications	2	6
Marriage licenses issued	2	6
Marriages recorded in Montville	1	6
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	64	84
Riders	37	93
Trips	146	269
Meals on Wheels delivery trips	87	167
<b>INQUIRIES / COMPLAINTS</b>	108	270

<b>LICENSES / PERMITS / FEES</b>	<b>Month</b>	<b>YTD</b>
Body Art License	-	-
Cat License	-	-
Potentially Dangerous Dog License	-	-
Dog License	474	989
Dog Park Tag	10	11
Dog Park Fob	-	1
Farmers Market License	-	-
Kennel / Pet Shop License	-	-
Massage Facility License	-	-
Recreational Bathing Facility Permit	-	-
Retail Food Establishment License	1	1
Retail Food Establishment Plan Review	-	1
Septic Installer Permit	-	3
Septic License to Operate (new)	-	-
Septic Pumper License	1	4
Septic Pumper Permit Book	1	1
Septic System Permit – New System	-	-
Septic System Permit – Repair System	-	-
Septic System Permit – Alter System	1	1
Septic System Plan Review	2	3
Septic System Soil Profile Witnessing	3	7
Tanning Facility License	-	-
Vending Machine License	-	-
Well Permit	1	1

**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: NJIIS Fundamentals Training – NJIIS\*  
Vaccine Ordering & Management in NJIIS - NJIIS

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  
 Prepared and submitted 2021 O/E and capital expense budgets

\*NJDOH – NJ Department of Health  
 \*NJIIS – NJ Immunization Information System

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**February 2021**

**ADMINISTRATIVE DIVISION, continued**

**Additional Health Officer Activities, ctd:**

Meetings: Animal Control Officer shelter status update meeting (8 total – via phone)  
NJDOH (daily conference call starting 3/18) with Health Officers throughout the state (17)  
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 (virtual) (4)  
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 (virtual)  
NJAACHO\* General Membership Meeting (virtual)  
Diligent Urgent Care – potential partner for providing vaccination clinics

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  
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.  
Contacted VFW, Meals on Wheels, and Social Services together, and with information from Dial-A-Ride program, assembled list of most at-risk vulnerable populations in our community.  
Assembled list of seniors and others who called the Health Department for assistance with obtaining appointments for vaccination in order to refer them to opportunities as we became aware of them.  
Assisted seniors and those with difficulty registering. Walked them through the online process to pre-register with both state and county online systems. For those without internet access, or with difficulties with technology, spoke with emergency contacts to walk them through the process.  
Referred those on both lists to Boonton Walmart for those age 75+.  
Referred those on both lists to Atlantic Health Systems at their request.  
Developed and posted flyer on HD COVID page with information on the state's 75+ hotline, to assist those 75+ with pre-registering and scheduling appointments.

\*DPW – Department of Public Works

\*CDRSS – Communicable Disease Registry and Surveillance System

\*CAD – Computer-Aided Dispatch

\*NJACCHO – NJ Association of County and City Health Officials

\*OEM – Office of Emergency Management

\*PPE – Personal Protective Equipment

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**Health Officer Plan Reviews:**

Waivers of Site Plans

WSP-PMISC-20-36 – Approved  
Phoenix Diversified Group Inc., 321 Changebridge Road, Unit 202, Montville  
New tenant – storage for bank equipment provider

WSP-PMISC-21-04 – Approved  
Luxe Hair Studio, 6 Route 46 West, Pine Brook  
New tenant – hair salon

WSP-PMISC-21-05 – Approved  
LP Real Estate Agency, 115 Horseneck Road, Montville  
New tenant – real estate agency

WSP-PMISC-21-06 – Approved  
IPCO US LLC, 10A Bloomfield Avenue, Pine Brook  
New tenant – office, warehouse, and light manufacturing of conveyor belt systems

Site Plans

ZSPP/FDC0/ZSOIL05-20 – Approved  
Monarch Communities Multi-Level Senior Housing Facility  
Congregate Apartment Housing – 81 units  
Assisted Living/Memory Care – 92 beds  
205 and 207 Changebridge Road, Montville  
New construction

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**ENVIRONMENTAL DIVISION – INSPECTIONS**

<b>ENVIRONMENTAL DIVISION – INSPECTIONS</b>				<b>Month</b>	<b>YTD</b>
<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>				17	28
7-Eleven	Re-inspection	Satisfactory	All violations abated		
Lake Valhalla	Re-inspection	Satisfactory	All violations abated		
7 Scoops	Inspection	Satisfactory			
7 Scoops	Spot check	No rating			
Pizza Hut	Inspection	Satisfactory			
Dunkin Donuts Rt 46	Inspection	Satisfactory			
Wine & Whiskey Country	Inspection	Satisfactory			
The Village Market	Inspection	Satisfactory			
Condurso's Garden Center	Inspection	Satisfactory			
Asian Kawa	Inspection	Satisfactory			
Barry's Montville Pharmacy	Inspection	Satisfactory			
Montville Diner	Inspection	Satisfactory			
Howard's Bagels	Inspection	Satisfactory			
Home Depot	Inspection	Satisfactory			
Gooserock Farm	Inspection	Satisfactory			
Gencarelli's Pizza	Inspection	Satisfactory			
2Sis Thai Kitchen	Pre-operational 1	Pending			
2Sis Thai Kitchen	Pre-operational 2	Satisfactory	Approved to open		
<b>Septic</b>				3	12
112 Taylortown Road	Inspection	Witnessed	Soil log profile		
6 Apache Way	Plan Review	Approved	Alteration		
138 Waughaw Road	Plan Review	Approved	Alteration		
<b>Well</b>				1	1
7 Glenn Terrace	Plan Review	Approved	New well		
<b>Youth Camp</b>				-	-
n/a					
<b>ALL INSPECTIONS</b>				<b>21</b>	<b>41</b>

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**COMPLAINTS / INVESTIGATIONS**

				Month	YTD
<b>Air Pollution</b>				-	-
n/a					
<b>Animal</b>				3	5
11 Two Bridges Road	Dog bite	Referred	Bit by dog in Town of Boonton. Dog registered by owner in Town of Boonton. Provided rabies education and sent bite report to Town of Boonton for follow-up.		
16 Forest Place	Dog bite	Quarantine	Dog bit family member. 10 day quarantine		
Community Park	Dog waste	Inspection	Spot check at park. Handed out warning notices to owners of dogs that were off-leash. No owners observed not picking up after dogs. Verified signs are still in place. Distributed warning notice to nearby housing complexes.		
<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
n/a					
<b>Retail Food</b>				-	1
n/a					
<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>				-	-
n/a					
<b>ALL COMPLAINT INVESTIGATIONS</b>				<b>3</b>	<b>7</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
PWTA – action required	-	-
Septic license to operate issued/renewed	14	14
Septic realty transfer inspection reports	1	3
Advanced Wastewater System reports	-	1
OPRA* requests	13	33
File reviews	12	27
<b>TOTALS</b>	<b>40</b>	<b>79</b>

**Enforcement Actions:**

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

**Notices of Violation: N/A**  
**Summons: N/A**

	Month	YTD
WSP – Body Art	-	-
WSP – Kennel	-	-
WSP – Massage	-	-
WSP – Nail Salon	-	-
WSP – Other	-	-
WSP – Public Rec. Bathing	-	-
WSP – Retail Food Establishment	1	2
Other – Kennel	-	-
Other – Retail Food: Expansion/Renovation	-	-
Other – Retail Food: HACCP Plans	-	-
Other – Retail Food: Grease Trap	-	-
Other – Septic	2	5
Other – Septic As-Builts	-	-
Other – Well	1	1
Health Officer – SP (Site Plans)	1	1
Health Officer – WSP (Waiver of Site Plans)	4	7
<b>TOTALS</b>	<b>9</b>	<b>16</b>

**Notices of Violation: N/A**  
**Inspector Site Plan / Waiver of Site Plan Reviews**  
WSP-PMISC 21-08 – Pending approval  
Diane's Dairy  
446 Main Road, Towaco  
Ice cream shop – requires additional information in plans.

**Additional Activities:**

- Training: Third-party Food Delivery (webinar) – NJAFP\*
- Meetings: N/A
- Other: Prepared monthly activity report  
Updated LEHR data spreadsheet with monthly data

\*NJAFP – NJ Association for Food Protection  
\*PWTA – Private Well Testing Act  
\*OPRA – Open Public Records Act

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

COVID-19 Activities

Inspections/spot checks:

In compliance:

7 Scoops, Pizza Hut, Dunkin Donuts Route 46, Wine & Whiskey Country, The Village Market, Conduro's Garden Center, Asian Kawa, Barry's Montville Pharmacy, Montville Diner, Howard's Bagels, Home Depot, Gooserock Farm, 7-Eleven, Lake Valhalla, Gencarelli's Pizza, Community Park, Eli's Bagels, Red Barn, No. 1 Wok.

Not in compliance:

N/A

Complaints:

N/A

Miscellaneous:

Distributed information regarding health and safety protocols to various 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	1	1
CHC - School-age (5-19 years)	Health Department	-	1
		<b>1</b>	<b>2</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 – 4	4	7
		<b>4</b>	<b>7</b>

**NON-PUBLIC SCHOOLS - Audits**

TYPE	Month	Year to Date
Non-Public School	-	11
Public School	-	-
	<b>-</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
COVID-19	276	725	561	793	191	537
Creutzfeldt-Jacob disease	-	-	-	-	-	-
Cryptosporidiosis	-	-	-	-	-	-
Cyclosporiasis	-	-	-	-	-	-
Dengue	-	-	-	-	-	-
Diphtheria	-	-	-	-	-	-
Ehrlichiosis	-	1	-	2	-	-
Foodborne Illness	-	-	-	-	-	-
Giardiasis	1	1	1	1	1	1
Haemophilus Influenzae	-	-	-	-	-	-
Hepatitis A	-	-	-	-	-	-
Hepatitis B	-	-	-	-	-	-
Hepatitis C	-	-	-	-	-	-
Influenza A (subtyping not done)	-	-	-	-	-	-
Influenza A – H1N1	-	-	-	-	-	-
Influenza A – H3	-	-	-	-	-	-
Influenza B	-	-	-	-	-	-
Legionellosis	-	-	-	-	-	-
Lyme	6	12	3	6	1	2
Malaria	-	-	-	-	-	-
Measles	-	-	-	-	-	-
Mumps	-	-	-	-	-	-
Perinatal Hepatitis B	-	-	-	-	-	-
Pertussis (whooping cough)	-	-	-	-	-	-
Salmonellosis	-	-	-	-	-	-
Shingles	-	-	-	-	-	-
Shiga-toxin producing E. Coli (STEC)	-	-	-	-	-	-
Shigellosis	1	1	1	1	1	1
Spotted Fever Group (Rickettsiae)	-	-	-	-	-	-
Strep. Pneumoniae (invasive)	1	1	1	1	1	1
Strep. Pyogenes (Agalactiac)	-	-	-	-	-	-
Strep. Pyogenes (Gas)	-	-	-	-	-	-
Tularemia	-	-	-	-	-	-
Varicella (chickenpox)	-	-	-	-	-	-
Yersiniosis	-	-	-	-	-	-
Zika	-	-	-	-	-	-
<b>TOTALS</b>	<b>285</b>	<b>742</b>	<b>567</b>	<b>805</b>	<b>195</b>	<b>543</b>

**MONTVILLE TOWNSHIP HEALTH DEPARTMENT  
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**NURSING DIVISION, continued**

**Notes on COVID-19 data:**

**276 new investigations includes:**

191 confirmed positive cases  
15 cases that after investigation were determined to belong to a different jurisdiction  
64 pending cases that were lab-confirmed negative  
1 pending cases that were inconclusive  
+ 5 pending cases that were IGG/IGM serology results only  
276

**561 closed investigations includes:**

476 closed confirmed positive cases\*  
15 cases that after investigation were determined to belong to a different jurisdiction  
64 pending cases that were lab-confirmed negative  
1 pending cases that were inconclusive  
+ 5 pending cases that were IGG/IGM serology results only  
561

*\*Please note that some closed confirmed positive cases had been opened in December 2020.*

**Additional Activities:**

Training: Long-term care facility outbreak management (webinar) – NJDOH\*

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

Other: Monitored daily: vaccine temperatures, LeadTrax, CDRSS\*  
Prepared monthly report  
Continued to inventory medical supplies and PPE\*.  
Advised a resident on where to properly dispose of sharps.

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 – 12 residents, 12 staff. Most recent case: 02/03/2021. If no new cases, to be closed on 03/04/2021.

\*NJDOH – NJ Department of Health

\*NJDHS – NJ Department of Human Services

\*NJIIS – NJ Immunization Information System

\*CDRSS – Communicable Disease Registry and Surveillance System

\*PPE – Personal Protective Equipment

**MONTVILLE TOWNSHIP HEALTH DEPARTMENT  
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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	2	-	-	-	-	1	-	-	1	1
	Wildlife	-	-	-	-	-	-	-	-	-	-	-
	Other	-	-	-	-	-	-	-	-	-	-	-
	<b>Total</b>	<b>1</b>	<b>2</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1</b>	<b>-</b>	<b>-</b>	<b>1</b>	<b>1</b>
Montville	Dog	2	2	-	-	-	-	2	-	-	2	2
	Cat	2	3	9	-	1	-	1	-	-	11	22
	Wildlife	-	3	-	-	-	-	-	-	-	-	3
	Other	-	-	-	-	-	-	-	-	-	-	-
	<b>Total</b>	<b>4</b>	<b>8</b>	<b>9</b>	<b>-</b>	<b>1</b>	<b>-</b>	<b>3</b>	<b>-</b>	<b>-</b>	<b>13</b>	<b>27</b>
Morristown	Dog	3	5	-	-	-	-	-	-	-	-	2
	Cat	4	4	4	-	-	-	-	-	1	5	5
	Wildlife	-	-	-	-	-	-	-	-	-	-	-
	Other	-	-	-	-	-	-	-	-	-	-	-
	<b>Total</b>	<b>7</b>	<b>9</b>	<b>4</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1</b>	<b>5</b>	<b>7</b>
Mountain Lakes	Dog	2	2	-	-	-	-	2	-	-	2	2
	Cat	-	-	-	-	-	-	-	-	-	-	-
	Wildlife	1	1	-	-	1	-	-	-	-	1	1
	Other	-	-	-	-	-	-	-	-	-	-	-
	<b>Total</b>	<b>3</b>	<b>3</b>	<b>-</b>	<b>-</b>	<b>1</b>	<b>-</b>	<b>2</b>	<b>-</b>	<b>-</b>	<b>3</b>	<b>3</b>
West Caldwell	Dog	-	1	-	-	-	-	-	-	-	-	1
	Cat	-	1	-	-	-	-	-	-	-	-	3
	Wildlife	-	1	-	-	-	-	-	-	-	-	1
	Other	-	-	-	-	-	-	-	-	-	-	-
	<b>Total</b>	<b>-</b>	<b>3</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1</b>	<b>-</b>	<b>5</b>
<b>GRAND TOTALS</b>		<b>15</b>	<b>25</b>	<b>13</b>	<b>-</b>	<b>2</b>	<b>-</b>	<b>6</b>	<b>-</b>	<b>1</b>	<b>22</b>	<b>43</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)	72	147
Inquiries that resulted in investigation or other further action	16	29
Enforcement – Warnings	-	-
Enforcement – Notices of Violation	-	-
Enforcement – Summons to municipal court	-	-
Court cases	-	-
Rabies specimens sent to NJDOH lab for testing	1	2
Specimens tested for rabies with negative results	1	1
Specimens tested for rabies with positive results	-	1

**Additional Activities:**

Meetings: Shelter status update with Health Officer (8 – via phone)

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: dogs – 4, cats – 25.

Negative rabies test results this month: 1 – bat, Mountain Lakes

Positive rabies test results this month: n/a