

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

ADMINISTRATIVE DIVISION

VITAL STATISTICS	Month	YTD
Births	-	-
Burial Permits	-	-
Deaths to Montville residents	15	36
Deaths recorded in Montville	5	22
Certified copies – Birth	-	-
Certified copies – Death	4	4
Certified copies – Marriage	15	32
Certified copies – Domestic Partnership	-	-
Certified copies – Civil Union	-	-
Marriage license applications	10	16
Marriage licenses issued	10	16
Marriages recorded in Montville	5	11
Domestic Partnership applications	-	-
Domestic Partnership licenses issued	-	-
Domestic Partnerships recorded	-	-
Civil Union license applications	-	-
Civil Union licenses issued	-	-
Civil Unions recorded	-	-
DIAL-A-RIDE		
Calls taken	139	223
Riders	96	189
Trips	152	281
Meals on Wheels delivery trips	95	262
INQUIRIES / COMPLAINTS	110	380

LICENSES / PERMITS / FEES	Month	YTD
Body Art License	-	-
Cat License	3	3
Potentially Dangerous Dog License	-	-
Dog License	105	1094
Dog Park Tag	46	57
Dog Park Fob	14	15
Farmers Market License	-	-
Kennel / Pet Shop License	-	-
Massage Facility License	-	-
Recreational Bathing Facility Permit	-	-
Retail Food Establishment License	2	3
Retail Food Establishment Plan Review	-	1
Septic Installer Permit	1	4
Septic License to Operate (new)	1	1
Septic Pumper License	-	4
Septic Pumper Permit Book	2	3
Septic System Permit – New System	1	1
Septic System Permit – Repair System	1	1
Septic System Permit – Alter System	2	3
Septic System Plan Review	5	8
Septic System Soil Profile Witnessing	3	10
Tanning Facility License	-	-
Vending Machine License	-	-
Well Permit	-	1

COMPLAINTS/INVESTIGATIONS/INSPECTIONS – HEALTH OFFICER

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

Additional Health Officer Activities

Training: Understanding NJ's VFC and 317 Programs – NJIIS*
 The Latest Guidance on Quarantine, Risk Assessment, Vaccine and More for Longterm Care – NJHA*
 Updated Holiday & Visitation Guidance and Vaccine Allocations for Longterm Care – NJHA*

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

*NJHA – NJ Hospital Association
 *NJIIS – NJ Immunization Information System
 *NJDOH – NJ Department of Health

**MONTVILLE TOWNSHIP HEALTH DEPARTMENT
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ADMINISTRATIVE DIVISION, continued

Additional Health Officer Activities, ctd:

- Meetings: Animal Control Officer shelter status update meeting (7 total – via phone)
NJDOH (daily conference call starting 3/18) with Health Officers throughout the state (21)
NJDOH weekly regional epidemiology conference call (4)
Morris County Health Officers conference call – Morris County Health Officers (4)
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)
HHS Briefing to NJ Counties hosted by Senator Booker
NJ All Vaccinators Call for Morris County
NJDOH Vulnerable Populations Outreach Coordinator meeting
NJDOH NJ Public Health stakeholders meeting
NJ Environmental Health Association meeting
- 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.
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 Atlantic Health Systems at their request.
Posted notice on website and social media for those homebound without vaccinations to call the health department to register their information with us. 3 phone calls received.
Called homebound from list from county to ascertain vaccination status in advance of homebound vaccination effort. Approximately 30 persons.
Podcast interview with OneMontville Unites – 1-year COVID-19 update

*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-21-09 – Approved
LTS Associates, Inc., 26 Chapin Road, Unit 1103, Pine Brook
Existing tenant – relocate to larger space in same building for continued office/warehouse for video wholesaler

Site Plans

PSPP/FC 20-08 – Approved
4 Skyline Drive, Montville
Proposed: landscape business and single-family dwelling. Property and buildings previously used for similar purpose.

ZMS/DC 16-20 – Approved
Augustus Automotive, 219 Changebridge Road, Montville
Proposed: wheel alignment repair business

PSPP/FC/PSOIL 21-01 – Approved
Catbridge Machinery LLC, 115 Main Road, Montville
Proposed: 10,000 square foot addition to existing industrial building

Health Officer - Enforcement:

Notice of Violation
P4 Clinical Laboratories, 25 Riverside Drive, Unit 6, Pine Brook
COVID-19 reporting compliance failures – over 300+ cases incorrectly assigned laboratory address in Montville

Notice of Violation
SiParadigm Diagnostic Informatics, 25 Riverside Drive, Units 1 and 2, Pine Brook
COVID-19 reporting compliance failures – several cases incorrectly assigned laboratory address in Montville

**MONTVILLE TOWNSHIP HEALTH DEPARTMENT
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ENVIRONMENTAL DIVISION – INSPECTIONS

				Month	YTD
Body Art				-	-
n/a					
Junkyard				-	-
n/a					
Kennels/Animal Facilities/Pet Shops				-	-
n/a					
Massage				-	-
n/a					
Other				-	-
n/a					
Public Recreational Bathing				-	-
n/a					
Retail Food				17	45
Montville Exxon	Inspection	Satisfactory			
Quick Chek	Inspection	Satisfactory			
Sundaes	Inspection	Satisfactory			
Sundaes	Spot check	Satisfactory	Refrigeration temps checked – no violations		
Howard’s Bagels	Spot check	Satisfactory	Refrigeration temps checked – no violations		
Newark Sinkers	Inspection	Satisfactory			
Eli’s Bagels	Inspection	Satisfactory			
No. 1 Woks	Inspection	Satisfactory			
Landauer Café	Inspection	Satisfactory	Requires follow-up for missing information on labels on products (cookies/candies) made in store.		
Montville Wine & Spirits	Inspection	Conditional	Storing liquor bottles in bathrooms. No hot water at hand-wash sink in women’s bathroom.		
Montville Wine & Spirits	Re-inspection #1	Conditional	Liquor bottles moved. Still no hot water at restroom sink.		
Montville Wine & Spirits	Re-inspection #2	Conditional	Plumber required to fix sink. Part on order.		
Raceway Petroleum	Inspection	Conditional	No soap at hand sink, no dish sanitizer at dishwashing sink, mold around door seals on one fridge.		
Raceway Petroleum	Re-inspection	Satisfactory	All violations abated.		
Gencarelli’s	Spot check	Pending	No hot water at hand-wash sink in women’s bathroom.		
Chelsea at Montville	Inspection	Conditional	Wiping cloths stored incorrectly. Dessert-cutting knife stored in standing water. Incorrect hot/cold holding food. Large pots/pans not sanitized. Advised failure to correct violations and prevent in future will result in summons.		
Tastefully British	Inspection	Satisfactory	Temporary event food vendor		
Septic				9	21
17 Masar Road	Inspection	Witnessed	Soil logs		
82 Taylortown Road	Inspection	Witnessed	Soil logs		
6 Apache Way	Inspection	Witnessed	Soil logs		
6 Apache Way	Inspection	Approved	Excavation		
6 Apache Way	Inspection	Approved	Component installation		
30 Rockaway Valley Road	Inspection	Witnessed	Soil logs		
138 Waughaw Road	Plan Review	Approved	Alteration/expansion		
6 Peace Valley Road	Plan Review	Approved	Alteration/expansion		
66 Taylortown Road	Plan Review	Rejected	Alteration/expansion – requires further information		
Well				1	2
30 Highland Ave	Inspection	Witnessed	Well abandonment		
Youth Camp				-	-
n/a					
ALL INSPECTIONS				27	68

**MONTVILLE TOWNSHIP HEALTH DEPARTMENT
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COMPLAINTS / INVESTIGATIONS

				Month	YTD
Air Pollution				-	-
n/a					
Animal				2	7
8 Eberhardt Court	Dog potential rabies exposure	Quarantine	Dog possibly exposed to raccoon that tested positive for rabies. Rabies booster + 45 day home quarantine.		
83 Hook Mountain Road	Cat bite	Quarantine	Cat bit family member. 10 day quarantine.		
Body Art				-	-
n/a					
Environmental				-	-
n/a					
Food-borne Illness				-	-
n/a					
Insects				-	-
n/a					
Noise				-	-
n/a					
Odor				-	-
n/a					
Other				-	1
n/a					
Retail Food				-	1
n/a					
Rodents				-	-
n/a					
Septic/Sewage				-	-
n/a					
Solid Waste/Litter/Dumping				-	-
n/a					
Water Pollution				-	-
n/a					
Well				-	-
ALL COMPLAINT INVESTIGATIONS				2	9

**MONTVILLE TOWNSHIP HEALTH DEPARTMENT
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ENVIRONMENTAL DIVISION - Continued

Document reviews (applications, reports, files):

	Month	YTD
Massage therapist practitioner	-	-
PWTA* reports	3	4
PWTA – action required	2	2
Septic LTO (license to operate) issued/renewed	13	27
Septic realty transfer inspection reports	2	5
Advanced Wastewater System reports	-	1
OPRA* requests	6	39
File reviews	24	51
TOTALS	50	129

Enforcement Actions:

	Month	YTD
Warning	-	-
Notice of Violation	2	2
Summons	-	1
Court cases held	-	-
TOTALS	-	3

Notices of Violation:

P4 Clinical – 25 Riverside Drive, Pine Brook
 COVID reporting compliance failures
 SiParadigm Diagnostic Informatics, Pine Brook
 COVID reporting compliance failures

Inspector Site Plan / Waiver of Site Plan Reviews

n/a

	Month	YTD
WSP – Body Art	-	-
WSP – Kennel	-	-
WSP – Massage	-	-
WSP – Nail Salon	-	-
WSP – Other	-	-
WSP – Public Rec. Bathing	-	-
WSP – Retail Food Establishment	-	2
Other – Kennel	-	-
Other – Retail Food: Expansion/Renovation	-	-
Other – Retail Food: HACCP Plans	-	-
Other – Retail Food: Grease Trap	-	-
Other – Septic	3	8
Other – Septic As-Builts	-	-
Other – Well	-	1
Health Officer – SP (Site Plans)	3	4
Health Officer – WSP (Waiver of Site Plans)	1	8
TOTALS	7	23

Additional Activities:

Training: N/A

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: Montville Exxon, Quick Chek, Sundaes, Montville Wine & Spirits, Newark Sinker, Raceway Petroleum, Howards Bagels, Gencarelli's, Eli's Bagel and Deli, Landauer Café, No. 1 Woks, The Chelsea at Montville, Tastefully British (temporary food vendor)

Not in compliance:
N/A

Complaints:

Engineered Security System. Former employee stated the company was not following guidelines. All health and safety measures being followed at time of inquiry.

Miscellaneous:

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

**MONTVILLE TOWNSHIP HEALTH DEPARTMENT
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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
CHC - School-age (5-19 years)	Health Department	1	2
		1	3

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	-	-
		-	-

FLU SHOTS

TYPE	Month	Year to Date
Quadrivalent	-	-
Fluzone High Dose	-	-
	-	-

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	-	-	7
		-	7

NON-PUBLIC AND PUBLIC SCHOOLS - Audits

TYPE	Month	Year to Date
Non-Public School	-	11
Public School	-	-
	-	11

**MONTVILLE TOWNSHIP HEALTH DEPARTMENT
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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	590	1315	518	1311	202	739
Creutzfeldt-Jacob disease	-	-	-	-	-	-
Cryptosporidiosis	-	-	-	-	-	-
Cyclosporiasis	-	-	-	-	-	-
Dengue	-	-	-	-	-	-
Diphtheria	-	-	-	-	-	-
Ehrlichiosis	1	2	1	3	-	-
Foodborne Illness	-	-	-	-	-	-
Giardiasis	-	1	-	1	-	1
Haemophilus Influenzae	-	-	-	-	-	-
Hepatitis A	-	-	-	-	-	-
Hepatitis B	2	2	-	-	-	-
Hepatitis C	-	-	-	-	-	-
Influenza A (subtyping not done)	-	-	-	-	-	-
Influenza A – H1N1	-	-	-	-	-	-
Influenza A – H3	-	-	-	-	-	-
Influenza B	-	-	-	-	-	-
Legionellosis	-	-	-	-	-	-
Lyme	3	15	4	10	-	2
Malaria	-	-	-	-	-	-
Measles	-	-	-	-	-	-
Mumps	-	-	-	-	-	-
Perinatal Hepatitis B	-	-	-	-	-	-
Pertussis (whooping cough)	-	-	-	-	-	-
Salmonellosis	-	-	-	-	-	-
Shingles	-	-	-	-	-	-
Shiga-toxin producing E. Coli (STEC)	-	-	-	-	-	-
Shigellosis	-	1	-	1	-	1
Spotted Fever Group (Rickettsiae)	-	-	-	-	-	-
Strep. Pneumoniae (invasive)	-	1	-	1	-	1
Strep. Pyogenes (Agalactiac)	-	-	-	-	-	-
Strep. Pyogenes (Gas)	-	-	-	-	-	-
Tularemia	-	-	-	-	-	-
Varicella (chickenpox)	-	-	-	-	-	-
Yersiniosis	-	-	-	-	-	-
Zika	-	-	-	-	-	-
TOTALS	596	1338	523	1328	202	745

**MONTVILLE TOWNSHIP HEALTH DEPARTMENT
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NURSING DIVISION, continued

Notes on COVID-19 data:

590 new investigations includes:

202 confirmed positive cases
302 cases that after investigation were determined to belong to a different jurisdiction (P4 Clinical reporting error)
5 cases that after investigation were determined to belong to a different jurisdiction (SiParadigm reporting error)
5 cases that after investigation were determined to belong to a different jurisdiction
42 pending cases that were lab-confirmed negative
1 pending cases that were inconclusive
+ 33 pending cases that were IGG/IGM serology results only
590

518 closed investigations includes:

130 closed confirmed positive cases*
302 cases that after investigation were determined to belong to a different jurisdiction (P4 Clinical reporting error)
5 cases that after investigation were determined to belong to a different jurisdiction (SiParadigm reporting error)
5 cases that after investigation were determined to belong to a different jurisdiction
42 pending cases that were lab-confirmed negative
1 pending cases that were inconclusive
+ 33 pending cases that were IGG/IGM serology results only
518

**Please note that some closed confirmed positive cases were opened previous to this month.*

Additional Activities:

Training: N/A

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*.
Ordered syringes for the April rabies clinic.

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.
Outbreak at Kids R Kids Learning Academy. 8 children in 3 classrooms since 3/19. No staff cases.
Most recent case: 3/29. If no new cases, outbreak will be considered closed on 4/27.
Totals: Classroom 100: 2 cases, Classroom 300: 5 cases, Classroom 500B: 1 case.
For each case, all close contacts quarantined and classroom disinfected according to NJDCF* protocols. NJDCF licenses and inspects childcare facilities.

*CDRSS – Communicable Disease Registry and Surveillance System

*PPE – Personal Protective Equipment

*NJDCF – NJ Department of Children and Families

**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	3	-	-	-	-	1	-	-	-	1	2
	Wildlife	1	1	-	-	1	-	-	-	-	-	1	1
	Other	-	-	-	-	-	-	-	-	-	-	-	-
	Total	2	4	-	-	1	-	1	-	-	-	2	3
Montville	Dog	6	8	-	-	-	-	3	-	1	-	4	6
	Cat	13	16	6	-	-	-	1	-	-	-	7	29
	Wildlife	4	7	-	3	1	-	-	-	-	-	4	7
	Other	-	-	-	-	-	-	-	-	-	-	-	-
	Total	23	31	6	3	1	-	4	-	1	-	15	42
Morristown	Dog	2	7	-	-	-	-	3	-	-	-	3	5
	Cat	-	4	-	-	-	-	-	-	-	-	-	5
	Wildlife	-	-	-	-	-	-	-	-	-	-	-	-
	Other	-	-	-	-	-	-	-	-	-	-	-	-
	Total	2	11	-	-	-	-	3	-	-	-	3	10
Mountain Lakes	Dog	-	2	-	-	-	-	-	-	-	-	-	2
	Cat	-	-	-	-	-	-	-	-	-	-	-	-
	Wildlife	-	1	-	-	-	-	-	-	-	-	-	1
	Other	-	-	-	-	-	-	-	-	-	-	-	-
	Total	-	3	-	-	-	-	-	-	-	-	-	3
West Caldwell	Dog	-	1	-	-	-	-	-	-	-	-	-	1
	Cat	-	1	2	-	-	-	-	-	-	-	2	5
	Wildlife	-	1	-	-	-	-	-	-	-	-	-	1
	Other	-	-	-	-	-	-	-	-	-	-	-	-
	Total	-	3	2	-	-	-	-	-	-	-	2	7
GRAND TOTALS		27	52	8	3	2	-	8	-	1	-	22	65

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)	130	277
Inquiries that resulted in investigation or other further action	28	57
Enforcement – Warnings	-	-
Enforcement – Notices of Violation	-	-
Enforcement – Summons to municipal court	-	-
Court cases	-	-
Rabies specimens sent to NJDOH lab for testing	1	3
Specimens tested for rabies with negative results	-	1
Specimens tested for rabies with positive results	1	2

Additional Activities:

Meetings: Shelter status update with Health Officer (7 – 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 – 28.

Negative rabies test results this month: n/a

Positive rabies test results this month: Raccoon – possible contact with dog. Rabies booster + 45 day quarantine.