

**MONTVILLE TOWNSHIP HEALTH DEPARTMENT
MONTHLY ACTIVITIES REPORT
February 2020**

ADMINISTRATIVE DIVISION

VITAL STATISTICS	Month	YTD
Births	-	-
Burial Permits	-	-
Deaths to Montville residents	11	22
Deaths recorded in Montville	7	13
Certified copies – Birth	-	-
Certified copies – Death	-	12
Certified copies – Marriage	10	34
Certified copies – Domestic Partnership	-	-
Certified copies – Civil Union	-	-
Marriage license applications	2	2
Marriage licenses issued	4	5
Marriages recorded in Montville	2	4
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	201	425
Riders	168	362
Trips	119	236
INQUIRIES / COMPLAINTS	67	140

LICENSES / PERMITS / FEES	Month	YTD
Body Art License	-	-
Cat License	3	6
Potentially Dangerous Dog License	-	-
Dog License	351	1370
Dog Park Tag	19	21
Dog Park Fob	9	12
Farmers Market License	-	-
Kennel / Pet Shop License	-	-
Massage Facility License	-	-
Recreational Bathing Facility Permit	-	-
Retail Food Establishment License	1	2
Retail Food Establishment Plan Review	-	-
Septic Installer Permit	1	8
Septic License to Operate (owners)	-	-
Septic Pumper License	1	5
Septic Pumper Permit Book	-	-
Septic System Permit – New System	-	-
Septic System Permit – Repair System	3	3
Septic System Permit – Alter System	1	3
Septic System Plan Review	-	1
Septic System Soil Profile Witnessing	-	2
Tanning Facility License	-	-
Vending Machine License	-	-
Well Permit	-	-

COMPLAINTS/INVESTIGATIONS/INSPECTIONS – HEALTH OFFICER

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

Additional Health Officer Activities

Training: COVID-19 Legal Preparedness and Response (webinar) – Network for Public Health Law
 COVID-19 Community Education Training (webinar) – NJDOH
 Winter 2020 Communicable Disease Forum (webinar) – NJDOH
 COVID-19 response: Healthcare Systems Preparedness (webinar) – CDC
 Workplace Harassment, Prevention, Hostile Work Environment – Township
 COVID-19 CDRSS procedures for travelers returning from China (webinar) – NJDOH
 Overview of the NJ Medical Reserve Corps (webinar) – NJDOH

Meetings: Department Head meeting
 Animal Control Officer shelter status update meeting (7 total –4 at HD, 3 at Shelter)
 Montville Stigma-Free
 NJ Environmental Health Association
 Quarterly continuous quality improvement (CQI) meeting
 REHS monthly review
 Department Head meeting (2)
 Budget Stakeholder Call for Local Public Health (conference call) – NJDOH
 Met with new County Health Educator Kristina Favo
 COVID-19 Emergency Preparedness meeting with PH Nurses – inventory/supplies

**MONTVILLE TOWNSHIP HEALTH DEPARTMENT
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ADMINISTRATIVE DIVISION, continued

Additional Health Officer Activities, ctd:

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 previous monthly attendance
Reviewed previous monthly deposits
Reviewed monthly reports from all divisions
Prepared condensed monthly report for Board of Health
Prepared 2019 Annual Report to Board of Health and Township Committee
Prepared 2019 Local Environmental Health Report to NJDOH
Prepared for 2019 NJDOH audit
2019 NJDOH audit conducted
Interviewed prospective Dial-A-Ride driver
Montville Stigma-Free presentation to Montville Rotary
Provided feedback to Twp attorneys regarding proposed Mobile Food ordinance

Health Officer Plan Reviews:

WSP-PMISC-20-03 – Approved
Sprout Cleaners, 263 Changebridge Road, Pine Brook
New tenant: tailor/dry cleaner (no dry cleaning on premises)

WSP-PMISC-20-04 – Approved
Academic Excellence Center LLC, 115 Horseneck Road, Suite 7A, Montville
Existing tenant: relocation of academic tutoring establishment to smaller unit in same building

WSP-PMISC-20-05 – Approved
Pompton Eye and Vision Care, 170 Changebridge Road, Montville
New tenant: optometry / vision care practice

WSP-PMISC-20-06 – Approved
Mile High Physical Therapy, 321 Changebridge Road, Pine Brook
New tenant: physical therapy specializing in orthopedic and neurological conditions

WSP-PMISC-20-08 – Approved
Heliport Systems Inc., 30 Chapin Road, Unit 1210, Pine Brook
New tenant: office/warehouse for design/construction of rooftop heliports

**MONTVILLE TOWNSHIP HEALTH DEPARTMENT
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ENVIRONMENTAL DIVISION – INSPECTIONS

ENVIRONMENTAL DIVISION – INSPECTIONS				Month	YTD
Body Art				-	-
n/a					
Junkyard				-	-
n/a					
Kennels/Animal Facilities/Pet Shops				3	4
Bjorn Lass Kennel	Inspection	Satisfactory			
151 Waughaw Road	Unlicensed facility	Ordered closed	Operating illegal boarding facility in private home		
Montville Shelter	Inspection	Follow-up	Accompanied Construction Official and HVAC company for survey of HVAC system regarding separation of exhausted air from isolation rooms in shelter. Not being exhausted separately – to be abated by Township.		
Massage				-	-
n/a					
Other				-	-
n/a					
Public Recreational Bathing				-	-
n/a					
Retail Food				7	18
Landauer Café	Inspection	Satisfactory			
Montville Bagels	Re-inspection	Satisfactory			
Poor Henry's	Re-inspection	Conditional	General sanitation issues		
Red Barn Restaurant	Re-inspection	Satisfactory			
Seven Scoops Ice Cream	Inspection	Satisfactory			
Quick Chek	Inspection	Satisfactory			
Sundaes	Inspection	Satisfactory			
Septic				4	9
5 Kingsland Road	Inspection	Approved	Open bed		
5 Kingsland Road	Inspection	Approved	Components		
3 Woodside Drive	Inspection	Approved	Repair to D-box		
55 Boonton Avenue	Inspection	Not approved	Excavation of proposed site – hit bedrock at 2 feet		
Well				-	-
n/a					
ALL INSPECTIONS				14	31

**MONTVILLE TOWNSHIP HEALTH DEPARTMENT
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COMPLAINTS / INVESTIGATIONS

				Month	YTD
Air Pollution				-	-
n/a					
Animal				1	3
151 Waughaw Road	Unlicensed facility	Ordered closed	Operating illegal boarding facility in private home		
Body Art				-	-
n/a					
Environmental				-	-
n/a					
Food-borne Illness				-	-
n/a					
Insects				-	-
n/a					
Noise				1	1
7 Rochon Court	Roosters	Inspection	Complaint of 7 roosters. 1 rooster and several hens observed. Noise nuisance not observed.		
Odor				1	2
Stream near Washington Ct	Sewer odor	Referred	Sewer line broken, flowing into stream. Referred to DPW and County HD		
Other				-	-
n/a					
Retail Food				-	1
n/a					
Rodents				-	-
n/a					
Septic/Sewage				-	-
n/a					
Solid Waste/Litter/Dumping				-	2
n/a					
Water Pollution				-	-
n/a					
Well				-	-
n/a					
ALL COMPLAINT INVESTIGATIONS				3	9

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

Document reviews (applications, reports, files):

	Month	YTD
Massage therapist practitioner	-	-
PWTA reports	4	10
PWTA – action required	3	3
OPRA requests	5	9
Septic license to operate issued/renewed	-	-
Septic realty transfer inspection reports	4	4
File reviews	20	34
TOTALS	36	60

Enforcement Actions:

	Month	YTD
Warning	-	-
Notice of Violation	-	-
Summons	-	2
Court cases held	1	2
TOTALS	1	4

Inspector Site Plan/Waiver of Site Plan/Other Plan Reviews:

	Month	YTD
WSP – Body Art	-	-
WSP – Kennel	-	-
WSP – Massage	1	1
WSP – Nail Salon	-	-
WSP – Other	-	-
WSP – Public Rec. Bathing	-	-
WSP – Retail Food Establishment	-	1
Other – Kennel	-	-
Other – Retail Food: Expansion/Renovation	-	-
Other – Retail Food: HACCP Plans	-	-
Other – Retail Food: Grease Trap	-	-
Other – Septic	-	-
Other – Septic As-Builts	-	1
Other – Well	-	-
Health Officer – Site Plans	-	-
Health Officer – Waiver of Site Plans	5	8
TOTALS	6	11

WSP-PMISC 20-07
Loran Nicastrò Massage Therapy
48 Stiles Lane, Montville
New tenant – Massage facility
Rejected – no hand sinks in treatment rooms

Additional Activities:

Training: Understanding NJ's VFC and 317 Programs (webinar) – NJDOH (Sandra)
Workplace Harassment, Prevention, Hostile Work Environment – Township (Matt, Sandra)

Meetings: Previous month REHS activity report review with Health Officer
Quarterly CQI meeting (Sandra)

Other: Prepared monthly activity report
Updated LEHR data spreadsheet with monthly data
Continued review of septic 3-year Licenses to Operate, sent letters to those who need to renew

**MONTVILLE TOWNSHIP HEALTH DEPARTMENT
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NURSING DIVISION

MATERNAL / CHILD HEALTH – Child Health Conf. / Clinics / Screenings / Investigations

TYPE	LOCATION	Month	Year to Date
CHC - Infant (0-1 year)	Health Department	-	-
CHC - Preschool (1-4 years)	Health Department	3	6
CHC - School-age (5-19 years)	Health Department	4	6
		7	12

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	5	6
Cardiovascular/BP	Senior House	7	17
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	7	7
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	-	-
		19	30

FLU SHOTS

TYPE	Month	Year to Date
Quadrivalent	-	4
Fluzone High Dose	-	-
	-	4

NON-PUBLIC SCHOOLS - Clinics / Screenings / Education

TYPE	LOCATION / NOTES	Month	Year to Date
Child Study Evaluation	-	-	2
Dental Clinic (assistance)	-	-	-
Hearing	-	-	2
Lice	-	-	-
Scoliosis	-	-	-
Tuberculosis	-	-	-
Vision	-	-	2
Health Records Check	Trinity Christian – 9	9	10
		9	16

NON-PUBLIC SCHOOLS - Audits

TYPE	Month	Year to Date
Non-Public School	2	11
Public School	-	1
	2	12

**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	-	-	-	1	-	-
Babesiosis	-	-	-	-	-	-
Borrelia Miyamotoi	-	-	-	-	-	-
Brucellosis	-	-	-	-	-	-
Campylobacteriosis	-	-	-	-	-	-
COVID-19	7	7	7	7	-	-
Creutzfeldt-Jacob disease	-	-	-	-	-	-
Cryptosporidiosis	-	-	-	-	-	-
Cyclosporiasis	-	-	-	-	-	-
Dengue	-	-	-	-	-	-
Diphtheria	-	-	-	-	-	-
Ehrlichiosis	-	1	-	2	-	-
Foodborne Illness	-	-	-	-	-	-
Giardia	1	1	1	1	1	1
Haemophilus Influenzae	-	-	-	-	-	-
Hepatitis A	-	-	-	-	-	-
Hepatitis B	-	2	-	-	-	-
Hepatitis C	1	3	-	-	-	-
Influenza A (subtyping not done)	4	5	4	5	4	5
Influenza A – H1N1	1	2	1	2	1	2
Influenza A – H3	-	-	-	-	-	-
Influenza B	2	2	2	2	2	2
Legionellosis	-	-	-	-	-	-
Lyme	5	9	-	3	-	-
Malaria	-	-	-	-	-	-
Measles	-	-	-	-	-	-
Mumps	-	-	-	-	-	-
Perinatal Hepatitis B	-	-	-	-	-	-
Pertussis (whooping cough)	-	2	-	1	-	-
Salmonellosis	-	-	-	-	-	-
Shingles	-	-	-	-	-	-
Shiga-producing E. Coli (STEC)	-	-	-	-	-	-
Spotted Fever Group (Rickettsiae)	-	-	-	-	-	-
Strep. Pneumoniae (invasive)	-	-	-	-	-	-
Strep. Pyogenes (Agalactiac)	-	-	-	-	-	-
Strep. Pyogenes (Gas)	-	-	-	-	-	-
Tularemia	-	-	-	-	-	-
Varicella (chickenpox)	2	4	1	3	-	1
Yersiniosis	-	-	-	-	-	-
Zika	-	-	-	-	-	-
TOTALS	23	38	16	27	8	11

**MONTVILLE TOWNSHIP HEALTH DEPARTMENT
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NURSING DIVISION, continued

Additional Activities:

- Training: Winter 2020 Communicable Disease Forum (webinar) – NJDOH
Workplace Harassment, Prevention, Hostile Work Environment – Township
COVID-19 CDRSS procedures for travelers returning from China (webinar) – NJDOH
- Meetings: Quarterly CQI meeting
COVID-19 Emergency Preparedness meeting with Health Officer
- Other: Monitored daily: vaccine temperatures, LeadTrax, CDRSS
Prepared monthly report
Child Health Conferences scheduled for following month
Updated Township website with changes to screening/clinic dates

**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	1	1	-	-	-	-	1	-	-	1	1
	Cat	-	-	2	-	-	-	-	-	-	2	4
	Wildlife	-	-	-	-	-	-	-	-	-	-	-
	Other	-	-	-	-	-	-	-	-	-	-	-
	Total	1	1	2	0	0	0	0	1	0	0	3
Montville	Dog	1	11	-	-	-	-	1	-	-	1	1
	Cat	1	3	9	-	1	-	-	-	-	10	25
	Wildlife	3	3	-	-	2	-	-	-	1	3	3
	Other	-	-	-	-	-	-	-	-	-	-	-
	Total	5	17	9	0	3	0	0	1	0	1	14
Morristown	Dog	-	-	2	-	-	-	-	-	-	2	3
	Cat	-	-	-	-	-	-	-	-	-	-	-
	Wildlife	-	-	-	-	-	-	-	-	-	-	-
	Other	-	-	-	-	-	-	-	-	-	-	-
	Total	0	0	2	0	0	0	0	0	0	0	2
Mountain Lakes	Dog	-	1	-	-	-	-	-	-	-	-	3
	Cat	-	-	-	-	-	-	-	-	-	-	-
	Wildlife	-	-	-	-	-	-	-	-	-	-	-
	Other	-	-	-	-	-	-	-	-	-	-	-
	Total	0	1	0	0	0	0	0	0	0	0	3
West Caldwell	Dog	-	-	-	-	-	-	-	-	-	-	-
	Cat	-	-	-	-	-	-	-	-	-	-	-
	Wildlife	-	-	-	-	-	-	-	-	-	-	-
	Other	-	-	-	-	-	-	-	-	-	-	-
	Total	0	0	0	0	0	0	0	0	0	0	0
GRAND TOTALS		6	19	13	0	3	0	2	0	1	19	39

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)	141	248
Inquiries that resulted in investigation or other further action	18	41
Enforcement – Warnings	600	600
Enforcement – Notices of Violation	-	-
Enforcement – Summons to municipal court	-	-
Court cases	-	-
Rabies specimens sent to NJDOH lab for testing	1	1
Positive rabies specimens results	-	-

Additional Activities:

Meetings: Status update with Health Officer (7 total –4 at HD, 3 at Shelter)
Meeting with weekend shelter worker and Health Officer

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