

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

ADMINISTRATIVE DIVISION

VITAL STATISTICS	Month	YTD
Births	-	-
Burial Permits	-	-
Deaths to Montville residents	47	79
Deaths recorded in Montville	31	47
Certified copies – Birth	-	-
Certified copies – Death	-	22
Certified copies – Marriage	4	47
Certified copies – Domestic Partnership	-	-
Certified copies – Civil Union	-	-
Marriage license applications	4	7
Marriage licenses issued	4	10
Marriages recorded in Montville	2	7
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	53	693
Riders	38	515
Trips	45	376
Meals on Wheels delivery trips	17	17
INQUIRIES / COMPLAINTS	30	240

LICENSES / PERMITS / FEES	Month	YTD
Body Art License	-	-
Cat License	2	10
Potentially Dangerous Dog License	-	-
Dog License	14	1457
Dog Park Tag	4	53
Dog Park Fob	-	15
Farmers Market License	-	-
Kennel / Pet Shop License	-	-
Massage Facility License	-	-
Recreational Bathing Facility Permit	-	-
Retail Food Establishment License	1	4
Retail Food Establishment Plan Review	1	1
Septic Installer Permit	-	8
Septic License to Operate (owners)	-	-
Septic Pumper License	-	5
Septic Pumper Permit Book	-	-
Septic System Permit – New System	-	-
Septic System Permit – Repair System	-	5
Septic System Permit – Alter System	-	3
Septic System Plan Review	1	3
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: Rapid Implementation of an Open-Source Contact Tracing Solution (webinar) – Gevity Consulting
 COVID-19: Data Sharing for Public Health Investigation (webinar) – Network for Public Health Law

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])
 OPRA requests (2)
 Circulated advertisement to replace Assistant Animal Control Officer

Meetings: Animal Control Officer shelter status update meeting (3 total – via phone)
 Chilton Health Advisory Committee (conference call) – weekly (4)
 NJDOH (conference call) (daily starting 3/18) with Health Officers throughout the state (22)
 MC Health Officers (conference call) – Morris County Health Officers (2)

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ADMINISTRATIVE DIVISION, continued

Additional Health Officer Activities, ctd:

COVID-19: Daily monitoring of CDRSS for cases
Twice-weekly updates to Board of Health with activities and number of cases
Daily phone conference call with NJDOH for Health Officers throughout the state
Updated daily case investigation tracking spreadsheet
Updated daily case name/address document for Police Department's CAD system
Updated daily table and charts for website and Board of Health updates
Daily update of COVID case information, news items, and updates on HD COVID page
Added guidance for laundering of face masks to HD COVID page
Augmented case information on HD COVID page to include
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, Senior House, and Kiwanis Food Pantry.
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 requested to long-term care facilities, Police Department, First Aid Squad, Chilton, physician's offices, and Kiwanis Food Pantry volunteers
Purchased reusable face masks for Township employees (2 per employee)
Provided guidance to long-term care facilities in filling out online daily case survey for NJDOH

Health Officer Plan Reviews:

WSP-PMISC-20-12 – Approved
DirectSat USA LLC, 20 Chapin Road, Unit 1210, Pine Brook
New tenant: Warehouse for satellite TV dish installation firm

WSP-PMISC-20-13 – Approved
Morris Animal Inn, 117 Boonton Avenue, Montville
Proposed: temporary construction trailer

WSP-PMISC-20-14 – Approved
Guaranteed Rate, 350 Main Road, Montville
New tenant: general office space for mortgage financing firm

WSP-PMISC-20-15 – Approved
Unlimited Communications, 30 Chapin Road, Unit 1203, Pine Brook
New tenant: Office/warehouse for wireless communication systems firm

**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				-	4
n/a					
Massage				-	-
n/a					
Other				3	3
Montville Exxon	Referred	n/a	Report of employees not wearing masks. Referred to Montville PD for enforcement of state Executive Order		
Dunkin Donuts (Pine Brook)	Referred	n/a	Report of employees not wearing masks. Referred to Montville PD for enforcement of state Executive Order		
Joe's Pizza	Referred	n/a	Report of employees not wearing gloves. Referred to Montville PD for enforcement of state Executive Order		
Public Recreational Bathing				-	-
n/a					
Retail Food				1	22
Planted Eats	Inspection	Satisfactory			
Septic				4	19
136 Taylortown Road	Inspection	Approved	Soil log witnessed		
19 High Mountain Road	Inspection	Approved	Open bed excavation		
19 High Mountain Road	Inspection	Approved	Components		
55 Boonton Avenue	Inspection	Approved	Grade/seed/hay		
Well				-	-
n/a					
ALL INSPECTIONS				8	48

**MONTVILLE TOWNSHIP HEALTH DEPARTMENT
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COMPLAINTS / INVESTIGATIONS

				Month	YTD
Air Pollution				-	-
n/a					
Animal				-	3
n/a					
Body Art				-	-
n/a					
Environmental				-	-
n/a					
Food-borne Illness				-	-
n/a					
Insects				-	-
n/a					
Noise				-	1
n/a					
Odor				-	2
n/a					
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				0	9

**MONTVILLE TOWNSHIP HEALTH DEPARTMENT
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ENVIRONMENTAL DIVISION - Continued

Document reviews (applications, reports, files):

	Month	YTD
Massage therapist practitioner	-	-
PWTA reports	2	15
PWTA – action required	-	3
OPRA requests	10	21
Septic license to operate issued/renewed	-	12
Septic realty transfer inspection reports	5	13
File reviews	-	47
TOTALS	17	111

Enforcement Actions:

	Month	YTD
Warning	-	-
Notice of Violation	-	-
Summons	-	2
Court cases held	-	2
TOTALS	0	4

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

	Month	YTD
WSP – Body Art	-	-
WSP – Kennel	-	-
WSP – Massage	-	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	-	8
TOTALS	0	11

Additional Activities:

Training: N/A

Meetings: N/A

COVID-19: Assisted nurses by posting notices in envelopes on doors requesting resident to contact HD for those cases that could not be reached by phone

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

**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	-	8
CHC - School-age (5-19 years)	Health Department	-	6
		0	14

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	-	9
Cardiovascular/BP	Senior House	-	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
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	-	-
		0	33

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	-	-	10
		0	16

NON-PUBLIC SCHOOLS - Audits

TYPE	Month	Year to Date
Non-Public School	-	11
Public School	-	1
		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	195	265	194	218	143	198
Creutzfeldt-Jacob disease	-	-	-	-	-	-
Cryptosporidiosis	-	-	-	-	-	-
Cyclosporiasis	-	-	-	-	-	-
Dengue	-	-	-	-	-	-
Diphtheria	-	-	-	-	-	-
Ehrlichiosis	-	1	-	2	-	-
Foodborne Illness	-	-	-	-	-	-
Giardia	-	1	-	1	-	1
Haemophilus Influenzae	-	-	-	-	-	-
Hepatitis A	-	-	-	-	-	-
Hepatitis B	-	2	-	-	-	-
Hepatitis C	-	4	-	-	-	-
Influenza A (subtyping not done)	-	5	-	5	-	5
Influenza A – H1N1	-	2	-	2	-	2
Influenza A – H3	-	-	-	-	-	-
Influenza B	-	2	-	2	-	2
Legionellosis	-	-	-	-	-	-
Lyme	-	14	-	3	-	-
Malaria	-	-	-	-	-	-
Measles	-	-	-	-	-	-
Mumps	-	-	-	-	-	-
Perinatal Hepatitis B	-	-	-	-	-	-
Pertussis (whooping cough)	-	2	-	2	-	-
Salmonellosis	-	-	-	-	-	-
Shingles	-	-	-	-	-	-
Shiga-producing E. Coli (STEC)	-	-	-	-	-	-
Spotted Fever Group (Rickettsiae)	-	-	-	-	-	-
Strep. Pneumoniae (invasive)	-	-	-	-	-	-
Strep. Pyogenes (Agalactiac)	-	-	-	-	-	-
Strep. Pyogenes (Gas)	-	-	-	-	-	-
Tularemia	-	-	-	-	-	-
Varicella (chickenpox)	-	6	-	4	-	1
Yersiniosis	-	-	-	-	-	-
Zika	-	-	-	-	-	-
TOTALS	195	304	194	240	143	209

**MONTVILLE TOWNSHIP HEALTH DEPARTMENT
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NURSING DIVISION, continued

Notes on COVID-19 data:

195 new investigations includes:

143 confirmed cases
26 pending cases that were lab-confirmed negatives
4 pending cases that had results deemed by the lab to be invalid
+ 22 cases that turned out upon investigation to belong to a different jurisdiction and were transferred
195
+ 70 March Year-to-Date (YTD) total
265

194 closed investigations includes:

143 closed confirmed cases
26 closed pending cases that were lab-confirmed negative
4 closed pending cases that had results deemed by the lab to be invalid
+22 closed cases that turned out upon investigation to belong to a different jurisdiction and were transferred
194
+24 April Year-to-Date (YTD) total
218

Additional Activities:

Training: n/a

Meetings: n/a

Other: Monitored daily: vaccine temperatures, LeadTrax, CDRSS
Prepared monthly report

COVID19: Conducted contact tracing and case investigation
Provided guidance to long-term care facilities and residents

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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
	Cat	-	-	-	-	-	-	-	-	-	-	4
	Wildlife	-	-	-	-	-	-	-	-	-	-	-
	Other	-	-	-	-	-	-	-	-	-	-	-
	Total	0	1	0	0	0	0	0	0	0	0	5
Montville	Dog	1	13	3	-	-	-	1	-	-	4	9
	Cat	-	5	-	-	-	-	-	-	-	-	27
	Wildlife	1	7	-	-	-	-	-	-	1	1	7
	Other	-	-	-	-	-	-	-	-	-	-	-
	Total	2	25	3	0	0	0	1	0	1	5	43
Morristown	Dog	-	-	-	-	-	-	-	-	-	-	3
	Cat	-	-	-	-	-	-	-	-	-	-	-
	Wildlife	-	-	-	-	-	-	-	-	-	-	-
	Other	-	-	-	-	-	-	-	-	-	-	-
	Total	0	0	0	0	0	0	0	0	0	0	3
Mountain Lakes	Dog	-	1	-	-	-	-	-	-	-	-	3
	Cat	-	-	-	-	-	-	-	-	-	-	-
	Wildlife	-	4	-	-	-	-	-	-	-	-	4
	Other	-	-	-	-	-	-	-	-	-	-	-
	Total	0	5	0	0	0	0	0	0	0	0	7
West Caldwell	Dog	-	-	-	-	-	-	-	-	-	-	-
	Cat	-	-	-	-	-	-	-	-	-	-	-
	Wildlife	2	4	-	-	-	-	-	2	-	2	4
	Other	-	-	-	-	-	-	-	-	-	-	-
	Total	2	4	0	0	0	0	0	2	0	2	4
GRAND TOTALS		4	35	3	0	0	0	1	2	1	7	62

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)	83	234
Inquiries that resulted in investigation or other further action	12	76
Enforcement – Warnings	-	600
Enforcement – Notices of Violation	-	-
Enforcement – Summons to municipal court	-	-
Court cases	-	-
Rabies specimens sent to NJDOH lab for testing	1	3
Positive rabies specimens results	-	-

Additional Activities:

Meetings: Status update with Health Officer (3 total – via phone)

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