

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

ADMINISTRATIVE DIVISION

VITAL STATISTICS	Month	YTD
Births	-	-
Burial Permits	-	-
Deaths to Montville residents	12	156
Deaths recorded in Montville	9	97
Certified copies – Birth	-	-
Certified copies – Death	3	34
Certified copies – Marriage	26	110
Certified copies – Domestic Partnership	-	1
Certified copies – Civil Union	-	-
Marriage license applications	7	54
Marriage licenses issued	7	57
Marriages recorded in Montville	8	50
Domestic Partnership applications	-	1
Domestic Partnership licenses issued	-	-
Domestic Partnerships recorded	-	-
Civil Union license applications	-	-
Civil Union licenses issued	-	-
Civil Unions recorded	-	-
DIAL-A-RIDE		
Calls taken	164	1357
Riders	111	1007
Trips	150	930
Meals on Wheels delivery trips	-	138
INQUIRIES / COMPLAINTS	54	466

LICENSES / PERMITS / FEES	Month	YTD
Body Art License	-	-
Cat License	7	237
Potentially Dangerous Dog License	-	-
Dog License	13	1542
Dog Park Tag	7	90
Dog Park Fob	5	38
Farmers Market License	-	-
Kennel / Pet Shop License	-	4
Massage Facility License	-	-
Recreational Bathing Facility Permit	-	7
Retail Food Establishment License	-	83
Retail Food Establishment Plan Review	-	1
Septic Installer Permit	2	11
Septic License to Operate (owners)	-	1
Septic Pumper License	-	6
Septic Pumper Permit Book	1	4
Septic System Permit – New System	-	-
Septic System Permit – Repair System	2	14
Septic System Permit – Alter System	1	6
Septic System Plan Review	4	13
Septic System Soil Profile Witnessing	4	16
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: CommCare v3 Review and Q/A (webinar) – NJDOH*
Response, Recovery and Resilience during COVID-19 in NJ (webinar) – NJPHA* and PHACE*

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
*NJPHA – NJ Public Health Association
*PHACE – Public Health Associations Collaborate Effort

MONTVILLE TOWNSHIP HEALTH DEPARTMENT
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ADMINISTRATIVE DIVISION, continued

Meetings: Board of Health meeting
Animal Control Officer shelter status update meeting (6 total –5 via phone, 1 at shelter)
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 (1)
Morris Regional Public Health Partnership conference call (Webex) (2)
NJDOH COVID-19 vaccination planning conference call
Morris County Health Officers COVID-19 vaccination planning conference call
NJ Association of County and City Health Officials (NJACCHO) conference call
Township Committee meeting
Weekly regional epidemiology conference call
Monthly REHS activity report meeting
Monthly nursing activity report meeting
Monthly animal control activity report meeting
Monthly administrative activity report meeting
Drive-through senior flu clinic planning meeting with Administration, Police, DPW*, Senior Services
North Jersey Health Collaborative (NJHC) conference call
Amazon Business video conference call to discuss Township options for purchasing account

Additional Health Officer Activities, ctd:

Planned and helped run the drive-through flu clinic for seniors – 48 high dose, 11 quadrivalent
Continued the hiring process for the following: part-time administrative assistant (to replace Kim Horiguchi), part-time Dial-A-Ride driver, full-time Assistant Animal Control Officer, and temporary public health nurse (to provide time off for full-time and part-time nurses).
Was interviewed by OneMontville’s “OneMontville Unites” podcast featuring interviews with a variety of community leaders, where I was able to give an overview of the Health Department’s many responsibilities and activities, and which can be access at <https://anchor.fm/onemontvilleunites>.

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 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
Held discussions with both Vault Health and Atlantic Health Systems to explore options for the Township to provide convenient COVID-19 PCR testing options
Gathered and began reviewing data collected during contact tracing for the epidemiology study requested by the Board of Health

*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:

PMS/C19-17 – Approved

A Rent All Center, 61 Route 46 East, Pine Brook

Proposed relocation of business from 67 to 61 Route 46 East - refuse and recycling plan

WSP-PMISC-20-30 – Approved

Clarion-Pell, 9 Mars Court, Units 9-1 and 9-3, Montville

New tenant: office/warehouse for jewelry distributor

WSP-PMISC-20-32 – Approved

SESI Consulting Engineers, 12 Maple Avenue, Unit B, Pine Brook

Proposed: installation of emergency generator

WSP-PMISC-20-33 – Approved

Jules Fine Jewelry, 8 Whitehall Road, Unit 200-A, Towaco

New tenant: jewelry store

WSP-PMISC-20-34 – Pending

Tease Salon, 160 Main Road, Montville

New tenant: hair salon.

Septic system is not sized adequately for this use, and must be altered prior to approval being issued.

**MONTVILLE TOWNSHIP HEALTH DEPARTMENT
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ENVIRONMENTAL DIVISION – INSPECTIONS

				Month	YTD
Body Art				-	-
n/a					
Junkyard				-	1
n/a					
Kennels/Animal Facilities/Pet Shops				-	4
n/a					
Massage				-	-
n/a					
Other				-	3
n/a					
Public Recreational Bathing				-	10
n/a					
Retail Food				17	110
R&R Deli	Inspection	Conditional	General sanitation, insufficient fridge temp		
Fortune City	Inspection	Conditional	Insufficient water temperature at dishwashing sink		
Village Market	Inspection	Conditional	Insufficient fridge temp		
Village Market	Re-inspection	Satisfactory	Abated		
Montville Bagels	Inspection	Satisfactory			
Black Rabbit Tavern	Preliminary	No rating	Formerly Poor Henry's. Walkthrough with new owners.		
Kiwanis Food Pantry	Inspection	Satisfactory			
Marra's Italian Deli	Inspection	Conditional	Insufficient fridge temp		
Rail's	Inspection	Satisfactory			
Grub Market	Inspection	Conditional	No cold water available. Items stored on carpeted floor.		
Kiddie Academy	Inspection	Satisfactory			
Joe's Pizza	Inspection	Satisfactory			
Kids R Kids	Inspection	Satisfactory			
Red Barn Restaurant	Inspection	Satisfactory			
Pizza Cucina	Inspection	Satisfactory			
No. 1 Wok	Re-inspection #2	Satisfactory	All violations abated		
Tuscany Villa Ristorante	Inspection	Conditional	Insufficient water temperatures.		
Septic				11	60
34 Boonton Avenue	Inspection	Approved	Septic repair – distribution box		
3 Habberstad Court	Inspection	Approved	Septic repair – distribution box		
71 Boonton Avenue	Inspection	Witnessed	Soil log		
72 Taylortown Road	Inspection	Witnessed	Excavation of field		
72 Taylortown Road	Inspection	Witnessed	Installation of new system		
72 Taylortown Road	Inspection	Witnessed	Abandonment of old septic tank		
22 Boonton Avenue	Inspection	Witnessed	Excavation of field		
22 Boonton Avenue	Inspection	Witnessed	Abandonment of old septic tank		
22 Boonton Avenue	Inspection	Witnessed	Installation of new system		
21 Pennbrook Court	Inspection	Witnessed	Removal of sprinkler system over septic field		
37-A Stony Brook Road	Inspection	Witnessed	Removal of sprinkler system over septic field		
Well				-	2
n/a					
Youth Camp				-	1
n/a					
ALL INSPECTIONS				28	191

**MONTVILLE TOWNSHIP HEALTH DEPARTMENT
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COMPLAINTS / INVESTIGATIONS

				Month	YTD
Air Pollution				-	-
n/a					
Animal				1	17
23 Springbrook Road West	Dog Bite	Quarantine	Released from 10-day quarantine		
Body Art				-	-
n/a					
Environmental				-	-
n/a					
Food-borne Illness				-	-
n/a					
Insects				1	2
2 Lisa Place	Mosquitoes	Inspection	Stagnant pool water. County treated water – abated.		
Noise				-	2
n/a					
Odor				-	2
n/a					
Other				-	8
n/a					
Retail Food				-	1
n/a					
Rodents				-	-
n/a					
Septic/Sewage				-	1
n/a					
Solid Waste/Litter/Dumping				-	6
n/a					
Water Pollution				-	-
n/a					
Well				-	-
n/a					
ALL COMPLAINT INVESTIGATIONS				2	39

**MONTVILLE TOWNSHIP HEALTH DEPARTMENT
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ENVIRONMENTAL DIVISION - Continued

Document reviews (applications, reports, files):

	Month	YTD
Massage therapist practitioner	-	-
PWTA* reports	9	48
PWTA – action required	6	17
OPRA* requests	8	83
Septic license to operate issued/renewed	4	56
Septic realty transfer inspection reports	4	29
File reviews	27	168
TOTALS	58	401

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	-	4
WSP – Public Rec. Bathing	-	-
WSP – Retail Food Establishment	-	3
Other – Kennel	-	-
Other – Retail Food: Expansion/Renovation	-	-
Other – Retail Food: HACCP Plans	-	-
Other – Retail Food: Grease Trap	-	-
Other – Septic	4	13
Other – Septic As-Builts	-	10
Other – Well	-	1
Health Officer – SP (Site Plans)	1	3
Health Officer – WSP (Waiver of Site Plans)	4	24
TOTALS	9	59

Additional Activities:

Training: Response, Recovery and Resilience during COVID-19 in NJ (webinar) – NJPHA* and PHACE*
Fall Educational Seminar (webinar) - *NJAFP

Meetings: N/A

Other: Prepared monthly activity report
Updated LEHR data spreadsheet with monthly data
One septic contractor exam administered

Enforcement Actions:

	Month	YTD
Warning	4	4
Notice of Violation	1	8
Summons	-	2
Court cases held	-	2
TOTALS	5	16

Warning letters:

138 Waughaw Rd – septic repair needed per report
6 Peace Valley Rd – septic repair needed per report
103 Stony Brook Rd – septic repair needed per report
346 Changebridge Rd – septic repair needed:
inspector observed effluent piped into nearby storm drain. Sampled effluent, positive for fecal coliform.
Property switched to holding tanks until repair can be effected.

Notices of Violation:

6 Indian Lane – ongoing non-compliant system.
Sampled effluent running down driveway, positive for fecal coliform. System switched to holding tanks until property can connect to sewer system.

*PWTA – Private Well Testing Act
*OPRA – Open Public Records Act
*NJPHA – NJ Public Health Association
*PHACE – Public Health Association Collaborative Effort
*NJAFP – NJ Association for Food Protection

**MONTVILLE TOWNSHIP HEALTH DEPARTMENT
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ENVIRONMENTAL DIVISION - Continued

COVID-19 Activities

Inspections/spot checks:

In compliance:

Marra's, Pizza Cucina, Montville Bagels, Village Market, Asian Kawa, Sundaes, Landauer Café, Rails, Fortune City, Red Barn Restaurant, Eli's Bagels, QuickChek, Exxon, harrigans, Columbia Inn, Planted Eats, Joe's Pizza, 7-11, Dunkin Donuts (Changebridge), Montville Pizza, Tuscany Villa, Montville Wine & Spirits, Howard's Bagels, Seven Scoops, R&R Deli, Montville Diner, No. 1 Wok, Pizza Hut, Wine and Whiskey Country, Dunkin Donuts (Rt 46), Don Pepe Steakhouse, Gencarelli's, Wendys, Raceway Petroleum, Wood Stack, Done Pepe II, Bader Farms.

Not in compliance:

900 Degrees Pizza – shield was not in place. Abated.

Complaints:

McDonalds – employees not wearing masks/wearing incorrectly. Abated.

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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	13
CHC - School-age (5-19 years)	Health Department	4	25
		5	38

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	-	-
		-	33

FLU SHOTS

TYPE	Month	Year to Date
Quadrivalent	34	38
Fluzone High Dose	49	49
	83	87

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 – 4	4	34
		4	40

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	-	2	-	-
Babesiosis	-	1	-	1	-	1
Borrelia Miyamotoi	-	-	-	-	-	-
Brucellosis	-	-	-	-	-	-
Campylobacteriosis	-	-	-	-	-	-
COVID-19	162	847	141	823	77	351
Creutzfeldt-Jacob disease	-	-	-	-	-	-
Cryptosporidiosis	-	-	-	-	-	-
Cyclosporiasis	-	-	-	-	-	-
Dengue	-	-	-	-	-	-
Diphtheria	-	-	-	-	-	-
Ehrlichiosis	1	2	-	2	-	-
Foodborne Illness	-	-	-	-	-	-
Giardia	-	1	-	1	-	1
Haemophilus Influenzae	-	-	-	-	-	-
Hepatitis A	1	1	1	1	1	1
Hepatitis B	-	4	-	2	-	1
Hepatitis C	-	6	-	4	-	2
Influenza A (subtyping not done)	-	5	-	5	-	5
Influenza A – H1N1	-	2	-	2	-	2
Influenza A – H3	-	-	-	-	-	-
Influenza B	-	2	-	2	-	2
Legionellosis	-	-	-	-	-	-
Lyme	6	61	2	49	-	8
Malaria	-	-	-	-	-	-
Measles	-	1	-	1	-	-
Mumps	-	-	-	-	-	-
Perinatal Hepatitis B	-	-	-	-	-	-
Pertussis (whooping cough)	1	3	1	3	-	-
Salmonellosis	-	3	-	3	-	3
Shingles	-	-	-	-	-	-
Shiga-producing E. Coli (STEC)	-	1	-	1	-	1
Spotted Fever Group (Rickettsiae)	-	-	-	-	-	-
Strep. Pneumoniae (invasive)	-	-	-	-	-	-
Strep. Pyogenes (Agalactiac)	-	-	-	-	-	-
Strep. Pyogenes (Gas)	-	-	-	-	-	-
Tularemia	-	-	-	-	-	-
Varicella (chickenpox)	1	7	1	7	-	2
Yersiniosis	-	-	-	-	-	-
Zika	-	-	-	-	-	-
TOTALS	172	948	146	909	78	380

**MONTVILLE TOWNSHIP HEALTH DEPARTMENT
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NURSING DIVISION, continued

Notes on COVID-19 data:

162 new investigations includes:

77 confirmed positive cases
15 cases that after investigation were determined to belong to a different jurisdiction
60 pending cases that were lab-confirmed negative
1 pending case that was inconclusive
+ 10 pending cases that were IGG/IGM serology results only
162

141 closed investigations includes:

55 closed confirmed positive cases
15 cases that after investigation were determined to belong to a different jurisdiction
60 pending cases that were lab-confirmed negative
1 pending case that was inconclusive
+ 10 pending cases that were IGG/IGM serology results only
141

Additional Activities:

Training: New Jersey School Immunization Requirements: 2020 Update (webinar) – NJIIS

Meetings: Weekly NJDOH regional epidemiology (conference call)
Weekly NJDOH CommCare (conference call)

Other: Monitored daily: vaccine temperatures, LeadTrax, CDRSS
Prepared monthly report
Continued to research medical supply and PPE vendors, set up accounts, and place orders.
Updated long-term care facilities, schools, and childcare centers on COVID guidance changes.
Delivered A-45 and IMM-8 cards to Apple Montessori school.
Continued to work with new Craig School nurse regarding audit process (nurse is new to NJ).
Spoke with several residents regarding flu vaccine and flu clinic.
Made calls to and received calls from seniors and signed them up for the drive-through flu clinic.
Prepared forms for employee and senior flu clinics.
Assisted in preliminary planning for drive-through flu clinic for seniors.
Helped administer 48 doses of Fluzone High Dose and 11 Quadrivalent vaccines at drive-through clinic.
Administered 22 doses of Quadrivalent vaccines to employees at Town Hall.
Administered 1 dose Fluzone High Dose and 1 dose Quadrivalent vaccine via home visits.

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.

**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	-	4	-	-	-	-	-	-	-	-	-	4
	Cat	-	5	-	-	-	-	2	-	-	2	11	
	Wildlife	-	7	-	-	-	-	-	-	-	-	7	
	Other	-	-	-	-	-	-	-	-	-	-	-	
	Total	-	16	-	-	-	-	2	-	-	2	22	
Montville	Dog	-	16	-	-	-	-	-	-	-	-	18	
	Cat	1	35	5	1	-	-	-	-	1	7	57	
	Wildlife	2	40	-	-	2	-	-	-	-	2	40	
	Other	-	5	-	-	-	-	-	-	-	-	5	
	Total	3	96	5	1	2	-	-	-	1	9	120	
Morristown	Dog	1	4	-	-	-	-	1	-	-	1	7	
	Cat	-	5	1	-	-	-	-	-	-	1	4	
	Wildlife	-	-	-	-	-	-	-	-	-	-	-	
	Other	2	2	-	-	-	-	2	-	-	2	2	
	Total	3	11	1	-	-	-	3	-	-	4	13	
Mountain Lakes	Dog	1	5	-	-	-	-	1	-	-	1	7	
	Cat	1	1	-	-	-	1	-	-	-	1	1	
	Wildlife	-	8	-	-	-	-	-	-	-	-	8	
	Other	-	-	-	-	-	-	-	-	-	-	-	
	Total	2	14	-	-	-	1	1	-	-	2	16	
West Caldwell	Dog	1	3	-	-	-	-	1	-	-	1	3	
	Cat	-	6	-	-	-	-	-	-	-	-	-	
	Wildlife	5	27	-	3	-	-	-	-	2	5	27	
	Other	-	-	-	-	-	-	-	-	-	-	-	
	Total	6	36	-	3	-	-	1	-	2	6	30	
GRAND TOTALS		14	173	6	4	2	1	7	-	3	23	201	

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)	128	905
Inquiries that resulted in investigation or other further action	42	293
Enforcement – Warnings	-	600
Enforcement – Notices of Violation	-	-
Enforcement – Summons to municipal court	-	1
Court cases	-	-
Rabies specimens sent to NJDOH lab for testing	1	14
Specimens tested for rabies with negative results	1	12
Specimens tested for rabies with positive results	-	2

Additional Activities:

Meetings: Status update with Health Officer (6 total – 5 via phone, 1 at shelter)

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, 45 cats.
Negative rabies test result: 1 feral cat (Montville). No known human exposure.
Positive rabies test results: None.