

HUNTERDON COUNTY BOARD OF CHOSEN FREEHOLDERS

Main Street County Complex, Second Floor
Flemington, New Jersey 08822

November 06, 2008

The regular meeting of the Hunterdon County Board of Chosen Freeholders convened at 4:02 p.m. in accordance with the provisions of the Open Public Meetings Act.

PRESENT: MR. MENNEN, MR. HOLT, MR. MELICK, MR. SWOREN.
ABSENT: MR. PETERSON.

OPEN PUBLIC MEETINGS ACT

Deputy Director Mennen announced: "This meeting is being held in accordance with the provisions of the Open Public Meetings Act. Adequate notice has been given by posting throughout the year a copy of the notice on Bulletin Boards on the First and Second Floor of the Main Street County Complex, Building #1, Flemington, New Jersey, a public place reserved for such announcements. A copy was mailed on or before October 08, 2008, to the Hunterdon County Democrat, Lambertville Beacon, The Express, Courier News, Trenton Times, Hunterdon Review and The Star Ledger, newspapers designated to receive such notices and by filing a copy with the Hunterdon County Clerk."

PLEDGE OF ALLEGIANCE

EXECUTIVE SESSION REQUESTS

Mr. Holt moved and Mr. Sworen seconded these:

See Page 11/06/08-1A

RESOLUTION

RESOLVED, Executive Session to discuss personnel matters concerning appointments to various boards, committees, or councils.

See Page 11/06/08-1B

RESOLUTION

RESOLVED, Executive Session to discuss a petition filed by certain management employees for the establishment of a union for management individuals.

See Page 11/06/08-1C

RESOLUTION

RESOLVED, Executive Session to the Sheriff's further request in regard to the maintenance of certain personnel records.

See Page 11/06/08-1D

RESOLUTION

RESOLVED, Executive Session to review the executive session minutes for September 30, 2008 and October 07, 2008.

See Page 11/06/08-1E

RESOLUTION

RESOLVED, Executive Session to discuss land acquisitions.

See Page 11/06/08-1F

RESOLUTION

RESOLVED, Executive Session to discuss an n space issues with the Planning Director.

ROLL CALL: (AYES) MR. HOLT, MR. SWOREN, MR. MELICK, MR. MENNEN.
(ABSENT) MR. PETERSON.

The Hunterdon County Board of Chosen Freeholders went into Executive Session at 4:04 p.m. and reconvened in Open Session at 6:12 p.m.

PRESENT: MR. PETERSON, MR. MENNEN, MR. HOLT, MR. SWOREN.
ABSENT: MR. MELICK.

DIVISION OF CORRECTIONS, PUBLIC SAFETY DEPARTMENT

George F. Wagner, Director, Public Safety introduced to the Board, Joe Hartman, Coordinator of the Office of County Services with the New Jersey Department of Corrections. Mr. Wagner explained on July 15 and 16, 2008, the Hunterdon County Jail went through its annual inspection and Mr. Hartman is here this evening to report on the inspection.

Mr. Wagner noted that also present this evening is Scott Nodes, Hunterdon County Correctional Administrator of the Jail and Lt. Tim Fleming. These individuals are instrumental in getting the Jail through the annual inspection.

Mr. Hartman explained one of his primary responsibilities is to conduct annual inspections of the County's Department of Corrections throughout the state. The inspections are conducted in accordance with state statute and are done so to determine compliance with the requirements of New Jersey Administrative Code 10A:31, which is the manual of Standards for Correctional Facilities. Mr. Hartman advised in 2005, the scope of the inspection process was expanded to cover the Administrative Code in its entirety. The inspection went from 226 items to include 567 items.

Mr. Hartman advised as a result of the inspect of the Hunterdon County Jail in 2008, the result was a 123 page inspection report that again, for the 4th year consecutive year, found the Jail in 100% compliance with the New Jersey Administrative Code. It takes a lot of work and effort to attain this accreditation and the staff should be proud.

Mr. Hartman stated all policies and procedures are covered during the course of the inspection governing the operation of the facility and all secondary documentation is entertained that demonstrates compliance with not only the County's own policies and procedures but the New Jersey Administrative Code.

Mr. Hartman presented the Board with a Certificate of Compliance for the 4th consecutive year.

Mr. Melick came into the meeting at 6:18 p.m.

Mr. Hartman stated Hunterdon County's Jail is well run and is well managed. He wanted to recognize the staff of Hunterdon's facility also who make this possible. There are only about a six counties that have received this certification and there are only two that have had the certification for 4 years also.

The Board thanked Mr. Hartman for the Certificate of Compliance and for taking the time to come this evening to present it.

Questions answered for the press.

HUNTERDON COUNTY CHAMBER OF COMMERCE

Introduction of Chris Phelan, new Chamber President.

Never attended meeting.

CONSENT AGENDA

Director Peterson announced: "All matters listed under the Consent Agenda are considered to be routine by the Board of Chosen Freeholders of the County of Hunterdon and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired that item will be removed from the Consent Agenda and will be considered separately."

Mr. Sworen moved and Mr. Holt seconded a motion to approve the regular session minutes of October 07, 2008.

**ROLL CALL: (AYES) MR. SWOREN, MR. HOLT, MR. MELICK, MR. MENNEN,
MR. PETERSON.**

Mr. Sworen moved and Mr. Holt seconded a motion to approve claims in accordance with the Claims Register dated November 06, 2008.

See Page 11/06/08-2A CLAIMS REGISTER

**ROLL CALL: (AYES) MR. SWOREN, MR. HOLT, MR. MELICK, MR. MENNEN,
MR. PETERSON.**

Mr. Sworen moved and Mr. Holt seconded these:

See Page 11/06/08-2B RESOLUTION

RESOLVED, Robert Bush Jr. appointed permanent, full time Assistant Maintenance Superintendent, Buildings and Maintenance. (passed Civil Service exam).

See Page 11/06/08-2C RESOLUTION

RESOLVED, Mark Katz appointed permanent, full time Public Health Representative 3 Communicable Disease, Health Department. (reinstated to full time as full time position was vacated due to retirement).

See Page 11/06/08-2D RESOLUTION

RESOLVED, Scott Schilling appointed permanent, full time Youth Worker, Youth Facility Division, Public Safety Department. (replacement – entry level).

See Page 11/06/08-2E RESOLUTION

RESOLVED, Approving a no-cost time extension to the subcontract with the North Jersey Transportation Planning Authority, Inc., and the New Jersey Institute of Technology, for the FY 2002 Local Scoping project: "Bridge D-300 (Fed. No. 10XX300) on Rosemont-Raven Rock Road, over the Lockatong Creek, project extended through September 19, 2010.

See Page 11/06/08-2F RESOLUTION

RESOLVED, Approving a no-cost time extension to the subcontract with the North Jersey Transportation Planning Authority, Inc., and the New Jersey Institute of Technology, for the FY 2003 Local Scoping project entitled: "CR 513: Interchange 15 of I-78", project extended through September 03, 2010.

See Page 11/06/08-3A

RESOLUTION

RESOLVED, Approving Annex B-2: Contract Rate Information Summary, amending contract #09EZKC, with the New Jersey Department of Human Services, Division of Family Development, for the reimbursement of providing shelter care to children placed through DYFS.

See Page 11/06/08-3B

RESOLUTION

RESOLVED, Approving a Performance Bond Agreement with Union Township regarding Milligan Farm Improvements.

See Page 11/06/08-3C

RESOLUTION

RESOLVED, Approving a subcontract award agreement with Somerset County, in the amount of \$43,003, to provide employment related services to Temporary Assistance to Needy Families (TANF), General Assistance (GA) and Food Stamp recipients.

See Page 11/06/08-3D

RESOLUTION

RESOLVED, Approving a budget modification to the Senior Citizen and Disabled Resident Transportation Assistance Program, to reprogram the County's 2007 close out of the 2008 budget, in the amount of \$22,222.29, for the purchase of Radios and Communications Equipment.

See Page 11/06/08-3E

RESOLUTION

RESOLVED, Approving Application for Payment #1, for Bid #2005-23, for Alterations to the Justice Center (former Justice Veniero space), with Charles Mann General Contractors, Inc., in the amount of \$56,634.20.

See Page 11/06/08-3F

RESOLUTION

RESOLVED, Approving Application for Payment #19, for Bid #2006-20, for Renovations to the H.C. Hall of Records and Southard Building, with Waterrol, Inc., in the amount of \$22,800.

See Page 11/06/08-3G

RESOLUTION

RESOLVED, Approving Application for Payment #6R, final payment, for Bid #2006-30, for Alterations to the County Arboretum/Greenhouse, with Charles Mann General Contractors, Inc., in the amount of \$27,667.50.

See Page 11/06/08-3H

RESOLUTION

RESOLVED, Approving a Certificate of Substantial Completion for Bid #2006-30, Alterations to the County Arboretum/ Greenhouse, with Charles Mann General Contractors, Inc.

See Page 11/06/08-3I

RESOLUTION

RESOLVED, Approving Application for Payment #2, for Bid #2008-07, for the Addition to the Everittstown Garage, with J. Tufaro & Sons Electrical Contractors, Inc., in the amount of \$9,027.76.

See Page 11/06/08-3J

RESOLUTION

RESOLVED, Approving a Policy for the Subordination of Mortgages.

See Page 11/06/08-3K

RESOLUTION

RESOLVED, Approving a Federal Aid Agreement with the New Jersey Department of Transportation, Local Aid and Economic Development, for the sum of \$325,000, for County Bridge F-45, on White Bridge Road, in Franklin Township.

See Page 11/06/08-3L

RESOLUTION

RESOLVED, Approving a Federal Aid Agreement with the New Jersey Department of Transportation, Local Aid and Economic Development, for the sum of \$350,000, for County Route 519 Truck Escape Route, on Milford Warren Glen Road, in Holland Township.

See Page 11/06/08-3M

RESOLUTION

RESOLVED, Approving an Agreement for State Aid to Counties and Municipalities for the Reconstruction of Hunterdon County Bridge R-123, on Hollow Brook Road over the Hollow Brook, in Readington Township, in the amount of \$500,000.

ROLL CALL: (AYES) MR. SWOREN, MR. HOLT, MR. MELICK, MR. MENNEN, MR. PETERSON.

OLD BUSINESS

Mr. Holt moved and Mr. Sworen seconded this:

See Page 11/06/08-4A

RESOLUTION

RESOLVED, Approving a Subordination of Agreement with Sarah Williamson subordinating the mortgages with the County.

ROLL CALL: (AYES) MR. HOLT, MR. SWOREN, MR. MELICK, MR. MENNEN, MR. PETERSON.

Warehouse/Records Retention Center

Cynthia J. Yard, County Administrator advised at the last meeting the issue of the expansion of the Warehouse/Records Retention Center came up. She further explained that the County Project Administrator, Frank Bell, AIA, is taking care of the project and that the grant funding and archive/warehouse portion of the project is being handled by Bob Thurgarland, PARIS Grant Coordinator. The Board asked at the last meeting to have Mr. Thurgarland come and discuss the warehouse/records retention.

Mr. Thurgarland confirmed for the Board that last year the County agreed to move forward, using PARIS grant funds, to expand the Warehouse/Records Retention Center, which was year 3 of the grant when PARIS allowed capital projects be allowed into the grant. Mrs. Yard reported this project was embraced by the Board in 2008. Also discussed was moving people around in the building, and the Facilities Evaluation Committee came up with an alternate plan to relocate a department. The Freeholder Board asked to have the project scaled back and the Board embraced moving people around, (those moves have not yet taken place), so the expansion of the space would be dedicated for records storage and shared services with municipalities. Mrs. Yard confirmed with Mr. Thurgarland that agreements have been entered into with many of Hunterdon's municipalities for shared archival services. Mr. Thurgarland explained last year municipalities leveraged their PARIS funding for the County and while the application was successful of leveraging municipal money but the funding was not available from the state. The municipalities will again be asking to leverage their money this coming grant year.

Mrs. Yard stated the question to Mr. Bell was "why was the building redesigned." She said the reason is because the Board wanted the project scaled back. Mr. Thurgarland informed the Board that the initial cost estimates came in for more than what was felt was needed, so the next step is to re-cost the project and that will come before the Board at the next meeting when the architect's contract is considered. Mr. Thurgarland explained the County needs to move forward with the re-costing as the County has already been awarded \$1.1 million for the expansion from PARIS on the premise of shared services and offering archival abilities to Hunterdon's municipalities. The shared services were based on the needs and wants of the municipalities which was shared with the Board. This was year one funding which crossed into year two, and came into year three. There is clearly a want and need by the municipalities for shared services and it is a priority for the state to centralize records storage facilities countywide and have municipalities be able to participate.

Director Peterson recalls the issue being funding. He questioned the funding status and how much of the project will be funded through PARIS grants. Mr. Thurgarland stated the last estimates for the expansion was \$2.8 million but that has to be scaled back, so the estimate now is around \$1.7 million to \$2 million for the records expansion of 10,000 square feet. Currently available is \$1.3 million from PARIS grant funds, which is approved and available for spending. This coming application would allow for another \$1.3 million, which would give the County \$2.6 million. Mr. Thurgarland is confident with PARIS funding that the County could cover a scaled back version of the project; plus the year 5 PARIS application has a grant which is specifically for the construction of records facilities which is an additional \$2 million that counties can apply for. It won't be known until June 2009 about the construction application. The Board has to decide if the County will start the construction with the current \$1.3 million available, with the anticipation of receiving additional funding to complete the project. Mr. Thurgarland said the County can't wait until next year to start the project because the funding that has already been approved by PARIS is to start the construction and the process. The second application would be to finish the project.

Mrs. Yard said one of the reasons given for raising all the fees in the County Clerk's Office and the Sheriff's Office was so some of the money would be available to the 21 Counties to improve their records management, archiving and imaging. Even though this is competitive, it is highly improbable that they would not give some sort of grant award. Mr. Thurgarland feels if the County can demonstrate that the project has already been started with the current PARIS funding, he doesn't feel PARIS won't contribute additional funding. He's confident that most of the funding for the project will be covered through the PARIS grant.

Mr. Holt advised records retention has been a big item for state. He feels this project could be moved through the grant process and start the project, in phases. Director Peterson said he would be more comfortable with the project is it were done in phases.

After further discussion, the Board asked Mr. Thurgarland to talk with the State concerning PARIS funding and ask if the County could do the project in phases. Mr. Thurgarland will contact the state and report back to the Board.

Mrs. Yard noted this project was placed in capital last year with the understanding that PARIS grant funds would be used as they were awarded to the County.

Mr. Thurgarland confirmed that the project should move forward as planned.

Mr. Melick and Mr. Mennen recused themselves due to a conflict, at 6:35 p.m.

FARMLAND PRESERVATION

Mr. Sworen moved and Mr. Holt seconded this:

See Page 11/06/08-5A

RESOLUTION

RESOLVED, Approving a Contract for Sale of Development Easement from Robert J. Melick, Audrey E. Melick, Evelyn K. Melick and Doris A. Lisi-Craig, on Block 27, Lot 151, in Tewksbury Township, consisting of 46.5 acres, (SADC-\$558,000, County-\$186,000, Township-\$186,000), total amount of \$930,000.

Mr. Sworen confirmed with Sue Dziamara, Planning Board Director/CADB that this property went through the standard procedures by the County Agriculture Development Board and the State Agricultural Development Committee, and has been ranked by both, and was scored.

**ROLL CALL: (AYES) MR. SWOREN, MR. HOLT, MR. PETERSON.
(ABSENT) MR. MELICK, MR. MENNEN.**

Mr. Mennen and Mr. Melick returned to the meeting at 6:38 p.m.

PLANNING BOARD

Sue Dziamara, Planning Board Director came before the Board seeking approval of a Memorandum of Understanding with the Musconetcong River Management Association implementing the designation of the Musconetcong River as a component of the National Wild and Scenic Rivers System.

Director Peterson questioned if County Counsel has reviewed the Memorandum of Understanding, prior to the Board's approval.

Mrs. Dziamara advised in July 2005 the County Planning Board wrote a letter to the North Jersey Resource Conservation and Development Council supporting the project. All municipalities along the Musconetcong River have also signed on their support for the scenic designation for this segment of the river. Mrs. Dziamara advised her recommendation is that the Freeholders would support this designation.

Director Peterson questioned what obligations would the County have if it were to support this Memorandum of Understanding with the Musconetcong River Management Association. Mrs. Dziamara reported that the Freeholder Board would need to appoint a representative to serve on their Advisory Board/Committee. She stated that traditionally the Planning Board has attended these meetings as part of their role in maintaining support. Her department only supplies information which is available to the Planning Board, mostly in the form of GIS types of information for the organizations.

County Counsel DeSapio advised Paragraph A1, in Article 3, says "agree to cooperatively implement the Musconetcong River Management Plan along with other signatories to this agreement to conserve the special, natural resources of the area against the cultural and recreation and economic opportunities of the Watershed." Mr. DeSapio explained that technically the County would be agreeing to implement something that hasn't been developed yet. He is always leery about something like that. Mrs. Dziamara confirmed this is to develop the plan. The Board would have a representative on the committee to help develop the plan.

Director Peterson and the Board agreed it is premature to sign this Memorandum of Understanding. Mr. DeSapio said the County would be agreeing to implement a plan which has not been adopted yet and over which you have no control over the adoption. The Board directed Mrs. Dziamara to confirm whether such a plan exists or not.

PROCLAMATIONS/RECOGNITION

Mr. Holt moved and Mr. Sworen seconded this:

See Page 11/06/08-5B

PROCLAMATION

RESOLVED, Recognizing Andrew Seidorf for attaining the designation of Eagle Scout.

**ROLL CALL: (AYES) MR. HOLT, MR. SWOREN, MR. MELICK, MR. MENNEN,
MR. PETERSON.**

Mr. Sworen moved and Mr. Mennen seconded this:

See Page 11/06/08-5C

PROCLAMATION

RESOLVED, Recognizing Margaret Waldock for a having served on the Library Commission.

**ROLL CALL: (AYES) MR. SWOREN, MR. MENNEN, MR. HOLT, MR. MELICK,
MR. PETERSON.**

Mr. Sworen moved and Mr. Holt seconded this:

See Page 11/06/08-6A

PROCLAMATION

RESOLVED, Recognizing November as National Family Caregivers Month in Hunterdon.

**ROLL CALL: (AYES) MR. SWOREN, MR. HOLT, MR. MELICK, MR. MENNEN,
MR. PETERSON.**

COUNTY UPDATE

Professional Services Agreements

Cynthia J. Yard, County Administrator advised the Professional Service Agreements protocol/policy was brought before the Board and has been revised to include the suggestions of the Board, and they have been incorporated in this policy. A tickler will be put in place in the data base to keep a comprehensive listing of the termination dates for professional services agreements. The Board will review this policy and provide any recommendations to Mrs. Yard.

Assembly Bill A2760

Mrs. Yard informed the Board that a request has been received from the Sheriff's Office about a lot of security equipment, such as different cameras for the Justice Center. The issue is how did the Sheriff's Office decide what it needed for security equipment. George Wagner, Public Safety Director and Pete Maddalena, Buildings and Maintenance Director were asked to get involved to determine how these needs were identified and if it goes back to the model security plan, which according to the Trial Court Administrator, Gene Farkas, is customized to each court house. The Purchasing Agent, John Davenport, communicated to Mrs. Yard that there is a bill which made it through the New Jersey Assembly, which is supported by the New Jersey Association of Counties which says their fees will be raised but in doing so they would be assuming much of the cost of court house security.

Mrs. Yard wanted the Board to be aware, that when someone has already requested \$85,000 worth of security equipment, that there maybe a solution to fund this by Assembly Bill A2760. She recommended Hunterdon watch this bill closely. Mrs. Yard said it maybe premature to order equipment when it isn't known if it is really needed; especially if there maybe funding available as a result of the courts raising their fees.

Capital Budget Hearings

Mrs. Yard reported that a half a day is needed to schedule the Capital Hearings from the Board. All the capital requests are in and they are being reviewed and prioritized at this time.

6 County Coalition Meeting

Mrs. Yard reported notification was received today that Hunterdon County is to host the 6 County Coalition meeting on December 03, 2008. To be discussed will be the Hunterdon County Medical Access Partnership to determine if the other counties could do this also, to save their taxpayers money through the program. The Board asked Mrs. Yard to contact the Polytech Career Academy to see if they can cater this meeting.

Close out of Ordinances/Historic funds

Mrs. Yard informed the Board there are 4 projects on the Historic Register of the State, that are historic designations and the Finance Department asked her to confirm with the Board that it agreed with these 4 projects, which need to be funded, and logically the historic preservation money could be used, totally \$2,000,000. Director Peterson agreed that is logical.

Mr. Sworen asked what funding source paid out to the contractors and what is the County reimbursing with the historic preservation funds. Mrs. Yard will get clarification from the Finance Director and County Treasurer tomorrow on this question.

Director Peterson confirmed the historic preservation funding could be used towards historic projects such as bridges or on the historical wall being done in Pittstown. John Glynn, Director, Roads, Bridges and Engineering confirmed this is in a historic district and the funding could be used toward the historic features. Director Peterson said if the State Historic Preservation Office is requiring the County to do historic requirements, then the County should be able to use the historic preservation funds to do the work. Mrs. Yard said the County needs to redefine in its Open Space Tax Fund plan how the projects are identified and how it gets to the Board for approval.

PERSONNEL

Public Health Coordinator

Mrs. Yard confirmed with the Board that the County is currently in a modified hiring freeze through December 31, 2008, and Cheryl A. Wieder, Human Resources Director will present to the Board the department's justification in requesting positions be filled.

Ms. Wieder reported the Health Department is requesting to fill the Public Health Practice Standards Partnership Coordinator, part time and this position is grant funded. Mr. Melick confirmed with the grant funds dry up, so does the position. Mr. Sworen moved and Mr. Holt seconded a motion to approve the filling of this grant funded position in the Health Department.

**ROLL CALL: (AYES) MR. SWOREN, MR. HOLT, MR. MELICK, MR. MENNEN,
MR. PETERSON.**

Vector Control

Ms. Wieder informed the Board that the Health Department is requesting to fill a Laboratory Assistant position, at \$12 per hour, when and as needed, to work with Vector Control in sorting insects and data entry. The request is for 150 hours until the end of 2008.

Mr. Melick feels there are enough personnel in the Health Department who could do this work. He can't see placing another employee in that department. People are allowed to work out of title 20% of the time. The construction work is down, and so are septic fees.

Director Peterson questioned if someone is already doing this work. Ms. Wieder explained Vector Control as a supervisor, 2 full time employees and they hire people on an hourly basis to do the mosquito catching, sorting and the work in the laboratory. This isn't a new position and the Health Department puts a certain amount of money aside in the budget that is funding under salaries to cover this.

Mr. Sworen advised he attended a presentation on this last night, and the Health Department generally hires college students or people to do this work during their busy season, August through November. It is always a part time position.

Mr. Melick stated if this work isn't needed, he would prefer to see the funds to surplus, so it is in the budget next year. He questioned how many people are currently in the Health Department. Ms. Wieder said there are around 50. Mr. Melick said there is a financial crisis in the country, and recommended other people the Health Department could do some of the work.

Mr. Mennen advised the request from Vector Control indicates what the role of his person would be but it does not indicate the need, so it is hard to make a decision. In addition, the request is made by a manager, not a department head. Mrs. Yard will get more information from the Health Department for the Board to justify this request.

Parks and Recreation Department

Park Maintenance Worker/Laborer

Ms. Wieder reported a Park Maintenance Worker moved up to the approved Equipment Operator position. A Laborer left leaving the Parks and Recreation Department down 2 staff members in the maintenance area. The Parks' Director was asked to see whether there is a need to fill the Park Maintenance Worker position or if it could be filled as a Laborer. A laborer would be a salary savings of \$2,000 over the position which was vacated. The Parks Director advised that would be doable.

Mr. Melick asked Mr. Wagner is his weekend labor group (the LAP Program), would be utilized for the laborer work. Mrs. Yard noted the LAP program is being utilized. Mr. Wagner advised the LAP program has been clearing brush, trails and doing pickup. He stated a message went out to the Department Heads of what can be done through the LAP program. Mrs. Yard stated for the LAP program, they are looking in two areas, Buildings and Maintenance and Parks and Recreation.

Mr. Melick said the County needs to be creative today. It is a matter of organization, management and a willingness to do the work.

After further discussion, Mrs. Yard confirmed with the Board that Mr. Wagner and Mr. Trontis should meet to determine if the need can be met with the LAP program.

Chief Naturalist/Park Naturalist

Director Peterson confirmed the County has lost both its Chief Park Naturalist and the Park Naturalist and it is these individuals who run the Parks' programs. Mr. Sworen recommended moving one of the Park Naturalists' Tom Shepherd to the Chief Naturalist position and hiring a Park Naturalist, at a savings to the County. The Parks and Recreation programs bring revenue into the County and their programs are always overbooked. Mr. Mennen agreed that the County should promote from within the department.

Mrs. Yard advised Parks and Recreation has a Recreational Trust Fund, and she has been reviewing all trust funds to see what is allowable to be expended from the trust funds. The Recreation Trust Fund has a significant amount of money in it and it is to go to support programs. Ms. Wieder asked the Parks Director if it was allowable to use the trust fund to offset salaries and it can be used.

Director Peterson questioned if Mr. Shepherd could continue to perform the Environmental Specialist duties and hire two Park Naturalists. Mrs. Wieder and Mrs. Yard think that if Mr. Shepherd were promoted to Chief Park Naturalist, he could still perform the duties of Environmental Specialist.

Mr. Holt said the Freeholders need to remember, that while the County is charging for programs and events, it is not typically cost neutral. The programs will have to be looked by the Parks and Recreation Department, just like in every other department where programs are being run. If programs are not cost effective and can't be justified, then they need to be looked at. Mr. Holt explained he is not anti-Parks, this is a criterion the Board has applied to every other department and it needs to be applied to Parks. Director Peterson advised last year at budget time, the Board did review the fees for the Parks program, and he agreed that it should be done again this year.

Mr. Holt questioned if this individual is necessary for the next six months, since the County will be moving into its winter programs. He questioned if one person can be promoted and hold off on

hiring a Park Naturalist for a few months. Mr. Sworen recommended moving forward with the promotion to Chief Park Naturalist and hiring a part time Therapeutic Recreation Program Leader, then gather applications for the Park Naturalist positions. Then the Board can decide if the County should hire one or two and when the position(s) would start. Director Peterson recommended and the Board agreed that the Parks Director has to justify hiring two Park Naturalists.

Mrs. Yard confirmed the County will promote Mr. Shepherd as the Chief Park Naturalist, he will continue with his Environmental Specialist duties and the Board will consider at a later date whether to hire one or two Park Naturalists.

Mr. Mennen realized Mr. Trontis is unable to be here this evening, but if the Board is going to be going through positions and questioning positions, then the department head should be present to provide justification and to answer questions. The Board agreed.

Housing/Senior Receptionist/Typing

Mrs. Yard reported there is a need to replace a Senior Receptionist/Typing position in the Housing Division of Human Services. This position is fully funded by the HUD Section 8 funds. This is the only person in that area that performs that duty. This vacancy is due to a retirement. After a brief discussion, the Board agreed to fill the position.

PURCHASING

Mr. Sworen moved and Mr. Holt seconded this:

See Page 11/06/08-8A

RESOLUTION

RESOLVED, Approving Requisition #CountyClerk.1062, with Progress Printing Company, for the November 04, 2008 Ballot, for the County Clerk's Office, in the amount of \$64,145.

**ROLL CALL: (AYES) MR. SWOREN, MR. HOLT, MR. MELICK, MR. MENNEN,
MR. PETERSON.**

Mr. Sworen moved and Mr. Holt seconded this:

See Page 11/06/08-8B

RESOLUTION

RESOLVED, Authorizing that the award of County Quote #0081-2008, for professional engineering design services for the reconstruction of County Bridge F-45 (Federal #10XX-45) on White Bridge Road, over the Cakepoulin Creek, in Franklin Township, to Cherry, Weber & Associates Consulting Engineers, in an amount not to exceed \$177,619.

**ROLL CALL: (AYES) MR. SWOREN, MR. HOLT, MR. MELICK, MR. MENNEN,
MR. PETERSON.**

CORRESPONDENCE

The Township of Kingwood is requesting permission to purchase a crack filling machine/tar pot, that the County has available for sale for \$500. Mr. Sworen moved and Mr. Holt seconded a motion to approve this request.

**ROLL CALL: (AYES) MR. SWOREN, MR. HOLT, MR. MELICK, MR. MENNEN,
MR. PETERSON.**

Mr. Mennen recused himself at 7:33 p.m.

ROADS AND BRIDGES

John P. Glynn, Director, Roads, Bridges and Engineering reported County Bridge T-52, on Fox Hill Road, in Tewksbury Township is an emergency project. He provided the Board with plans and a report for the bridge. This is a replacement bridge and stone veneer will be used along with the existing bridge stone. He proposed the County follow standards and have a 24' line. The Township Administrator talked with the Township officials and no concerns have been received from the Township but the County did receive some concerns from the residents of Fox Hill Road.

Mr. Glynn advised Freeholder Mennen could deliver to Tewksbury Township the plan and report prepared by the County Department of Roads, Bridges and Engineering for County Bridge T-52 on Fox Hill Road. It was noted that the Township meeting will be held on Monday, November 10, 2008.

Mr. Glynn reported the map shows the average width is around 18' along Fox Hill Road, in the immediate area of the bridge maybe 50 or 75' north or south of it, it is 20' and the design standards call for the approach roadway plus 2', in order to have clear distance between the headwalls of 24'. Mr. Glynn informed Tewksbury's Administrator the Township could choose the pavement width, since it is their road. The County will detail this in accordance with the County Planning Board's culvert study by using the stone from the old arch. Mr. Glynn is willing to work with the citizens group on the selection of the mortar.

Mr. Glynn is seeking the Board's direction to proceed as winter is fast approaching and concrete needs to be poured, and the project is going to take 6 to 8 weeks to get done otherwise the bridge stays closed.

Mr. Glynn recommended letting Tewksbury Township review the plans and then the County can proceed.

Mr. Melick said there is a skew in Fox Hill Road that comes upon you very fast. Mr. Glynn agreed it is a hazardous situation. He doesn't feel the County should back down on the width because the skew in the road.

The Board directed Mr. Glynn to move forward on Bridge T-52. Mr. Glynn said the bridge will have the same flavor, same historical qualities.

Mr. Mennen returned to the meeting at 7:40 p.m.

FREEHOLDERS ASSIGNMENT REPORTS

Public Health Nursing

Mr. Holt advised at the last meeting he recommended setting up a specific block of time to discuss public health nursing and a contract with the Hunterdon Medical Center. Director Peterson directed the Clerk of the Board to send an email to the Board for available times to hold a special meeting.

Deer Pick up

Mr. Melick advised he recently saw the New Jersey Department of Transportation picking up dead deer with a rack truck, it was loaded with deer. He understands that the County is over budget on its deer pick up and he proposed that the County Road Department pick up dead deer and take them to the County's Transfer Station, which is legal. The County would need a vehicle with a solid waste sticker on it.

Mr. Yard informed the Board that the pick up of dead deer was considered by the LAP program as another area they could assist. The County has the trucks and the DEP stickers and the LAP program is picking up litter along the roadside now. Mrs. Yard stated it costs the County \$58 every time a carcass is picked up. She and the Purchasing Agent and the LAP program have talked about this and there might be a mechanism to make this happen.

Mr. Melick moved and Mr. Mennen seconded a motion to have the County Road Department pick up dead deer on the County's roadway to save money in the budget.

Mr. Mennen asked Mr. Glynn if there is any reason why, historically the County hasn't done this yet and is there any reason not to, is it an impediment. Mr. Glynn stated he is not sure this is cost effective. The County makes its contractor come out on weekends to pick up the dead deer. If he has to call road personnel out, he would have to guarantee a minimum of 2 hours overtime. Mr. Melick isn't talking about overtime, he talking out starting on Monday morning and working to Friday at 4 p.m.

Mr. Melick said there is a real financial problem and the County is feeling it also.

Mr. Holt confirmed there is a cost factor to the County; there is the cost of a tipping fee and where the deer have to be dumped because if the County handles this matter, they can't be dumped along the side of the road. Mr. Melick said the transfer station charges \$73 a ton.

Mr. Holt recommended having Mr. Glynn look at this to see if it cost effective for the County to do this and report back to the Board. Mr. Glynn agreed the costs need to be looked at because he is not sure the County can do the dead deer collection any cheaper than the current contractor. Mr. Mennen confirmed the contractor charges \$58 per unit and they have to be picked up within 24 hours. Mr. Glynn advised municipalities' phone in the locations and sometimes the calls go directly to Emergency Services/Communications. Sometimes the police call the deer in and the contractor has 24 hours to pick it up. Mr. Holt questioned if the County does the pick up, will it have to reroute a vehicle just to pick up a deer within the 24 hour period, and it can't bring the deer back to the garage, it has to continue on to the Transfer Station. He thinks the County has to take a look to determine if this can be done cost effectively for \$58 a unit. If there is a cost savings that is substantial, it would be a great way to save.

Mr. Melick reminded the Board that the County is over its budget for deer pick up already. The County has 8 districts and 2 districts could be done Monday through Thursday. Mrs. Yard recommended taking over deer pick up for one day to see if it can be done efficiently and effectively. She also said Mr. Glynn and Mr. Wagner can determine if this is doable with the LAP program.

Mr. Holt recommended having Mr. Glynn look at this and determine if there is a modified program and what the costs would be, so he can assure this Board it can be done in the most cost effective way as possible.

After further discussion, Freeholder Melick withdrew his motion and Freeholder Mennen withdrew his second.

Mr. Sworen confirmed there are records from the current contractor on how many deer are picked up and when. He suggested getting the records, so the County can look at this seriously. He feels there maybe around 3 county roads where the most deer are being picked up and that would be the area that could be patrolled. Mr. Melick recommended doing this on a sectional basis, the hot area and check them out. Mr. Glynn will prepare a cost analysis to let the Board to know the cost for 2 men to get the dead deer and take it to the Transfer Station. Mrs. Yard suggested that Mr. Wagner do a cost analysis of what it would cost to have a Correctional Officer and 2 people in the LAP program, pick up dead deer.

POLYTECH

Mr. Sworen reported the reorganization meeting for Polytech took place on Monday evening, and there is now a full Board.

Director Peterson said there has always been a full Board and saying there hasn't is wrong. There has always been a full Board and he asked that be placed on the record that it is wrong. There has always been a full Board; there are now new appointments to the Polytech Board now.

Open Space Tax

Mr. Sworen informed the Board that the Open Space Tax Ballot Question passed by 76% of the voters. He feels the Freeholder Board did the right thing in putting this question on the Ballot this year. He said this says a lot about the program and the trust in the program.

Freeholder

Mr. Mennen formally and officially congratulated Director Peterson on his victory.

Director Peterson said he feels blessed to have been re-elected to the position of Freeholder in Hunterdon County and he looks forward to working with the Board.

EXECUTIVE SESSION

The Hunterdon County Board of Chosen Freeholders returned to Executive Session at 8:03 p.m. and reconvened in Open Session at 9:36 p.m.

There being no further business to come before the Board, Director Peterson adjourned the meeting at 9:36 p.m.

Respectfully submitted,

Denise B. Doolan
Clerk of the Board