

HUNTERDON COUNTY BOARD OF CHOSEN FREEHOLDERS

Main Street County Complex, 2nd Floor

Flemington, New Jersey 08822

July 07, 2009

The regular meeting of the Hunterdon County Board of Chosen Freeholders convened at 4:00 p.m. in accordance with the provisions of the Open Public Meetings Act.

PRESENT: MR. MENNEN, MR. HOLT, MR. SWOREN.

ABSENT: MR. PETERSON, MR. MELICK.

OPEN PUBLIC MEETINGS ACT

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 January 02, 2009, 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

FARMLAND PRESERVATION

Mr. Sworen moved and Mr. Holt seconded this:

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RESOLUTION

RESOLVED, Revising March 2009 Resolution reducing the County and State contributions for the Deed of Easement and Grant Agreement for the acquisition of a development easement from West Amwell Township, (Gulick II), Block 13, Lot 34, consisting of 35.2590 acres, (SADC - \$296,175.60, County - \$98,725.20, Township - \$98,725.20), total amount of \$493,626.00.

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

Mr. Melick returned to the meeting at 4:06 p.m.

Smart Growth/Letter to Governor

Sue Dziamara, Planning Board Director came before the Board asking for a letter of support to be sent to Governor Corzine with regard to the Office of Smart Growth. The County Planners Association has had concerns that the State's Smart Growth Plan was not moving forward as it should. The County Planners' Association would like to see the Governor fill the vacancies in the Office of Smart Growth in order for staffing to be such that they can perform the duties they were charged with. The Planning Board is recommending the Freeholder Board sign this support letter as they other New Jersey Counties are doing.

Mr. Melick inquired if there was money tied to this. Mrs. Dziamara responded there is no money tied to this. The Governor is being asked to look at appointments. The letter of support talks about moving the Office of Smart Growth out of the Department Community Affairs which has conflicting directives since the officer on Affordable Housing is also part of that. Ms. Dziamara advised all requests are recommendations which she would support and that the County's Planning Board supports as well.

Director Mennen asked if there were any other questions or thoughts.

There being none, Mr. Holt moved and Mr. Sworen seconded a motion authorizing the Freeholder Board to sign a letter of support for the Office of Smart Growth to be sent to Governor Corzine and all Hunterdon County Legislators.

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

Mr. Peterson returned to the meeting at 4:09 p.m.

HEALTH DEPARTMENT/Swine Flu update

John Beckley, Health Director and Rose Poulle of the Health Department came before the Board to provide a briefing on the flu situation in the County. Mr. Beckley asked Dr. Poulle to give a report on what has occurred from April 12' 2009 until present, and he will conclude the presentation with a five minute summary as to what is going to occur from here on.

Dr. Poulle explained that Phase 1 began on April 24, 2009 for about two weeks until May 8, 2009 which is when the United States realized there was a new virus in our Country from Mexico City. During that period of time the Health Department focused on collecting specimens of samples from the State and all Public Health staff was working full time and extra hours. The focus was on public awareness. The lesson learned from Phase I is that chance favors the prepared. The County Health Department's efforts mattered a great deal and relationships were established which lead to quick decision making. Also, during that time, a Swine Flu Task Force was formed

by April 29, 2009. Links were issued in order for school districts and the public informed. Suspect cases were identified and specimens were taken and tested.

Dr. Poulle stated the Health Department managed many calls from residents, first responders, County employees, media and the schools. A local call center was established and staffed by employees and volunteers. Materials were received, inventoried and evaluated. Also, H1N1 Swine Flu advisories were issued and posted in both English and Spanish, to tell parents when to keep children home and information was listed on how to if you are sick.

Dr. Poulle advised that Phase 2 began on May 9, 2009 through June 3, 2009. The priority during that time was the recognition that this was a pandemic virus because before that it wasn't known what was going on. Once it was realized that the flu was spreading, training was done and resources were prioritized on a weekly basis. The lesson learned was that responding to a pandemic is a marathon not a sprint. Difficult decisions occurred on a daily basis. Key events during this time period were fit station clinics for first responders and school nurses.

Dr. Poulle reported that Phase 3 began on June 4, 2009 and ran through June 25, 2009. The priority in Hunterdon was to continue to slow down the spread of influenza and manage questions and concerns from schools. The lesson learned was there will never be enough laboratory testing available for a new disease. The seven day exclusion period which was recommended from the CDC (Centers for Disease Control and Prevention), from school or work is difficult for many households. Some residents are not willing to accept disruption from their daily routine without proof of infection. Key events were that once Hunterdon received confirmation of the first case of influenza A, the Health Department issued links to a broader audience in order to include more groups.

Dr. Poulle informed the Board that at this time, Phase 4 started on June 26, 2009 to current day. The 26th was the cut off for the third phase because that is when a lot of the schools closed in Hunterdon County so a lot of the issues with passing of the disease between students are not recorded. The big issue of students being together in buildings has now passed. Hunterdon is fortunate it did not have as many problems as it could have. The Health Department's priority is planning for a potential vaccination campaign in the Fall of 2009, when the County will be faced with the H1N1 and seasonal influenza in Hunterdon County. There is also a focus on looking for evidence of change in the virus and the ability for it to spread as a disease, meaning the ability to spread between individuals or the ability to cause a more serious illness.

Hunterdon County currently has 17 cases identified, 42 separate investigations were done and identified clusters for that have been investigated. The current focus and plan is to monitor.

Mr. Beckley explained that the threat is foreseeable and it is not going to go away. The virus is out and it can no longer be contained in the world. The CDC is doing what they call accelerated planning and Mr. Beckley has heard each week the questions and the answers. There are too many questions that do not have answers. Something new is happening here; this is the first summer in America where we have had the flu. Normally the flu is long gone before summer. Hunterdon is having summer flu and there are ongoing cases of the influenza flu in Hunterdon County right now. Mr. Beckley said an unusual effect is that this flu appears to be more serious in kids than in the adults and that is true in the cases in Mexico as well. The CDC seems to be positioning itself later in the Fall to direct which age groups get priority for vaccines and right now it looks like the age group of two years old to nineteen years of age is going to be one of those target priority groups. The theory is to target the younger kids that do not have any immunity memory towards this type of flu. People in their 40's and 50's saw a type of H1N1 years ago so they are not as vulnerable as the children are who have never seen it.

Mr. Beckley advised there will be federal funding coming; they called the other day and it is around \$130,000,000 that is going to be pushed out through the CDC and the money is to make it to the states by July 31, 2009. There is no way of knowing how much New Jersey will get or how much Hunterdon will receive compared to the rest of the counties in the state. Mr. Beckley feels Hunterdon will receive a fair amount of money to help defray costs. The planning assumption as he has been told by the CDC is that the federal government has already lined up five different manufacturers to start making the vaccine.

Mr. Beckley feels that the County Health Department will become the county distribution center for vaccines and as such, will take delivery of the vaccine, manage the stock and move that vaccine stock wherever it needs to be moved. He feels it will be a private partner combined effort. The Health Department would be enlisting as many doctors' offices as possible to help with whatever the demand is for the vaccine, with the County Health Department providing them with the vaccine and they would then vaccinate their private patients. As Dr. Poulle stated it is anticipated that the seasonal flu is going to be happening at the same time as the pandemic flu. The CDC, based on the age range of the cases, feels that school based clinics will be needed. So the Health Department may be working very closely with the school districts and the school nurses to find out the best way to vaccinate the students.

Mr. Beckley noted that also at a high risk are pregnant women.

Mr. Beckley advised the action plan would be to provide the vaccine to the Health Care System so they could vaccinate themselves and hospital employees would be vaccinated in house.

The federal government has talked with the insurance companies in the nation and they have agreed to reimburse doctors for the cost of administering the vaccine. Priority populations will be designated by the CDC as it gets closer to delivery time of the vaccine. It is expected that the vaccine will be arriving in late October.

Mr. Beckley explained that something as simple as having enough refrigerator compactly to hold and stockpile the vaccine because it needs to be kept cold. The CDC is developing a uniform messaging to the public in this vaccine the planning purpose is to plan on two doses per person. This literally doubles the responsibility and the amount of work. The liability issues to cover the vaccine will be covered at the state level and we are in good shape in NJ with that. It is impossible to predict the levels of the vaccine in the fall.

The CDC for acting purposes is developing three different scenarios and they will be three mild, moderate and severe. No one knows how the virus will come back to us. Right now all of the scientists are watching how it will come around. One thing that the influenza virus does is that it changes. The vaccination time window will be two months, so we need to give all of the doses in two months. The greater the virus comes back the greater the demand will be. What we are faced with is coming up with very wide spread plans for wide spread vaccination campaign in Hunterdon. The most flu viruses the county has ever administered in 3,300 at the most. If only 10% of the population decide they want the vaccine that is 22,000 people that will receive the doses. If you go 50% or more you could see well over 100,000 doses.

Mr. Beckley continued to say that the health care system was overwhelmed during the recent cases. There is going to be a shortage of train vaccinated. There are five up coming state sponsored meetings and he is expected to get a lot more detail and guidance out of those meetings coming out. We can't predict and we just have to plan for the three different levels. There are a lot of details on how to do with regarding support staff and how many doses they can supply in an hour. We have all kind of thoughts to reach out to the school nurses and we are going to get funding for this. We will have a pot of money that we could even hire school nurses to work on Saturdays. We could recruit and train a workforce to take action. We may come to the Freeholder Board saying that we may need County employees to help in this effort and ask if they could redirect them and allow 50 people from an office to come staff a clinic at the high school. Everything is on the table as to whatever we may need to do that we will have plans to get support and help.

Mr. Holt said that the vaccine coming into the county to be delivered he is inquiring if the vaccine will come into the private offices as well.

Mr. Beckley said yes that is what they think is going to happen. There are different shipment strategies. All that NJ is getting they are being shipped to certain sites and if we have 30 doctor's offices participating with us we will supply them through the HMC pharmacy. We may have more non affiliated offices that we may have to provide the vaccine to as well. Then they would bill the insurance companies for the cost of administering the vaccine.

Mr. Sworen inquired if there was a needle cost for this.

Mr. Beckley said there is no needle cost, the Federal government said they are going to give us the doses and needles and alcohol and the sharp containers that we place everything in.

Mr. Sworen said you talked about the children but the numbers did not include the children. Is there usually a plan to give it to all of the children of a certain age in the county.

Mr. Beckley stated that when the CDC pushes out the vaccine in the country they may say that the first bunch of vaccine is targeted to this certain target group and children, who we believe, 3-12, the CDC will determine that by looking at the results and then they will target the vaccine for that purpose. If we are going to want to vaccinate a lot of children it seems to him that we should go to where the children are and that would be in the schools. There are all kinds of complexities with this; such as would the parents want to come to the schools and be with their children when they get the vaccine or not.

Dr. Poule said that it is a very involving situation and what the Board needs to understand is that right now there are many variables that we are considering and the best we can do is take the information the CDC is providing us, and we factor it in and we have models that we can work with. We are trying to figure out all of the different situations as to where the clinics will be how many clinics we will have, how much staffing will be required. There are so many different variables that we are trying to work through and we need more concrete guidance from the CDC and they are still formulating their plans.

Mr. Holt asked if there is any clarity in vaccinating people that may have the swine flu and the regular flu.

Mr. Beckley responded by saying this is one of the factors that based on survey data, that about 36,000 of Hunterdon's residents get vaccinated for the seasonal flu and that demand will still be there. So we are looking at that number plus whoever gets the H1N1 flu vaccine. Mr. Holt said the saving grace may be that the swine flu is targeting a different group than the normal flu.

Mr. Beckley advised that individual's with underlining health issues may be in both groups. The pandemic flu vaccine may be a focus on the younger and pregnant women who are also at a high risk. A pandemic is an epidemic that affects the whole world. This is a pandemic. Mr. Beckley invited the Freeholder Board to have one or two members sit in on a few of their meetings concerning H1N1, just to get an inside look of what it is Health Departments we are dealing with.

Mr. Holt said he sat in on a few meetings and he wanted to comment that it really is a fascinating thing to hear the dialogue between the groups. He was very impressed with the communication between the hospitals, doctors, Prosecutor's Office and all of the other parties involved. Director Mennen advised he would be interested in participating/sitting in on a meeting. He realizes

a lot of the discussion making is beyond this Board but would like to make sure that he heard correctly that the County will be the single source for vaccine within the county as to who provides private providers and public providers. Mr. Beckley advised he can't confirm that yet, but stated the CDC suggested that may be the way to do it.

Director Mennen confirmed the Health Department is working through many different scenarios regarding staffing issues; including a model to show 20%, 30% and so on if that is what is needed, to determine how many vaccines can be given in an hour and how many hours straight a nurse can provide this service. Director Mennen asked Mr. Beckley at what stage that analysis is for the Board. He questioned if Mr. Beckley knew if the Health Department had a handle on what the maximum outlay for the County might be. Mr. Beckley thinks that the Health Department's response to the H1N1 will be covered mostly by Federal money that he expects to receive. The larger the amount received, the larger an area that can be covered. Mr. Beckley feels the County may have to hire county workers to work on the weekend. He assured the Board that he would meet with the Human Resources Director, Cheryl Wieder prior that happening in order to find out what options are available in hiring people and training them only to be employed for a limited time. Also the Health Department could reach out to the County family to see if there are any employees willing to work Saturdays.

Director Mennen confirmed with Mr. Beckley that he at least has a snapshot of how many man hours maybe needed and what is being worked at this time. He told Mr. Beckley that the County needs to have a handle on what is needed within the next two weeks and that needs to be reported to the Board of Chosen Freeholders. Mr. Beckley said he should have a handle on the manpower once the CDC develops the man powering tool and all of the working areas will have to fill out data sheets, which will form the benchmark where as to the terms where the County stands and what will be needed for each level. Mr. Beckley plans to have all this information available early September.

Dr. Poule informed Director Mennen and the Board that the grant will be due and the County will get a new RFA for the new funds within two weeks; at which time the Health Department will have an action plan to submit with the grant.

Director Mennen confirmed with Mr. Beckley and Dr. Poule that within a month from this date, the Freehold Board should have more information as to the numbers, thus providing a better idea as to what is needed in terms of manpower. Dr. Poule said there are so many factors that come into this but it should help figure out what the best planning model will be. Mr. Beckley advised that the County doesn't even know how the CDC is defining the levels; they may have deductions for the different levels.

Director Mennen asked if it was fair to say that within the next four weeks the County should have a better handle on the numbers. Mr. Beckley feels he should come back before the Board every month to keep the Board posted as to where they are with their efforts and what is going on with the CDC.

Director Mennen instructed Mr. Beckley to be prepared to be on the August 04, 2009 agenda to update the Board. He explained the Freeholder Board wants to remain on top of this and not be blindsided by any figures or events.

Mr. Holt confirmed with Dr. Poule that when training was done with the Medical Reserve Corps (MRC), in terms of certified people trained to administer the vaccine, there are 35, and of those 22 have experience in mass clinic settings. Mr. Holt feels the County may be able to use some of the MRC to help in this effort as support staff.

Dr. Poule reported the Health Department has a recruitment campaign planned and there is a time scheduled for training in September 2009.

UPDATE, COUNTY CLERK'S Office

Mary Melfi, County Clerk came before the Board to discuss her plan to restructure the Clerk's Office due to the resignation of a Senior Account Clerk/Senior Index Clerk as of July 1, 2009. One of her employees, Nadine Farr, who had been an employee of the County Clerk's Office since 1986 took the opportunity to relocate her family to Florida. This resignation opened a vacancy in the recording division. Ms. Melfi explained part of her reorganizing the office was to respect the Freeholders' hiring freeze policy and be conscience Fof the budget and also to have sufficient trained qualified staff to handle the statutory duties of the office.

Mr. Melfi advised she has discussed her plan with the Human Resources Director regarding the Union contract requirement, Civil Service Requirements and the County's Policy in general. Ms. Melfi would like to promote an individual from Account Clerk/Senior Index Clerk to Senior Account Clerk/Senior Index Clerk. This individual brings over 20 years experience with her and is qualified to perform all the duties required. This individual also has the ability to provide training to a replacement in the recording division.

Ms. Melfi said the Union contract requires an 8% title salary adjustment for a title change and as per Cheryl Wieder, she does not need to post the job posting Countywide but can post an internal posting to let the people know what it is being done within the department. Once the position is filled, then the newly created vacancy would be filled, and that too could be done internally.

Ms. Melfi respectfully asked the Board to support this plan and allow her to work with Ms. Wieder to produce a resolution for the July 21, 2009 meeting. Mr. Sworen confirmed with Ms. Melfi that after this is done, her office will still have one less employee.

Mr. Melick is aware that Ms. Melfi feels an urgency regarding this issue but asked to wait another meeting because the Board is going to have an extensive meeting on July 21, 2009 to discuss where the budget is going and the position the County will be in at the end of the year. The miscellaneous revenue which comes into the County has been drastically reduced because of the economy. Things are flat. While there are 12 employees in the County Clerk's Office, the work has been reduced because the number of documents filed are done. There is a financial crisis in this County and the State of New Jersey and the state is raising the tax rates, thus putting everything back on the taxpayers. This Board needs to move forward in the next nine months with doing things that have never been considered before in order to keep the County livable - tax wise.

Mr. Melick said with the County Clerk's approval, he would like to hold this on this personnel issue for another meeting and discuss it again on July 21, 2009. The Clerk's Office had 12 people in 2005 and there are currently 12 people in the office. The Clerk can reshuffle who and how the work is done.

Mr. Melick further explained the Board does not have the advantage of having the Human Resources Director here to ask her questions as to how this might be done under civil service.

Ms. Melfi appreciates what Mr. Melick is saying and understands the Board is not happy about voting for the tax increase this year but at the same time, the County Clerk's Office has a service to provide and transactions to file. Her office's transactions this year are already up by \$4,400. Ms. Melfi advised that every piece of paper is a transaction.

Mr. Melick stated the County has spent millions of dollars in all its offices and on all its personnel so things can be done cheaper. He asked Ms. Melfi to wait another meeting.

Ms. Melfi said her urgency is that she only has one recorder and she needs to get someone trained. There are two members on the Board that deal with this and they know the urgency of these things being completed. If the one recorder for the office is off it will cause a problem with getting things recorded.

Ms. Melfi said she knows there is a full agenda on the 21st and the plan being presented respects all of the goals which the Freeholders will be discussing for the budget and it reduces the staff line and reduces the staff budget. Ms. Melfi stated she took the time to go over this with Ms. Wieder as the Human Resources Director. Ms. Melfi informed the Board that she is the appointing authority for the County Clerk's Office. She stated that Ms. Wieder basically said if she follows the rules she is fine. Ms. Melfi stated she is trying to work with the Board as a partnership to let them know where she is going with the office and at this point she asked for support from the Board. Ms. Melfi advised she is trying to meet the objective of the Board.

Director Mennen inquired if it was Ms. Melfi's contention that one of the other staff in her office could not at this point and time without a title change be trained to do this function. Ms. Melfi said that according to Ms. Wieder if someone is working out of title it could cause a desk audit or it could result in a grievance being filed. If this were to result in a grievance, the County would be utilizing the time of Mr. DeSapio, Mrs. Yard and Ms. Wieder. When staff reports in the morning to their desk job they are suppose to be doing their civil service job and according to Ms. Wieder if they performed other tasks, they would be working outside of their civil service title.

Mr. Peterson confirmed Ms. Melfi is not asking to hire new employees but rather just to make changes in positions.

Mr. Melick understands that but that will cause salaries for these people to be increased and the County doesn't have the money at this time.

Mr. Peterson stated he goes into the Clerk's Office on a daily basis and when the individual who left was still there, there would be a pile of reports that needed to be recorded. He feels that the office was two days behind in getting things recorded and if the office is reduced to having one person doing this, the work will be further behind. Mr. Peterson said he personally feels two people can not keep up with what the office is receiving to be recorded. The most important duty of the County Clerk's Office is records the documents and a system must be in place to complete that need and it needs to be done properly.

Mr. Melick noted for the record that the County has a history of what has been done in the past for the County Clerk's Office, and this Board has put more capital money into this office for labor saving devices.

Mr. Sworen said Ms. Melfi to talk about a desk audit. He is aware they are time consuming and he inquired if Ms. Melfi knew what the process would be if that occurred and what the cost would be to the County should that happen.

Ms. Melfi began to explain that if a desk audit was done, from what she understands there would be no cost. The state would come in to see what each position does and make the decision if the titles people were working in were correct based on the work being completed.

Ms. Melfi informed the Board that the last time a desk audit was done in her office, the former County Clerk, Dorothy Tirpok was Clerk. Ms. Melfi feels nothing has changed since that took place and there have been no changes to the civil service titles in her office. The State Department of Personnel could always be asked come in and perform a desk audit. Ms. Melfi explained the paperwork which comes into her office, including mortgages, liens and so on, and why they need to be completed in a timely manner. Ms. Melfi further stated she is not asking for

another person but to have existing staff moved up to the recording division while respecting the hiring freeze.

Director Mennen stated that as of July 01, 2009 the Clerk's Office had two recording secretaries. He inquired as to how long the office has had two people in that title. Ms. Melfi advised there were three until 2006 and when one person retired. When Ms. Melfi took office, she placed one of the recording people in the Election Division as a Clerk and Confidential Aid. Ms. Melfi stated she has had two people in the position since she took office.

Director Mennen confirmed that people can work out of title for a certain percentage of time. Mrs. Yard replied they can work out of title for 10 to 15% of the time. Director Mennen explained he asked because he is not looking at money; he is looking at the number of documents recorded.

Director Mennen stated the questions and statements of Mr. Melick were good because it would appear from a chart provided and documentation that presumably the workload has diminished which could lower the amount of staff required. If the staff is lowered by 50% and the work is lowered by 50% then it is not a bad question to ask if one could get by and if there is a means for people to work out of title for a specific amount of time and whether or not that is enough to fill the void. Again, the Board does not have the expertise of Cheryl Wieder, the Human Resources Director to answer any of the Board's questions.

Director Mennen advised he shares the concern if there is a potential to fall short on recording but the Board has been hearing conflicting stories. The numbers say one thing and he is struggling with that and wants to find a way to work with the County Clerk. Director Mennen appreciates Ms. Melfi's thoughts on restructuring her office and stated Ms. Melfi did make a statement of living in the spirit of what this Board is trying to do and he appreciates that.

Director Mennen advised that direction went out to all department heads to not speak about promotions this year and to not to talk about big increases. So, in that respect this is asking the Board to swim against the tide of its earlier directive to all department heads and he said that is with due respect to your classification as an appointing authority.

Ms. Melfi explained that if the recorder is moved into the Sr. Account Clerk/Sr. Index Clerk title, she would not have anyone to move into the recorder position because she would have to go through the interview process and train them; which is why she is asking for a title change to Senior Account Clerk. Ms. Melfi stated she wants to work with Ms. Wieder to do that resolution for the meeting on July 21, 2009 and then start the interview process. She is not sure who on her staff would be interested in the position; but if someone were to take on that responsibility it would not be a promotion, it would be a title change.

Ms. Melfi informed the Board that she does not know what she will be able to tell them on the 21st that they can't ask her now. She appreciates having a more concentrated look at this now and feels she has done her best to prepare for the questions.

Mr. Peterson recalls that former Freeholder George Muller said that the County Clerk's office had gotten behind in recordings and part time people were hired to come in and help the office get up to date.

Mrs. Yard reported that the Freeholder Board approved resolutions for additional help prior to 2005 when the County Clerk's Office was behind and the Board brought them up to 12 full time people and 2 part timer.

Ms. Melfi said she applauds the Board because she knows other Clerk's that have had to lay off employees they had hired to handle the boom and the Freeholders and the former County Clerk had chose not to hire employees but to bring in additional temporary help. If you look back at 2000, the office is very similar to 2000 with staffing and documents. Ms. Melfi stated in January 2009 she was nervous about the numbers but they are slowing coming up.

Mr. Melick advised in January 2009 the number of documents recorded was 67,000 and in 2008 it was 102,000, which is considerably less. Those figures come from the miscellaneous transactions sheet. He added that the figures for January and February of 2009 were under 100,000.

Mr. Peterson recommended the Board review this situation over a period of time and asked if Ms. Melfi could provide information from 2000 as to how many employees there were and the number of transactions so the Board could get a historical point of view on the issue at hand. He stated there were times when people were working overtime and part time. He does not feel the Board has that information and added it could be because at the time there were floaters that were sent to the County Clerk's Office to provide additional help.

Ms. Melfi said she does not have those figures before her but she looked at them before and feels the numbers are very similar. She is unsure about previous staffing because she does not know how many temporary staff there were back then.

Ms. Melfi responded to Mr. Melick regarding the miscellaneous revenue stating it is down roughly \$17,000. Miscellaneous revenue makes up the recording of passports. The deeds are down about \$234,000 to date. The increase fees are supposed to be used solely on property tax and that is down roughly, \$32,000. Ms. Melfi stated if you look at Mr. Melick's numbers yes, deeds are down but mortgages are up and that is where the volume of work is coming from; it is coming

from mortgages and not deeds. With all due respect she does not feel the office should be looked at based on just the revenue.

Mr. Holt said in looking at the numbers, from January of 2008 to June of 2008 there is a decline in the numbers but from January of 2009 to June of 2009 there seems to be a rebound. It is interesting to look at June of 2008 which was \$112,000 and then June of 2009 it was \$148,000. If you compare the first half of 2008 to the first half of 2009 there is a difference of \$8,000 between them. Mr. Holt said the Board is spending 40 minutes to discuss this but in the same token there is a challenge to reduce payroll and staff and that has been done and it has been done without hiring anyone new. Mr. Holt added that recently in the Surrogate's Office the Board looked to fill that position because it needed to be filled. He thanked Ms. Melfi for the time she put into this and he thinks the Board should move on.

Director Mennen applauded the thought, saying he is trying to feel his way through this because he would like to see if there is a way to keep things as they are in regards to Civil Service rules and working out of title. With that being said, the underlining premise of what you are trying to do is not the slightest bit offensive to him and he feels that it is appropriate but as he said before the County Clerk needs to understand that the Board would be flying blind today because neither County Counsel DeSapio or the Human Resources Director are at the meeting. Director Mennen explained from what he hears, the County Clerk is not looking for formal action today but to get a straw poll to get this Board's support of her plan, so action can be taken at the next meeting. If that is the direction Ms. Melfi wants to go in, then atleast his own concerns will have had a two week chance to work through with having the Human Resources Director involved in working in the process with the Clerk's Office. He stated he shares Mr. Melick's thought on the issue of timing; if the Board wants to move ahead he feels there are at least three members of the Board willing to vote. He would prefer to wait and get advice from the Human Resources Director and the Board can ask more questions on July 21, 2009 if necessary. He would like to see if there isn't some other way to handle this situation. .

Mr. Sworen stated Ms. Melfi has done her work with Ms. Wieder with going through the questions and answers. He is inquiring if what she is asking of the Board today is the ability to make one move for an individual to Sr. Account Clerk/Sr. Index Clerk and that it would be effective on July 21, 2009. He confirmed the County Clerk is also looking for permission to post that person's job.

Ms. Melfi said not possibly, she wants to go back and let her staff know that they will be filling the Account Clerk position and that they may apply.

Ms. Melfi said she is willing to work with the Human Resources Director on Monday, when she returns to go over the resolution for July 21, 2009. She would like to be able to inform her staff that the job will be posted internally and start the interview process with Ms. Wieder so that the rest of the County employees know that it is just a matter of paperwork.

Mr. Peterson asked Director Mennen if his concern was that someone needs to be promoted or if two people can work in the same title.

Director Mennen confirmed that is one of his concerns and his other concern, which he shared with the County Clerk the end of last week, was not having the ability to hear first hand from our Director of Human Resources. This Board sits here routinely and hears what everyone says but the Board has always had the chance to speak with the individuals and seek further information when necessary. He would like to be consistent and go through the appropriate channels. This Board does it all the time, it requires detail and answers before making a decision.

Mr. Peterson understands and said the Board has run into situations before where it thinks it can do something and then finds out that it can't because a problem is found.

Mr. Peterson said he is all for having two people promoted and feels that Director Mennen has good questions that before this Board gives a green light to go ahead that the Board discuss this with Ms. Wieder to confirm there are no problems.

Ms. Melfi confirmed with the Board that she could begin working with Ms. Wieder when she gets back from vacation, to make sure that she is representing facts and did not give the Board false information.

Director Mennen stated he would like to sit down with Ms. Wieder and Ms. Melfi next week to go over things and discuss them but that is not the spirit of governing as a body politic. The Board should do this together and that full Board participation can take place at the July 21, 2009 meeting.

Mr. Sworen said he would agree to Director Mennen meeting with Ms. Wieder and Ms. Melfi next week, than the Board can have a discussion at the next meeting. He does not see an issue with Ms. Melfi working with Ms. Wieder to start the process and prepare the resolution but the Board does need to discuss with Ms. Wieder the moving of another employee.

Ms. Melfi advised that it is important that she is able to start to look for someone to record and suggested that Mrs. Yard could help provide the history when the State Department of Personnel came in to perform the desk audit. She would like the Board to just let her begin to interview her staff.

Mr. Peterson said he wants to know what questions Director Mennen has for Ms. Wieder and what those answers will be. Director Mennen invited Mr. Peterson to sit in on the meeting with Ms. Wieder and Mr. Melfi. Mr. Peterson said to do it all on July 21, 2009 because he is sure everyone is interested to hear it.

Director Mennen said the resolution will be on the agenda but it will not be on the Consent Agenda because he is sure there will be further discussion.

Ms. Melfi will be communicating with Mrs. Yard, Ms. Wieder and the Board but said she does not want to plan on being at the July 21, 2009 meeting.

Director Mennen informed Ms. Melfi that she is the master of her own schedule and can do what she feels is best but cautioned that if there is a question that the Board has she will not present to answer it. He would like to think that would not be the case. .

ROADS and BRIDGES Update

John P. Glynn, Director, Roads, Bridges and Engineering came before the Board to provide an update of various County road and bridge projects.

- The retaining wall project will begin on July 13, 2009; the construction signs are being put up today. The retaining wall is the concrete wall in Pittstown which is being replaced.
- Information has been received from Elizabethtown Gas regarding the Route 635 project in Hampton Borough, Elizabethtown Gas will have their main constructed by early September and the County will advance that project for later this year.
- Bids have been received for resurfacing and surface treatment for this year, and they are being reviewed.
- Bridge B-26-W on Valley Station Road over the Musconetcong has received stream designation; the County has sent an application for approval; plus the County has spoken with the Army Corp of Engineers and there should not be a problem.
- Contracts have been received for County Bridge D-345, in Delaware Township. Once the contracts are approved by the Board a pre-construction meeting will be set up. The contracts should be ready for approval at the next meeting.
- County Bridge M-110 is under construction; with the south footing to be poured on July 8, 2009. It was delayed due to rain.
- A permit is expected from DEP on County Bridge R-123 on Holland Brook Road by the end of next week.
- Mt. Salem Road was closed yesterday and that project may take about eight weeks to construct.
- Rehabilitation is being done to the truss bridge on Mt. Joy Road; there are some bad members that need replacing.
- Some bridge painting has been done; there was a little problem in the northern part of the County with flash flooding and Meadow Lane was closed for a few days. The contractor is back out there getting ready for priming the bridges for painting.
- An information meeting is again scheduled for County Bridge F-45 on White Bridge Road, on Monday at 5 p.m. Hopefully this is coming to a conclusion.

Mr. Holt asked Mr. Glynn, if he is unable to make the meeting on Monday night, if someone else could take his place.

Director Mennen asked who was available and stated that Mr. Melick and Mr. Peterson can decide amongst themselves who will be able to go.

- The County will be meeting with the New Jersey Transportation Planning Authority, (NJTPA) to discuss the Lehigh Valley Railroad Bridge. That project has been on hold for about a year and there is hope that the Federal Government will reactivate that as part of a real need replacement project.
- Approvals have been received concerning County Bridge E-166 from the property owners and there will be closings on those properties.
- Plans were received for the Rockafellow Bridge and the County expects to receive the specifications by the end of this week.
- The County is close to a settlement concerning the Route 523/612 River Road claims. It should be known by Thursday of this week if the quantity has balanced them out.

Mr. Glynn reported to the Board that the state has changed the grant agreement for Route 523 and Bridge R-123 which was approved by the Board in November of last year and January of this year. Because the state changed their form the County now needs to get the Director to again sign these forms. Mr. Peterson moved and Mr. Sworen seconded a motion authorizing the Freeholder Director sign all necessary forms for the project on Route 523, which was reviewed by the Board during its road trip for resurfacing and the bridge project R-123 on Holland Brook Road. They were previously approved the current director needs to sign off on the forms.

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

Mr. Sworen asked Mr. Glynn if the County has the capability to adjust the new traffic light in Pittstown. He has received a number of complaints from people that sit at that light even when there is no traffic. Mr. Glynn advised he did check the timing and it was changed by the bank because there was a short time to get out of the bank. After further discussion, Mr. Glynn advised he will again check the timing to determine what needs to be corrected.

Mr. Peterson questioned if the light could be turned into a blinker after 8:00 p.m. when there is not much traffic. He asked if a traffic count could be done when setting the timer. Mr. Glynn will evaluate the timing.

Columbia Trail

Mr. Glynn reported to the Board a problem at the Columbia Trail, explaining that during the flash flood recently experienced in the northern section of the County, there is now a 30 foot section of the Columbia Trail washed out. Mr. Glynn will be working with Parks and Recreation to restore the trail. John Trontis, Director of Parks and Recreation added that the trail will be closed starting Monday but would be open during the evenings and weekends to the public only during construction.

Jersey Central Power & Light (JCP&L)

Mr. Melick asked if there was any commitment from Jersey Central Power and Lighting on the County's projects. Mr. Glynn reported JCP&L has three of the County's jobs currently tied up and they are blaming it on storm damage. JCP&L is going to put their customers back online before they come to do any work on County road projects. They have completed the work in Milford Borough on County Bridge M-110. Mr. Glynn is aware that JCP&L has not worked very well on Routes 517 or 523 but they promised to get started out there.

Road Trip

The Board thanked Mr. Glynn for the recent road and bridge tour, which included taking members of the press.

PURCHASING

Mr. Sworen moved and Mr. Holt seconded this:

See Page 07/07/09-9A

RESOLUTION

RESOLVED, Approving Requisition #40021947, with St. Bernard Software, for Countywide web filtering and monitoring software and hardware upgrade, for Information Technology, in the amount of \$17,495.

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

Mr. Peterson moved and Mr. Sworen seconded this:

See Page 07/07/09-9B

RESOLUTION

RESOLVED, Requesting permission to advertise and solicit competitive bids for County Bid #2009-11, for 87 Octane Unleaded Grade Gasoline; County Bid #2009-12, for Fine Paper and Envelopes; and County Bid #2009-13, for Inmate Prescription Services.

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

COUNTY UPDATE

Cynthia J. Yard, County Administrator provided the Board with the following update:

- In-kind printing request from Hampton School. Mrs. Yard explained this request goes back to the In-Kind policy dated May 26, 2006. She met with Bob Thurgarland, Director of Central Printing and Mail to discuss some outstanding issues regarding the In-Kind policy. When the request was received from the Hampton School to print a thousand packets, Mr. Thurgarland went ahead and explained the time and staff would be one day in house and there would be no over time or interruption of services. Mrs. Yard reported that Mr. Thurgarland is recommending the Board of Chosen Freeholders go ahead with the request.

Mrs. Yard advised when these requests are evaluated, the biggest thing that the County is asking for is insurance and that there is no interruption of County work. Mr. Thurgarland considers all of that because he gets a lot of requests for printing. At some point the County may have to consider getting bigger equipment or better equipment but right now we are ok.

Mrs. Yard reported to the Board that the request from the Hampton School was time sensitive and she was able to approve it. The Board has designated the County Administrator to approve time sensitive matters, and that was the case with this request.

- In-kind printing request from North Hunterdon/Voorhees High School. Mrs. Yard stated North Hunterdon/Voorhees Regional High School District wants a district newsletter printed during the school year. Mr. Thurgarland went ahead and reviewed the same criteria and confirmed there are no interruptions of County services; plus the staff time required is five plus or minus days with in-house staff.
-

Mr. Sworen moved and Mr. Peterson seconded a motion granting approval to Central Printing and Mail to print the district newsletter for the North Hunterdon/Voorhees High School District.

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

Mr. Melick said if the County is going to be doing more of these print projects, he would like to know the revenue it produces. If the County does anything that is billable there should be a column of revenue for any in-kind services.

- Possible agreement with Somerset County for an Electric Monitoring program for juveniles.

Mrs. Yard reported the Hunterdon County Human Services Administrator would like to look at a possible agreement with Somerset County for an electronic monitoring program for Hunterdon's juveniles. She would like to work with Hunterdon's juvenile justice people to develop a program which would be an alternative to keeping juveniles in detention and would allow them to remain in their community, attend school and maintain therapeutic relationships.

Mr. Sworen moved and Mr. Holt seconded a motion authorizing the County Administrator and the Human Services Administrator to work with Somerset County on an agreement for an electronic monitoring program for Hunterdon's juveniles .

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

Greater Raritan Workforce Investment Board (WIB)

Mrs. Yard reported that the WIB has contacted the County's Department of Human Services looking for support from the Board of Chosen Freeholders to the Department of Labor and Workforce Development for the Greater Raritan WIB. It seems the state has reduced the grant to WIB but services are increased. Pam Pontrelli, Human Services Administrator, expressed in a letter, that the number of individuals served has increased in Hunterdon County and the County should look for an increase in funding and not a reduction.

Mr. Holt moved and Mr. Sworen seconded a motion authorizing the Freeholder Director to send a letter to the Greater Raritan Workforce Investment Board advising that the state should not be reducing the amount of money in the grant, but they should increase it.

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

Paris Grant Update

Mrs. Yard and Frank J. Bell, AIA, County Project Administrator came before the Board to provide a quick update; they are working with the PARIS grant which is \$1.5 million. They informed the Board that they have put \$2 million dollars into a bond ordinance so the County can draw money from the ordinance for the project. They are taking steps to make sure that the County stays within the parameter of the contract. Mr. Bell has scheduled a kick off meeting for July 14, 2009. Mr. Bell and Mrs. Yard assured the Board that the County is following the grant protocol but that they wanted to make sure the Board was aware of what is being done and what needs to be done to keep things moving forward.

CONSENT AGENDA

Director Mennen 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."

Item #19 was held for discussion.

Mr. Holt moved and Mr. Sworen seconded a motion to approve the claims in accordance with the Claims Register dated July 07, 2009, minus Purchase Order 124289.

See Page 07/07/09-10A

CLAIMS REGISTER

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

Mr. Sworen moved and Mr. Holt seconded a motion to approve Purchase Order 124289 from the Claims Register dated July 07, 2009.

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

Mr. Sworen moved and Mr. Holt seconded a motion to approve the regular session minutes of June 02, 2009.

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

Mr. Sworen moved and Mr. Holt seconded these:

See Page 07/07/09-10B

RESOLUTION

RESOLVED, Corey Garrabrant appointed permanent, full time Correction Officer, Corrections Division of the Department of Public Safety.

See Page 07/07/09-11A

RESOLUTION

RESOLVED, Stephen Foran appointed permanent, full time Correction Officer, Corrections Division of the Department of Public Safety.

See Page 07/07/09-11B

RESOLUTION

RESOLVED, Philip Kablis appointed permanent, full time Correction Officer, Corrections Division of the Department of Public Safety.

See Page 07/07/09-11C

RESOLUTION

RESOLVED, Thomas Dodd appointed permanent, full time Correction Officer, Corrections Division of the Department of Public Safety

See Page 07/07/09-11D

RESOLUTION

RESOLVED, Henri Zilliox appointed permanent, full time Correction Officer, Corrections Division of the Department of Public Safety.

See Page 07/07/09-11E

RESOLUTION

RESOLVED, Joseph Phillips appointed permanent, full time Correction Officer, Corrections Division of the Department of Public Safety.

See Page 07/07/09-11F

RESOLUTION

RESOLVED, Joseph Penyak appointed permanent, full time Correction Officer, Corrections Division of the Department of Public Safety.

See Page 07/07/09-11G

RESOLUTION

RESOLVED, Floyd Campbell appointed permanent, full time Correction Officer, Corrections Division of the Department of Public Safety.

See Page 07/07/09-11H

RESOLUTION

RESOLVED, April Daley appointed provisional, full time Public Health Representative 3, Communicable Disease, Health Department.

See Page 07/07/09-11I

RESOLUTION

RESOLVED, Approving appointments of temporary, as needed Recreation Leaders for summer programs, Parks and Recreation. (costs covered by program fees).

See Page 07/07/09-11J

RESOLUTION

RESOLVED, Theresa Cleary Knight appointed temporary, as needed SANE/SART Nurse, Prosecutor's Office. (fully grant funded position).

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

See Page 07/07/09-11K

RESOLUTION

RESOLVED, Kenneth Saunders and Bryan Hanley, Prosecutor's Investigator's, Prosecutor's Office, salary adjustment.

See Page 07/07/09-11L

RESOLUTION

RESOLVED, Edward Davis, Chief Warrant Officer, Sheriff's Office, reappointment.

See Page 07/07/09-11M

RESOLUTION

RESOLVED, Bryan Manning, Equipment Operator, Parks and Recreation, salary adjustment.

See Page 07/07/09-11N

RESOLUTION

RESOLVED, Authorizing longevity rates for non-supervisory employees in accordance with the CWA Local 1034 union contract.

See Page 07/07/09-11O

RESOLUTION

RESOLVED, Authorizing longevity rates for non-contractual or unclassified employees in accordance with existing County Policy #2005-03.

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

Director Mennen stated that Item #19 is an agreement that was held over from last year.

Mrs. Yard added that this agreement was decided on last year and this is just the final paperwork being done, to get the final collective bargaining agreement executed.

Mr. Wagner, Director of Public Safety, explained that signatures of all parties were needed, plus there were some typos that had to be corrected.

Mr. Sworen stated since the Board has not seen this contract in over a year; that he is unclear as to what they mean. While he does not have an issue with it, he hasn't seen it to familiarize himself with it.

Director Mennen asked Mr. Aaron Culton, Esquire, of County Counsel's Office to put together a brief memorandum stating the changes in this agreement from the previous agreement, in order to refresh the memories on the Board.

Mr. Sworen moved and Mr. Holt seconded these:

See Page 07/07/09-12A **RESOLUTION**

RESOLVED, Approving plans and specifications for resurfacing and storm water improvements of County Route 523, in Raritan and Readington Townships.

See Page 07/07/09-12B **RESOLUTION**

RESOLVED, Approving specifications for the 2009 Resurfacing of various County roads, in various municipalities.

See Page 07/07/09-12C **RESOLUTION**

RESOLVED, the County concurs with High Bridge Borough's Ordinance No. 96-30 for parking, no stopping or standing, and parking prohibited during certain hours, in the Borough of High Bridge as it relates to County roads.

See Page 07/07/09-12D **RESOLUTION**

RESOLVED, Rescinding a Speed Limit Resolution adopted on April 22, 1997 and adopting a new resolution establishing speed limits in both directions of Flemington-Whitehouse Road (County Route 523), in the Townships of Raritan, Readington and Tewksbury.

See Page 07/07/09-12E **RESOLUTION**

RESOLVED, Approving at the recommendation of the Cultural & Heritage Commission, the administration of Special Project grants awards, in the amount of \$58,320.

See Page 07/07/09-12F **RESOLUTION**

RESOLVED, Approving Contract #TS10010, with the State Department of Human Services for \$85,326 in Special Initiatives and Transportation funds, from July 01, 2009 through June 30, 2010, for child care and transportation related services to recipients of Temporary Assistance to Needy Families and Post-Temporary Assistance to Needy Families.

See Page 07/07/09-12G **RESOLUTION**

RESOLVED, Urging the elimination of State-imposed unfunded mandates.

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

The Board discussed a temporary replacement for a Family Service Worker in the Department of Human Services. Mrs. Yard explained the State gives the County money to provide a family service worker. This request is to just fill in because we are trying to keep the Social Services Division of Human Services at a stable workforce. Mrs. Yard advised the Board this individual is taking a leave without pay.

Mr. Sworen said this individual is still a cost to the County due to a disability issue. Mrs. Yard explained one of the leaves is for maternity reasons and the other may be a family leave. The person on family leave is still to be determined if whether the County pays them as it is still being discussed at the state. The employee can choose, if they want, to use their own time and be in pay status or not be in pay status.

Mr. Sworen just wants to be sure that this is a required program and that they are a needed service.

Mrs. Yard further explained that the state funds 'x' number of positions and this was discussed during budget sessions. She will get more information for the Board of Chosen Freeholders on this topic.

After further discussion, Mr. Sworen moved and Mr. Holt seconded a motion to approve two temporary, interim Family Service Worker positions in the Division of Social Services, due to disability leaves. (state funded positions).

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

Mr. Sworen moved and Mr. Holt seconded this:

See Page 07/07/09-13A

RESOLUTION

RESOLVED, Authorizing the release of redacted executive session minutes for February 17, 2009, March 03, 2009, March 17, 2009 and May 05, 2009.

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

PROCLAMATION

Mr. Peterson moved and Mr. Melick seconded this:

See Page 07/07/09-13B

PROCLAMATION

RESOLVED, Recognizing St. Ann's Church on their its' 150th Anniversary.

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

GRANTS

Mr. Holt moved and Mr. Melick seconded this:

See Page 07/07/09-13C

RESOLUTION

RESOLVED, Approving a Job Access/Reverse Commute (JARC-Round 9) contract, with New Jersey Transit, for the period of January 01, 2009 through December 30, 2011, in the amount of \$164,793 in federal funding, and a local match of \$164,793.

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

Mr. Sworen moved and Mr. Holt seconded these:

See Page 07/07/09-13D

RESOLUTION

RESOLVED, Approving an application for the 2008 and 2009 Job Access/Reverse Commute (JARC-Rounds 10 and 11), Part II application with New Jersey Transit.

See Page 07/07/09-13E

RESOLUTION

RESOLVED, Approving a grant application with New Jersey Transit for the FTA Non-Urbanized Area Formula Program (Section 5311), for the period of July 01, 2009 through June 03, 2010, in the amount of \$539,990 in operating funds which includes a County match of \$134,997.50.

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

Mr. Sworen moved and Mr. Holt seconded this:

See Page 07/07/09-13F

RESOLUTION

RESOLVED, Approving a Victims of Crime Act (VOCA) Supplemental Award, for grant #V-9-08, with the State Department of Law and Public Safety, Office of the Attorney General, in the amount of \$72,456 in federal funds and \$18,114 as a County match, for the period of July 02, 2009 through July 01, 2010.

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

Mr. Sworen moved and Mr. Holt seconded this:

See Page 07/07/09-13G

RESOLUTION

RESOLVED, Approving an application for the Medicare Diabetes Screening Project Award proposal through "A National Drive to find the Undiagnosed MedicareDiabetes Screening Project", in the amount of \$2,500.

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

CORRESPONDENCE

The Union Fire Company is requesting permission to hold a coin toss on Saturday, July 11, 2009 and Sunday, July 12, 2009, at the intersection of State Highway 12 and Race Street, in Frenchtown Borough. Mr. Sworen moved and Mr. Peterson seconded a motion granting permission provided this event is coordinated through the County's Department of Roads, Bridges and Engineering.

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

A request was received from the Hunterdon County Library for permission to purchase bookcases for the Tewksbury Library, with reserve funds, in the amount of \$13,404.88. Mr. Sworen moved and Mr. Holt seconded a motion granting permission.

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

Correspondence was received from the Hunterdon County Department of Parks and Recreation requesting approval of the County's Deer Management-Controlled Hunting Program for 2009/2010.

Mr. Trontis, Director of Parks and Recreation, came before the Board saying this program is essentially last year's program with some administrative changes to fix problems that had occurred in the past.

Mr. Melick asked if people were now able to register online. Mr. Trontis stated no because permits are given on a first come first serve basis because by law his office has to see the state application and hunting license and applicants have to prove residency.

Mr. Peterson asked if this had been published somewhere that the public can comment on it.

Mr. Trontis stated no, after it is approved by the Freeholders it is posted online so the hunters can see it at least a month before permits go on sale.

Mr. Peterson said he is sure people would like to have the opportunity to comment and be heard before the Board approves it.

Mr. Trontis said it comes up every year at this time, which is why he asked to have it on the agenda tonight because certain things need to be done before permits can go on sale next month.

Mr. Peterson said it is one of those issues where people have a difference of opinion and they like to have their voices heard. He inquired if there would be a problem with having this discussion at the next meeting.

Mr. Trontis stated there is no problem if all things go well and the material can be printed for distribution. He will make the material available to the public in his office and asked the press to get the word out.

Mr. Peterson said deer hunting is important and while he does not have a problem with any part of the plan, he thinks that the public should be provided a chance to have their say. He recommended waiting two weeks to approve this program.

Mr. Trontis said it is up to the pleasure of the Board of Chosen Freeholders. There was a misunderstanding in the past that a woman who lived near the area, she thought she was representing the interest of the previous owner of the property.

Director Mennen asked if they wanted to keep the motion on the floor and they would vote to move it.

Mr. Holt moved and Mr. Melick seconded a motion to approve the County's Deer Management-Controlled Hunting Program for 2009/2010.

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

Mr. Sworen asked if Mr. Trontis to get the proposal up and running on the County's website this week.

Mr. Sworen stated the hunting program is approved but anyone who wants to comment can come to the next Freeholder meeting.

Deer Collection

Mr. Melick said the County has a contract to pick up dead deer along County Roads plus this is also being done in-house. He asked if any bills have been received to compare to the in-house collection.

Mrs. Yard responded by saying that in the contract for deer collection there is a specified number and the County has met the number already, so collection is now being done in-house.

George F. Wagner, Director of Public Safety informed the Board that the LAP program is picking up about seven dead deer a week. The problem being experienced is that police offices call into 911 and then they contact the jail officers for the LAP program. Sometimes when the LAP crew goes to pick them up the deer would not be there because the contractor had already picked them up. Mr. Wagner is working with the Road Department to resolve the issue.

John Davenport, Purchasing Agent advised he has spoken to the contractors who pickup the deer and explained to them what the County is doing with its pilot program to pick the dead deer up. Mr. Davenport confirmed the County's intention is to do this program totally in-house.

FINANCE

Director Mennen opened the public hearing on Bond Ordinance No. 04-09.

Lois Stewart, Flemington Borough resident, asked if all of the bond ordinances to come before the Board this evening were critical and necessary expenditures.

Mr. Melick realizes it is a lot of money but this Board has gone out and done inspections on the roads and bridges and the equipment. These items do wear out. He was wondering if the County is getting good prices from the contractor and they are hungry for work. He feels that would be a generic leverage here and that will be considered when the projects go out to bid and prior to the Board approving each bid. Mr. Melick explained that the Board can still withhold doing the jobs/projects.

Mr. Sworen confirmed with Kim Browne, Finance Director that the County needs to bond legally but that does not mean the money will be spent. He confirmed that there is money budgeted in the capital reserve towards some of these projects.

Mrs. Browne informed the Board that the County would have some of the funds but not all of it. She stated the County pays as it goes, so all these projects will not be completed this year.

Director Mennen explained to Mrs. Stewart that the Board must vote to put the bond authorization in place and then the Board must vote to except bids. There are a bunch of checks and balances for each project. A bond authorization in no way obligates the Board to actually issue bonds.

Mr. Melick reported that the last time the County sold bonds was back in 2002. Mrs. Browne again stated that is because the County pays as it goes.

Francis Gavigan, resident of East Amwell Township stated one of the concerns she has is that she would like to see a transparency in the process. She would like to see on the website what things are funded for.

Ms. Gavigan is aware that the 2008 County budget is on the webpage but she is unaware where the 2009 budget is. Has it been approved by the Board or not. She asked if the 2009 budget could also be posted on the County's webpage. Mrs. Browne will get this done.

There being no further comments or questions from the press or public, Mr. Sworen moved and Mr. Melick seconded to close the public hearing.

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

Mr. Holt moved and Mr. Melick seconded this:

See Page 07/07/09-15A

BOND ORDINANCE NO. 04-09

RESOLVED, BOND ORDINANCE TO AUTHORIZE THE IMPROVEMENT OF VARIOUS PUBLIC HIGHWAYS, ROADS AND STREETS IN, BY AND FOR THE COUNTY OF HUNTERDON, STATE OF NEW JERSEY, TO APPROPRIATE THE SUM OF \$4,220,000 TO PAY THE COST THEREOF, TO MAKE A DOWN PAYMENT, TO AUTHORIZE THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATION AND TO PROVIDE FOR THE ISSUANCE OF BOND ANTICIPATION NOTES IN ANTICIPATION OF THE ISSUANCE OF SUCH BONDS.

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

Director Mennen opened the public hearing on Bond Ordinance No. 05-09.

Ms. Gavigan stated here comments are "ditto".

There being no further comments or questions from the press or public, Mr. Sworen moved and Mr. Holt seconded to close the public hearing.

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

Mr. Holt moved and Mr. Sworen seconded this:

See Page 07/07/09-16A

BOND ORDINANCE NO. 05-09

RESOLVED, BOND ORDINANCE TO AUTHORIZE THE IMPROVEMENT OF VARIOUS BRIDGES AND CULVERTS IN, BY AND FOR THE COUNTY OF HUNTERDON, STATE OF NEW JERSEY, TO APPROPRIATE THE SUM OF \$8,395,000 TO PAY THE COST THEREOF, TO MAKE A DOWN PAYMENT, TO AUTHORIZE THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATION AND TO PROVIDE FOR THE ISSUANCE OF BOND ANTICIPATION NOTES IN ANTICIPATION OF THE ISSUANCE OF SUCH BONDS.

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

Director Mennen opened the public hearing for Capital Ordinance No. 06-09.

Ms. Gavigan asked if there was any detail on how much of this ordinance is for office supplies.

Mrs. Browne explained that is a reserve amount and there as a safety net incase extra money is needed.

Mrs. Yard stated that during the budget hearings for capital, the Freeholders decided not to allow department managers to submit for any capital requests for office furniture; so if something breaks there is money set aside that can be used. Just because the funding is put in place, does not mean is will be spent.

There being no further comments or questions from the press or public, Mr. Sworen moved and Mr. Holt seconded to close the public hearing.

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

Mr. Melick moved and Mr. Holt seconded this:

See Page 07/07/09-16B

CAPITAL ORDINANCE NO. 06-09

RESOLVED, ORDINANCE AUTHORIZING THE ACQUISITION OF OFFICE FURNITURE, FIXTURES AND BUSINESS EQUIPMENT BY THE COUNTY OF HUNTERDON AND APPROPRIATING \$100,000.00 THEREFORE.

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

Director Mennen opened the public hearing on Capital Ordinance No. 07-09.

There being no comments or questions from the press or public, Mr. Holt moved and Mr. Sworen seconded to close the public hearing.

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

Mr. Holt moved and Mr. Melick seconded this:

See Page 07/07/09-16C

CAPITAL ORDINANCE NO. 07-09

RESOLVED, ORDINANCE AUTHORIZING THE ACQUISITION OF HEAVY PUBLIC WORKS MACHINERY, EQUIPMENT AND TRUCKS FOR THE COUNTY ROADS AND BRIDGES AND VEHICLE SERVICES DEPARTMENTS BY THE COUNTY OF HUNTERDON AND APPROPRIATING \$231,000.00 THEREFORE.

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

Director Mennen opened the public hearing on Capital Ordinance No. 08-09.

There being no comments or questions from the press or public, Mr. Sworen moved and Mr. Holt seconded to close the public hearing.

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

Mr. Sworen moved and Mr. Melick seconded this:

See Page 07/07/09-16D

CAPITAL ORDINANCE NO. 08-09

RESOLVED, ORDINANCE AUTHORIZING THE ACQUISITION OF COMPUTER EQUIPMENT BY THE COUNTY OF HUNTERDON AND APPROPRIATING \$115,500.00 THEREFORE.

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

Mr. Melick advised that he and the County Treasurer, Margaret Pasqua have been looking at miscellaneous revenue and the County is hurting. There is not a whole lot of money but he looks at it as an indication of what the County will be facing during the budget year. It is hoped that there will be more activity in the next year. During the July 21, 2009 Freeholder Meeting the Board will be talking about a six month comparison from last year to this year and the fact that there maybe some major adjustments needed.

Director Mennen asked Mrs. Pasqua if she could get a copy of the information Freeholder Melick has to the entire Board.

Mrs. Yard added that at the July 21, 2009 meeting, the Board is holding a special meeting at 1:00 p.m. until 3:00 p.m., on the 18 areas that suggestions have been submitted for. There is a committee that is now beginning to look at the 2010 budget.

Mr. Holt informed the Board that it was to review fee ordinances in 2008 and that hasn't been done. Certain fee ordinances haven't been adjusted in 15 years. Even if the Board doesn't increase the fees, they should be made cost neutral.

FOR DISCUSSION

Review of County Counsel's legal opinion regarding 5 year capital plans for Constitutional Officers.

Director Mennen confirmed the Board is in receipt of the legal opinion regarding the 5 year capital plan for the Constitutional Officers. In County Counsel's legal opinion there are deficiencies not only in the Sheriff's 5 year plan, but in all the Constitutional Officers' plans. All of the County's Constitutional Officers have been coped on Mr. DeSapio's legal opinion. In Mr. DeSapio's legal opinion are suggestions to bring the plans up to a statutory regiment.

Mrs. Yard advised when Ms. Melfi came on board as County Clerk she wrote a five year plan; the previous sheriff never submitted a five year plan, but Ms. Melfi told Sheriff Trout that she needed one, and the County Surrogate, Susan Hoffman does one every five years.

Mr. Holt said he would make the recommendation to the constitutional officers that their plans be reviewed and modified as needed and resubmitted to the Board for approval.

After further discussion, Director Mennen confirmed with the Board that a letter will go out under his signature to all three Constitutional Officers to amend their 5 Year Plans in accordance with the state statute.

Director Mennen said that he had received a draft of a resolution for a statement of Support for the Guard and Reserve and is unsure if everyone is ready to take action on it.

Mr. Sworen said he would empower Director Mennen to sign this, he thinks it is a great idea.

Mr. Sworen moved and Mr. Peterson seconded this:

See Page 07/07/09-17A

RESOLUTION

RESOLVED, Approving a Statement of Support for the National Guard and Reserve.

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

FREEHOLDERS COMMENTS/REPORTS

Fiscal/Budgetary study items

Mr. Melick questioned if anyone wanted to add to the fiscal and budgetary study items, known as the Eighteen Points of Light, that will be considered on July 21, 2009 by the Board at 1:00 p.m. Currently there are 18 items on the list.

Director Mennen stated items can be added, the only reason a time and date were set was so Mrs. Yard and her staff could have the opportunity to prepare for the meeting. There are certain things the Board can do on the fly and certain things that can't be done. Everyone has to understand that the later the addition the later the likelihood that the information will be completed.

Mrs. Yard explained the current list contains items the Board has given her a tentative nod on, so she had them placed on a spreadsheet for the Board's review. Everything will be presented to the Board for consideration, and they will include the challenges and what the cost savings would be, as well as the timeline.

Frenchtown Borough/Bastille Day

Mr. Sworen said that Saturday is Bastille day an everyone is invited to attend. .

Joint Toll Bridge

Mr. Sworen reported he attended a meeting last week for the Milford Delaware Joint Toll Bridge Commission and they are planning on closing the Milford Bridge probably early next year. It will provide and create challenges around the County. Since the Milford Bridge is the only free weight bridge all heavy trucks will be directed to use the toll bridge to detour to use Route 78. This is going to cause more traffic issues with trucks and construction throughout the County. The Joint Toll Commission will be holding more meetings, but it is confirmed the Milford Bridge will be closed between four to nine months. There will be more information coming on this project.

Farm Contracts

Mr. Sworen stated he brought up farm contracts earlier in the year, and he thought a way to save/make money would be to look at these contracts again. The farm committee has not met over the last two months and he is unsure as to who is arranging the meetings but nothing has been completed and this was supposed to be done over a month ago before the County went out to bid so the farmers know what is going on. Mr. Sworen stated he has not been included in any of the conversations but the contracts are now completed and he does not know the status or what is happening. Mr. Sworen stated this could be a source of income for the County.

Mrs. Yard stated that she would look into that for Mr. Sworen and get back to him.

Lebanon Borough July 4th Parade

Mr. Peterson stated that Lebanon Borough put on another fantastic parade this past July 4th and said it is truly an American Classic; where everyone gets involved and it is a countywide event. There are people who come from Lambertville, Lebanon Township, Holland, Readington and all over the county. Mr. Peterson said he wanted to commend Lebanon Borough for another fantastic Fourth of July.

OPEN TO THE PUBLIC

Director Mennen opened the meeting to the public.

In-Kind Definition

Lois Stewart, Flemington Borough resident asked what in-kind means, when the Board was discussing printing? Does that mean the County does it for free.

Mrs. Yard explained in-kind services are services done in-house but it is evaluated and a price is placed on it, then a quote is worked up and provided to the requester and they can choose to pay to have the work done or not. When the County calculates the figure in the in-kind dollar amount, consideration the staff time and equipment is taken into account, as well as the administrative oversight.

Title Change/Promotion

Ms. Stewart asked if someone could explain the difference between getting an increase in a salary for a promotion and getting salary increases for job title changes. Someone on the Board was saying that there would be no promotion as well as no new hires and she is unsure as to how you would get more money if you are not being promoted.

Mr. Peterson stated that the job title change would be a promotion, so the question that Director Mennen had was that there are civil service rules and bargaining agreements that have to be taken into account. The question was, did she have to go up to that other title, which is a promotion or could she stay at that title or does civil service and the bargaining agreement require the County to have a senior and a regular entry clerk. That is a good question and he does not believe that anyone knows the question to it.

Mrs. Yard explained that in the bargaining unit contract, when it is negotiated, the County has to address what is going to happen to someone if they are promoted and what we call an in series title than that is an 8% increase and if it is an out of series title that is a 10% increase. These are items considered and negotiated at the bargaining table.

Ms. Stewart understands that but it seems to her that the County Clerk was talking about it not being a promotion but just a job title change, and that wasn't correct.

Mrs. Yard said if the Board agrees that someone needs to go from an Account Clerk/Index Clerk to a Senior Account Clerk/Senior Index Clerk, then that would absolutely be a promotion and the County would have to recognize the contractual obligation.

Ms. Stewart confirmed then the Freeholders would have to deal with anyone else in any other department that wants to do a promotion.

Mr. Peterson said that is correct but this depends on whether the County needs to have a senior or train this person to do entries. It is a little bit different of a situation if someone just wants to promote someone. The Freeholders may be forced into having two different people.

Outside Lights

Ms. Stewart confirmed the lights outside of the Main Street County Complex are out permanently at night.

Eighteen Points of Light

Ms. Francis Gavigan asked if the Eighteen Points of Light can be made available to the public on the website or is that something that the public can get.

Mrs. Yard will have the Eighteen Points of Light placed on the County's webpage and she will make sure that has been done. On the County's website, for quite some time has been a way for the public to put in their comments about ways they feel the County could save money and cut down on spending.

Director Mennen said along with the concerns that were presented by the public, the members of the Board each choose five issues and those were put into the eighteen list. The purpose was that these are things to be studied further and take to the next level. He appreciates the citizens input and the meeting will be on July 21, 2009 at 1:00 p.m. The meeting is open and it is noticed on the County's website.

County Clerk's Office

Mrs. Gavigan informed the Board that she noticed people gathering in front of the Clerk's Office on a Thursday evening to get passports, so she went in to observe and now wants to put on the record the willingness and work ethic by Ms. Melfi and her staff, who are working on Saturday's and Thursday nights. She stated that the County has a very good County Clerk and the public is very happy with the service. Mrs. Gavigan stated she is less thrilled with the Sheriff.

There being no further business to come before the Board, Director Mennen adjourned the meeting at 6:59 p.m.

Respectfully submitted,

Denise B. Doolan
Clerk of the Board