

HUNTERDON COUNTY BOARD OF CHOSEN FREEHOLDERS
71 Main Street, Freeholder's Meeting Room, 2nd Floor
Flemington, New Jersey 08822
November 15, 2011

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. HOLT, MR. WALTON, MR. MELICK, MR. MENNEN.
ABSENT: MR. SWOREN.

OPEN PUBLIC MEETINGS ACT

Director Holt 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 April 29, 2011, to the Hunterdon County Democrat, Lambertville Beacon, The Express, Courier News, Trenton Times, Hunterdon Review and Star Ledger, newspapers designated to receive such notices and by filing a copy with the Hunterdon County Clerk."

EXECUTIVE SESSION

Mr. Melick moved and Mr. Walton seconded this:

See Page 11/15/11-1A RESOLUTION

RESOLVED, Executive Session to discuss the terms of the lease for the Lechner House at Echo Hill reservation with the New Jersey Conservation Foundation. (7)

See Page 11/15/11-1B RESOLUTION

RESOLVED, Executive Session to discuss a telephone call received from an attorney in connection with the Choir School property. (5)

See Page 11/15/11-1C RESOLUTION

RESOLVED, Executive Session to discuss the legal status of setting a salary for the Tax Administrator position. (8)

See Page 11/15/11-1D RESOLUTION

RESOLVED, Executive Session to discuss a retirement in the Health Department. (8)

See Page 11/15/11-1E RESOLUTION

RESOLVED, Executive Session to discuss a Table of Organization for the County as it effects the existing department heads and the legal placement of positions within the Table or Organization based upon the State Department of Personnel regulations. (8)

See Page 11/15/11-1F RESOLUTION

RESOLVED, Executive Session to receive a presentation on closed session budget related matters. (4) (8)

See Page 11/15/11-1G RESOLUTION

RESOLVED, Executive Session to review the executive session minutes of October 18, 2011 and November 01, 2011.

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

The Hunterdon County Board of Chosen Freeholders went into Executive Session at 4:05 p.m., recessed at 5:30 p.m., and reconvened in Open Session at 5:38 p.m.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

Director Holt asked if anyone wished to address the Board.

No one came forward to address the Board at this time.

POLYTECH

Kim Metz, Superintendent introduced Linda Bryant, of Hunterdon Healthcare who is present to tell the Board about the November 05, 2011 event: "The Heart of Caring is the Caregiver", sponsored by the Hunterdon Senior Health Coalition of the Hunterdon Medical Center and Hunterdon County Polytech.

Ms. Bryant explained to the Board that her background is as a nurse and she is the Director of the Center for Healthy Aging at the Hunterdon Medical Center and there is a program called Senior Health Coalition and in this coalition, members of the community who serve seniors and

caregivers come together to attend this educational program, which is put together collaboratively with Polytech students. Caregivers are very important because they allow patients with dementia to remain at home. The students presented their skills to the caregivers, who don't always have a chance to go out and take care of themselves. Through this program, there was car washing and detailing done, manicures were given and paraffin wax for those with arthritic hands and the dental students provided lectures; the nursing students took care of three dementia patients with activities while their loved ones were able to participate in the program. There was also a lecture on respite care encouraging caregivers to take care of themselves through respite.

Ms. Bryant shared with the Board that the Polytech students were very engaged and provided these services on their own time, on a Saturday. They gave of themselves to the community at large and that is a wonderful opportunity.

Ms. Bryant advised this was an intergenerational program and anytime you can bring multi-generations together it benefits everyone.

Ms. Bryant stated the program was free and again, the students volunteered their time.

Dr. Metz wished the Board, a Happy Thanksgiving.

FINANCE

Kimberly Browne, Finance Director, Margaret Pasqua, County Treasurer and Cheryl Wieder, Human Resources Director came before the Board.

Budget Presentation

Mrs. Yard provided to the Board an update on Mandatory and Discretionary services which the County provides, which was done three years ago, as requested by the Board two weeks ago. This listing identifies the services provided by the County that are mandated by statute or law or administrative order; or what is discretionary. The discretionary services have been placed in three categories: (1) Discretionary for the health, safety and welfare of Hunterdon's citizens, (2) Discretionary due to quality of life – such as Parks and Recreation, the Library or Planning; and (3) Discretionary for operational efficiencies. There is no law or statute which states the County has to have Central Printing, Mail or Information Technology services but for efficiencies the County has decided that it is easier and more efficient for the County to deliver certain services by having these offices.

Mrs. Yard stated when the Administrative Budget Team began looking at Mandatory versus Discretionary services, around 85% of the services delivered in the public sector entity, such as the County, are discretionary. These funds and budgets are determined by the Board of Chosen Freeholders to prioritize the needs of the County and decide what needs to be done.

Mrs. Yard explained even in the Human Services area all the services are not mandated. The Freeholder Board provides a certain amount of money each year for services to be contracted out through provider services agreements, for services which are necessary to a vulnerable population, but which are not required by law. These services sometimes bring about discussions of what the County is obligated to provide as a public sector entity.

Mrs. Yard provided a listing to anyone interested on the Mandated and Discretionary services provided by the County.

Mrs. Yard stated the Administrative Budget Team was directed by the Board to prepare some scenarios/strategies in accordance with a resolution which was adopted at the last meeting, which was a strategy from the Board of Chosen Freeholders which talked about the budget situation and what strategies would be considered. The Administrative Budget Team was to investigate these strategies and make recommendations to the Board. Mrs. Yard advised eventually the Board is going to have a very hard decision to decide which one of these scenarios or multiple scenarios will be used to meet the objective of that resolution which was to achieve a flat tax rate for the County's citizens.

Mrs. Yard went through the strategies for reduction in the 2012 budget. The first was the Mandated versus Discretionary 2011 update; this shows what the operating budget was from 2009, 2010 and 2011, for each department including their operating and salary and wage counts.

Mrs. Yard advised the second strategy is to continue the full hiring freeze. In 2011, 63 people left the County employ and 38 were not replaced. The cost savings on these positions will be calculated for the Board at another date.

Mrs. Yard stated the third strategy is to reduce the funding for Human Services Provider contracts/In-House funding. The Human Services people have been very compliant and realistic in working with the County. The Administrative Budget Team is again recommending that the provider service allocation be cut. Last year the Board authorized \$1.149 million and this year the recommendation is to cut that figure to \$1 million for 2012.

Mrs. Yard reported Administrative reviews have been conducted on departments for efficiencies and maximization of available staff. In 2011, reviews were done on the Health Department and the Transportation Advisory Committee will be reconvening in February, 2012. The reviews have proved very fruitful. There has always been a Freeholder representative on the Task Forces, as well as senior staff, which assists in taking an objective look at a department to determine if recommendations can be made.

Mrs. Yard advised the Library this year has a bigger section than ever before. Mrs. Yard reported there is a dedicated tax which generates \$5 million a year. The amount does not cover the operating and the salary and wage costs. For 2010, the Library anticipated using \$290,000 from their surplus to maintain a flat tax rate and in 2011 the Library anticipated using \$300,000 to maintain a flat tax rate. The Library surplus fund has a sizeable amount in it. According to the most recent Pino Report, completed in 2009, the amount of money it costs the County to provide support services for the Library budget is approximately \$1.9 million and the amount the Library contributes to this cost was increased last year to \$520,000 and must continue to increase in order to fulfill this obligation. The program and budgeting decisions are not consistent with the County's philosophy of "living within our means" including the use of all alternative funding sources.

Mrs. Yard stated the County is asking its departments to live within their means. The Library has a dedicated tax but they need to start looking at some program and budget decisions in order to live within those means. Mrs. Yard stated the Administrative Budget Team has strategies and suggestions for the Board on how the Library can use alternatives.

Mr. Mennen confirmed with Mrs. Yard that it costs \$5.9 million (2010). For 2011 the Library Budget is \$5.75 million of which \$5.2 million is generated through the separate Library Tax, surplus of \$300,000 will be used and the remaining difference will be generated through miscellaneous revenue and state aid.

Mrs. Browne noted for Mr. Walton, that the Library's budget is \$6 million (2010) which includes salaries.

Mrs. Yard informed the Board that the Administrative Budget Team is recommending that the Library should present an itemized, line by line, budget so that the governing body has full transparency of all the budgeted requests. This would enable the governing body, who is ultimately responsible for this budget, to have full knowledge of proposed budgetary and program expenditures. This budget, like every other County budget should reflect the change in the current economic environment.

Mrs. Yard stated the County is interested in making the Library a community place and increasing programs but as each and every department, in this County, has had to cut back and make decisions because of this economic environment. Mrs. Yard stated the Administrative Budget Team will present recommendations to the Board at a later date.

The sixth strategy is to establish a reasonable payment schedule for identified cost allocation in two areas (the Library and the other is the Housing Division.) Mrs. Yard stated that Finance should determine a schedule for the Housing Division which is a Section 8 fully funded program. Housing, at this time, does not provide their full allocation for the Pino Report.

Mrs. Yard advised the dollar amounts allocated to the Constitutional Officers and the Prosecutor's Budgets are statutorily the responsibility of the Board of Chosen Freeholders and as such, each of these budgets should be itemized for every budget line to ensure full transparency of the recommended funding levels for each of the line items. Mrs. Yard stated this would enable the governing body, which is ultimately responsible for these budgets, to have full knowledge of the proposed budgetary and program expenditures. These budgets, like every other County budget, should reflect the change in the current economic environment and compliance with County policies.

Mrs. Yard reported the eighth strategy is the Prosecutor's Budget in accordance with the recommendations of the "Report of the Prosecutor Study Commission". Governor Chris Christie commissioned this study as a result of a consideration of a state takeover of the 21 County Prosecutor's Offices. The County Prosecutor's Offices cost, on an average, +/- \$7 million per each county and it is borne 100% by each county as part of the annual budget. This report published recommendations and directives from the Attorney General which encourages County Prosecutor's Offices to be in compliance with established County policies which include "general compliance with County policies. County Prosecutor's Offices must follow the personnel, purchasing and travel and expense reimbursement policies, practices and procedures established by County government." Mrs. Yard stated this study should be reviewed and strongly considered during the budget process on both the Prosecutor's part and the governing body's part in determining the budget amount to be included in the County budget.

Mrs. Yard stated on August 26, 2011, she sent the Board the highlights of the Commission Study and it is currently a part of the County's budget book. When the Board starts to establish the budget for 2012, there are many interesting things in the Commission report.

Mrs. Yard reported the County began a new contract relationship for Transportation Services with a new vendor in July 2011. It is the recommendation of the Administrative Budget Team to keep this funding stable with the understanding that the Transportation Committee will be reconvened in February or March of 2012 to continue to identify efficiencies.

Mrs. Yard reported over the last three years, all County departments operating budgets have been significantly decreased. It is the recommendation of the Administrative Budget Team that all County department budgets should have no further reduction to the operating budgets which are reasonable and within the County's guidelines with the exception of the three Constitutional Officers and the Prosecutor's Office, which should provide a line by line request of what is requested to be purchased with taxpayer dollars.

Mrs. Yard reported the Administrative Budget Team will continue to analyze and come up with other scenarios for the Board's consideration. Capital Budgets are trickling into Finance.

Director Holt recommended meeting dates be set up for budget sessions and recommended November 29, 2011 as the first special meeting date, as it is the 5th Tuesday in November. The Board agreed.

Mrs. Yard thanked the Administrative Budget Team and appreciates the hard work that goes into this budget process.

Resolutions

Mr. Walton moved and Mr. Melick seconded this:

See Page 11/15/11-4A **RESOLUTION**

RESOLVED, Requesting the Division of Local Government Services to insert an item of Revenue in the Budget for the Hunterdon County Area Plan Grant, in the amount of \$256,995.

See Page 11/15/11-4B **RESOLUTION**

RESOLVED, Requesting the Division of Local Government Services to insert an item of Revenue in the Budget for the Homeland Security Grant Program, in the amount of \$65,000.

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

PURCHASING

Mr. Walton moved and Mr. Melick seconded this:

See Page 11/15/11-4C **RESOLUTION**

RESOLVED, Approving Requisition #PROS.92756, through County Quote #0068-2011, with Porter Lee Corporation, for an evidence management system, for the Prosecutor's Office, in the amount of \$16,218.50. (Buffer Zone Protection Plan Grant).

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

Mr. Walton moved and Mr. Melick seconded this:

See Page 11/15/11-4D **RESOLUTION**

RESOLVED, Approving Requisition #Sheriff.1450, through State Contract #A-53804, with Motorola, for radios for the Sheriff's Office, in the amount of \$15,823.80. (COPS Grant)

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

Mr. Walton moved and Mr. Mennen seconded this:

See Page 11/15/11-4E **RESOLUTION**

RESOLVED, Authorizing the award of a contract renewal for County Bid #2010-25, for maintenance, service and supplies for County Copier Equipment, to Ditto Copy Systems, Inc., in an amount not to exceed \$30,580.07.

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

Mr. Walton moved and Mr. Mennen seconded this:

See Page 11/15/11-4F **RESOLUTION**

RESOLVED, Approving County Competitive Contract #2011-23, for Golf Course Operations and Management Service for Heron Glen Golf Course, with Kemper Sports Management, for a five year period, in an amount not to exceed \$382,143.

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

Mr. Walton moved and Mr. Melick seconded this:

See Page 11/15/11-4G **RESOLUTION**

RESOLVED, Approving an Emergency Contract, County Quote #0073-2011, for the Reconstruction of County Bridge HA-14, on Sweet Hollow Road, in Alexandria and Holland Townships, to Kalogridis Contracting, LLC., in an amount not to exceed \$217,235.40.

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

ROADS and BRIDGES Update

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

- The milling and resurfacing of County Routes 519, Route 12 to 513 should begin the first week of December 2011.
- The County Route 519/650 project is basically completed by the contractor. The guide rail is complete. The County will be taking care of any punch list items after an adjustment with the bonding company.
- The patching and resurfacing of County Route 517 will be completed by Friday if the weather holds off or Monday, November 21, 2011. The contractor will then start resurfacing the 523 section.
- A meeting was held in Ringoes with East Amwell to work out the details with the developer on the corner of County Route 602 and 179. The County will be advancing the final plans to East Amwell Township for their review and approval. This is a joint project between the Township and the County with the sidewalks and resurfacing.
- Field work is 90% complete on County Route 609, Bridge E-142-M, in East Amwell Township. The boxes have been set which were destroyed by Hurricane Irene. They were set on Friday and the footings for the headwalls have been poured. The bridge is expected to be open by Christmas.
- The County is asking that local bridge grant money be used for County Bridge T-36-S for its reconstruction in Tewksbury Township.
- Bridge Painting is down to the bridge in Clinton Township. The project is 85% complete and final touch up work has to be done, then the bridge painting project will be done.
- The box culvert for A-31 on Salem Road in Alexandria Township will be delivered December 05, 2011. The weather will determine when the project starts.
- All the documents for County Bridge E-174 have been forwarded to the Department of Environmental Protection (DEP) for the modified DEP permit. Once that it received the right of way documentation will be completed.
- A meeting was held with Delaware Township last Wednesday, November 09, 2011, on the rehabilitation of the truss for County Bridge D-300. Mr. Glynn feels the outstanding issues will be resolved.
- Storm Recovery Update:
 - Q-86 on Clinton Road is completed.
 - A contract is in place for HA-14 which will start on Monday.
 - Next week work will be done to C-81 on Allerton Road.
 - The north abutment on U-14 on Main Street in Union Township has been completed and excavation will start for the south abutment.
 - Field work has been completed for S-6 on Mine Road in High Bridge.
 - County Route 519 roadway has been stabilized.
 - County Route 523 in Stockton Borough has been reactivated. A meeting will be set up with Stockton Borough Officials to discuss a mitigation projection for the drainage issue in the Borough.
 - The County has not heard back from the FHWA (Federal Highway Administration) on the field reconnaissance of the County's storm drainage.

Vehicle Replacements

Mrs. Yard and Mr. Glynn explained the County's Fleet Management Committee is charged with not only looking at each and every request for new vehicles and/or replacement vehicles at budget time; but as the Fleet Management Committee began its effort six years ago (2005) they also discussed how many vehicles should be assigned to each department. There are two departments that have lived within the assignment of vehicles. These two departments have listened to and adhered to the number of vehicles they are supposed to have. Mrs. Yard stated it is a fact that vehicles wear out.

Mr. Glynn reported there are three vehicles and two are within the Sheriff's Office, one is a Ford Expedition which has 98,000 miles on it and the frame and structural mounting of the seat to the frame is in bad shape. Mr. Glynn feels it must have been a bad year for steel because the Parks and Recreation Department's Expedition was replaced a few years ago. Mr. Glynn advised the vehicle is in bad shape and it is dangerous and his department has grounded the vehicle and can't be used. Mr. Glynn reported the Crown Victoria, Car #6, is on its second transmission which has 130,000 miles on it. Mr. Glynn does not feel it is worth investing in another transmission. The third vehicle is a Park Ranger Vehicle, a Ford Explorer, which is in need of replacement. This vehicle has been down to the dealership three times and it has \$125,000 miles on it. Mr. Glynn stated this is the minimum for vehicle replacement before it comes to the perfect storm.

Mrs. Yard informed the Board that the County has old, funded ordinances assigned for these specific departments that are fully funded. These vehicles are not being asked for to increase a fleet; these are vehicles that have been identified by the Fleet Management Committee for replacement. Mrs. Yard advised the Fleet Management Committee stands by this recommendation. Vehicles should be purchased very prudently and they should be assigned very prudently but the fact is vehicles wear out.

Mr. Glynn stated the replacement vehicle will be a Ford Explorer and they are under state contract in the range of \$24,000 each. In order for the Sheriff's Office to continue their function, these vehicles need to be replaced.

Mrs. Yard explained the deadline on the state contract to purchase vehicles is November 18, 2011. The Fleet Management Committee is asking the Board to replace these vehicles.

Mrs. Yard advised in the coming year, the Fleet Management Committee will be moving vehicles around in different departments and general use vehicles.

Mr. Mennen confirmed with Sheriff Brown that he has one less undersheriff position, and asked if there is the same demand for vehicle usage.

Sheriff Brown explained the two vehicles in question will be used strictly for prisoner transport and the patrol part of the Sheriff's Office. Currently he has a 2004 marked unit that has 136,000 miles on it; a second unmarked vehicle used for prisoner transport has 125,000 miles on it. Tomorrow his office has two prisoner pickups, which his office has no control over; one is in upstate New York and the other is in western Pennsylvania. Sheriff Brown feels taking prisoners in some of these vehicles could be a liability for the County.

Mr. Mennen asked about the pool vehicles that often sit unused in the Route 12 County parking lot. Aren't there a number of those that are SUV type vehicles that are either assigned to the Health Department or other departments which are not being used.

Mr. Glynn advised that this year he has taken two of those vehicles and assigned them to his construction inspectors.

Mr. Mennen confirmed with Mr. Glynn that the County has taken all vehicles that it can.

Mrs. Yard informed the Board that some of those vehicles will be reassigned because of the 1212 budget because there is no longer a need for 10 or 12 vehicles in that fleet.

Mrs. Yard reported Sheriff Brown did get a smart car donated to the County from Johanna Farms. Sheriff Brown has taken the decision of who gets what vehicles and how many cars are needed seriously. Mrs. Yard stated Sheriff Brown has lived up to the expectations of the Board and the County.

Mrs. Yard reported that growth has been controlled in the Department of Parks and Recreation. The County's Park Rangers have four or five vehicles and they are not all on duty at once because they have to cover two different shifts.

Mrs. Yard advised the process put in place by the Freeholder Board was to have the Fleet Management Committee screen any recommendations and to then make a recommendation to the Board.

Mr. Walton confirmed with Mr. Glynn that it is his recommendation to replace three Ford Explorers.

Mr. Walton asked if there are other vehicles which are less expensive that are equivalent or alternatives.

John Davenport, County Purchasing Agent, advised the pricing structure incentives provided by Ford for Fleet Purchases, is a great deal and he would not be able to match the \$24,000 if the County were to put this out to bid. If the County were to look at an alternative type vehicle, such as an Impala or Dodge Charger would be close to the \$24,000 price and they don't give as much vehicle. These are not police pursuit package vehicles; these are standard four wheel drive vehicles.

Mrs. Yard stated the County's prudence and the Freeholders' prudence as a Board, has enabled the County to say there is money left in ordinances to fund these vehicles.

Director Holt stated the Fleet Management Committee over the years has worked to get the number of vehicles down in the County. During that time frame the County has not replaced vehicles and the entire fleet is aging. Last year, during budget sessions Mr. Glynn requested one dump truck and Director Holt pushed that number to two because the County had not purchased dump trucks in a number of years and even if the live of the trucks were extended to ten or twelve years, these dump trucks should be replaced in threes, each year. At some point vehicles age and can't be used. There is money in an old ordinance and the County has a committee which as looked at this, reviewed it, and is recommending replacing three vehicles. Director Holt suggested the Freeholder Board take the suggestions of the Fleet Management Committee to replace them and move forward.

Mr. Mennen doesn't disagree with the Fleet Management Committee's recommendation but his problem is that the Freeholders have been talking about taking home vehicles for months. How can the County talk about purchasing new vehicles, and this has nothing to do with the Sheriff, but rather getting a handle on the Prosecutor's vehicles and the number of vehicles being taken home. This Board has been talking about and drafting a new vehicle use policy which is supposed to be adopted at the Reorganization meeting. Mr. Mennen suggested in an effort to stave off any confusion, or any issues, is that he would like this Board to authorize the County Administrator and Legal Counsel to contact the Attorney General's Office for guidance and review of this new policy which the County hopes to implement at reorganization concerning the use of vehicles.

Mr. Mennen doesn't feel he can, in good conscience, talk about buying more law enforcement vehicles or any other vehicles to add to the County inventory when the County is looking at vehicle usage and it may result, in the very near term, in vehicles sitting idle that could be used to fulfill this request.

Vehicle Policy

Mr. Mennen moved and Mr. Melick seconded a motion authorizing the County Administrator in conjunction with the County's Attorney, Shana Taylor, to contact the Attorney General's Office to seek guidance and review of the new County Vehicle Use Policy, which the Freeholder Board has been talking about and intends to introduce at the Freeholders' Reorganization meeting in January 2012. Mr. Mennen stated his goal is to be proactive.

Director Holt added that on the pro side of taking this course of action is that it may provide some mediation in some sense. As the County examines any area, he wants to make sure that the legal fees do not outweigh what the County is trying to save.

Director Holt stated the Attorney General may be good in the review process of this proposed policy prior to its adoption.

Mr. Walton recommended the County Prosecutor be invited to join in this discussion.

Mr. Mennen questioned what that would be done since this is limited to a review of County vehicle use in total.

Director Holt recommended informing the Prosecutor of the Board's action.

Mr. Mennen doesn't feel the County should expend time to hold a meeting, this is simply correspondence with the framework and outlines of the policy proposed.

After further discussion, the Board agreed that the Prosecutor should be copied on the letter to the Attorney General.

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

Mrs. Yard again asked the Board about replacement vehicles for the Sheriff's Office and Parks and Recreation. Even if these vehicles do not go home, these people have to come to work and get into a car to perform their duties. These people are designated as needing vehicles while in the workplace so the County is going to have to provide them.

Mrs. Yard confirmed with Sheriff Brown that the two vehicles in his office for requested for replacement do not go home. The same with Parks and Recreation, the vehicle does not go home, the person commutes to work and gets into a County vehicle to do their job.

Mrs. Yard does not feel the Board can put the replacement of these three vehicles into the same category as the 22 vehicles which have been discussed for many years.

Mrs. Yard is aware how passionate the Board is concerning vehicles and how important it is to solve this matter for the taxpayers as well as the County's budget.

Mrs. Yard again stated these vehicles are used during working hours and there are vehicles needed to conduct County business.

Mr. Mennen understands and accepts what Mrs. Yard is saying but if that as a function of law or is that as a function of standard historical operating procedures.

Mrs. Yard stated through the year the Board has operationally agreed and put money in capital funds to provide vehicles for the Prosecutor's Office. Their fleet size is around 40 or 50 vehicles.

Mr. Glynn informed the Board that the Prosecutor's Fleet has been cut but he isn't sure of the exact number.

Mrs. Yard stated the Board has authorized the Prosecutor's Office to have, by virtue of the fact that their budget has been approved, to have vehicles.

Mr. Yard agreed with Mr. Mennen that the County should ask the Attorney General if every detective needs their own personal vehicle.

Mr. Melick agreed with everything the Fleet Committee has said and he knew this day would come but the County has a lot of vehicles and he would like to see the status of those vehicles and how they could be re-shifted to departments that need them the most. The vehicles should be reprioritized. Mr. Melick would like to see the condition and mileage of the vehicles that the County owns.

Mrs. Yard stated the Fleet Management Committee has been charged to move vehicles around and look at the condition and mileage of the vehicles. She stated that is done on a general basis.

Director Holt advised the Fleet Management Committee is capable of looking at the condition and mileage of vehicles. The County put this Fleet Management Committee over four years ago and they have done exactly what this Board has directed. There has been a reduction in the number of County vehicles and very few vehicles have been purchased in the past four years. Director Holt continues to support the through process of the Finance Director to set aside an ordinance to cover the cost of a vehicle if the need arises. The day is going to come when the County is going to have capital needs which have to be filled.

Director Holt moved and Mr. Walton seconded a motion to approve the request to purchase two replacement vehicles for the Sheriff's Office and one replacement vehicle for the Parks and Recreation Department, at the recommendation of the County's Fleet Management Committee.

Mrs. Yard confirmed for Mr. Walton that during the budget's capital hearings, the Fleet Management Committee will have gathered information on the age, mileage and condition of each vehicle and then be able to make recommendations to the Board during those capital hearings.

Mr. Walton confirmed these three replacement vehicles are needed to perform mandatory tasks, such as transporting prisoners and keeping watch and such of parks.

Mr. Mennen explained that he is not attempting to impugn the work of the Fleet Management Committee; what he is trying to say is that this committee has worked with its hands tied. It's hands have been tied because a certain number of vehicles within the County inventory have been hands-off and the County hasn't been able to consider them. Mr. Mennen said the Freeholders are in the process and are about to bring to a conclusion the process of taking a look specifically at all the vehicles which include everything in the inventory. Mr. Mennen stated this is unfortunate timing in terms of this respect because when we talk about specialty vehicles, the Prosecutor's vehicles have been mentioned. The specialty usage discussed is in the parking during the day and they sit there. If the Board is going to seek input from the Attorney General as to the viability or the acceptability of the changes the County hopes to make, which would free up the use of vehicles, he sees them immediately slotted over to fill this request. Everything has to be considered before these decisions are made.

Mrs. Yard stated she does not know if the Prosecutor has the vehicles being asked for such as for prisoner export vehicles or explorers.

Sheriff Brown explained the issue is that a cage is needed in the vehicle when doing prisoner transports. He believes he has done everything the Freeholder Board has asked him to do and if the Freeholders are going to say no on these vehicles, he then needs direction on how he is supposed to pick up prisoners. The vehicles in his office are used during the day to transport prisoners or serve papers, they do not go home.

Mr. Melick said he agrees with what the Fleet Management Committee says and what Sheriff Brown is saying, but stated when he leaves here after Freeholder Meetings, he exits by the Justice Center and he rides by a row of vehicles owned by the County of Hunterdon. The abuse of the vehicles bothers him deeply.

Mrs. Yard said the County is following the process and the Fleet Management Committee was asked to look at these requests and make recommendations. The Freeholder Board needs to vote the way it needs to.

Mr. Mennen asked how long it would take it get a vehicles with a cage in fleet, and in service.

Mr. Davenport said the vehicles have to be ordered, so it could take 90 to 120 days.

Sheriff Brown stated there is one vehicle which is available at Winner Ford.

Mr. Davenport explained that vehicle is no under state contract.

**ROLL CALL: (AYES) MR. HOLT, MR. WALTON.
(NAYS) MR. MELICK, MR. MENNEN.
(ABSENT) MR. SWORN.**

Sheriff Brown asked the Board how he is supposed to transport prisoners. Is he to continue using the vehicles he has until one breaks down or has an accident. The cars being used to transport prisoners are in very poor condition.

Mrs. Yard and Mr. Glynn left to discuss this matter further with Sheriff Brown.

CONSENT AGENDA

Director Holt 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. Walton moved and Mr. Mennen seconded a motion to approve the Claims Register dated November 15, 2011.

See Page 11/15/11-8A

CLAIMS REGISTER

**ROLL CALL: (AYES) MR. WALTON, MR. MENNEN, MR. MELICK, MR. HOLT.
(ABSENT) MR. SWORN.**

Mr. Walton moved and Mr. Mennen seconded a motion to approve the regular session minutes of November 01, 2011.

**ROLL CALL: (AYES) MR. WALTON, MR. MENNEN, MR. MELICK, MR. HOLT.
(ABSENT) MR. SWORN.**

Mr. Walton moved and Mr. Mennen seconded these:

See Page 11/15/11-9A

RESOLUTION

RESOLVED, Carol Petrocci appointed provisional, full time Family Service Worker in the Division of Social Services of the Human Services Department.

See Page 11/15/11-9B

RESOLUTION

RESOLVED, Authorizing the County Purchasing Agent to solicit bids for County Bid #2011-30, for Third Party Electric Supplier, for the County buildings.

See Page 11/15/11-9C

RESOLUTION

RESOLVED, Approving a modification to the Provider Service Agreement with Daytop Village of New Jersey, for intensive outpatient substance abuse services to County residents, moving the services from the Route 12 County Complex, to the Route 31 County Complex, lower level of Gauntt Place.

See Page 11/15/11-9D

RESOLUTION

RESOLVED, Approving a modification to the County Competitive Contract #2010-20, for physician, nursing and psychiatric services for the Hunterdon County Adult Correctional Facility, approving the name change of the provider to Corizon Health of New Jersey, LLC.

See Page 11/15/11-9E

RESOLUTION

RESOLVED, Approving a Cooperative Pricing Agreement with the Middlesex Regional Educational Services Commission, while the County continues pursuing a third party energy provider for electric use.

See Page 11/15/11-9F

RESOLUTION

RESOLVED, Approving a subordination of mortgage, for Talita Moraes.

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

CORRESPONDENCE

An email was received from Michael Skoczek, of the Center for Educational Advancement, requesting permission to place Port-a-Johns at the Main Street County Complex parking area to be used during the annual Thanksgiving Day Turkey Trot to be picked up on Friday, November 25, 2011. Mr. Walton moved and Mr. Mennen seconded a motion granting permission, provided this event is coordinated through the County's Buildings and Maintenance Department.

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

A letter was received from Union Township, requesting concurrence with regard to the Hoffman Farm property/park for the salvage and demolition of six of the seven buildings on the property. One building will remain which is a newer multi-vehicle garage.

Mr. Melick confirmed that the Township of Union will be paying for the demolition of the buildings, not the County.

Mr. Mennen said in the letter from Mayor Bischoff, he talks about after the seven buildings have been accounted for the Township is going to ask for a modified agreement, returning maintenance on a two acre parcel of the park to the County. Mr. Mennen stated this predates him but he understands there was a ring around all the buildings because it was set forth that the maintenance of the buildings was the purview of the municipality and therefore the ring of land around those buildings was specifically exempted. Union Township is going to keep one or two buildings and Mr. Mennen asked if those one or two buildings will still be within that two acre parcel or not. If those one or two buildings are within that two acre parcel that would represent a departure from the previous arrangement.

Mr. Mennen stated he has no problem with the demolition of the buildings.

Director Holt advised Union Township has not asked for a modified agreement but the Township is simply informing the County that they may be submitting one to the County.

Mr. Mennen confirmed the County will have no continuing maintenance obligations as to the buildings remaining on the tract. Mr. Mennen questioned if the buildings they wish to keep is consistent with the original agreement.

Mr. Glynn confirmed for Mr. Mennen that the buildings to be kept (garage buildings) are in the same general area of those two acres but they can be used for the maintenance of the park. He confirmed for Mr. Melick that Union will be responsible for the maintenance of the buildings.

Mr. Mennen clarified the motion stating the County consents to the demolition of the buildings but takes no position at this time as to the future, or building or maintenance of the parcel as a County maintenance obligation.

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

Correspondence was received Raritan Township, supporting a request by the Raritan Township Municipal Utilities Authority's for a Green Acres Diversion on part of Block 74, Lot 2, and to remove the development restrictions and allow the creation of a solar project.

Mrs. Yard advised Sue Dziamara, County Planning Director was asked to weigh in on this matter because this parcel was an 80/20 split, so the County has 80% and the Township has 20%. Mrs. Dziamara's opinion is that Raritan Township should include the County on what their substitute properties will be.

Mrs. Dziamara stated the Board should know what the size of the diversion area is; what is Raritan Township's proposal to swap for that parcel of land; where is Raritan Township going to place it and what site analysis has the Township done. She explained the area is predominantly farm, it is a leased farm area but there are some areas such as where the old farmstead is, it is scrub but it could be taken down and used. The County is not aware of what Raritan Township has done.

Mrs. Dziamara feels the Freeholder Board should first decide if it supports the diversion process and if the Board supports it, then a contact person should be appointed to work with the RTMUA (Raritan Township Municipal Utilities Authority) and Raritan Township, to represent the County as the diversion application moves forward. The RTMUA cannot make application for the diversion, as they are not a property owner, the County or the Township must make application and if it is the Township they should be moving in step with the County.

Mrs. Yard the first letter the Township wrote, the County told them to pursue this but stated the County would not be paying any of the soft costs, such as legal fees or administrative costs.

Mrs. Yard said since the County has 80% of the property, the County is then a principal party and should be communicated with as far as Raritan Township's intentions.

Mrs. Yard questioned if the County should have use of this solar project if it chooses.

Mrs. Dziamara stated that is another consideration with the County wanting to know what lands they are wanting to swap.

Mr. Walton said this letter from the Township is only asking for permission to look at other properties that they could purchase to do the diversion.

Mr. Walton moved and Mr. Mennen seconded a motion authorizing Raritan Township to keep the County abreast of their progress and any potential property they wish to acquire and that Kevin Richardson, Open Space Trust Fund Coordinator, be appointed to represent the County as the point person.

Mrs. Dziamara advised the County needs to be involved in the process with the Township, not brought in at the end of the process and told what is being done. Her office hasn't been notified of this intended project.

Director Holt said prior to any action by this Board, the County needs to communicate back to Raritan Township of what the County's expectations are for the project.

Mr. Mennen confirmed the County is generally supportive of the project.

Mr. Walton amended his motion and Mr. Mennen seconded the motion to read that the County is generally supportive of the project and approves Township of Raritan's request to pursue and find properties that can be used for a diversion contingent upon the Township's keeping Mr. Richardson appraised and involved in their search of these properties. The Township must also communicate with the County on the details of the project. Mrs. Yard was directed to communicate with the Township to convey the Board's decision.

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

Information was received from Watson, Stevens, Rutter & Roy, LLP, providing the County with a complete chronology of contacts made to the County and the Townships of Clinton, Franklin and Union, concerning the proposed Northeast Supply Link Program, for the Transcontinental Gas Pipe Line Company, LLC. Also, suggesting the County and Franklin Township schedule a joint scoping hearing instead of separate hearings.

After a brief discussion, the Board reiterated its thoughts as was presented to Watson, Stevens, Rutter & Roy, LLP, when they appeared before the Board on October 04, 2011, that the scoping hearing for the County's property should be held after hearings have been held with the Townships of Clinton, Franklin and Union, concerning the proposed Northeast Supply Link Program, for the Transcontinental Gas Pipe Line Company, LLC. The Board directed Mrs. Yard to convey the Board decision to Watson, Stevens, Rutter & Roy, LLP.

COUNTY Update

Paris Grant

Cynthia J. Yard, County Administrator and Bob Thurgarland, Director of Central Printing, Mail and Information Technology came before the Board concerning the Paris Grant.

Mrs. Yard explained to the Board that Mr. Thurgarland expressed concern about the Paris Grant this past summer as they were reviewing the progress on the Warehouse/Records Retention Center. Mr. Thurgarland is the Paris grant administrator. Two years ago a public law was passed that a certain dollar amount, not to exceed 40% of the fees which were increased in the Constitutional Officers work areas were to be set aside for Paris Grant awards. This was dedicated money which Counties could apply for these competitive grants. This funding was for the records retention, improvements, managements, storage, archives, shared services with municipalities and much more.

Mrs. Yard advised the County of Hunterdon through the help of Mr. Thurgarland has aggressively been awarded \$4.9 million in Paris Grant funds over the last five years (4 grant periods). When these fees in the Constitutional Officers work areas were increased the Constitutional Officers each received a large raise in salary and it was with the understanding that this Paris Grant money would be awarded to each County, if they applied, and Hunterdon County has benefited a great deal from these grant funds.

Mrs. Yard reported that Mr. Thurgarland brought to her attention that it has been two years since awards have been made through the Paris Grant.

Mr. Thurgarland informed the Board that in 2008, then Governor Jon Corzine diverted \$10 million out of the dedicated for the 2008 program funding and in 2009, notification was received that Governor Chris Christie's proposed budget for fiscal year 2011, which is the 2010 grant cycle contains no budget language appropriating funds for Paris Grants. At this time, it is anticipated there will be no grant funds offered in 2011 and the letter went on to say: "that the Governor values the Paris Grant program and hopes to reinstate the Paris Grants in fiscal year 2012, however, no guarantees could be made." Mr. Thurgarland stated that was a quote from the Grant Administrator of the State.

Mrs. Yard said the content of the resolution being considered this evening regarding the Paris Grant talks about the fact that the law has never been repealed; the Constitutional Officers continue to receive a very nice salary increase but the other earmarked money from the increase in the raising of these fees has stopped the grant award to the counties for the past two years.

Mrs. Yard stated Mr. Thurgarland tried to research this further, as when the grant first started there was established an office with people, and they had all kinds of money and programs. Now when someone calls that office, an answering machine picks up.

Mrs. Yard advised Mr. Thurgarland has questioned the state office about the budget for the Paris program and where the funding was.

Mr. Thurgarland reported he has inquired as to how much money has been paid out since the Paris Grant program began and he wanted to find out the balance of the funds in the New Jersey Preservation Fund account. The Paris Grant DARM (Division of Archives and Records Management) Office provided him with information stating that since 2005, \$93 million dollar has been paid out to Counties. They were unable to provide the balance in the preservation trust account. Mr. Thurgarland was then transferred to the State Treasury Department who stated the revenue and accounting bureau is unable to provide the information requested and stated that Mr. Thurgarland's email request to the Division of Revenue Chief of Staff. It also said that they believe this to be an OPRA (Open Public Records Act) request.

Mrs. Yard is requesting the Board either support the repeal of the law for the Paris Grant or give the counties the money since increased fees are still being collected from the citizens that use the Offices of the Surrogate, County Clerk and Sheriff. Those Constitutional Officers are still getting salary increased and the citizens are still paying an increased fee for services.

Mr. Mennen recommended undoing the law and bringing the fees back to where they were before this was put in place.

Mr. Thurgarland advised he did try to do research in the public areas to see what was on the Treasury website and found two published documents. These documents would have to be verified by finance and confirmed but the summary of revenues publication from the State Treasury's website records in the New Jersey Public Records Preservation Account for Fiscal Year 2010 that revenues were \$18.3 million; an estimated \$30.7 in fiscal year 2011 and again \$30.7 million in 2012. That is \$61 million estimated which was listed in the publication. While Mr. Thurgarland can't verify those figures but that was the State's estimate. Subsequently, from the Governor's Revenue Certification anticipated resources for fiscal year 2011 and 2012 general fund, published in the New Jersey Preservation Account listing revenues of \$32 million. The monies are there and Hunterdon County has done wonderful things with the Paris Grant funding and the last project for Hunterdon was the continuation/expansion of the Warehouse/Records Retention Center for shared services with municipalities and Hunterdon has requested \$1.4 million which would have covered the entire completion and outfitting of that facility. The state wanted to award Hunterdon the full amount but because of the shortfall in the funding Hunterdon was short \$300,000.

Mrs. Yard added that to Mr. Thurgarland's credit, this was the flagship for shared services. Hunterdon County has entered into agreements with its municipalities and they leveraged their own eligible funds. This epitomized a shared service. This resolution to be considered asks the Board to urge the state to restore this Paris Grant funding.

Mr. Walton moved and Mr. Melick seconded this:

See Page 11/15/11-12A

RESOLUTION

RESOLVED, Urging the State of New Jersey to reinstate the Paris Grant program.

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

Mrs. Yard applauded Mr. Thurgarland for bringing this matter to her attention.

Mr. Walton advised there is also money being taken through telephones bills, listed as a 911 tax, and that money is supposed to go to 911 Call Centers and not one red cent has been given to the 911 Call Center in at least two years.

Mrs. Yard stated she would applaud George Wagner, Director, Public Safety if he also brings this to the Board's attention.

FREEHOLDERS COMMENTS/REPORTS

Mr. Melick apologized for losing his temper during tonight's meeting.

Route 31/Glen Gardner/accident

Mr. Walton stated it has been 20 days since the accident in Glen Gardner which took the life of Kara Conroy and progress is being made with the North Jersey Transportation Planning Authority on finding a solution to that intersection. The County Department of Roads, Bridges and Engineering is also looking for solutions for the issues at that intersection. Both Hampton Borough and Glen Gardner Borough adopted resolutions calling for a traffic signal at the intersection of Route 31 and Main Street in Hampton and those resolutions will be forwarded to the State Department of Transportation.

Six County Coalition

Director Holt announced that the next Six County Coalition meeting will be held on December 07, 2011 at 5:30 p.m., at the Oldwick Fire Company. The topic will be economic development.

Mr. Melick and Mr. Mennen suggested that the Freeholder's pay for the use of the Banquet Hall at the Fire House, as well as for the food. Mr. Mennen will put a budget together for the Board.

November 29, 2011/Budget Session

The Hunterdon County Board of Chosen Freeholders discussed when to hold their budget sessions. After a brief discussion, the Board agreed the first meeting will be the 5th Tuesday, in November, on the 29th, starting at 9:00 a.m.

OPEN TO THE PUBLIC

Director Holt opened the meeting to the public.

Heron Glen Golf Course

Lois Stewart, Flemington Borough resident, asked if the County's golf course, Heron Glen is making money yet.

Mrs. Yard confirmed that operationally the Heron Glen golf course does make a profit. Mrs. Yard offered to get a copy of the most recent report on the golf course.

Mrs. Stewart stated there are more County residents that utilize the County Libraries than the golf course.

County Budget

Mrs. Stewart asked the Board how much of the County's budget comes under the 2% tax levy.

Mrs. Yard will get that information and provide it to Mrs. Stewart.

East Amwell Township

Frances Gavigan, East Amwell Township resident, thanked Mr. Wagner and the gentleman from Franklin Township who is on the CART (County Animal Resource Team) for coming down to East Amwell Township for the Agriculture Advisory Board meeting. They provided good and solid information. Also, thank you to Rowe Electric and the others for contributing their time and effort.

Solar Facilities

Ms. Gavigan asked if there is a master listing or map which is collecting information/locations of all the solar industrial facilities which are springing up. There are now facilities along each side of Everitts Road and these facilities seem to be following utilities because that is where the lowest transmission costs are. Mrs. Gavigan feels such a listing/map would be useful for the County's

global or countywide trending to have an understanding on where the developments are going. At East Amwell's Planning Board meeting there was discussion of a 73 or 84 acre plan across from Everitt's. With storm water and drainage issues, there are constraints which are on the Planning Board because of flooding which could occur downstream. The cumulative effect on roadways that flood are additive and it is not dissimilar on the grid infrastructure problems in East Amwell. Hunterdon County could become a cluster and the rumor is that the 30% taxpayer subsidy for solar energy facilities is not going to expire at the 2011 and will be extended another 12 months which could have a major impact once the substation is built in Tewksbury Township.

Director Holt advised he will share this information with Freeholders Sworen and Walton who are the liaisons to the County's Planning Board.

Public Comment/Response

Lou Reiner came before the Board to address a public comment.

Since this was not considered to be information for the Board's consideration, no notes were taken.

EXECUTIVE SESSION continued

The Hunterdon County Board of Chosen Freeholders returned to Executive Session at 7:50 p.m. and reconvened in Open Session at 8:08 p.m.

There being no further business to come before the Board, Director Holt adjourned the meeting at 8:08 p.m.

Respectfully submitted,

Denise B. Doolan
Clerk of the Board