

**SPECIAL MEETING**

**HUNTERDON COUNTY BOARD OF CHOSEN FREEHOLDERS**

71 Main Street, Freeholders' Meeting Room, 2<sup>nd</sup> Floor  
Flemington, New Jersey 08822  
**December 27, 2012**

The special meeting of the Hunterdon County Board of Chosen Freeholders convened in open session at 9:20 a.m. in accordance with the provisions of the Open Public Meetings Act.

**PRESENT: MR. WALTON, MR. HOLT, MR. MELICK, MR. SWOREN.**

**ABSENT: MR. MENNEN.**

**CONVENE**

Director Walton 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 faxed on or before November 05, 2012, to the Hunterdon County Democrat, The Express, Courier News, Trenton Times, and Star Ledger, newspapers designated to receive such notices and by filing a copy with the Hunterdon County Clerk."

**PLEDGE OF ALLEGIANCE**

**COUNTY CLERK**

Mary Melfi, County Clerk came before the Board requesting adoption of her five year plan, for January 01, 2012 through December 31, 2016. Under the law, it is required that County Clerk's place a plan with the Freeholders for approval for expenditures of the check off fees (Document Fees - \$2.00 per document). Ms. Melfi feels that her 5 year plan falls in line with the Board's requested 2020 vision plan for the County.

Ms. Melfi advised she is required to estimate an amount per year which she anticipates collecting. This year she anticipates making \$62,000; along with an anticipating a 2% increase over the next 5 years.

Ms. Melfi stated one of her goals is to make the land records available on the internet and that may take a considerable amount of money and requests for proposals would have to be put out for this project. Ms. Melfi explained she has not done this year because she has been waiting for her peers in other counties, who have been aggressive to iron out any problems and deal with the OPRA laws. Union County was one of the first to go online but their site was crashed.

Ms. Melfi advised that e-signing of documents so that banks can file electronically. That should be implemented the first quarter of 2013.

Ms. Melfi reported she has talked about one goal she would like to implement and she has talked with the County Administrator, Cynthia J. Yard about it; its working with the veterans and mapping out the grave markers with the Veterans groups. George Wagner, Public Safety Director has asked Ms. Melfi for sometime to get this done.

Ms. Melfi further informed the Board that she has been involved with the 2014 Tri-Centennial Committee, so if there is project that could have some value in the future, she would like to consider that.

Ms. Melfi stated her two key memberships are her IACRIOT (Nationwide) and COANJ (New Jersey based).

After a brief discussion, Mr. Sworen moved and Mr. Holt seconded this:

**See Page 12/27/12-1A**

**RESOLUTION**

**RESOLVED**, Approving a five year plan by the County Clerk, January 01, 2012 through December 31, 2016.

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

**EXECUTIVE SESSION**

Mr. Sworen moved and Mr. Holt seconded these:

**See Page 12/27/12-1B**

**RESOLUTION**

**RESOLVED**, Executive Session to discuss a personnel issue in the Office of County Counsel. (8)

**See Page 12/27/12-1C**

**RESOLUTION**

**RESOLVED**, Executive Session to discuss the Tax Administrator's position. (8)

See Page 12/27/12-2A

**RESOLUTION**

**RESOLVED**, Executive Session to discuss a personnel issue related to Hurricane Sandy. (8)

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

The Hunterdon County Board of Chosen Freeholders went into Executive Session at 9:30 a.m. and reconvened in Open Session at 9:50 a.m.

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

**CONSENT AGENDA**

Mr. Sworen moved and Mr. Melick seconded a motion to approve Claims in accordance with the Claims Register dated December 27, 2012.

See Page 12/27/12-2B

**CLAIMS REGISTER**

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

Mr. Sworen moved and Mr. Melick seconded these:

See Page 12/27/12-2C

**RESOLUTION**

**RESOLVED**, Stephen Betancourt appointed permanent, full time Laborer, Division of Roads and Bridges, Public Works Department.

See Page 12/27/12-2D

**RESOLUTION**

**RESOLVED**, Mark Thompson appointed permanent, full time Laborer, Division of Roads and Bridges, Public Works Department.

See Page 12/27/12-2E

**RESOLUTION**

**RESOLVED**, Jennifer Winberry appointed permanent, full time Supervising Librarian, Library Department.

See Page 12/27/12-2F

**RESOLUTION**

**RESOLVED**, Approving an easement over a portion of Block 23, Lot 21, in Tewksbury Township, from Elizabeth Wattles Wilkes, in connection with the reconstruction of County Bridge T-36-S, in the amount of \$1,625.

See Page 12/27/12-2G

**RESOLUTION**

**RESOLVED**, Approving the terms and conditions and the additional agreement reached with those covered under the FOP Lodge 186 (Hunterdon County Prosecutor's Investigative Officers, Sergeants and Lieutenants, for the period January 01, 2012 through December 14, 2014.

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

**PROCLAMATION**

Mr. Sworen moved and Mr. Melick seconded this:

See Page 12/27/12-2H

**PROCLAMATION**

**RESOLVED**, Recognizing Lisa Peterson for having served on the Local Advisory Committee on Alcoholism and Drug Abuse.

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

Mr. Holt returned to the meeting at 9:50 a.m.

**FINANCE**

Mr. Sworen moved and Mr. Holt seconded this:

See Page 12/27/12-2I

**RESOLUTION**

**RESOLVED**, Authorizing the transfer in certain Appropriation Accounts.

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

### **FREEHOLDERS COMMENTS**

Mr. Sworen stated for the record, he would like to thank the residents of Hunterdon County for the privilege and honor of serving them for the past six years. He thanked his colleagues on the Board of Freeholders for working with him to the benefit of the County.

Mr. Sworen thanked the Board for the event on December 18, 2012 recognizing him. He explained it meant a lot to him and his family.

Mr. Sworen thanked Mrs. Yard, Mrs. Doolan and the rest of the Administrative Staff for making the Freeholders' job easier by all the background work you do, gathering information, and such, so the Board can make informed decisions.

Mr. Sworen thanked all the employees of the County for everything they do to make this County a better place to live. He doesn't feel the employees get enough thanks for all they do.

Mr. Sworen stated this Board has been responsible for a lot of change over the past six years. This Board has done the responsible thing for the taxpayers but today as he leaves, this Board is at the most difficult point, because there are a number of departments that are a critical mass, such as Information Technology, as he sees it. There is no backup for most required tasks and this will seriously affect the entire County staff as they rely heavily on the services that Information Technology provides. Other departments that today are at critical mass are GIS, Parks and Recreation, and Planning Services. The job as Freeholders is to not only save the taxpayers money but to plan for and to guarantee a better future the residents and businesses. That future includes a better quality of life and Director Walton's 2020 Vision is a great start to that process.

Mr. Sworen asked the Board to make next year a success. He suggested using the ideals of the 4-H in making those decisions.

Mr. Sworen stated after 33 years he is leaving service even though he has not accomplished all that he had hoped but more than he ever expected. He hopes he had made a difference and he thanked everyone for allowing him to serve.

### **PUBLIC COMMENTS**

Director Walton opened the meeting to the public.

No one from the press or public wished to address the Board at this time.

There being no further business to come before the Board, Director Walton adjourned the meeting at 10:00 a.m.

Respectfully submitted,

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Denise B. Doolan  
Clerk of the Board

