

SPECIAL MEETING

HUNTERDON COUNTY BOARD OF CHOSEN FREEHOLDERS

Main Street County Complex, Second Floor

Flemington, New Jersey 08822

November 27, 2012

The special meeting of the Hunterdon County Board of Chosen Freeholders convened in open session at 9:30 a.m. in accordance with the provisions of the Open Public Meetings Act.

PRESENT: MR. WALTON, MR. MENNEN, MR. MELICK, MR. SWOREN

ABSENT: MR. HOLT (via phone).

Also Present: Cynthia J. Yard, County Administrator, Shana L. Taylor, Kim Browne, Freeholder Elect, John King, Rhonda Kelly, Deputy Clerk of the Board.

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 13, 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

EXECUTIVE SESSION

Mr. Melick moved and Mr. Sworen seconded these:

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RESOLUTION

RESOLVED, Executive Session to discuss a personnel matter related to the Tax Board Administrator position.

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

The Hunterdon County Board of Chosen Freeholders went into Executive Session at 9:35 p.m. and reconvened in Open Session at 9:50 a.m. Mr. Holt was included via phone at 9:37 a.m.

2013 CAPITAL BUDGET DISCUSSIONS

The 2013 Capital Budget request is \$30 million; the 2012 budget was approved for \$36 million, with an additional \$10 million for Road and Bridge projects. The record will reflect the 2013 budget includes more non-road projects than last year.

There are no 2013 requests for "Vision 2020", with a few exceptions, such as engineering concepts/designs. Mrs. Browne reaffirmed that "Vision" requests begin in 2014 and will continue up to 2020 (but will not be year-specific). The resolution offered by Director Walton (August 2012), guides that "Vision" requests will be reviewed/determined by the Board as to what is (not) included in "Vision 2020".

Mrs. Browne pointed out that the Board of Elections did not make any requests for 2013; however, the potential exists for talking about voting machines and scanners.

FURNITURE, FIXTURES, AND BUSINESS EQUIPMENT - \$185,000.00

• Central Printing and Mail:

- **\$45,000.00** for one production copier; the Board approved one of two in 2012. These copiers are utilized for shared services for municipal printing requests as well as County use.
- **\$10,000.00** for one mailing database address printer to help with shared services requests.
- **\$100,000.00** for various departmental copiers.
- **\$30,000.00** for eight fireproof cabinets for the Sheriff's Office. Sheriff Brown previously conveyed to Mrs. Browne that the cabinets were a verbal suggestion made during a recent inspection, to update/modernize the office and could be purchased over time and that he did not need the entire \$30,000.00 at this time. It was not a cited violation and was not included in the audit findings. The Sheriff's Trust Fund balance is \$41,000.

Mr. Thurgarland will present at the Budget meeting scheduled for December 11, 2012 to provide an explanation for these requests.

NOTE: Mrs. Browne will provide all the trust balances for the next budget meeting, scheduled for December 11, 2012.

- **Vehicles:**

- **\$42,000.00** for (1) replacement truck for Rutgers. The County's obligation to provide a vehicle for a non-County employee to perform Rutgers' duties (many counties do not) will be discussed at a future meeting. As Dr. Katz has not yet responded to Mrs. Yard, she will follow up.
- **\$90,000.00** for Roads and Bridges (3) replacement pickup trucks.
- **\$60,000.00** for Parks (2) replacement trucks
- **\$168,000.00** for Prosecutor (2) undercover vehicles; (3) SUVs; (1) outfit crime scene vehicle. The Freeholders should refer to the recently revised/adopted policy to determine decisions for this request. The Prosecutor is his own appointing authority; and for the record, the Prosecutor's requests have not been screened by Fleet Management Committee.

The specific brand of vehicles is to be removed from any requests.

Mrs. Browne will include in the budget books, the agreement between the Hunterdon County Freeholders and the Prosecutor.

Prosecutor Kearns will be scheduled for to attend a future budget discussion to provide an explanation for his department's vehicle requests.

- **Information Technology:**

The first (2) requests are continuation expenditure items from an ordinance that were approved in prior budgets; these requests will, however, require additional monies:

- **\$30,000.00** for upgrades/network router
- **\$103,000.00** for server consolidations (modernize)

There was discussion about the PARIS monies received from the municipalities that helped fund the new Records Retention Center; the municipalities want to utilize this storage facility. The County had anticipated additional PARIS funds (approximately \$200,000.00) to purchase shelving to complete the project, however PARIS funds are no longer available. Bob Thurgarland will discuss at the December 11, 2012 budget meeting. The Board anticipates being asked to purchase the shelving with an existing, unfunded ordinance so that the shelving can be installed prior to the passing of the budget in April or May.

- **\$121,000.00** for countywide replacements (approximately 91)
- **\$800.00** for (2) printers for Prosecutor's Office – one on the first and one on the second floors of the Justice Center.
- **\$1,600.00** for (1) color printer for Prosecutor's Office. The Board will have questions for the Prosecutor regarding the copier requests.

The Board was asked to leave their budget books behind after this meeting so the books can be re-organized and/or have pages added.

- **\$148,000.00** for Cops Civil Process System for Sheriff's Office; the current software program is obsolete; (designer passed away; nobody to repair it), there is no backup software to use.
- **\$7,000.00** for (1) printer for Engineering Department
- **\$20,000.00** for (1) OCE Plot Wave Printer for Engineering; the item is shared with GIS. It is necessary, as the current software is outdated and nothing can support it.

- **Open Space:**

A brief discussion occurred regarding Mr. Richardson's e-mailed list of projected direct Park acquisition projects (13), (estimated at \$987,150.00). The Board will discuss this in February or March and may be the County's 15 percent allocation per the adopted policy. Mrs. Yard will check on changes to the policy.

- **Parks – Facility Improvements:**

- **\$65,000.00** for pond area renovation/construction at Deer Path Park; requested last year.
- **\$50,000.00** for pond repairs at Echo Hill; requested last year.
- **\$100,000.00** weather protection shelter at Heron Glen -- Mr. Bell, Mr. Glynn, and Mr. Davenport are obtaining more specific information on this request.

- **\$50,000.00** for various dam repairs; requested last year. The urgency of this repair work will be further discussed with Mr. Glynn prioritizing actualized work at a future budget discussion meeting. There is not enough man power between Mr. Glynn and Mr. Bell.
- **\$150,000.00** for Phase II of Columbia/Lansdown Trail, resurfacing project: the Freeholders previously allocated \$100,000.00 for in-hour work to begin. Friends of the Trails program should be contacted as a possible resource.
- **Capital Improvement Program:**
 - **\$212,000.00** for Heron Glen Golf Course equipment – There is a source of funds/offset revenue issue. Mr. Glynn will discuss at a subsequent meeting.
 - **\$2,000,000.00** for Farmland acquisitions.
 - **\$20,050,000.00** for Road/Bridge/Culvert projects. Mr. Glynn will discuss at the December 11, 2012 meeting.
 - **\$100,000.00** for expansion of garage bay for the traffic striping truck; this project was placed in the 2012 Capital Plan, but can no longer be done in-house. Additional funds are needed to complete the project.
 - **\$225,000.00** to upgrade the fuel systems at the Lebanon and South County Garages per DEP regulations, as the current system is not compatible with new software. Mr. Glynn will provide information at a subsequent meeting.
 - **\$275,000.00** for improvements to the salt building and construction of a canopy, per DEP regulations that de-icing chemicals are to be stored in a weather-tight facility; this was requested last year but was taken out of the 2012's Capital. Mr. Glynn will be present at a future meeting to further discuss.
 - **\$793,000.00** for heavy equipment and trucks for various County departments. Mr. Glynn will be present at a future meeting to further discuss the replacement cycle of vehicles these vehicles.
 - **\$100,000.00** for insulation/duct work at the Justice Center and 71 Main Street. Mr. Bell has previously reported the insulation is falling down and is looking into possible warranties due to the faulty installation.
 - **\$300,000.00** for chillers (HVAC system) at the jail.
 - **\$48,000.00** to upgrade the building management systems to remotely control HVAC units at the North Branch Library, Justice Center, and the Senior Center. A brief discussion occurred whether to remove this request and/or tie-it in with the new HVAC system at Route 31; as well as the difficulties in regulating the temperature in several other County buildings. Mr. Bell will further discuss at a future meeting.
 - **\$200,000.00** to install underground water pipe for Route 12, Building #2. Mr. Glynn and Mr. Bell will discuss at the December 11 meeting.
 - **\$50,000.00** to replace parts for the cooling tower.

Bob Thurgarland, Director of Information Services, Frank Bell, Director of Land Use and Facilities Management, Carol Bodder, Director of Parks, and John Glynn, Director of Public Works will attend the December 11 meeting to further discuss their requests and provide additional information.

There being no further business to come before the Board, Director Walton adjourned the meeting at 10:55 a.m.

Respectfully submitted,

Rhonda Kelly
Deputy Clerk of the Board