

Special Budget Meeting

HUNTERDON COUNTY BOARD OF CHOSEN FREEHOLDERS

71 Main Street, Freeholder's Meeting Room, 2nd Floor
Flemington, New Jersey 08822

January 29, 2014

The regular meeting of the Hunterdon County Board of Chosen Freeholders convened at 8:30 a.m., in accordance with the provisions of the Open Public Meetings Act.

PRESENT: MR. HOLT, MR. KING, MS. LAGAY, MR. LANZA, MR. WALTON.

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 January 15, 2014, to the Hunterdon County Democrat, Star Ledger, Trenton Times, Courier News and the Express Times, newspapers designated to receive such notices and by filing a copy with the Hunterdon County Clerk."

PLEDGE OF ALLEGIANCE

CAPITAL BUDGET SESSIONS

Director Hold announced for those present that the budget has been divided into a series of different meetings and this meeting is specifically related to capital items. The five Freeholders here are essentially a liaison to a Department which is comprised of a series of Divisions and each Freeholder has been working directly with the Department Head and Division Heads to understand their capital budget items and the Department Heads will relate to the Freeholder Board what their capital request are.

Public Works Department, Tom Mathews Director

Mr. Mathews came before the Board to discuss items in his requested Capital Budget for 2014. He noted the only direction he was given was to keep it flat from last year, and he has done that. Spent in 2013 was \$15,395,000.00 and being requested for 2014 is the same amount, which includes:

- Bridge Shop Expansion: \$600,000.00
- Heavy Equipment: \$695,000.00
- Roads and Bridges Projects: \$14,100,000.00

Mr. Mathews projected a 2014 extensive breakdown of where the funds would be utilized. He also provided a list of future projects which will come up stating they are high priced items and money needs to be put away towards those projects so that future budgets are not hit all at once.

Mr. Mathews informed the Board there are several stated or federally funded projects. He explained the County would have to fund these projects and then the state or federal governments would reimburse the County towards those projects. Mr. Mathews briefly outlined what the projects are and what they entail to get them to completion.

Mr. Mathews advised that the Exit 15, County Route 513, Interstate 78 project is very large and it is fully refundable federal project; however, it is an extremely expensive project. There needs to be a meeting to discuss how to come up with the money for this project, if it is going to be a County project and the state is telling him, it will be a County project even though the County doesn't have a lot of jurisdiction.

Mr. King reported that at Mr. Mathews' request he contacted people at the state level who are with the New Jersey Department of Transportation who are responsible for the Exit 15 project. The state is letting Hunterdon aware of what its responsibilities are. This could end up being a \$15 million project which means Hunterdon will have to spend money on the front end and then get reimbursed from the state. This project could destroy the County's budget. Mr. King feels the County needs to put money aside in order to draw down on for the project.

Mr. Mathews informed the Board that the County has no vested interest in the project except for the fact that it is in Hunterdon County. The project was created by the cueing on Route 78 getting off of Exit 15. The lights at the Walmart Shopping Center are slaves to the light on Route 78. The priority for all those lights are all married together. The goal is to get people off of Route 78. Mr. Mathews added that the project is all federally funded.

Director Holt confirmed this is a state project. The issue isn't whether the project is necessary or not; at this point, the project is in Phase III because Phase II. The issue is this will cost a huge amount of money which will come out of the County's budget but the funding cycle is such, that even though this is a stated and federally funded project for the bulk of the work; it still channels through Hunterdon County before it is reimbursed. The County must do the work in order to get the funding reimbursed.

Director Holt explained for the Board that every federally funded project and many state projects where the County isn't the funding agent; the County still becomes the lead because of its direct connection on the local level. However, when the County is considering something that could end up being a \$15 million project, we need to consider if it will flow over two budget years or more and how the reimbursement will happen.

Director Holt confirmed with Mr. Mathews that the County will need to meet with the state and federal entities to determine a schedule for the project; determine what the actual impact to the County's budget might be based upon actual total project costs and reimbursement cycle.

Mr. Mathews expressed concern on what monetarily the effect is on his budget (Public Works); but also the scope of the project is larger than his personnel can handle.

Director Holt confirmed that Mr. Mathews is asking to put aside money for the project in terms of anticipation of future project costs based on funding cycle, scope of the project, personnel and who is paying and how much is being paid by the various parties.

Mr. Mathews is asking to put aside \$350,000 towards Exit 15. Currently the right of way process has been started for the state. He confirmed for Mr. King that the State will reimburse the County for these right-of-ways and that they will be obtained in the state's name. This is a common practice for a lot of projects.

Bridges

Mr. Mathews informed the Board that it is anticipated that C-32 on Payne Road will be built this year. RT-16 on Route 523 at the Hall's Mill Light, has been an eight to ten year project and money could be received from the TID (Transportation Improvement District) fund; however permits are needed for the project, as well as right-of-ways and it is still in the design phase. L-25-W and L-93-W are joint projects with Warren County; those bridges are currently under design and money should be put away for those projects also. He confirmed for Mr. Walton that the bridges with Warren County are both single lane bridges and there have been discussions with all municipalities involved on this project. Mr. Mathews stated a complete analysis has been done regarding these bridges and a letter was received yesterday from the Musconetcong River Keepers Scenic Historic group regarding L-93-W and they agree to the project, which is a two lane alternative, as it has no impact to the scenic river. He has also received letters from people objecting to the project.

Mr. Mathews advised FU-5 on County Route 513, at the bottom of the Kingtown Hill, is being worked on in-house for a design for its replacement.

Mr. Mathews explained that the County's bridges are inspected every two years and he receives a Priority Scour Report; it seems the biggest issue with the County's bridges is the scour (when the abutments which hold up a bridge are being undermined). With the frequency of storms the County has had recently and the amount of water, scour is one of Hunterdon's biggest problems. Every year the County receives \$1 million for local bridge needs. If a bridge is scour critical, that money can be used to fix it. Currently Hunterdon has between 12 to 18 bridges that area scour critical that he would like to use his 2014 Local Bridge Needs money for that. The cost estimate is around \$1 million to accomplish this but he would like to have \$1.2 million in order to consider if the project comes in higher. A consultant will have to be hired in order to get the DEP permits that are required to do the work. The bridge reports will advise the County what is recommended, how to fix it and provide a cost estimate of how it should be done. He will try to get one permit for the 12 to 18 bridges and schedule what will be done.

Vehicles and Equipment

Mr. Mathews stated in 2013 there was \$400,000 spent on vehicles and it has been recommended that would be a good number to stay with, so he is requesting \$400,000 for 2014. The Fleet Management Committee the \$400,000 last year and also emptied all old ordinances for vehicle replacement. The vehicle replacement funds are now dry.

Mr. Mathews informed the Board there is \$45,000 for the pool vehicles in case something happens to them 2014, such as someone hits a deer or a vehicle needs to be replaced that wasn't expected. In 2013, there was \$190,000 in pool vehicles.

Mr. Mathews feel the Fleet Management Committee is doing a good job in re-using vehicles. Once a vehicle needs to be replaced from a department but is still road worthy, it will be placed in the vehicle pool or they will be used to replace other vehicles in worse condition. The County's fleet (cars and light trucks) has been reduced in 2013 by 11%.

Mr. Mathews advised the Fleet Management Committee is recommended in 2014 that 2 Mason Dump Trucks be added and the rest are replacement vehicles.

Mr. Wagner reported that the Fleet Management Committee revisited, based on the recommendation of the Garage Supervisor, Bob Silva, of re-implementing a County car wash through a vendor at this time of the year because it can't be done in this weather with inmates. Mr. Silva has seen the cause and effect of road salt on the vehicles when they aren't going through the car wash. Mr. Wagner advised this has been implemented and it is incorporated in the operating budget.

Mr. Mathews continued by stating the County is spending more money in replacing parts on the undercarriage of vehicles, including break lines which are rusting out. The vendor car wash would only be for a 4 month period.

Director Holt confirmed with Mr. Mathews that the need for any vehicles will go through the County's Fleet Management Committee and any equipment on the list was anticipated to be replaced.

Bridge Shop

Mr. Mathews is looking for \$600,000 for an expansion to the Bridge Shop at the Route 12 County Complex. This is the same money's spent last year on three different expansions. Today there are one to two bays, and he is looking for a multi-bay expansion. Currently there welding trucks, which cost \$70,000 are sitting outside and this expansion would help preserve those vehicles. Mr. Mathews stated in the winter a bay would be used to build concrete slabs and box beams, so in the spring more work could be done in-house.

Mr. Mathew stated he could reduce that number by only doing a partial project of the engineering and architectural process for the expansion and then additional funding could be done in 2015, if the Board does not wish to spend the entire \$600,000 in 2014.

Director Holt stated once a figure is placed for a project in the budget, it remains in the capital budget in terms of applied to that project. The Board should be considering that Mr. Mathews came in with a flat budget which includes the complete funding for the recommended projects and in 60 days when the Freeholders are looking at what the budget more realistically looks like, then there is the option to pull a few hundred thousand dollars out if need be.

Mr. Walton asked how the garage bay expansions at the Lebanon, South County and Everittstown Garages are coming and if they are near completion.

Mr. Mathews reported some are completed and some are not. The Everittstown Garage has partially been completed; there is more work to be done on the sheeting on the salt bin. The Lebanon and South County Garages upgrades are in the process; that is part of the fuel system upgrades which are ongoing. There were technical issues in getting communications between the system and that has been contracted out and is moving forward.

Mr. Mathews informed the Board that he would like to see more of his equipment stored inside, in buildings as he has a bad storage problem.

Mr. Mathews confirmed for Mr. Wagner that there are theft issues, which is mostly little equipment and he is concerned about the shared service of fuel; there are a lot of people coming in for fuel during closed hours.

Mr. Walton suggested the use of cameras to assist in improving security and he would like this to be a priority.

Mr. Mathews advised his department did meet with a consultant who was going to do the cameras, that person came into the facility, looked around and we have not heard from him.

Director Holt directed Mr. Mathews to look into improving the security of the fuel islands at the County.

Mr. Mathews suggested starting at the Route 12 facility which is open and near the Library, dog park and the BMX track. There are a lot of people at the Route 12 Complex during off hours.

Mr. Mathews recommended the County's Facilities Committee place security, whether it be cameras or building access, as a topic for a meeting. Mr. Mathews discussed this with Frank Bell, of the Land Use and Facilities Management Department who suggested also including the Buildings and Maintenance facility since that facility is subpar as well.

Land Use and Facilities Management, Frank Bell, Director

Rutgers/4-H

Mr. Bell reported that for Rutgers/4-H, all vehicles will be approved through the Fleet Management Committee and any IT needs will be serviced through the County's Information Services Division.

Facilities- Buildings and Maintenance

Mr. Bell reported there is a request for radio communication equipment; all the trucks have the older low band radio systems in their vehicles and the issue is they are using their personal cell phones, which is why he is asking for an upgrade in that equipment. Mr. Bell confirmed for the Board that this request is not in the Communication's budget.

Mr. Wagner asked if it would be more effective to issue Buildings and Maintenance a County cell phone instead of radios. He volunteered to cost out what it could cost to issue County cell phones.

Jail Facility Renovations

Mr. Bell stated the only major capital project being discussed for Buildings and Maintenance would be jail renovations. Currently the jail is going through the process of updating their equipment; the control panel was just completed. The old 1980's switch technology has been removed and a new touch panel system has been installed so the doors open and close.

Mr. Bell confirmed for Director Holt that a meeting took place with the Correctional Administrator and Information Technology yesterday and they are working on a backup system.

Mr. Bell reported the jail is a 24/7 operation and the building was built in the early 1980's and the kitchen is in bad shape and needs to be renovated. The walk-in freezers and refrigerators are starting to fall apart; doors are corroding; and the floor needs to be replaced. These are items that need to be renovated, along with the HVAC. He is asking for \$3 million to hire the engineer, put the bid documents together, and construction either late this year or early 2015.

Mr. Bell informed the Board that an engineer has walked through the jail facility already, and all the items that need replacing or repair were listed. The RFP (Request for Proposal) is already drafted and ready to go to Purchasing when the Board gives its approval.

Mr. King confirmed with Mr. Bell that this \$3 million is over what was requested for in 2013 for capital for the jail.

Planning/Open Space

Mr. Bell reported on requests through the Open Space Trust Fund Tax. These requests include the Municipal Grant Applications and the Farmland Preservation Appraisals, which is the 30% number of the Open Space Tax collected, in the amount of \$2 million, which is allocated each year and \$1.6 million is for the Planning Incentive Grant (PIG) program and the \$400,000 goes towards farmland analysis and surveys. County acquisitions (standard 15%), would be \$957,000.

Mr. Bell confirmed the total for Farmland Preservation (30%) capital requests are close to \$1,900,000. and the Open Space capital requests (15%) total around \$957,000.

Director Holt stated those figures are still subject to the Board, who on an annual basis, deciding how it wants to allocate those funds. At this time, Mr. Bell has used the former model that existed to allocate those Open Space Tax dollars. Director Holt stated the Board will discuss at a later time what its priorities are for open space and farmland preservation, as it might change.

Parks and Recreation

Deer Path Park

Mr. Bell reported capital projects for Parks and Recreation include the fitness trail and backstop renovations for the softball area for Deer Path Park which are in need of repair and replacement. He asked to allocate \$150,000 this year for that purpose; this is the County's heaviest used park facility.

Columbia Trail

Mr. Bell asked for \$25,000 to be allocated for Columbia Trail for 2014 and the same for 2015, even though there has been a repair of this area, it tends to washout every so often from downhill water coming from the mountain. These funds would allow for the purchase of material/vendors, whatever is needed to repair the trail as need be.

Mr. King asked Mr. Bell to find out how much funding is left for this purpose from 2013 and how much in addition to that is being requested for 2014.

Mr. Bell advised funds have not been put in the budget for the Columbia Trail repairs, as this is a new item.

Echo Hill

Mr. Bell reported the playground structure at Echo Hill needs replacement. This structure is heavily used by children. This structure was built by employees of Parks, many years ago. Ed McCaffrey of Parks and Recreation is certified in playground equipment inspections and he inspects the County equipment. Mr. Bell is asking for \$90,000 for this purpose.

Teetertown Preservation/Mountain Farm

Mr. Bell is recommending an ADA Fishing Pier at Teetertown; quotes have been received and it would roughly cost \$18,000 for a Fishing Pier and an additional \$5,000 for concrete to fasten the pier to. This will allow people with barrier free issues to pull their vehicle to the dock, and go out to the pier to fish. Mr. Bell explained this is a live/active pond with fish.

Dam Inspections & Bridge Repairs

Mr. Bell is asking for \$80,000 to be allocated to hire an engineer to perform the Dam and Bridge inspections for the County for 2014. The County is required to do this every five years by law. Once the report is received the County will in 2015 decide how it will upgrade/repair those bridges and dams.

Heron Glen Bunker Renovations/Landscaping

Mr. Bell confirmed for Mr. King that the requested \$110,000 is for the second phase of the bunker renovations at Heron Glen. He is asking for landscaping funding in the amount of \$5,000; Course Marking Stakes for \$4,000 and SNAG Golf programs in the amount of \$3,000.

The Golf Course is in need of a new copier, with that figure being \$8,500, this has been vetted through Bob Thurgarland's Department.

Also, \$25,000 is needed for the visitor's service vehicle for the Parks Division and 3 Utility vehicles for the Rangers and the Gardeners.

Mr. Bell reported the groundskeeper at Heron Glen is looking for golf course equipment, in the amount of \$179,500 (various mowers).

PROJECTS

Director Holt asked Mr. Bell to outline the amount he is asking for projects.

Mr. Bell reported he is asking for roughly \$754,000 for Buildings and Grounds, including HVAC equipment, insulation, HVAC for Justice Center, HVAC for Route 31, replacement of boards at the Library and \$150,000 for the panel for the Jail Facility; totally \$754,000. Mr. Bell could look at doing this work in phases if the Board desires. Director Holt asked Mr. Bell to provide a breakdown of projects for the Board with estimates.

Jail – Revisited

Director Holt said he is thinking about the Jail project, at \$3 million in a single year versus breaking that into a series of project that can be done over a two or three year period, which maybe better for the budget. He is aware the kitchen needs to be done, as it is the original from the early 1980's but from his perspective the \$3 million should be broken down into a series of prioritized projects with dollar amounts, so the Board is able to make a decision which projects will be done in 2015 and what will be done in future years.

Mr. Walton stated there are a lot of things in the budget the Board can choose not to do but Hunterdon can't choose not to have a Jail and it has to meet certain standards because it is inspected by regulators. This has to be done right.

Central Printing/Mail/Information Services, Bob Thurgarland, Director Department Copier Requests

Mr. Thurgarland informed the Board that departmental requests for replacement copies in 2013 cost around \$67,000 and in 2014, he is looking for \$95,500. In 2013 repairs were \$19,000 and consumables (toner cartridges, infuser units) costs around \$28,749, bringing that amount to \$47,817 for the stand alone units. In previous years, he has been trying to reduce the stand alone units and replace them with multi-function copiers which can scan and fax. This request would take the remaining non-connected copiers out and bring everything up to a functional process throughout the County.

Director Holt confirmed with Mr. Thurgarland that if the Board wanted to keep that line item flat for 2014, it could that be done.

Technology Requests County Network

Mr. Thurgarland reported that the continuation of the County's network and server consolidation and DR/Backup and email communication is \$110,000 for 2014 and in 2013, the County spent \$133,000. This will take the County to where it needs to be and allow for smaller maintenance costs over the next three years.

Communications/911 Dispatch Upgrades

Mr. Thurgarland would like to do a complete refresh at Emergency Services; the equipment was purchased in 2008 but there were delays with the expansion of the facility, so the equipment wasn't installed until 2011. The dispatch equipment is out of warranty and since 2008, there has been an increase in what the dispatchers need to perform. He's looking at refreshing all the dispatch stations, convert to rack mounted units as space is a commodity at the server area, and this would cost \$125,000.

Route 12 Tower Lighting/Monitoring Upgrades

Mr. Thurgarland explained that at the Route 12 Complex lights are being replaced on the tower ever couple of years and he is recommending an LED lighting system, where the life expectancy is 10 to 15 years, and it would also be uniform with what is at the Emergency Services facility, the cost is around \$2,500 for this maintenance upgrade.

Computer Replacements/Memory/OS Upgrades (Countywide)

Mr. Thurgarland reported for operational effectiveness, he is asking for \$176,300, as it would be a continuation of what was done in 2013. He stated XP will no longer be supported and it needs to be upgraded; there are PC's that are out of warranty (purchased 7-8 years ago). Last year the Freeholder Board approved funding and 120 units were replaced and in 2014, he is looking at replacing 144 units. This would bring the County desktop, mobile, table application, up to speed and it won't have to be done for another 5 years.

In the Health Department, he would like to order tablets for the inspectors that they can use out in the field and that will be their computer and it will improve their efficiency.

Corrections/Secondary Control Panel/Backup Control

This is give the Corrections Division (Jail) the ability to control jail access during an emergency; this is a cost of \$25,000 for the control panel and upgrades of \$35,000 for the LiveScan; currently the jail is using a 2003 version; this will also allow other law enforcement agencies within Hunterdon a palm print reader capability within a 24 hour accessible location. Mr. Thurgarland feels these are necessary upgrades.

Surrogate's Office/Probate Software Application

Mr. Thurgarland recommends that the County replace the unsupported software, convert documents, and an imaging application for the Surrogate's Office.

Susan Hoffman, County Surrogate informed the Board that her receipt program is Lotus and her office is in need of upgrading. The Blue Stone program is currently being used in 18 Counties out of 21. This is a streamline process for her office and it would bring the system together in the office, including the finances. Ms. Hoffman feels this program will assist in bringing the numbers together at the end of the month. The entire program would be around \$150,000 but Ms. Hoffman doesn't see a need for the adoption module at \$9,985. The AOC wrote a program that Surrogates are mandated to use which is based on DYFS adoptions; with that eliminated from the proposal the maintenance costs would also be reduced by \$898; making the amount requested roughly \$140,000. Ms. Surrogate asked the vendor what happens if the AOC abandons their program and the adoption portion is needed, and they assured her it would still be the \$9,985.

Health Division/WimWam Food Safety Software

Director Holt stated the WimWam Food Safety software would be for the tablet based system being considered for the Health Inspectors, at a cost of \$30,000 for the software and \$8,500 for the web application. This would allow for tablet based work directly in the institutions they are inspecting and it can then be automatically downloaded. The increased efficiency in terms of product and the number of on-sight inspections that can be accomplished with this software system and the elimination of having to do double entries and paperwork is what this will accomplish. This is a great test location, not just for the Health Division, but this could be used in other locations in the County where standardized forms can be used on these tablet based system and the County's field people can accomplish more.

Engineering/Data Collection System

Mr. Thurgarland advised Engineering is looking for roughly \$16,000 for a surveying instrument used for land surveying. This is desirable but it is not required for 2014.

Mr. Mathews stated this is a GPS locating device; it takes real time; this would also allow municipal access to the GIS information.

Public Email Subscription/Notification System

The cost for a public email subscription/notification system for the County would be \$7,500 per year. Mr. Thurgarland stated this would provide citizens a digital subscription for non-emergency; people could sign up for areas of interest such as for Parks; it will update anything placed on the County's webpage; it will also provide non-emergency notifications. Mr. Thurgarland has looked at several different vendors to provide this service.

Public WiFi Access (Phase I and Phase II)

Mr. Thurgarland stated to expand the WiFi to take care of the public and the private (County personnel), in a majority of the public areas, the cost would be \$75,000 for 2014 and \$75,000 for 2015 to complete all the facilities if that is the Board's desire. Currently the \$75,000 would be the key main facilities (Main Street Complex, Route 31 Complex, Route 12 Complex) for the public use. He feels with the mobile platform of employees the County needs to update its internal wireless. This would be a two phased approach and both would do public and private but in order to do this properly, hardware and software would be necessary and its built into that cost.

Director Holt advised at this end of this meeting, the Finance Department will be compiling all this information; and will be able to provide 2013 comparisons to the 2014 capital requests.

Sheriff, Fred Brown

Sheriff Brown stated his capital requests have increased over 2013. He is in need of Fireproof files, which are state mandated, were discussed last year with the Board but they weren't approved. He needs 8 in order fulfill the requirements of the state inspector and then he would purchase one a year for the next four years.

Sheriff Brown is also looking for a copier and a laptop computer or tablet which is listed through the Information Technology capital requests. This would have to interface with a printer. The copier is located at the Justice Center which is constantly breaks down. The laptop computer is used for the Child Identification program. In 2013, over 690 child ID's were done.

Sheriff Brown is asking for an x-ray machine for the rear entrance to the Justice Center; currently the Court Security Plan which is done by the AOC requires that every entrance be covered with a metal detector and an x-ray machine. Hunterdon has always operated with just the front doors covered and everyone is to go through this except for law enforcement and the Superior Court Judges. Hunterdon will be audited this year by an outside firm and the County will be cited for this.

Sheriff Brown confirmed for Freeholder Walton that this item is state mandated.

Director Holt confirmed with Sheriff Brown that the system currently being used in front of the Justice Center is state of the art.

Sheriff Brown reported the grant used for equipment at the Justice Center (COPS grant) is winding down, it was a \$250,000 grant, and \$230,000 has been spent to date. He may be able to get some of these grant funds to offset the costs for these items.

Sheriff Brown is asking for in-car video system with backseat cameras. Legislation was proposed last year and the Governor vetoed it by not signing the bill, which would require this for all law enforcement agencies. The legislation will be reintroduced in 2014. His office would use this when transporting prisoners and it would cut down on the liability the County faces is a prisoner makes an accusation that something occurred while in the vehicle. Prisoners would be video tapped from the time they enter the vehicle to when they leave the vehicle. Also, if the vehicle was involved in an accident, it would tape for 8 minutes before the event and through the event. He's asking for \$22,000 for five units, and information would be stored on a zip drive. There is also a fleet tracking system that is being considered for all County vehicles. Fleet tracking for his office would cost \$250 per unit for six units, plus a small monthly fee.

Prosecutor's Office, Chief John Kuzinski

Chief Kuczynski and Michelle Verish, Office Manager

Mr. Kuczynski reported to the Board that Prosecutor Kearns could not be here today as he is at an obligation in Union County.

Mr. Kuczynski reported many of the items being requested, were also requested in previous years. They are asking for space at the Everittstown Garage for vehicle processing, because crime scenes often involve vehicles that need to be secured in an appropriate facility. The Prosecutor's Office has been utilizing different locations for the processing of vehicles and a primary facility is needed. Many cases, including narcotics, involve a vehicle and a place is needed to conduct investigations.

Mr. Walton reported that part of the Emergency Center Training Facility project includes space for these three facilities being requested (space for vehicle processing; garage to store fatal crash/seized vehicles; and a garage to store SWAT and new Crime Scene vehicle).

Mr. Kuczynski stated the Prosecutor would concur with that.

Director Holt confirmed that for 2014, the funds for these facilities would be removed from the requests, and they would become part of the discussions for the Training Facility.

Mr. Kuczynski stated the Prosecutor is requesting \$10,000 for two-way radio earpieces and ear protection for SWAT. This is a means of communications for covert matters. This is a must for 2014 as it's for personal protection. The SWAT team is mostly volunteers from various police agencies throughout the County with a Commander and Deputy Commander from the Prosecutor's Office. Many of these individuals are not compensated but they receive training and the appropriate equipment to conduct drills and operations.

Mr. Wagner advised the Division of Emergency Services has been working closely with the Prosecutor's Office and the law enforcement community to keep ahead of technology, so that radio transmissions are scrambled and people can't tap into them.

Mr. Kuczynski is asking for a landline throwphone Cellular Line Capture (\$6,000) and cellular response console (\$1,500) which is bluetooth technology utilized in negotiations and in situations where communications are limited.

Mr. Kuczynski requested \$9,500 for the purchase of a Laser Mapping System, with Laser Technology Inc. Tru Pulse. The last system was purchased in 2009 and ran around \$11,000 plus at the time. This technology is utilized by the FACT Team (Fatal Accident Crash Team); it also can be utilized for crime scene reconstruction. Technology has changed and the Prosecutor's Office is trying to keep up. Having this upgraded system will assist in conducting two scenes or an extended scene with less personnel.

Mr. Kuczynski informed the Board that the Prosecutor's Office is working with the County Fleet Management Committee on vehicles. They are asking for \$215,000 for 2014, and \$745,000 in the total six year plan.

Ms. Verish has talked with Bob Thurgarland, Information Services Manager, regarding the need to replace a copier, for one with scanning ability.

Director Holt advised Ms., Verish that in Mr. Thurgarland's budget, he has listed two copiers/fax machine for the Prosecutor's Office.

Ms. Verish stated the Prosecutor's Office is looking for \$68,000 in 2014 for data processing (printers) and these items have been provided to Mr. Thurgarland and should be on his budget as well.

Public Safety and Health Services Department
Divisions of Public Safety, Health Services and Corrections
Training Center

Mr. Wagner reported he has met with the Freeholder Liaison, Rob Walton, for his divisions yesterday. He confirmed his requests for 2014 are less than in 2013. There are a couple of ongoing initiatives such as the Training Center. In 2013, the County put aside \$200,000 toward this project. He is currently in the process of supporting the old training center to having site planning done for the new Training Center. He is asking for Scott Air Paks, which have a life of 8 years but they are required to be replaced by the State Division of Fire Safety. This facility is inspected by the state on an annual basis. The Air Paks are used frequently in high heat situations so they have a shorter lifespan. He is asking to replace 10 of the Scott Air Paks, at a cost of \$68,220.

Mr. Wagner advised the Training Center on Petticoat Lane, does have a pond and hydrants, plus there are donated pieces of equipment which come from various fire companies where they are no long useable in the community but can be used at the training facility, if the pumping apparatus works. Mr. Wagner asked the Board for a portable pump for the training facility; in the past he's tried to purchase this with Homeland Security Grant funding but it doesn't meet their criteria.

Mr. Wagner stated a portable pump with trailer and water purification system is around \$64,634. This will meet both the current and future needs for the Training Center. This apparatus is also a water purification system that can be used for not only training but it can be moved to a community during an emergency to purify water.

Mr. Wagner is asking for \$132,854 for these items in 2014.

Corrections Division (Jail)

Mr. Wagner informed the Board that the stand alone Jail capital budget, does not include the renovations requested for the Jail. After 30 years of hard use the Jail is in need of renovations and \$200,000 in old capital money has been identified that could assist in transferring the Jail from an old toggle switch electric door panel to a touch screen; and this would include updating the video cameras at \$72,000; the booking area need some surface work and replacement of file cabinets; the door alarms are electronic and they create a false alarm situation, so modifications are needed for the door alarms.

Mr. Wagner stated the Sheriff has been very generous and through his COP's grant money, Corrections was able to roll out the digital radio system between the Jail and the Justice Complex; but a base station is needed to address this.

Mr. Wagner informed the Board that an item which isn't urgent is the ODR (Officer Dining Room) renovations and currently there isn't one in the Jail, but the officers carved out an area near the Food Services Manager's Office; and he would like to see this moved to the Jugtown Mountain Building which is utilized by the Jail Facility.

Mr. Wagner advised last year he requested \$200,000 and this year he is requesting \$95,000 for those needs.

Emergency Services Division/Communications

Mr. Wagner stated last year he started a Multi-Year Radio project where in 2013, they expended the \$500,000 that the Freeholders' allocated; along with Homeland Security Grant funding to erect a new town at the Emergency Services Facility. The original Communications' building is gone (the old Farmhouse) and the original 1976 Radio Tower has been replaced with a tower that was grant funded. The \$500,000 was used to equip the tower at the Cherryville site and also at the other 5 transmitting/receiving locations throughout the County. The County also has an arrangement with Solebury (Pennsylvania) for the river communities. This is a multi-year project, one of the things he's trying to do is identify a new tower location because of a challenge in the Readington/Whitehouse area. They have been searching for tower areas but they keep gravitating to the Walmart site on Route 22 in Whitehouse. The technical people are trying to identify an appropriate tower location. Mr. Wagner is requesting another \$500,000 for 2014 to further this project and radio upgrades.

Mr. Wagner advised after the towers are erected and finalized, old ordinance funding will be used to redo the parking area at the Emergency Services Facility because there is a drainage problem as the parking area is higher than the building, causing ponding and icing. His understanding is that there is \$250,000 that has been set aside waiting to do this project.

Director Holt confirmed the information received today will be synopsised by the Finance Office and it will be presented to the Board in a 2013 versus 2014 budget numbers so the Board gets an idea of what this will look like on a larger scale. The Finance Office will also identify where there is old ordinance money left that can be used to offset some of these requests.

NEW BUSINESS

Mr. Walton moved and Mr. King seconded these:

See Page 01/29/14-8A

RESOLUTION

RESOLVED, Approving salaries for Investigators in the Prosecutor's Office, for 2014.

See Page 01/29/14-8B

RESOLUTION

RESOLVED, Approving salaries for Sergeants in Prosecutor's Office, for 2014.

See Page 01/29/14-8C

RESOLUTION

RESOLVED, Sharon Burham appointed full time, permanent Supervising Telecommunications' Operator, Emergency Services Division, Department of Public Safety and Health Services.

See Page 01/29/14-8D

RESOLUTION

RESOLVED, Sandra Mangini appointed full time, permanent Supervising Telecommunications' Operator, Emergency Services Division, Department of Public Safety and Health Services.

See Page 01/29/14-8E

RESOLUTION

RESOLVED, James Reasoner appointed full time, permanent Supervising Telecommunications' Operator, Emergency Services Division, Department of Public Safety and Health Services.

See Page 01/29/14-8F

RESOLUTION

RESOLVED, Thomas Kachnowski appointed part time, Coordinator of Volunteers, Public Health Services Division, Department of Public Safety and Health Services.

See Page 01/29/14-8G

RESOLUTION

RESOLVED, Mario Filippi appointed part time, Public Health Investigator, Public Health Services Division, Department of Public Safety and Health Services.

See Page 01/29/14-9A

RESOLUTION

RESOLVED, Lori Liggett appointed Library Clerk Driver, Library Headquarters.

See Page 01/29/14-9B

RESOLUTION

RESOLVED, Diana Saumsiegle appointed full time, provisional Keyboarding Clerk 3, County Clerk's Office.

See Page 01/29/14-9C

RESOLUTION

RESOLVED, Faith Quickel appointed full time, permanent Clerk 1, County Clerk's Office.

See Page 01/29/14-9D

RESOLUTION

RESOLVED, Linda Martorano appointed unclassified, full time Confidential Aide, County Clerk's Office.

See Page 01/29/14-9E

RESOLUTION

RESOLVED, Amy Gates appointed full time provisional, Keyboarding Clerk 3, County Clerk's Office.

ROLL CALL: (AYES) MR. WALTON, MR. KING, MS. LAGAY, MR. LANZA, MR. HOLT.

HUMAN SERVICES DEPARTMENT vacancies

Jennifer Shore, Administrator of Human Services came before the Board regarding a vacancy in the Housing Division, of the Human Services Department, for a Housing Division Head. After a brief discussion, Mr. King moved and Mr. Walton seconded a motion approving the filling of this position and have it posted.

ROLL CALL: (AYES) MR. KING, MR. WALTON, MS. LAGAY, MR. LANZA, MR. HOLT.

Ms. Shore discussed with the Board a request to fill a vacancy in the Division of Social Services, of the Human Services Department, of a Family Service Supervisor. After a brief discussion, Mr. King moved and Mr. Walton seconded a motion approving the filling of this position and have it posted.

ROLL CALL: (AYES) MR. KING, MR. WALTON, MS. LAGAY, MR. LANZA, MR. HOLT.

EXECUTIVE SESSION

Mr. Lanza moved and Mr. King seconded this:

See Page 01/29/14-9F

RESOLUTION

RESOLVED, Executive Session to discuss Administration positions.

ROLL CALL: (AYES) MR. LANZA, MR. KING, MR. WALTON, MS. LAGAY, MR. HOLT.

The Hunterdon County Board of Chosen Freeholders went into Executive Session at 10:45 a.m. and reconvened in Open Session at 11:45 a.m.

There being no further business to come before the Board, Director Holt adjourned the meeting at 11:45 a.m.

Respectfully submitted,

Denise B. Doolan
Clerk of the Board