

AGENDA

HUNTERDON COUNTY BOARD OF CHOSEN FREEHOLDERS TELECONFERENCE MEETING

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

April 21, 2020

Dial-In Number: 720-399-1558 or 877-658-5107

Passcode: 403752

- I. **4:30 p.m. CONVENE:** "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 07, 2020, to the Hunterdon County Democrat, Star Ledger, Trenton Times, Courier News, TAPinto (online) and the Express Times, newspapers designated to receive such notices and by filing a copy with the Hunterdon County Clerk."

- II. **EXECUTIVE SESSION**

- III. **PLEDGE OF ALLEGIANCE – 5:30 p.m.**

- IV. **MOMENT OF SILENCE**

- V. **REPORT FROM COUNTY COUNSEL ON EXECUTIVE SESSION**

- VI. **FREEHOLDER REPORTS**

- VII. **PROCLAMATIONS / RECOGNITION**
 01. PROCLAMATION - Recognizing April 19th through April 25th as National Library Week in Hunterdon County.
 02. PROCLAMATION - Recognizing Benjamin J. Melanson, Boy Scouts of America Troop 186, on attaining the designation of Eagle Scout.

- VIII. **GRANTS: Janet Previte, CFO**
 01. RESOLUTION - Authorizing the Freeholder Director to sign on behalf of the County, an FTA Section 5311 Innovation Grant, in the amount of \$125,000.00 (federal funds: \$62,500.00; NJ Transit funds: \$31,250.00; county matching funds: \$31,250.00) for the period of January 01, 2020 through December 31, 2020.

IX. FINANCE: Janet Previte, CFO

01. RESOLUTION - Certification of Compliance with the United States Equal Employment Opportunity Commission's Enforcement Guidance Under Title VII of the Civil Rights Act of 1964.
02. RESOLUTION - To exceed the County Budget Appropriations to establish a Cap Bank (N.J.S.A. 40A: 4-45.14).
03. RESOLUTION - Approval of the 2020 Budget Statement Certification by Welfare Agency and authorization for the Freeholder Director to sign on behalf of the County.
04. RESOLUTION - Authorizing County Entity to exceed the County Entity (Board of Taxation) Budget request Cap (P.L. 2015, c. 249) for Calendar Year 2020.
05. RESOLUTION - Authorizing County Entity to exceed the County Entity (Surrogate) Budget Request Cap (P.L. 2015, c. 249) for Calendar Year 2020.
06. RESOLUTION - Authorizing County Entity to exceed the County Entity (Board of Elections) Budget Request Cap (P.L. 2015, c. 249) for Calendar Year 2020.
07. RESOLUTION - Introduction of the 2020 Calendar Year Budget for the County of Hunterdon.

X. PURCHASING: Ray Rule, Purchasing Agent

01. RESOLUTION - Authorizing award of County Bid #2020-02, to Green Rock Recycling, LLC, in an amount not to exceed \$20,000.00 for the recycling of used concrete, reinforced concrete, and bituminous concrete (asphalt) for the Hunterdon County Division of Roads and Bridges.
02. RESOLUTION - Authorizing award of County Bid #2020-02, to Eastern Concrete Materials, Inc., in an amount not to exceed \$20,306.00 to furnish and deliver stone to the Hunterdon County Division of Roads and Bridges.
03. RESOLUTION - Authorizing award of County Bid #2020-02, to Trap Rock Industries, in an amount not to exceed \$32,500.00 to furnish and deliver stone to the Hunterdon County Division of Roads and Bridges.
04. RESOLUTION - Authorizing award of County Bid #2020-02, to Stavola Construction Materials, Inc., in an amount not to exceed \$389,562.50 for acquisition of stone and bituminous concrete (asphalt) for the Hunterdon County Division of Roads and Bridges.
05. RESOLUTION - Authorizing Requisition #R0-02228 with CDW, for the procurement of audio-visual upgrades for the Emergency Operations Center, in an amount not to exceed \$51,320.00, utilizing Educational Services of New Jersey Cooperation Contract #65MCESCCPS.

XI. APPOINTMENTS

01. RESOLUTION - Approving a revised Solid Waste Advisory Committee (SWAC), membership roster at the request of Solid Waste Coordinator Rebecca Lunger.

XII. SURROGATE COURT UPDATE: County Surrogate Susan J. Hoffman

XIII. HEALTH DEPARTMENT UPDATE: Karen DeMarco, Department Head

XIV. OEM UPDATE: Brayden Fahey, OEM Director

XV. COUNTY ADMINISTRATOR REPORT: Kevin Davis

XVI. CONSENT AGENDA

“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.”

01. Approval of claims in accordance with the Claims Register dated April 21, 2020.
02. Approval of the regular and executive session meeting minutes of April 07, 2020.
03. RESOLUTION - Authorizing the County Purchasing Agent to advertise for competitive bids for the application of traffic stripes on various Hunterdon County and municipal roadways.
04. RESOLUTION - Authorizing the Freeholder Director to sign a Service Agreement Modification between the County of Hunterdon and Hunterdon County Drug Awareness Program to reflect an increase of \$785.00 for the Prevention Education program for the period of January 01, 2018 through December 31, 2020.
05. RESOLUTION - Approving a revised Hunterdon County Volunteer Application.
06. RESOLUTION - Authorizing the Freeholder Director to sign a Memorandum of Agreement on behalf of the County of Hunterdon, with the CWA Local 1036, concerning Section 8A (Communications) within the Rank and File collective bargaining agreement.

XVII. PUBLIC COMMENT

XVIII. FREEHOLDER COMMENTS/REPORTS

XIX. EXECUTIVE SESSION

XX. ADJOURN

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

**PROCLAMATION
#2020 – 14**

National Library Week 2020

WHEREAS, today’s libraries are less about what they have on the shelves and more about what they can do with and for their communities, whether it’s through virtual services or in-person visits;

WHEREAS, libraries have long served as trusted and treasured institutions for people of all ages, interests and backgrounds; and libraries of all types are at the heart of their communities;

WHEREAS, libraries offer members of the community opportunities to explore new passions through technology, programs and services; and libraries and librarians help patrons find tools and resources to help improve the quality of their life;

WHEREAS, libraries, which promote the free exchange of information and ideas for all, are cornerstones of democracy;

WHEREAS, libraries strive to develop and maintain programs and collections that are as diverse as the populations they serve; and libraries and librarians work to create an equitable society by providing free access to accurate information to all people;

WHEREAS, libraries are a resource for all members of the community regardless of race, ethnicity, creed, ability, sexual orientation, gender identity or socio-economic status, by offering services and educational programming that transform lives and strengthen communities;

WHEREAS, in times of crisis, libraries play a critical role in continuing to support their communities when they need it the most and libraries, librarians, library workers and supporters across America are celebrating National Library Week.

NOW, THEREFORE, be it resolved that I [name, title of official] proclaim National Library Week, April 19-25, 2020. During this time, I encourage all residents to visit Hunterdon County Library’s website to access a wealth of resources and services remotely. Libraries Transform Lives.

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zachary T. Rich, Freeholder						

ADOPTED April 21, 2020

Brad Myhre, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

**PROCLAMATION
#2020 – 15**

WHEREAS, Benjamin J. Melanson, Boy Scouts of America, Troop 186 attained the designation of "Eagle Scout," Scouting's highest award; and

WHEREAS, Benjamin Melanson has been an active scout demonstrating outstanding leadership and has contributed many service hours during his years of scouting; and

WHEREAS, Benjamin Melanson's Eagle Scout project involved the construction of 15 Wood Duck boxes which included with the installation of 10 of those boxes with GPS coordinates throughout the Hunterdon County Park system; and

WHEREAS, Benjamin's project was aimed at increasing the population of Wood Ducks in Hunterdon County Parks which has decreased in recent years in part because existing boxes had either disappeared or fallen into disrepair; and

WHEREAS, Benjamin organized a group of volunteers to mount the Wood Duck boxes on poles and trees throughout several parks to keep the Wood Ducks safe from predators and the weather;

WHEREAS, Benjamin J. Melanson 's Eagle Scout project will be enjoyed by active birders for years to come and thanks to Benjamin's forwarding thinking the Hunterdon County Division of Parks will also have a reserve of Wood Duck boxes for future use as replacements or expansion into new park areas;

NOW, THEREFORE, BE IT RESOLVED, that the Hunterdon County Board of Chosen Freeholders extends to Benjamin J. Melanson individually, collectively, and with great pride, their sincere congratulations for achieving this highest of scouting awards which symbolizes the American Ideal of good citizenship; and

BE IT FURTHER RESOLVED, the Board wishes Benjamin J. Melanson much success in all his future endeavors.

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zachary T. Rich, Freeholder						

ADOPTED April 21, 2020

Brad Myhre, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

**RESOLUTION
#2020 – 271**

(Account No. G-02-41-7832)

WHEREAS, the Hunterdon County Board of Chosen Freeholders approved an Operating Assistance application for federal funds allocated through FTA Section 5311 Innovation Grant, in the amount not to exceed \$125,000.00 with the Federal Government allocating \$62,500.00, New Jersey Transit allocating \$31,250.00 and a County match of \$31,250.00, for operating the Hunterdon County Consolidated Transportation system, for the period of January 1, 2020 through December 31, 2020 at its' regular meeting of July 2, 2019; and

WHEREAS, the County has been awarded a grant through FTA Section 5311 Innovation Grant in the amount not to exceed \$125,000.00 with the Federal Government allocating \$62,500.00, New Jersey Transit allocating \$31,250.00 and a County match of \$31,250.00, for operating the Hunterdon County Consolidated Transportation system, for the period of January 1, 2020 through December 31, 2020; and

NOW, THEREFORE, BE IT RESOLVED, that the Director and Clerk of the Board of Chosen Freeholders of the County of Hunterdon are hereby authorized to sign, on behalf of the County, an Operating Assistance Agreement, for the period of January 1, 2020 through December 31, 2020, Federal funds allocated through FTA Section 5311 Innovation Grant, in the amount not to exceed \$125,000.00 with the Federal Government allocating \$62,500.00, New Jersey Transit allocating \$31,250.00 and a County match of \$31,250.00, for operating the Hunterdon County Consolidated Transportation system.

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zach T. Rich, Freeholder						

ADOPTED _____

BRAD MYHRE, CLERK

**GOVERNING BODY CERTIFICATION PURSUANT TO P.L. 2017, C.183 OF COMPLIANCE
WITH THE UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S
"Enforcement Guidance on the Consideration of Arrest and Conviction Records in
Employment Decisions Under Title VII of the Civil Rights Act of 1964"**

**GROUP AFFIDAVIT FORM FOR MUNICIPALITIES AND COUNTIES
NO PHOTOCOPIES OF SIGNATURES**

STATE OF NEW JERSEY
COUNTY OF HUNTERDON

We, members of the governing body of the Board of Chosen Freeholders being duly sworn according to law, upon our oath depose and say:

1. We are duly elected (or appointed) members of the Board of Chosen Freeholders of the County of Hunterdon;
2. Pursuant to P.L. 2017, c.183, we have familiarized ourselves with the contents of the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012);
3. We are familiar with the local unit's hiring practices as they pertain to the consideration of an individual's criminal history;
4. We certify that the local unit's hiring practices comply with the above-referenced enforcement guidance.

(L.S.)	(L.S.)
_____	_____
(L.S.)	(L.S.)
_____	_____
(L.S.)	(L.S.)
_____	_____
(L.S.)	(L.S.)
_____	_____
(L.S.)	(L.S.)
_____	_____

Sworn to and subscribed before me this
_____ day of _____
Notary Public of New Jersey

Brad Myhre, Clerk

The Municipal Clerk (or Clerk of the Board of Chosen Freeholders as the case may be) shall set forth the reason for the absence of signature of any members of the governing body.

IMPORTANT: This certificate must be executed before a municipality or county can submit its approved budget to the Division of Local Government Services. The executed certificate and the adopted resolution must be kept on file and available for inspection.

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

**RESOLUTION
#2020 – 272**

**GOVERNING BODY CERTIFICATION OF COMPLIANCE WITH THE
UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S
“Enforcement Guidance on the Consideration of Arrest and Conviction Records in
Employment Decisions Under Title VII of the Civil Rights Act of 1964”**

FORM OF RESOLUTION

WHEREAS, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c.183 requires the governing body of each municipality and county to certify that their local unit's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

WHEREAS, the members of the governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit's hiring practices as they pertain to the consideration of an individual's criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

NOW, THEREFORE BE IT RESOLVED, That the Board of Chosen Freeholders of the County of Hunterdon, hereby states that it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying that the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON APRIL 21, 2020.

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zachary T. Rich, Freeholder						

ADOPTED April 21, 2020

Brad Myhre, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

#2020 – 273

**RESOLUTION TO EXCEED THE COUNTY BUDGET APPROPRIATION LIMITS AND TO ESTABLISH
A CAP BANK
(N.J.S.A. 40A: 4-45.14)**

WHEREAS, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a county shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a county may, when authorized by resolution, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Board of Chosen Freeholders of the County of Hunterdon finds it advisable and necessary to increase its CY 2020 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Board of Chosen Freeholders of the County of Hunterdon hereby determines that a 3.5% increase in the budget for said year, amounting to \$ 512,555.89 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS, the Board of Chosen Freeholders of the County of Hunterdon hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW, THEREFORE BE IT RESOLVED, by the Board of Chosen Freeholders of the County of Hunterdon, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2020 budget year, the final appropriations of the County of Hunterdon shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$ 1,793,945.63, and that the CY 2020 County budget be approved and adopted in accordance with this resolution; and,

BE IT FURTHER RESOLVED, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER RESOLVED, that a certified copy of this resolution as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER RESOLVED, that a certified copy of this resolution upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zachary T. Rich, Freeholder						

Adopted April 21, 2020

Brad Myhre, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

**RESOLUTION
2020-274**

BE IT RESOLVED, that the Board of Chosen Freeholders of the County of Hunterdon does hereby authorize the Freeholder Director to sign, on behalf of the County, the “2020 Budget Statement Certification by Welfare Agency”, in accordance with the provisions of Title 44, Chapter 7 and 10, Revised Statutes.

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zachary T. Rich, Freeholder						

ADOPTED April 21, 2020

Brad Myhre, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

**RESOLUTION
#2020 - 275**

CALENDAR YEAR 2020

**RESOLUTION AUTHORIZING COUNTY ENTITY TO EXCEED THE COUNTY ENTITY BUDGET
REQUEST CAP (P.L. 2015, c.249)**

WHEREAS, P.L. 2015, c.249 requires a county entity to submit a budget request to the county governing body that is comprised of two parts: the amount to be raised by property taxation, and the amount to be funded wholly through federal or State funds, fees raised by the county entity, or other sources; and

WHEREAS, the term “county entity” means a county board of taxation, office of the county superintendent of election, office of the county board of election, office of the county register of deeds and mortgages, office of the county clerk, office of the county surrogate, office of the county prosecutor, and county sheriff’s department; and

WHEREAS, P.L. 2015, c.249 limits the increase in the portion of a county entity budget request funded by property taxation to no more than two percent (2%) of the previous year’s budget request, subject to certain limited exceptions; and

WHEREAS, the portion of the budget request submitted by Hunterdon County Board of Taxation that is funded by property taxation does not exceed the cap imposed by P.L. 2015, c.249; and

WHEREAS, notwithstanding the budget request submitted by the Hunterdon County Board of Taxation, the Board of Chosen Freeholders of the County of Hunterdon finds it advisable and necessary for purposes of health, safety and welfare to authorize the Hunterdon County Board of Taxation to increase its appropriations beyond the maximum permitted by the budget request cap set forth in P.L. 2015, c.249; and

WHEREAS, the Board of Chosen Freeholders of the County of Hunterdon hereby determines that a 4.1% increase beyond the maximum increase permitted by the budget request cap set forth in P.L. 2015, c.249, which amounts to \$10,840 in excess of the increase in the portion of the budget request funded by property taxation otherwise permitted P.L. 2015, c.249, is advisable and necessary, and shall become the base from which county entity budget request increases in subsequent years are to be measured; and

WHEREAS, the Board of Chosen Freeholders of the County of Hunterdon has determined that an 4.1% increase beyond the maximum increase permitted by the budget request cap set forth in P.L. 2015, c.249 shall not cause the County of Hunterdon to exceed the levy caps set forth in 1977 and 2010 levy cap laws (N.J.S.A. 40A:4-45.4 and N.J.S.A. 40A:4-45.45 respectively).

NOW THEREFORE BE IT ORDAINED, by the Board of Chosen Freeholders of the County of Hunterdon, a majority of this governing body affirmatively concurring, that, in the CY 2020 budget year, the final appropriations of the Hunterdon County Board of Taxation shall, in accordance with this resolution, be increased by 4.1% beyond the maximum increase permitted by the budget request cap set forth in P.L. 2015, c.249, amounting to \$ 10,840 in excess of the increase in the portion of the budget request funded by property taxation otherwise permitted P.L. 2015, c.249, and that said increase shall be presented as part of the county budget submission to be approved by the Director of the Division of Local Government Services in the Department of Community Affairs; and,

BE IT FURTHER ORDAINED, that a certified copy of this resolution shall be submitted to the Director of the Division of Local Government Services alongside all other documents required to be submitted with the introduced county budget.

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

**RESOLUTION
#2020 - 275**

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zachary T. Rich, Freeholder						

Adopted April 21, 2020

Brad Myhre, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

**RESOLUTION
#2020 – 276**

CALENDAR YEAR 2020

**RESOLUTION AUTHORIZING COUNTY ENTITY TO EXCEED THE COUNTY ENTITY BUDGET
REQUEST CAP (P.L. 2015, c.249)**

WHEREAS, P.L. 2015, c.249 requires a county entity to submit a budget request to the county governing body that is comprised of two parts: the amount to be raised by property taxation, and the amount to be funded wholly through federal or State funds, fees raised by the county entity, or other sources; and

WHEREAS, the term “county entity” means a county board of taxation, office of the county superintendent of election, office of the county board of election, office of the county register of deeds and mortgages, office of the county clerk, office of the county surrogate, office of the county prosecutor, and county sheriff’s department; and

WHEREAS, P.L. 2015, c.249 limits the increase in the portion of a county entity budget request funded by property taxation to no more than two percent (2%) of the previous year’s budget request, subject to certain limited exceptions; and

WHEREAS, the portion of the budget request submitted by Hunterdon County Surrogate that is funded by property taxation does not exceed the cap imposed by P.L. 2015, c.249; and

WHEREAS, notwithstanding the budget request submitted by the Hunterdon County Surrogate, the Board of Chosen Freeholders of the County of Hunterdon finds it advisable and necessary for purposes of health, safety and welfare to authorize the Hunterdon County Surrogate to increase its appropriations beyond the maximum permitted by the budget request cap set forth in P.L. 2015, c.249; and

WHEREAS, the Board of Chosen Freeholders of the County of Hunterdon hereby determines that a 18% increase beyond the maximum increase permitted by the budget request cap set forth in P.L. 2015, c.249, which amounts to \$ 44,743 in excess of the increase in the portion of the budget request funded by property taxation otherwise permitted P.L. 2015, c.249, is advisable and necessary, and shall become the base from which county entity budget request increases in subsequent years are to be measured; and

WHEREAS, the Board of Chosen Freeholders of the County of Hunterdon has determined that an 18% increase beyond the maximum increase permitted by the budget request cap set forth in P.L. 2015, c.249 shall not cause the County of Hunterdon to exceed the levy caps set forth in 1977 and 2010 levy cap laws (N.J.S.A. 40A:4-45.4 and N.J.S.A. 40A:4-45.45 respectively).

NOW THEREFORE BE IT ORDAINED, by the Board of Chosen Freeholders of the County of Hunterdon, a majority of this governing body affirmatively concurring, that, in the CY 2020 budget year, the final appropriations of the Hunterdon County Surrogate shall, in accordance with this resolution, be increased by 18% beyond the maximum increase permitted by the budget request cap set forth in P.L. 2015, c.249, amounting to \$ 44,743 in excess of the increase in the portion of the budget request funded by property taxation otherwise permitted P.L. 2015, c.249, and that said increase shall be presented as part of the county budget submission to be approved by the Director of the Division of Local Government Services in the Department of Community Affairs; and,

BE IT FURTHER ORDAINED, that a certified copy of this resolution shall be submitted to the Director of the Division of Local Government Services alongside all other documents required to be submitted with the introduced county budget.

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

**RESOLUTION
#2020 – 276**

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zachary T. Rich, Freeholder						

Adopted April 21, 2020

Brad Myhre, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

**RESOLUTION
#2020 - 277**

CALENDAR YEAR 2020

**RESOLUTION AUTHORIZING COUNTY ENTITY TO EXCEED THE COUNTY ENTITY BUDGET
REQUEST CAP (P.L. 2015, c.249)**

WHEREAS, P.L. 2015, c.249 requires a county entity to submit a budget request to the county governing body that is comprised of two parts: the amount to be raised by property taxation, and the amount to be funded wholly through federal or State funds, fees raised by the county entity, or other sources; and

WHEREAS, the term "county entity" means a county board of taxation, office of the county superintendent of election, office of the county board of election, office of the county register of deeds and mortgages, office of the county clerk, office of the county surrogate, office of the county prosecutor, and county sheriff's department; and

WHEREAS, P.L. 2015, c.249 limits the increase in the portion of a county entity budget request funded by property taxation to no more than two percent (2%) of the previous year's budget request, subject to certain limited exceptions; and

WHEREAS, the portion of the budget request submitted by Hunterdon County Board of Elections that is funded by property taxation does not exceed the cap imposed by P.L. 2015, c.249; and

WHEREAS, notwithstanding the budget request submitted by the Hunterdon County Board of Elections, the Board of Chosen Freeholders of the County of Hunterdon finds it advisable and necessary for purposes of health, safety and welfare to authorize the Hunterdon County Board of Elections to increase its appropriations beyond the maximum permitted by the budget request cap set forth in P.L. 2015, c.249; and

WHEREAS, the Board of Chosen Freeholders of the County of Hunterdon hereby determines that a 9.1% increase beyond the maximum increase permitted by the budget request cap set forth in P.L. 2015, c.249, which amounts to \$ 43,835 in excess of the increase in the portion of the budget request funded by property taxation otherwise permitted P.L. 2015, c.249, is advisable and necessary, and shall become the base from which county entity budget request increases in subsequent years are to be measured; and

WHEREAS, the Board of Chosen Freeholders of the County of Hunterdon has determined that a 9.1% increase beyond the maximum increase permitted by the budget request cap set forth in P.L. 2015, c.249 shall not cause the County of Hunterdon to exceed the levy caps set forth in 1977 and 2010 levy cap laws (N.J.S.A. 40A:4-45.4 and N.J.S.A. 40A:4-45.45 respectively).

NOW THEREFORE BE IT ORDAINED, by the Board of Chosen Freeholders of the County of Hunterdon, a majority of this governing body affirmatively concurring, that, in the CY 2020 budget year, the final appropriations of the Hunterdon County Board of Elections shall, in accordance with this resolution, be increased by 9.1% beyond the maximum increase permitted by the budget request cap set forth in P.L. 2015, c.249, amounting to \$ 43,835 in excess of the increase in the portion of the budget request funded by property taxation otherwise permitted P.L. 2015, c.249, and that said increase shall be presented as part of the county budget submission to be approved by the Director of the Division of Local Government Services in the Department of Community Affairs; and,

BE IT FURTHER ORDAINED, that a certified copy of this resolution shall be submitted to the Director of the Division of Local Government Services alongside all other documents required to be submitted with the introduced county budget.

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

**RESOLUTION
#2020 - 277**

** If the Freeholder Board agrees that the increase beyond the limit set forth in P.L. 2015, c.249 to become the base from which county entity budget request increases in subsequent years are to be measured, the resolution must expressly state that; otherwise the maximum statutorily permitted budget request increase for the prior year shall serve as the base.*

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zachary T. Rich, Freeholder						

Adopted April 21, 2020

Brad Myhre, CLERK

2020 Budget-Appropriations

<i>Description/Department</i>	<i>Type</i>	<i>2020 Budget Appropriation</i>
Administration	S/W	376,000
Administration	O/E	4,550
Purchasing	S/W	142,000
Purchasing	O/E	29,000
Printing	S/W	310,000
Printing	O/E	74,900
Project Administration	S/W	135,000
Project Administration	O/E	2,000
Human Resources	S/W	250,000
Human Resources	O/E	87,000
Freeholders	S/W	287,000
Freeholders	O/E	94,500
Freeholders COVID-19	O/E	100,000
County Clerk	S/W	723,000
County Clerk	O/E	67,000
County Clerk-Elections	O/E	240,000
Finance	S/W	458,000
Finance	O/E	275,000
Audit	O/E	85,000
Info Technology	S/W	625,000
Info Technology	O/E	966,550
Soil Conservation	O/E	5,425
Legal	S/W	240,000
Legal	O/E	129,000
Prosecutor	S/W	4,612,000
Prosecutor	O/E	413,825
Buildings & Maintenance	S/W	807,000
Buildings & Maintenance	O/E	995,400

<i>Description/Department</i>	<i>Type</i>	<i>2020 Budget Appropriation</i>
Transportation	S/W	60,000
Transportation	O/E	1,630,000
Surety Bonds	O/E	1,000
Other Insurance	O/E	1,626,000
Workers Compensation	O/E	460,000
Group Health Insurance	O/E	12,100,500
Health Benefits Waiver	O/E	135,000
Celebration of Public Events	O/E	25,000
Surrogate	S/W	375,000
Surrogate	O/E	12,275
Board of Elections	S/W	295,000
Board of Elections	O/E	227,925
Board of Taxation	S/W	134,000
Board of Taxation	O/E	140,000
Planning	S/W	416,000
Planning	O/E	21,000
Economic Development	S/W	231,500
Economic Development	O/E	196,930
Construction Bd Appeals	S/W	3,500
Construction Bd Appeals	O/E	3,000
Weights & Measures	S/W	113,000
Weights & Measures	O/E	5,700
Office Emergency Management	S/W	154,000
Office Emergency Management	O/E	40,000
Communications	S/W	2,136,000
Communications	O/E	310,200
Medical Examiner	O/E	322,000
Fire Marshal	S/W	73,000
Fire Marshal	O/E	10,700
Emergency Svcs Training School	S/W	208,000
Emergency Svcs Training School	O/E	141,500

<i>Description/Department</i>	<i>Type</i>	<i>2020 Budget Appropriation</i>
Sheriff	S/W	3,400,000
Sheriff	O/E	2,275,000
Engineering	S/W	1,581,000
Engineering	O/E	75,000
Shade Tree	O/E	14,825
Roads	S/W	2,970,000
Roads	O/E	2,385,000
Bridges	S/W	1,158,000
Bridges	O/E	325,000
Vehicle Services	S/W	730,000
Vehicle Services	O/E	562,500
Vector-Mosquito	S/W	252,000
Vector-Mosquito	O/E	53,150
Health	S/W	997,000
Health	O/E	50,000
Public Health Nurses	S/W	370,000
Public Health Nurses	O/E	22,000
Maint. of Patients-County Share	O/E	485,755
Maint. of Patients-RU Beh Health	O/E	-
Senior Services	S/W	555,000
Senior Services	O/E	21,000
Social Services-Admin	O/E	973,668
Social Services-Staff Dev	O/E	-
Social Services-Services	O/E	40,213
Social Services-Supp. Security	O/E	101,841
Social Services-Temp. Assist.	O/E	14,178
Indigent Burial	O/E	15,000
Juveniles In Need Supervision	O/E	200,000
Veterans	O/E	30,000
Human Services	S/W	416,000
Human Services	O/E	9,750

<i>Description/Department</i>	<i>Type</i>	<i>2020 Budget Appropriation</i>
Social Work Services	S/W	109,000
Social Work Services	O/E	9,750
Human Services Contracts	O/E	960,978
Rutgers Coop Ext	S/W	195,000
Rutgers Coop Ext	O/E	53,185
Supt of Schools	S/W	182,000
Supt of Schools	O/E	8,180
Community College (RVCC)	O/E	4,347,000
Reimb Out of County College	O/E	65,000
Polytech	O/E	1,662,375
Reimb Out of County Vo Tech	O/E	108,000
Cultural and Heritage	S/W	72,000
Cultural and Heritage	O/E	14,210
Parks	S/W	444,000
Parks	O/E	1,667,800
Utilities	O/E	4,157,005
Grants (incl. Match)	O/E	3,677,499
Contingency	O/E	15,000
Capital Improve. Fund	O/E	2,250,000
Deferred Charges (Capital)	O/E	8,251,144
Pension-PERS	O/E	3,037,989
F.I.C.A.	O/E	2,735,245
Defined Contribution Retirement	O/E	40,000
Disability Insurance	O/E	100,000
Pension-Police/Fire PFRS	O/E	961,100
		89,348,220

2020 Budget Revenue

<i>Description</i>	<i>2020 Budget Revenue</i>
Surplus Anticipated	11,330,000
County Clerk	1,800,750
Sheriff	320,000
Surrogate	93,750
Grants	3,327,499
Other Misc. Anticipated Revenue	3,290,668
County Tax Levy	69,185,553
	<hr/>
	89,348,220
<i>2018 Tax Rate per 100 of assessed value</i>	<i>0.3150196</i>
<i>2019 Tax Rate per 100 of assessed value</i>	<i>0.3150196</i>
<i>2020 Tax Rate per 100 of assessed value</i>	<i>0.3150196</i>

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

**RESOLUTION
#2020 – 279**

BID #2020-02

Accounts: #0-01-26-0290-830 & 0-01-26-0292-830

WHEREAS, bids were received, opened and read in public on Thursday, March 19, 2020, for furnishing and delivering maintenance and repair materials for the Hunterdon County Division of Roads and Bridges; and

WHEREAS, nine (9) bidders submitted proposals; and

WHEREAS, upon the recommendations of Justin Tibbetts, Division Head of Building and Maintenance and Raymond E. Rule, Jr., Purchasing Agent, it was determined that the bid as submitted by the lowest responsible bidder meets the intent and requirements of the County specifications.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Chosen Freeholders of the County of Hunterdon that the following bid be and is hereby accepted based on being the lowest responsible bidder meeting the specifications for:

VENDOR

Green Rock Recycling, LLC
78 State Route 173, W
Suite 1
Hampton, New Jersey 08827

ITEM BID

Furnish and Deliver Maintenance Materials
for the Hunterdon County Division of Roads
and Bridges.

TOTAL AMOUNT TO BE EXPENDED, NOT TO EXCEED: \$20,000.00

BE IT FURTHER RESOLVED, that the Director and Clerk of the Board of Chosen Freeholders of the County of Hunterdon are hereby authorized to execute the contract subject to review of County Counsel; and

BE IT FURTHER RESOLVED, that the Chief Financial Officer of the County of Hunterdon has certified the availability of funds for the purposes set forth in this Resolution, and such funds are provided for in the duly adopted budget of the County of Hunterdon.

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zachary T. Rich, Freeholder						

ADOPTED April 21, 2020

Brad Myhre, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

**RESOLUTION
#2020 – 280**

BID #2020-02

Accounts: #0-01-26-0290-710 & 0-01-26-0292-710

WHEREAS, bids were received, opened and read in public on Thursday, March 19, 2020, for furnishing and delivering maintenance and repair materials for the Hunterdon County Division of Roads and Bridges; and

WHEREAS, nine (9) bidders submitted proposals; and

WHEREAS, upon the recommendations of Justin Tibbetts, Division Head of Building and Maintenance and Raymond E. Rule, Jr., Purchasing Agent, it was determined that the bid as submitted by the lowest responsible bidder meets the intent and requirements of the County specifications.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Chosen Freeholders of the County of Hunterdon that the following bid be and is hereby accepted based on being the lowest responsible bidder meeting the specifications for:

VENDOR

Eastern Concrete Materials, Inc.
250 Pehle Avenue, Suite 503
Saddle Brook, New Jersey 07663

ITEM BID

Furnish and Deliver Maintenance Materials
for the Hunterdon County Division of Roads.

TOTAL AMOUNT TO BE EXPENDED, NOT TO EXCEED: \$20,306.00

BE IT FURTHER RESOLVED, that the Director and Clerk of the Board of Chosen Freeholders of the County of Hunterdon are hereby authorized to execute the contract subject to review of County Counsel; and

BE IT FURTHER RESOLVED, that the Chief Financial Officer of the County of Hunterdon has certified the availability of funds for the purposes set forth in this Resolution, and such funds are provided for in the duly adopted budget of the County of Hunterdon.

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zachary T. Rich, Freeholder						

ADOPTED April 21, 2020

Brad Myhre, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

**RESOLUTION
#2020 – 281**

BID #2020-02

Accounts: #0-01-26-0290-710 & 0-01-26-0292-710

WHEREAS, bids were received, opened and read in public on Thursday, March 19, 2020, for furnishing and delivering maintenance and repair materials for the Hunterdon County Division of Roads and Bridges; and

WHEREAS, nine (9) bidders submitted proposals; and

WHEREAS, upon the recommendations of Justin Tibbetts, Division Head of Building and Maintenance and Raymond E. Rule, Jr., Purchasing Agent, it was determined that the bid as submitted by the lowest responsible bidder meets the intent and requirements of the County specifications.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Chosen Freeholders of the County of Hunterdon that the following bid be and is hereby accepted based on being the lowest responsible bidder meeting the specifications for:

VENDOR

Trap Rock Industries, LLC
PO Box 419
Kingston, New Jersey 08528

ITEM BID

Furnish and Deliver Maintenance Materials
for the Hunterdon County Division of Roads.

TOTAL AMOUNT TO BE EXPENDED, NOT TO EXCEED: \$32,500.00

BE IT FURTHER RESOLVED, that the Director and Clerk of the Board of Chosen Freeholders of the County of Hunterdon are hereby authorized to execute the contract subject to review of County Counsel; and

BE IT FURTHER RESOLVED, that the Chief Financial Officer of the County of Hunterdon has certified the availability of funds for the purposes set forth in this Resolution, and such funds are provided for in the duly adopted budget of the County of Hunterdon.

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zachary T. Rich, Freeholder						

ADOPTED April 21, 2020

Brad Myhre, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

**RESOLUTION
#2020 – 282**

BID #2020-02

Accounts: #0-01-26-0290-705; 0-01-26-0290-710; 0-01-26-0292-705; and
#0-01-26-0292-710

WHEREAS, bids were received, opened and read in public on Thursday, March 19, 2020, for furnishing and delivering maintenance and repair materials for the Hunterdon County Division of Roads and Bridges; and

WHEREAS, nine (9) bidders submitted proposals; and

WHEREAS, upon the recommendations of Justin Tibbetts, Division Head of Building and Maintenance and Raymond E. Rule, Jr., Purchasing Agent, it was determined that the bid as submitted by the lowest responsible bidder meets the intent and requirements of the County specifications.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Chosen Freeholders of the County of Hunterdon that the following bid be and is hereby accepted based on being the lowest responsible bidder meeting the specifications for:

VENDOR

Stavola Construction Materials, Inc.
175 Drift Road
Tinton Falls, New Jersey 07724

ITEM BID

Furnish and Deliver Maintenance Materials
for the Hunterdon County Division of Roads.

TOTAL AMOUNT TO BE EXPENDED, NOT TO EXCEED: \$389,562.50

BE IT FURTHER RESOLVED, that the Director and Clerk of the Board of Chosen Freeholders of the County of Hunterdon are hereby authorized to execute the contract subject to review of County Counsel; and

BE IT FURTHER RESOLVED, that the Chief Financial Officer of the County of Hunterdon has certified the availability of funds for the purposes set forth in this Resolution, and such funds are provided for in the duly adopted budget of the County of Hunterdon.

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zachary T. Rich, Freeholder						

ADOPTED April 21, 2020

Brad Myhre, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

**RESOLUTION
#2020 – 283**

WHEREAS, the Local Public Contracts Law requires that purchases in excess of \$40,00.00 be approved by resolution of the Governing Body.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Chosen Freeholders of the County of Hunterdon does hereby approve the purchase of commodity(s)/service(s), requisition(s), #R0-02228 using N.J.S.A. 40A:11-5(1)(a)(ii), with CDW, for Emergency Operations Center Audio-Visual System Upgrades, in the amount of \$51,320.00, using New Jersey Cooperative Contract #65MCECCPS, Bid #ESCNJ 18/19-03; and

BE IT FURTHER RESOLVED, the commodity(s)/service(s) will be purchased under Budget Account #C-04-55-1901-181; and

BE IT FURTHER RESOLVED, that the Chief Financial Officer of the County of Hunterdon has certified the availability of funding in the County Budget.

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zachary T. Rich, Freeholder						

ADOPTED April 21, 2020

Brad Myhre, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION (Amended)

WHEREAS, The Solid Waste Advisory Committee (SWAC), established in accordance with N.J.S.A. 13:1E-20, has an important role in advising the Board of Chosen Freeholders of the County of Hunterdon on the County's Solid Waste Management Plan; and

WHEREAS, there are several Hunterdon County residents who have expressed an interest in serving on the Solid Waste Advisory Committee and have been designated by their respective municipalities as SWAC members; and

WHEREAS, to ensure the Committee's proper function as outlined in the Solid Waste Committee's ByLaws, the membership requires reconstitution;

NOW, THEREFORE, BE IT RESOLVED, that the Hunterdon County Board of Chosen Freeholders hereby rescinds all SWAC appointments made on January 6, 2020; and

BE IT FURTHER RESOLVED, that the Board of Chosen Freeholders of the County of Hunterdon hereby amends all appointments to SWAC in accordance with this Resolution; with the appointees listed below:

NAME:	TOWNSHIP/BOROUGH
Michele Bobrowski	Alexandria
Walter Baumgarten	Bethlehem
Kathleen Klink	Delaware
Tony Szwed	Delaware (Alternate)
Alan Diley	Franklin
Tami Peterson	Frenchtown
Leigh Gronau	Glen Gardener
Jeff Tampier	Hampton Borough
Steve Strange	High Bridge
Corey Colaluca	Holland
Sandy McNicol	Kingwood
Maureen Syrnick	Kingwood (Alternate)
Noralie LaFevre	Milford
Raymond Simonds	Raritan
Robert Becker	Readington
Ryan Rollero	West Amwell

Environmental Sector:
Dominikita Prostack

County:
Planner/designee
Engineer/designee
Health Coordinator
Health Officer
Freeholder Liaison

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zach T Rich, Freeholder						

ADOPTED April 16, 2020

Brad Myhre, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

**RESOLUTION
#2020 – 285**

WHEREAS, the Hunterdon County Engineer has prepared the Specifications for the Application of Traffic Stripes on Various County and Municipal Roads; all located in Hunterdon County

NOW, THEREFORE, BE IT RESOLVED, that the Board of Chosen Freeholders of the County of Hunterdon hereby approves the Specifications for the Application of Traffic Stripes on Various County and Municipal Roads all located in Hunterdon County are approved.

BE IT FURTHER RESOLVED that the County Purchasing Agent be directed to advertise for bids for this project.

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
J. Matthew Holt, Freeholder						
John E. Lanza, Freeholder						
Zachary T. Rich, Freeholder						

ADOPTED April 21, 2020

BRAD MYHRE, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

**RESOLUTION
#2020 – 286**

(Acct. No. 01-27-0368)

WHEREAS, the County and Hunterdon Drug Awareness Program wish to amend the existing Service Agreement dated December 19, 2017 to increase the allocated funds to the Prevention Education Program due to a demonstrated increase in need for said services and an increase in State prevention education funding; and

WHEREAS, the increase in funding for the Prevention Education program is for the funding period of January 1, 2020 through December 31, 2020;

NOW, THEREFORE, BE IT RESOLVED, that a Service Agreement Modification be executed reflecting an increase in funding of \$785.00 for the Prevention Education program effective the period of January 1, 2020 through December 31, 2020, with the not-to-exceed figure revised from its original amount of \$44,646.00 to reflect the new sum of \$45,431.00 for the period of January 1, 2018 through December 31, 2020; and

BE IT FURTHER RESOLVED, that the Director of the Board of Chosen Freeholders be authorized to execute a Service Agreement Modification between the County of Hunterdon and Hunterdon Drug Awareness Program to modify terms of the Service Agreement dated December 19, 2017. The funding for the period January 1, 2018 through December 31, 2020 shall not exceed \$45,431.00 unless authorized, in writing, by the County of Hunterdon.

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zach T. Rich, Freeholder						

ADOPTED April 21, 2020

BRAD MYHRE, CLERK



**APPLICATION FOR CANDIDATE
FOR HUNTERDON COUNTY BOARD,
COMMISSION, COMMITTEE OR COUNCIL**

NAME:

PROPOSED BOARD, COMMITTEE, COUNCIL, COMMISSION:

INITIAL APPOINTMENT: Yes ___ No ___ **RE-APPOINTMENT:** Yes ___ No ___

COPY OF MOST RECENT PROFESSIONAL RESUME INCLUDED:

DO YOU HAVE A RELATIVE THAT IS CURRENTLY EMPLOYED BY THE COUNTY OF HUNTERDON OR ANY AGENCY WHICH RECEIVES FUNDING FROM THE COUNTY?

Yes ___ No ___ Unknown ___

If YES, PLEASE IDENTIFY THE DEPARTMENT OR AGENCY _____

**HOME
ADDRESS:** _____

_____ (name of municipality)

PHONE NO. _____

How long have you lived in Hunterdon County? _____

BUSINESS ADDRESS: _____

_____ **PHONE NO:** _____

LIST ALL POLITICAL, BUSINESS, PROFESSIONAL OR SOCIAL ORGANIZATIONS WITH WHICH YOU HAVE BEEN AFFILIATED DURING THE LAST 5 YEARS, INCLUDING ANY ELECTED OFFICES HELD AND DATES:

PLEASE PRINT AND RETURN THIS FORM TO THE HUNTERDON COUNTY BOARD OF CHOSEN FREEHOLDERS C/O THE CLERK TO THE BOARD, PO BOX 2900, FLEMINGTON, NJ 08822.

I certify that the above statements concerning this application are true to the best of my ability.

(Signature)



**County of Hunterdon, State of New Jersey
Policy Manual**

Policy: #2005-04

Date Adopted: 09/27/05

Policy Type: Personnel

Amended: October 21, 2008

POLICY ON CONFLICT OF INTEREST AND DECORUM AT MEETINGS

The Board of Chosen Freeholders of the County of Hunterdon represents and articulates the interests of all residents of the County. It is the policy of the Board of Chosen Freeholders that all elected, employed and appointed representatives of the County perform their duties while practicing and maintaining only the highest ethical standards.

When the Board of Chosen Freeholders, or any individual Freeholder, or any Constitutional Officer, or any Board, Commission, Committee of the County (or any member thereof), or any County employee, or contracted professional (all referred to as "County Representatives") takes action on behalf of the County, that action must be principled and not inappropriately influenced by a County representative's personal, political or financial interest. It is essential that decisions and actions be undertaken in a manner in which there is no conflict of interest or appearance of impropriety.

The Local Government Ethics Law (N.J.S.A:40A:9-22.1, et seq.) sets standards governing the ethical participation of local government officers or employees in government decisions or actions. The Board of Chosen Freeholders reinforces and reminds all County representatives of their obligation to comply with that law and the rulings interpreting it. The Courts of New Jersey have also made numerous determinations defining the circumstances under which an individual in public service has a conflict of interest. If, at any time, an officer, employee, or appointee has a question about the propriety of a circumstance, they should contact County Counsel.

The Board of Chosen Freeholders recognizes that holding public office and public employment are a public trust. The Board wishes to establish additional policies governing all County Representatives when they make decisions or act on behalf of the County. The policies below preclude participation in decisions or actions when County Representatives or their family members or organizations in which they have a financial or personal interest, can be "affected" by the action. The majority of public actions affect the County Representatives who make them, since most decisions affect the public generally. These policies are only intended to preclude participation when County Representatives or their family members, or organizations in which they have a financial or personal interest, would or could be affected by the decision or action in a manner other than one which affects the public generally.

In the event that there is a conflict, or during a Representative's term, a change in circumstances creates a conflict, and the conflict or the appearance thereof cannot be resolved or eliminated, the representative should immediately resign from such Board or Commission or their appointment will be rescinded by the Board of Chosen Freeholders. The representative has a continuing duty to inform the governing body of any material change of the information provided in their disclosure.

ACTS WHICH ARE PRECLUDED

The Board of Chosen Freeholders hereby establishes the following additional basic policies for all County Representatives (who are referred to at times as "person" below):

1. No person shall participate in the formulation of a decision or undertake any action which will affect an organization in which he or she (or an immediate family member) has a financial or personal interest. Financial or personal interest includes a variety of relationships. For example, a County representative has a financial interest when they have any current pending business relationship or transaction with the organization, its owners, officers, managers, or non-managerial employees who are involved in the decision or action which the County will be taking. As an additional example, a County representative has an personal interest in an organization when s/he sits on any Board, Advisory Board, Committee, or undertakes active fund raising on the part of the organization.

2. In the event an immediate family member (which includes the spouse of a family member) is employed by the County, a County Representative (including a Freeholder) is precluded from participating in the formulation of a decision or undertaking any action which affects the immediate area of operation, or the responsibilities of that immediate family member; however, they are not precluded from voting on matters involving the department generally.

No person shall participate in the formulation of a decision or undertake any action when an immediate family member (which includes the spouse of a family member) are on a Board or Committee (either paid or unpaid) or a part of an organization which is advocating or recommending an action. This precludes the participation of a Freeholder in decisions which are recommended by a Board or Committee of the County to which an immediate family member (which includes the spouse of a family member) have been appointed.

3. Volunteerism is important and the Freeholders encourage the participation of County employees in non-profit and community service organizations. Freeholders and Constitutional Officers themselves are often volunteer members of such organizations. Freeholders and Constitutional Officers shall annually list the organizations and entities in connection with which they serve on the Board, Advisory Boards, and Standing Committees in their Annual Disclosure Report set forth in paragraph E. below. A Freeholder shall recuse him (her) self from participating in discussions or decisions involving organizations with which they are involved.

No County employee shall sit on any Board, Advisory Board, or Standing Committee of any organization which solicits or receives funding from the County if the organization is monitored, or the funding request is reviewed or must be approved, by the employee's Department or through the employee's area of operation unless:

- a) required to do so by statute; or,
- b) unless specifically authorized or directed to do so by the Freeholders.

Any County employee currently sitting in such a position shall obtain Freeholder approval for their continued participation with sixty (60) days of the adoption of this policy.

4. No person shall participate in the formulation of a decision or undertake any action when they are aware in good conscience that their independence of judgment or their ability to make an unbiased decision is affected by a friendship or personal relationship they have with those who would be effected by the decisions or those who are participants in the action.

5. No person shall use or attempt to use his or her public position to secure unwarranted privileges or advantages for themselves, their family or their friends, or an organization in which they have a financial or personal interest.

6. After becoming a County Representative, no person shall undertake employment or service, compensated or not, which might prejudice his or her judgment in the exercise of his or her official duties.
7. No County Representative shall participate in any vote or discussion involving any of the organizations or persons (or the organizations that they represent) if:
 - A. They are listed in that County Representative's Form R-1 (see D. below) as having contributed more than \$400.00 to the County Representative within a period of four years prior to the vote or discussion; or
 - B. Involving any person, business, organization or entity listed in the County Representative's Annual Disclosure Report (as described in Paragraph E below).

RELATIONS WITH THE PUBLIC

PUBLIC DISCLOSURE REQUIREMENTS

All elected or appointed Officials, County Employees and all other County Representatives (as defined above) must display the highest degree of respect and decorum when dealing with County residents. It is also important that employees, agents, representatives and professionals acting on behalf of the residents, be afforded the same respect when appearing at public meetings. All County Boards, Committees and Commissions are required to uphold the following standards at all times:

A. All persons appearing before and addressing a meeting must be treated with common courtesy, decency and respect. This does not preclude criticism or intense questioning of opinions or any information presented. This does not preclude advocacy or the exercise of First Amendment rights. However, comments made should not attack the person or character of the individual addressing the meeting.

B. Person(s) who are precluded from participating in making decisions at meetings under either the Local Government Ethics Law, existing legal interpretations of Conflict Standards, or a policy of the Board of Chosen Freeholders, are not only required to recuse themselves from voting, but also must remove themselves from the decision-making process. They must leave the meeting table until the discussion of the subject is completed. Prior to leaving, they must disclose publicly the specific reason for the recusal, which specific reason shall be set forth in the minutes of the meeting. To avoid the appearance of impropriety, it is preferable for the individual to leave the meeting room. However, as a citizen member of the public, they have a right to participate in the meeting and hear the discussion if they wish. The decision as to whether to leave the meeting room is an individual one. In all instances where a matter is discussed in Executive Session, the person must leave the Executive Session meeting room.

C. At the beginning of any deliberation or topic of discussion at a meeting, any County Representative who is a member of the deliberating body or in attendance, shall make a public disclosure if they, any family member, or any organization with which they are affiliated or in which they have a personal or financial interest, has any special interest in the outcome, other than an interest which affects the public generally.

D. All County Representatives who hold an elective position or who are campaigning or running for an elective position, are required to file Campaign Contribution Reporting Forms (Form R-1) with the Election Law Enforcement Commission. All County Representatives are required to file a copy of the report with the Freeholder Clerk simultaneously with their filing with the Election

Law Enforcement Commission. These reports will be made readily available by the Freeholder Clerk upon request.

Within sixty (60) days of the initial adoption of this Policy, all current County Representatives shall file with the Freeholder Clerk, copies of the last most recent Form R-1 which s/he filed for any elective office. Any County Representative who takes office or any current employee who is elected to a public office after the effective date of this Policy, shall make an initial filing of their last Form R-1, and complete an Annual Disclosure Report and file it with the Clerk on or before the date of their swearing in as a public elected official.

E. Annually, but no later than January 31st, all County Representatives shall disclose in writing (Annual Disclosure Report) to the Freeholder Clerk:

1. The name of any person, business, organization or entity who contracts with or receives funding from the County and:

- (i) in which they are a member; or
- (ii) with which they are affiliated; or
- (iii) in connection with which they are a member of the governing body or advisory board unless it is a position to which a Freeholder has been appointed as the Freeholder Representative by the Board; or
- (iv) of whom they are an employee or a paid or unpaid contractor or consultant; and

2. The public office to which they are elected and a list of the Form R-1's which they have filed in connection with the campaign for those office(s). A copy of the last Form R-1 which they have filed must be attached to the Annual Disclosure Statement.

During the course of the year, these disclosure statements shall be amended as required. The statements shall be made readily available by the Freeholder Clerk during any Freeholder meeting. Anyone who appears before the Board may ask to see these statements during the course of any meeting.

Interpretations of these policies and any determination of any specific application of them shall be made by the Board of Chosen Freeholders and they shall take the appropriate action.

Definition: "County Representative" includes any member of the Board of Chosen Freeholders, all Constitutional Officers, any member of any Board, Commission, Committee of the County, all County Employees and all contracted County Professionals.

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

**RESOLUTION
#2020 – 288**

NOW THEREFORE, BE IT RESOLVED, that the Director of the Board of Chosen Freeholders of the County of Hunterdon is hereby authorized to execute, on behalf of the County of Hunterdon, a Memorandum of Agreement with the CWA Local 1036, concerning Section 8A (Communications) within the Rank and File collective bargaining agreement.

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zachary T. Rich, Freeholder						

Adopted April 21, 2020

Brad Myhre, CLERK