

MINUTES

February 18, 1998

The Board of Chosen Freeholders of the County of Warren met in regular session in its offices in the Administration Building, Belvidere, NJ on Wednesday, February 18, 1998 at 7:13 p.m.

The meeting was called to order by Director Susan Dickey and upon roll call the following members were present: Freeholder Susan Dickey, Freeholder Stephen Lance and Freeholder Ann Stone.

The Pledge of Allegiance to the Flag was led by Director Dickey.

Director Dickey read the following statement: "ADEQUATE NOTICE OF THIS MEETING WAS GIVEN IN ACCORDANCE WITH THE OPEN PUBLIC MEETINGS ACT BY FORWARDING A SCHEDULE OF REGULAR MEETINGS OF THE BOARD OF CHOSEN FREEHOLDERS TO THE WARREN COUNTY CLERK, THE STAR/GAZETTE, BLAIRSTOWN PRESS, THE NEWS, STAR-LEDGER AND THE EXPRESS-TIMES AND BY POSTING A COPY THEREOF ON THE BULLETIN BOARD IN THE OFFICE OF THE BOARD OF CHOSEN FREEHOLDERS. FORMAL ACTION MAY BE TAKEN BY THE BOARD OF CHOSEN FREEHOLDERS AT THIS MEETING. PUBLIC PARTICIPATION IS ENCOURAGED. IN ORDER TO ASSURE FULL PUBLIC PARTICIPATION, THOSE INDIVIDUALS WITH DISABILITIES WHO WISH TO ATTEND THE MEETING SHOULD SUBMIT ANY REQUESTS FOR SPECIAL ACCOMMODATION ONE WEEK IN ADVANCE".

There were no public comments on agenda items.

RESOLUTION 103-98

On motion by Mr. Lance, seconded by Mrs. Stone, the following resolution was unanimously adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held February 18, 1998.

RESOLUTION TO PAY BILLS.

BE AND IT IS HEREBY RESOLVED that Master Voucher Certificate for Certification for Payment No. 98-5 dated February 18, 1998 in the amount of \$263,668.31 including bills and investments, is approved subject to the review of the vouchers by the Board of Chosen Freeholders.

98-5 263,668.31

I hereby certify the above to be a true copy of a resolution adopted by the Board of Chosen Freeholders of the County of Warren on the date above mentioned.

s/Naomi J. Stout, Deputy Clerk

ROLL CALL: Mrs. Stone: yes Mr. Lance: yes Mrs. Dickey: yes

Director Dickey opened the public hearing on the 1998 budget of the County of Warren at 7:15 p.m.

County Administrator Henry Dinger stated that due to some technical problems, he is

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recommending that the board take comments tonight, adjourn the hearing, resume the hearing at next week's meeting for further comments and adopt the budget at that time. The budget was advertised properly and copies were sent to the county libraries but not sent to the municipal libraries in accordance with some fairly new legislation. We have already complied with this new legislation and therefore, we can adopt the budget at the next meeting.

Gladys Blemmer commented that she went over the budget and didn't see any pattern involved in putting the budget together. Some departments took decreases but with no set pattern. Everyone was asked to cut 5% but it doesn't seem to have happened. She can't see the justification in cutting Buildings and Grounds and the Communication Center. It doesn't seem right. Based on this, we will be in bad shape next year because of this budget.

Dan Olshefski said that Pat Rivoli of the Communications Center was able to cut his insurance costs substantially and based on the excellent relationship we have with the department heads, no one seemed to have any problems with cutting what they could from their budgets.

Pete Houck said that the budget committee took suggestions from the department heads, and although not all the suggestions were taken, they were all considered. Cuts were made where they could be made, everyone stepped up to the plate.

Susan Dickey said that this was not a blanket cut across the board and this shows that there was a lot of thought put into the budget.

Gladys mentioned that now the county is buying a new computer system which means that the PC's bought five years ago are now no good. Henry said that the system is old and out-dated and needs to be updated. We need a coordinated system. Some of the computers we have now will go to the Correctional Facility.

Gladys said that there is always a danger when you understaff your departments and Susan said that we have no intention of understaffing the 24 hour facilities; Communications Center, Jail, Warren Haven; if we hadn't made cuts, a tax increase would have been the next option.

Gladys said that the capital plan was cut, services are being cut. The outside agencies lost \$100,000. Henry said we can't pick up the slack for everyone. Some services will have to be cut, that can't be helped.

Steve Lance said we have to look at the bottom line. We have to control our end of the tax bill.

Ann Stone said that the loss of money from the court system has had a big impact on the budget. She is concerned that we have increased the budget by \$1 million but we have lost revenue and many people are upset about the cuts. Morale is very low. This is not conducive to good county government. The Communications Center was reduced by 7% and Public Safety was reduced by 7%. If they can't hire people, we will get many complaints.

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Henry believes that the Communications Center is not in a crisis mode. It is not understaffed in any area.

Ann Stone insisted that they do not have enough help. She also said that Buildings and Grounds took an 8% cut and lost all their seasonal help and a telephone operator. Economic Development took a 7% hit. She is not in favor of cutting back on services. Legal Services, Day Care and the Food Bank all had money cut from their budgets.

Henry said that Day Care has been restructured and a lot of money is being thrown out from federal and state sources. Lorraine Scheibener said that all their programs took a cut of 1% each. Henry said that if you intend to make adjustments, talk to the advisory councils first. He said next year's budget will be tougher than this one. Henry suggested a \$.01 tax increase but the majority of the board did not want that.

The hearing was adjourned at 7:55 p.m. and will resume at 7:15 p.m. on February 25, 1998.

The first reading of the ordinance entitled: "AN ORDINANCE AUTHORIZING CERTAIN CAPITAL IMPROVEMENTS IN THE AMOUNT OF \$2,205,082.00 AND APPROPRIATING THE SUM OF \$1,950,082.00 FROM THE WARREN COUNTY CAPITAL IMPROVEMENT FUND AND APPROPRIATING \$255,000.00 FROM CAPITAL SURPLUS FOR SUCH PURPOSES" will be held until after the adoption of the budget at the February 25, 1998 meeting.

RESOLUTION 104-98

On motion by Mrs. Stone, seconded by Mr. Lance, the following resolution was unanimously adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held February 18, 1998.

RESOLUTION CHANGING THE HOURS OF WORK FOR THE FULL-TIME POSITION OF FIELD REPRESENTATIVE, SENIOR CITIZEN PROGRAM, CLASSIFIED, WITHIN THE WARREN COUNTY OFFICE ON AGING.

BE IT RESOLVED by the Board of Chosen Freeholders of the County of Warren that the regular hours of work for the position of *field representative, senior citizen program*, classified, within the Warren County Office on Aging be reduced from 37 1/2 hours to 35 hours per week; and

BE IT FURTHER RESOLVED by the Board of Chosen Freeholders that the reduction in work hours be approved for the purpose of bringing all positions in the office on aging in compliance with the standard hours of operation; and

BE IT FURTHER RESOLVED that an agreement memorializing this change in employee work hours as annexed hereto has been agreed to by AFSCME Local 3287; and

NOW, THEREFORE, BE IT RESOLVED that the weekly hours for the position of *field representative, senior citizen program*, currently established on Range Group 13, be changed to 35 hours per week and be made effective February 19, 1998.

I hereby certify the above to be a true copy of a resolution adopted by the Board of Chosen Freeholders of the County of Warren on the date above mentioned.

s/Naomi J. Stout, Deputy Clerk

ROLL CALL: Mrs. Stone: yes Mr. Lance: yes Mrs. Dickey: yes

RESOLUTION 105-98

On motion by Mr. Lance, seconded by Mrs. Stone, the following resolution was

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unanimously adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held February 18, 1998.

RESOLUTION ESTABLISHING A WARREN COUNTY SOFTWARE POLICY FOR WARREN COUNTY EMPLOYEES.

WHEREAS, the Board of Chosen Freeholders of the County of Warren has recognized a need to create a Software Policy to prevent the unauthorized copying of any Warren County computer software as protected by the Federal Copyright Act, US Code, Title 17: and

WHEREAS, the adoption of this policy will serve to protect Warren County from any civil and criminal liability associated with the unlicensed duplication or use of computer software that is property of Warren County: and

WHEREAS, a Warren County Software Policy will provide direction for the intended use of any software or information systems under ownership of Warren County;

NOW, THEREFORE, BE IT RESOLVED that the Board of Chosen Freeholders of the County of Warren adopts a Warren county Software Policy, which is annexed to this resolution and incorporated herein as set forth verbatim; and

BE IT FURTHER RESOLVED that this policy be implemented immediately upon adoption within all Warren County departments, for all Warren County employees and other units of county government operating under separate appointing authorities who use county owned software; and

BE IT FURTHER RESOLVED that the Warren County Personnel Division shall forthwith provide copies of this resolution and the annexed policy to all labor organizations currently representing units of Warren County employees.

I hereby certify the above to be a true copy of a resolution adopted by the Board of Chosen Freeholders of the County of Warren on the date above mentioned.

s/Naomi J. Stout, Deputy Clerk

ROLL CALL: Mrs. Stone: yes Mr. Lance: yes Mrs. Dickey: yes

County Counsel David Wallace had no report and nothing for executive session.

County Engineer David Hicks had nothing to report but Freeholder Dickey asked if we could do anything about the increased truck traffic on Brainards Road. There are smaller trucks going through but considerably more than before. Can we do anything? Dave said he would look into it.

County Planner David Dech was not at the meeting.

GFO Pete Houck had no report.

County Administrator Henry Dinger asked if the board wants Scott Welch to come to the February 25th freeholder meeting and the board agreed. The time will be 8:00 p.m. for his presentation.

Vo-Tech and Special Services requested March 25th for their public hearings and the board agreed. Vo-Tech will be 7:30 p.m. and Special Services at 8:00 p.m.

Under freeholder comments, Ann Stone asked the board if they received a letter from Bob Zelley and they had. She asked if the board wants to react to his request. (No response)

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Steve Lance asked that we contact George Ulmer about a deer carcass on Mt. Lake and Just-It Road on the side towards Great Meadows.

Steve also reported that the Open Space committee did not have a quorum on the 16th and so the interviews will take place at the March 2nd meeting.

Regarding the proposed site in Phillipsburg for the Rail Museum, Steve asked if we could write to Hunterdon County and ask for their support in this matter. Henry will write to them.

Mrs. Dickey had no comments.

There were no public comments.

There were no press comments or questions.

No executive session was needed.

On motion by Mr. Lance, seconded by Mrs. Stone, and there being no further official business to come before the board at this time, the meeting was adjourned at 8:10 p.m.
ROLL CALL: Mrs. Stone: yes Mr. Lance: yes Mrs. Dickey: yes

ATTESTED TO:

Naomi J. Stout, Deputy Clerk