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The Board of Chosen Freeholders of the County of Warren met in regular session in its offices in the Administration Building, Belvidere, New Jersey on Wednesday, May 16, 2001 at 7:35 p.m.

The meeting was called to order by Director DiMaio and upon roll call the following members were present: Freeholder John DiMaio, Freeholder Michael Doherty and Freeholder James DeBosh.

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

Director DiMaio 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**".

Scheduled for this meeting is a review of the Departmental Vehicle Allocation Plan. Mr. Marvin explained that the plan was adopted around six years ago and requires an annual review. However, it was only last year that we instituted this. This year a memo was sent out to each department requesting that they make any changes and submit the information back to the BCF, specifying what each vehicle is used for. No changes were requested. The BCF then requested that certain department heads come in and justify their requests.

Mr. Doherty asked Mr. West what the average cost per mile is and Mr. West said that .11 per mile is average. Mr. Doherty noted that PHNA has 17 units, averaging out to 959 miles per vehicle and last month, the total mileage was 15,350, which seems very high.

Mr. DiMaio said that regarding insurance costs, it works out to around \$57.46 per unit per month which is roughly \$700 per year for each vehicle. We carry a blanket policy on all our vehicles and the insurance is based on the types of vehicles, claims history and the number of vehicles.

Mr. Doherty also asked about the cost of gas and Mr. West said it is running around \$1.04 a gallon but it changes from load to load. Mr. Doherty also asked what type of maintenance we do and who does it. Mr. West said we have 6 technicians that do the regular maintenance but the heavy work is subcontracted out or done by the dealer. The maintenance cost is based on \$15.00 per hour and works out at \$118.76 for time and material. Mr. Doherty also asked if a logbook is kept and Mr. West said that we keep records on maintenance just like a dealership. Mr. Doherty asked about the salaries for the 6 technicians and Mr. West said we pay \$15.00 per hour, a figure that has not been changed in the last few years.

Mr. DiMaio asked how many cars the county has and Mr. West said we have 286 vehicles, 16 of which are destined for the auction in September. Mr. Marvin pointed out that we pay maintenance and insurance on the grant funded vehicles.

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Mr. Doherty questioned the cars allotted to PHNA and asked if April was an extremely busy month. The figures show an average of 959 miles per vehicle with a total of 11,000 miles. Mrs. Harth said that both March and April were heavy months.

Mrs. Harth was asked to explain what the cars are used for and she said that the nurses are on-call for 7 days a week, 24 hours per day and they make 5 to 8 visits per day. Also, to save time and money, they don't have to report in to the office every day. Her department has 17 vehicles with one that is not used all the time.

Mr. Doherty asked if it wouldn't be better to have the employees use their own vehicle and the county reimburses them at a rate of .34 per mile.

Mr. Marvin pointed out that we are a very conservative county regarding vehicles in comparison to our sister counties.

Mr. Doherty asked if we can pick one vehicle and cost it out as compared to employees using their own vehicles. Mr. DiMaio said we can have Mr. Olshefski do this. Mr. Houck figured it out roughly and said there is no significant cost savings by having employees using their own vehicles.

Mr. Doherty asked Mrs. Harth what was her caseload is and she said she has approximately 350 clients monthly, 40,000 visits annually and about 16,000 nursing visits.

Prosecutor Laky spoke to the BCF around 8:45 p.m.

Mr. DeBosh said that regarding the Prosecutor's vehicles, he does object to them having cars to commute with. He asked if the Assistant Prosecutor is on call at night and Prosecutor Laky said yes. Mr. DeBosh asked about the frequency, once a week, once a month, etc. Prosecutor Laky said that there are 7 vehicles fully equipped for use 24 - 7. Mr. DeBosh said that in the breakdown between the commute miles and the work miles, the vehicle seems to be a perk.

Prosecutor Laky pointed out that the only county expense is for insurance and maintenance cost. All the vehicles were purchased with grant or forfeiture funds. No county money was used.

Mr. DeBosh said he would like to know how many times the situation arises that these people go out during off-hours. He is troubled with the large number of commuting miles. There would seem to be a better use of forfeiture funds than buying all these cars.

Prosecutor Laky mentioned that the county has only purchased 2 cars for his office in many years. His office has been very generous with their forfeiture funds over the years. Vehicles for his people are a good benefit and could not be changed overnight but he would be willing to work with the BCF on this issue. Mr. DiMaio said a transitional approach can be taken. Mr. Laky again pointed out that his office has always contributed very generously to the county.

Mr. DeBosh asked if it would be possible that every detective not take a car every day. The Prosecutor said that would not be practical. There are 3 detectives on call all the time and each vehicle is fully equipped.

Mr. Doherty pointed out that the attorneys in Hunterdon County use their own vehicles. Prosecutor Laky said all counties are organized in a different way, ours is very effectively organized. In Sussex County, all the attorneys have vehicles with 24-hour use. What we have is a very good

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policy; the cars for attorneys are a very good perk. These people don't get paid for all the extra duties they have so this becomes a good perk. The cost to the county is minimal but provides a good benefit to the office.

Mr. DeBosh said he noticed that the Trial Unit Coordinator has a vehicle and thought those duties were mostly during the day. The Prosecutor said that a lot of the work is done at night. Mr. Doherty said that regarding the commuting miles, who pays for the gas? Prosecutor Laky said that the county is responsible for the insurance, the maintenance and the gas. He reminded the BCF that the Assistant Prosecutors don't get any additional pay, just the use of the vehicle. If they were given an increase, it would cost more.

Mr. Doherty said he respectfully disagrees. We should be more like Hunterdon County. He doesn't think attorneys should have vehicles. The BCF needs to look at this and then have a phase out period. Salaries should be the direct compensation for all duties.

Prosecutor Laky said he doesn't intend to purchase any new vehicles or ask the freeholders to purchase any. His people are used to having vehicles and if they are taken away, it would cause a serious morale problem. However, he is not opposed to an attrition plan. He has already reduced his vehicles by one.

Prosecutor Laky left at 9:20 p.m.

Rick Miller, Supervisor of the Road Department, appeared before the BCF. Mr. DeBosh had no questions. Mr. Doherty asked about the high mileage on the dump trucks and Mr. Miller said they replace two every year. Mr. DeBosh asked if the workload is evenly distributed and Mr. Miller said that the winter workload is heavier but the summer workload pretty much stays the same.

Mr. DiMaio asked if we ever contract out any of the snow removal and Mr. Miller said no. Mr. DiMaio also asked if a study has ever been done on contracting out for snow removal or oiling or chipping. No recent study has been done. Mr. Miller said that most of the maintenance is done in-house but larger jobs are contracted out. Mr. Miller left at 9:30 p.m.

Regarding the Sheriff's Office, Sheriff Kelley did not attend this meeting.

By way of background, back in July of 2000, a three-party agreement between the state, the county and the Sheriff regarding prisoner transport was executed. Since that time, there have been five documented transports of adult state prisoners from the correctional center to the state facility and seven juveniles have been moved to Jamesburg from Warren Acres, all individually moved. It was asked if this justifies the purchase of a 15 passenger van.

Mr. DiMaio pointed out that there are three vehicles located next door that are available for this use. Mr. Marvin pointed out that the Sheriff refuses to use them.

The break-down of 24 hour vehicles is as follows: Prosecutor (31), Cooperative Extension (2) Roads (2) PHNA (15) Sheriff (2) Weights & Measures (1) Public Safety (1) Warden (1). Mr. DiMaio said the BCF will digest this information and take action at a later date.

Under public comments on agenda items, Gil Greene of Harmony Township spoke to the board regarding Reso. #E2 which he feels is inconsistent. He said it appears that the BCF is taking salary monies out of these funds and that is not applicable. These funds should only be used for acquisition.

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Mr. Doherty agreed with Mr. Greene. We should dedicate as much as we can to acquisition and keep the overhead costs negligible. This reduces the money that should be used for acquisition of land.

RESOLUTION 394-01

On motion by Mr. DeBosh, seconded by Mr. Doherty, the following resolution was adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held May 16, 2001.

RESOLUTION TO PAY BILLS

Be and it is hereby resolved that Master Voucher Certificate **For Certification/Ratification for Payment No. 2001-17 dated May 16, 2001** In the amount of \$ 1337,110.88 including bills and Investments, is approved subject to the review of the vouchers By the Board of Chosen Freeholders.

2001-17	\$1,337,110.88
Total	1,337,110.88

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.

Naomi J. Stout Deputy Clerk

ROLL CALL: Mr. DeBosh: yes Mr. Doherty: yes Mr. DiMaio: yes

RESOLUTION 395-01

On motion by Mr. Doherty, seconded by Mr. DeBosh, the following resolution was adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held May 16, 2001.

RESOLUTION AUTHORIZING THE PUBLIC HEALTH COORDINATOR TO SUBMIT THE 2000 WARREN COUNTY HEALTH DEPARTMENT ANNUAL REPORT TO THE NEW JERSEY DEPARTMENT OF HEALTH AND SENIOR SERVICES.

WHEREAS, NJSA 26:3-35 requires every local or county health department to submit an annual report to the New Jersey State Department of Health, and

WHEREAS, the Warren County Health Department Public Health Coordinator has prepared the required report for the year 2000;

NOW, THEREFORE, BE IT RESOLVED, that the Warren County Board of Chosen Freeholders approves the report and authorizes its submission to the New Jersey Department of Health and Senior Services.

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.

Naomi J. Stout Deputy Clerk

ROLL CALL: Mr. DeBosh: yes Mr. Doherty: yes Mr. DiMaio: yes

RESOLUTION 396-01

On motion by Mr. Doherty, seconded by Mr. DeBosh, the following resolution was adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held May 16, 2001.

RESOLUTION APPROVING THE WARREN COUNTY OPEN SPACE, RECREATION AND FARMLAND AND HISTORIC PRESERVATION TRUST FUND PROCEDURES AND RULES AS REVISED MAY 4, 2001.

WHEREAS, on June 26, 1996, the Warren County Board of Chosen Freeholders

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adopted the "Open Space and Farmland Preservation Trust Fund Procedures and Rules" for the administration of the trust fund monies; and

WHEREAS, the June 26, 1996, Procedures and Rules were amended by resolution on May 13, 1998; May 25, 1998; July 14, 1999; April 12, 2000; and July 26, 2000; and

WHEREAS, additional revisions are needed to reflect mandated changes from the NJ Department of Community Affairs, Local Finance Board, and to clarify the authority of the Board of Chosen Freeholders in appropriating money from the Warren County Open Space, Recreation and Farmland and Historic Preservation Trust Fund;

NOW, THEREFORE, BE IT RESOLVED that the "Warren County Open Space, Recreation and Farmland and Historic Preservation Trust Fund Procedures and Rules," dated May 4, 2001, be approved.

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.

Naomi J. Stout Deputy Clerk

ROLL CALL: Mr. DeBosh: yes Mr. Doherty: yes Mr. DiMaio: yes

County Counsel John Coyle reported that he is still researching the usage of the courthouse. Also, regarding the trip to Washington, D.C., it is set for May 24th at 1:00 p.m. Three representatives from DEP will be going plus Mr. DiMaio and Mr. DeBosh.

County CFO Pete Houck reported that we will be selling \$2,000,000 in farmland preservation notes in mid July at 3% or 3-1/2%.

County Administrator Steve Marvin submitted one hiring request, which was approved.

A resolution will be prepared for the county preferential hiring lists/residency requirements, possibly for next week. The BCF is in favor of this, with the exceptions.

Under freeholder comments, Mr. DiMaio said we need to authorize the CFO to get public information from the WCCC regarding the award of professional service contracts re: their \$4.1 million expansion project.

On motion by Mr. Doherty, seconded by Mr. DiMaio, CFO Charles Houck is authorized to obtain public information from Warren County Community College regarding the award of professional service contracts re: their \$4.1 million expansion project.

ROLL CALL: Mr. DeBosh: yes Mr. Doherty: yes Mr. DiMaio: yes

There were no closing public comments or press comments or questions.

RESOLUTION 397-01

On motion by Mr. Doherty, seconded by Mr. DeBosh, the following resolution was adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held May 16, 2001.

RESOLUTION AUTHORIZING THE WARREN COUNTY BOARD OF CHOSEN FREEHOLDERS TO HOLD AN EXECUTIVE SESSION ON JANUARY 24, 2001. THE GENERAL NATURE OF THE SUBJECTS TO BE DISCUSSED INCLUDE VARIOUS PERSONNEL MATTERS. CONTRACTS, LITIGATION, LAND ACQUISITION, ATTORNEY/ CLIENT PRIVILEGED COMMUNICATION, PUBLIC SAFETY AND PROPERTY; AND IT IS ANTICIPATED THAT THE ABOVE STATED

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**SUBJECT MATTERS WILL BE MADE PUBLIC AT SUCH TIME AS
THE PUBLIC INTEREST PERMITS DISCLOSURE AND/OR WHEN A
REQUEST IS MADE CONSISTENT WITH THE OPEN MEETINGS ACT AND
WITH STATUTORY AND COMMON LAW "RIGHT TO KNOW" PROVISIONS**

WHEREAS, Section 7 of the Open Public Meetings Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist,
NOW, THEREFORE, BE IT RESOLVED by the Board of Chosen Freeholders of the County of Warren in the State of New Jersey, pursuant to Section 8 of said act, as follows:

1. The public shall be excluded from discussion of and action upon the hereinafter-specified subject matter.

2. The general nature of the subject matter to be discussed is:

1. Various personnel matters.
2. Contracts.
3. Litigation.
4. Land acquisition.
5. Attorney/client privileged communications.
6. Public safety and property.

3. It is anticipated that the above stated subject matter will be made public at such time as the public interest permits disclosure and/or when a request for disclosure is made consistent with the Open Public Meetings Act and with statutory and common law "right to know" provisions.

4. This resolution shall take effect immediately.

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.

Naomi J. Stout Deputy Clerk

ROLL CALL: Mr. DeBosh: yes Mr. Doherty: yes Mr. DiMaio: yes

The board went into executive session at 10:35 p.m.

The board returned to open session at 11:17 p.m.

Nothing discussed in executive session has lost its confidentiality.

On motion by Mr. DeBosh, seconded by Mr. Doherty, and there being no further official business to come before the board at this time, the meeting was adjourned at 11:17 p.m.

ROLL CALL: Mr. DeBosh: yes Mr. Doherty: yes Mr. DiMaio: yes

ATTESTED TO:

Naomi J. Stout, Deputy Clerk