

MINUTES**MARCH 19, 2003**

The Board of Chosen Freeholders of the County of Warren met in work session in its offices in the Wayne Dumont, Jr. Administration Building, Belvidere, New Jersey on March 19, 2003 at 7:31 p.m.

The meeting was called to order by Director Doherty and upon roll call, the following members were present: Freeholder Michael J. Doherty, Freeholder Richard D. Gardner, and Freeholder John DiMaio. Also attending were CFO Charles Houck, Assistant County Counsel Nancy Gage, County Administrator Steve Marvin, and Deputy Clerk Tammy M. Lynn.

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

Director Doherty read the following statement: **“ADEQUATE NOTICE OF THIS MEETING OF MARCH 19, 2003 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, THE EXPRESS-TIMES, STAR-LEDGER, BLAIRSTOWN PRESS, THE NEWS 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”.**

Director Doherty described what the Modular Ramp Program provides to the citizens of Warren County and was honored to present the certificate of appreciation to Valley National Bank and the Rotary club organization for their generous support.

On motion by Mr. Gardner, seconded by Mr. DiMaio, recording the **CERTIFICATE OF APPRECIATION** to Valley National Bank and Belvidere Rotary Club for their support in facilitating the start-up of *Modular Ramp Program* through the WC Division of Senior Services.
ROLL CALL: Mr. DiMaio yes, Mr. Gardner yes, Mr. Doherty yes

Mr. Doherty also presented a Certificate of Appreciation to Kathy Warren, Assistant Vice President of Valley National Bank for initiating the Modular Ramp Program. Ms. Warren thanked the Board and stated that it is important for everyone to be a volunteer. She described her experience when one of the recipients of the modular ramp who is a double amputee was provided total independence and an improved quality of life.

A gentleman from the Rotary club stated that it was more fitting for Ms. Warren to accept the certificate on their behalf. She is also a member of the Rotary club and she asked for the support from the club.

Susan Lennon, Director of the Warren County Division of Senior Services stated that this project originally started a year ago with one ramp and now there are 13 ramps with three more to be installed. She stated that the project success is totally due to Kathy Warren and her drive to get donations first from her employer Valley National Bank and then going and getting more support from the Belvidere Rotary Club. She raised funds from local donations, through state and federal funding that almost totaled \$80,000. Mr. Doherty thanked Ms. Lennon for the additional information.

Mr. Doherty continued recognizing all the county department heads for acquiring so much state and federal funding. He noted that part of the approximate \$79 million 2003 budget was covered with state and federal funding totaling \$39 million, while our neighbor counties had higher budgets, and lower state, and federal funding. He wanted to recognize the department heads for all their efforts to assist in keeping the tax levy down in Warren County.

Directory Doherty asked to table the Introduction Bond Ordinance until the work session meeting was continued. The Board agreed.

Director Doherty opened the work session at 7:45 p.m. and asked WC Land Preservation

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Director Robert Resker, and Special County Counsel Michael Lavery to begin discussion with options available for use of Open Space Trust Funds for county acquisitions, municipal acquisitions, and the Municipal and Charitable Conservancy Trust Fund Committee acquisition projects.

Mr. Marvin reminded the Board that the purpose of this meeting was from Board discussions during the January budget hearings. He explained some of the discussion was centered on options agreed amongst the Board at that time to initiate bonding to acquire land, then utilize the 45% allocated open space tax revenue to pay back the debt. Historically the direction was also shifted to acquire lands that would be low maintenance. In addition, some discussion was to be held to consider funds reallocated back to the local municipality to acquire open space for recreation and/or parks.

Mr. Resker distributed a current report of all county owned land inventory acquired and the list of future land acquisitions. Mr. Doherty asked for an explanation of the two options relating to returning open space tax revenues back to the municipalities. Mr. Resker noted that the first option would be to set up a revenue chart of the municipal portion of Open Space Tax revenue for each and noted the amount could only be used by that municipality for land acquisition. The second option would be to rank potential projects throughout the county, and to have an application submitted by the local municipality. If the amount needed for the project exceeded their respective Open Space contribution the project may be approved with a clause that the municipality would be eligible to apply again three years later.

Mr. Doherty asked to confirm the Farmland allocation. Mr. Resker responded that there would be no change from the amount adopted by the Board on August 2002, keeping it at 55%.

Mr. Resker explained that option one is very limited for the smaller municipalities and suggested option two would allow access for any size municipality. Mr. Lavery noted that the options raise some legal issues, since the voters approved the Trust fund, and he sees possible criticism if the Open Space Tax allocation is strictly divided up by the municipality contributions. He told the Board that option two would be a more viable option to provide a fair and equitable solution throughout the county.

After some discussion between the Board, Mr. Resker, Mr. Lavery and Mr. Marvin, they agreed that option two would be the better solution, along with a set of rules and regulations to govern the distribution of funds properly, priorities in the rules not allowing funds to be used for maintenance purposes, and that priority would be given when municipal acquisitions are eligible for Green Acres reimbursement. In addition, elimination of the Board of Recreation Commissioners and the Municipal and Charitable Conservancy Trust Committee would occur, to form a new Citizens Board with regional representatives to review the applications under the auspice of the Warren County Land Preservation Department. The Board concluded that there needs to be some changes in how the Open Space Tax would be best used.

Mr. Gardner asked if there are any farms anticipated for acquisition this year. Mr. Resker responded that the last report shows almost 60 farms, which is more than the Board can fund at this time.

Mr. Resker and the Board discussed alternatives relating to creating a specific tourist area of the Morris Canal, since some sections in the county have been developed already. Planning Director Dave Dech stated that the Morris Canal Committee is within his department and asked the Board to allow the Morris Canal to be the topic of the April 16, 2003 Work Session. The Board agreed.

Robert Shandor, member of the WC Board of Recreation Commissioner stated that the Warren Trail is almost completed; there are only two small areas, Harkers Hollow, Harmony Township and an area off Brass Castle Road still to be acquired. He offered to provide a thirty minute presentation of the properties targeted for acquisition once the Bond Ordinance is introduced and adopted. Mr. Doherty thanked him and asked that he schedule a future meeting date with Mr. Marvin.

The Board tabled the Bond Ordinance 2003-B to allow Mr. Gardner time to inspect all of the current county owned and proposed acquisition properties.

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Mr. Resker and Mr. Lavery left the meeting at 9:07 p.m and Director Doherty closed the work session.

Under public comments on agenda items there were none.

RESOLUTION 179-03

On motion by Mr. Gardner, seconded by Mr. DiMaio, the following resolution was adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held on March 19, 2003.

RESOLUTION TO PAY BILLS FOR MASTER VOUCHER NUMBER 2003 - 11.

On motion by **Mr. Gardner**, seconded by **Mr. DiMaio** the following resolution was adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held **March 19, 2003**.

Be and it is hereby resolved that Master Voucher Certificate **For Certification/Ratification for Payment No. 2003-11 dated March 19, 2003** in the amount of **\$2,356,207.27** including bills and investments, is approved subject to the review of the vouchers By the Board of Chosen Freeholders.

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|--------------------|-------------------------------|
| 2003-11 | \$ 2,356,207.27 |
| GRAND TOTAL | <u>\$ 2,356,207.27</u> |

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.

Tammy M. Lynn Deputy Clerk

ROLL CALL: Mr. DiMaio yes, Mr. Gardner yes, Mr. Doherty yes

RESOLUTION 180-03

On motion by Mr. DiMaio, seconded by Mr. Gardner, the following resolution was adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held on March 19, 2003.

RESOLUTION AUTHORIZING THE APPROVAL AND EXECUTION OF AMENDED LEASE AGREEMENTS WITH THE POLLUTION CONTROL FINANCING AUTHORITY OF WARREN COUNTY (PCFA) FOR OFFICE SPACE LOCATED AT 500 MT. PISGAH AVENUE, OXFORD, NJ FOR OFFICE SPACE TO ACCOMMODATE THE OPERATIONS OF THE WARREN COUNTY DEPARTMENT OF LAND PRESERVATION.

WHEREAS, the Warren County Department of Land Preservation requires adequate office space to accommodate operations; and

WHEREAS, the PCFA of Warren County has forwarded a lease agreement amending the original lease agreement by providing additional office spaces for the period of April 1, 2003 to June 12, 2003 at a cost of \$1,905.72; and

WHEREAS, the PCFA of Warren County has forwarded a lease agreement extending the original and amended lease agreements for office spaces for the period of June 12, 2003 to June 11, 2004 at a monthly cost of \$1,381.76 and an annual cost of \$16,581.12.

NOW, THEREFORE, BE IT RESOLVED, that the amended lease agreements between the Warren County Board of Chosen Freeholders and the PCFA of Warren County for office space at 500 Mt. Pisgah Avenue, Oxford, NJ, are hereby approved and the Freeholder Director is authorized to execute said agreements.

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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.

Tammy M. Lynn Deputy Clerk

ROLL CALL: Mr. DiMaio yes, Mr. Gardner yes, Mr. Doherty yes

RESOLUTION 181-03

On motion by Mr. Gardner, seconded by Mr. DiMaio, the following resolution was adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held on January 8, 2003.

RESOLUTION RE: APPROVING THE AGREEMENT WC0330R FOR PROFESSIONAL CHIROPRACTIC NETWORK SERVICES TO PROVIDE ADMINISTRATION, CASE MANAGEMENT, CLAIMS PROCESSING, QUALITY IMPROVEMENT, REPORTING AND OTHER SERVICES FOR THE WARREN COUNTY SELF INSURED EMPLOYEE MEDICAL INSURANCE PROGRAM FOR THE PERIOD OF APRIL 1, 2003 THROUGH DECEMBER 31, 2003 TO ALIGNISONE OF NEW JERSEY, INC. IN AN AMOUNT OF \$2.95 PER ELIGIBLE PER MONTH.

WHEREAS, there exists a need for the professional services of a Chiropractic Insurance administrator to provide administration and expanded network healthcare services for the Warren County Employee Medical Insurance Program: and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et. Seq) requires that a resolution authorizing the award of contracts for "professional services" without competitive bids and the contract itself must be available for public inspection; and

WHEREAS, the Director of Purchasing has certified that this meets the statute and regulations governing the award of said contracts;

WHEREAS, adequate funds are available in account 33105/5721 – Healthcare Trust Account, Administrative Costs and certified by the County Chief Financial Officer

NOW THEREFORE BE IT RESOLVED, by the Board of Chosen Freeholders of the County of Warren in the State of New Jersey as follows:

1. The agreement between the Board of Chosen Freeholders of the County of Warren and Alignisone of New Jersey, Plymouth Meeting, Pennsylvania for professional services for the above project, for the term of April 1, 2003 through December 31, 2003 in the amount of \$2.95 per eligible per month, is hereby approved and the Director is hereby authorized and directed to execute the appropriate contract.
2. This contract is awarded without competitive bidding as a Professional Service in accordance with 40A:11-5(1)(a)(i) of the Local Public Contracts Law.
3. A notice of this action shall be published in the Star Gazette, as required by law, within ten days of its adoption.

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.

Tammy M. Lynn Deputy Clerk

ROLL CALL: Mr. DiMaio yes, Mr. Gardner yes, Mr. Doherty yes

RESOLUTION 182-03

On motion by Mr. DiMaio, seconded by Mr. Gardner, the following resolution was adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held on January 8, 2003.

RESOLUTION CREATING THE TITLE OF SECRETARIAL ASSISTANT, CLASSIFIED, AND ABOLISHING THE TITLE OF SENIOR CLERK TYPIST, CLASSIFIED, WITHIN THE WARREN COUNTY DEPARTMENT OF PUBLIC SAFETY.

BE IT RESOLVED by the Warren County Board of Chosen Freeholders that pursuant to a

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reclassification directive by the New Jersey Department of Personnel, the title of *secretarial assistant*, classified, is created within the Warren County **Public Safety Department**; and

BE IT FURTHER RESOLVED by that the title of *senior clerk typist*, classified, is hereby abolished;

NOW, THEREFORE BE IT RESOLVED by the Warren County Board of Chosen Freeholders that the title of *secretarial assistant*, is created and established on AFSCME Local 3287, Range 1140 and made effective retroactive to October 5, 2002.

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.

Tammy M. Lynn Deputy Clerk

ROLL CALL: Mr. DiMaio yes, Mr. Gardner yes, Mr. Doherty yes

Under reports and comments Assistant County Counsel Nancy Gage had nothing to report.

County Planner Dave Dech had no report.

County CFO Pete Houck had no additional information to report.

County Administrator Steve Marvin presented the following Hiring Requests and explained they are to replace existing positions that have been vacated. They were for the WC Long Term Care Facility, one Full-Time Sr. Food Service worker position, vacancy due to recent retirement; WC Long Term Care Facility for one Full-Time Interim Bldg. Service worker position in the Dietary Department, anticipated vacancy due to promotions within facility; and WC Long Term Care Facility for one Full-Time Interim Sr. Food Service worker position as a vacancy will exist due to a recent application for permanent disability. The hiring requests were approved by the Board.

Mr. Marvin asked the Board for approval to schedule the Five-County Coalition meeting on May 7, 2003 as they are to be host. The Board agreed and asked him to follow up on Mr. Resker's offer to see if the Panther Valley Country Club meeting room would be available. The Board continued to discuss the other May meeting dates and concluded the dates will be set at the March 26, 2003 meeting.

Mr. Marvin reminded the Board that the two Board of School Estimate meetings with WC Technical School and WC Special Services School are scheduled for March 26, 2003 7:00 p.m. before the regular meeting.

Under Freeholder comments, Mr. DiMaio had nothing to report.

Mr. Gardner reported that he received a request from NORWECAP regarding Governor McGreevy's cut to Federal Funding distribution for their Faces Program. He distributed pamphlets relating to the successes of this program and a written request asking the Board to send a letter to Governor McGreevey on the Faces Program behalf. He commented that he sees the importance of this program and the need to have the \$125,000 Federal Funding restored. Mr. Marvin responded that

a resolution could be added to next agenda. Mr. Gardner explained that a letter needs to be in Trenton by Monday.

On motion by Mr. Gardner, seconded by Mr. DiMaio, approval requesting Mr. Marvin to draft a letter to Governor McGreevey to restore the Federal Funding for the NORWESCAP Faces Program and authorizing Mr. Gardner to sign it on behalf of the Board.

ROLL CALL: Mr. DiMaio yes, Mr. Gardner yes, Mr. Doherty yes

Under closing public comments, Richard Patricia, WC Technical School faculty member and

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resident of Phillipsburg, explained to the Board that W.T.E. Association was informed that three faculty member positions will be eliminated due to budget shortfalls. He asked the Board to look at the importance of the schools Academy programs, and what will suffer for all students if these teachers are eliminated. He distributed a report detailing the lost classes in the new Engineering Academy and additional classes if the budget shortfall is not made up. He thanked the Board for listening to his concerns.

Walter Menegus, White Township resident and WC Technical School Teacher, concurred with Mr. Patricia's report. He asked the Board who cut the budget. Mr. Doherty responded that the Board budgeted what was submitted.

Mr. DiMaio stated that he does not recall any cuts made during the county budget hearings. Mr. Marvin noted that the state is flat lining aid to schools. Mr. Menegus stated that in order for the WC Technical School to operate properly it will need \$179,000 and he asked the Board to consider this before the School Estimate meeting and final adoption of the WC Technical School Budget. Mr. Gardner noted his visit to the school was impressive with all the programs underway in the new addition. He shared concerns that the addition will be empty if these programs are cut. After some shared concerns were discussed between Mr. Menegus and the Board, it was agreed that the Board would look at the needs to maintain the educational programs vs. what the Board budgeted. Mr. Menegus thanked the Board for listening.

Robert Shandor, Fox Farm Road, advised the Board that land values are increasing steadily with offers from developers. He wanted to encourage the Board to pursue the Farmland and Open Space Acquisitions ASAP by initiating the 2003-B Bond Ordinance. He offered to provide a guided tour of the lands that are on the acquisition list. He described some alternative methods to purchase the land.

Mr. Houck advised the Board that he would not recommend any of them. He explained that with current economic situations the Board would be paying 6% interest and will receive 2% interest on any investment of funds. That is not advised or fiscally responsible for the Board to enter into. Mr. Shandor noted that one farmer in Harmony Township has just sold to a developer and there will be 300 new homes soon and asked the Board to put the Bond Ordinance on the April 9th meeting agenda. Mr. Gardner responded that he has mentioned that he agrees with all land preservation efforts. However, because there are so many acquisition requests, he would like to inspect each one before he makes any final decisions.

Mark Turker, Liberty Drive, Belvidere and WC Technical School Board member, echoed the sentiments of Mr. Menegus. He explained that as a Board member it is difficult to plan for a school budget when the county requests information in September. He stated that he just returned from his Board meeting and has been informed that the state flat lining aid has caused this shortfall. He appealed to the Board to consider funding the \$179,000 shortage so that the educational services can go uninterrupted for the students throughout the county. He thanked the Board for listening to his concerns.

Judy Brands, PhysEd Teacher at WC Technical School stated that she began her teaching career at the WC Technical School, then left for awhile and is amazed at the changes, the staff encourage students to attend the school because now there are so many programs offered. She is proud to be part of a school that expects higher standards and most students that graduate are furthering their education in college. Ms. Brands asked the Board to fund the shortfall and continue the academic programs for the students in Warren County. Mr. Patricia echoed Ms. Brands comments that almost all the students further their education after graduating.

Mr. Doherty thanked them for sharing their concerns.

Robert Shandor, Fox Farm Road, wanted to recognize the WC Technical School for having prepared graduates. He explained that when he had his business, most of his employees were graduates of the WC Technical School.

Fran Gray, Cosmetology Teacher, WC Technical School, told the Board that she concurs

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with everyone that spoke before her, and she wanted the Board to know that of the students that do not go on to college, they will have a skilled trade and are prepared for employment or to operate their own business. She concluded that most of these students have earnings beyond a college graduate. She asked the Board support the shortfall funding to continue the academic advantages to all Warren County students.

Mr. Doherty thanked her.

There were no press comments or questions.

On motion by Mr. DiMaio, seconded by Mr. Gardner, and there being no further official business to come before the Board at this time, the meeting was adjourned at 9:50 p.m.

ROLL CALL: Mr. DiMaio yes, Mr. Gardner yes, Mr. Doherty yes

ATTESTED TO:

Tammy M. Lynn, Deputy Clerk