

## MINUTES

FEBRUARY 12, 2005

The Board of Chosen Freeholders of the County of Warren met in budget session in its offices in the Wayne Dumont, Jr. Administration Building, Belvidere, New Jersey on February 12, 2005 at 9:06 a.m.

The meeting was called to order by Director Gardner and upon roll call, the following members were present: Freeholder Richard Gardner, Freeholder John DiMaio and Freeholder Everett Chamberlain. Also attending were CFO Charles Houck, Fiscal Analyst Dan Olshelski and County Administrator Steve Marvin.

The Pledge of Allegiance was led by Director Gardner.

Director Gardner read the following statement: **"ADEQUATE NOTICE OF THIS MEETING OF FEBRUARY 12, 2005 WAS GIVEN IN ACCORDANCE WITH THE OPEN PUBLIC MEETINGS ACT BY FORWARDING A SCHEDULE OF SPECIAL MEETINGS OF THE BOARD OF CHOSEN FREEHOLDERS TO THE WARREN COUNTY CLERK, THE STAR-LEDGER, AND DAILY RECORD 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."**

On motion by Mr. Chamberlain, seconded by Mr. DiMaio, the Minutes of the Budget Session held on January 22, 2005 were approved.

Recorded Vote: Mr. Chamberlain yes, Mr. DiMaio yes, Mr. Gardner yes

On motion by Mr. DiMaio, seconded by Mr. Chamberlain, the Minutes of the Regular Session held on January 26, 2005 were approved.

Recorded Vote: Mr. Chamberlain yes, Mr. DiMaio yes, Mr. Gardner yes

On motion by Mr. Chamberlain, seconded by Mr. DiMaio, the Minutes of the Executive Session held on January 26, 2005 were approved.

Recorded Vote: Mr. Chamberlain yes, Mr. DiMaio yes, Mr. Gardner yes

**RESOLUTION 89-05**

On motion by Mr. DiMaio, seconded by Mr. Chamberlain, the following resolution was adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held on February 12, 2005

**RESOLUTION AUTHORIZING THE WARREN COUNTY HEALTH OFFICER TO APPLY FOR PUBLIC HEALTH PRIORITY FUNDING IN THE AMOUNT OF \$46,842 FOR 2005.**

**WHEREAS**, State Public Health Priority Funding (PHPF) has helped provide essential public health services to the Warren County citizenry since 1970; and

**WHEREAS**, P.L. 2003 C.113, effective July 1, 2003, changed the method of providing PHPF to County Health Departments from a direct state appropriation to revenues from supplemental realty transfer fees; and

**WHEREAS**, said law requires that these new fee revenues support future PHPF services, at least at the 2003 funding level, which for Warren County is \$46,842 per year; and

**WHEREAS**, compliance with the PHPF law (N.J.S.A. 26:2F-1) requires submission of an application to the New Jersey Department of Health & Senior Services (NJDHSS) for PHPF funding approval;

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**NOW, THEREFORE, BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Warren that the County Health Officer is authorized to submit an application to NJDHSS for PHPF in the amount of \$46,842 for Calendar Year 2005; and

**BE IT FURTHER RESOLVED** that the County Treasurer is authorized to collect and disburse the above-referenced supplemental realty transfer fees for the purpose of supporting PHPF 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.

Steve Marvin Clerk of the Board

Recorded Vote: Mr. Chamberlain yes , Mr. DiMaio yes, Mr. Gardner yes

**RESOLUTION 90-05**

On motion by Mr. DiMaio, seconded by Mr. Chamberlain, the following resolution was adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held on February 12, 2005

**RESOLUTION APPROVING WARREN COUNTY'S PARTICIPATION IN THE NATIONAL TOPOFF 3 EXERCISE AND AUTHORIZING THE COUNTY HEALTH OFFICER TO ADMINISTER STATE FUNDING OF \$20,000 FOR TOPOFF 3 EXPENSES.**

**WHEREAS**, TOPOFF 3 (T-3) is a congressionally mandated exercise managed by the U.S. Department of Homeland Security to strengthen the nation's capacity for response to and recovery from a terrorist attack involving biological, chemical or radiological weapons; and

**WHEREAS**, the Warren County Health Department and Office of Emergency Management are being asked to participate in T-3 by activating the County Emergency Operations Center and operating a Point of Dispensing (POD) site for mass dispensing of pharmaceuticals to simulated victims; and

**WHEREAS**, the County Health Officer has submitted a T-3 budget and work plan for Warren County POD operations to the N.J. Department of Health and Senior Services and the N.J. Department of Law and Public Safety; and

**WHEREAS**, the County of Warren is eligible to receive State funding of \$20,000 for T-3 exercise costs;

**NOW, THEREFORE, BE IT RESOLVED** that the Warren County Board of Chosen Freeholders approves participation of the County of Warren in T-3 and authorizes the County Health Officer to administer State funding of \$20,000 to Warren County for T-3 exercise costs.

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.

Steve Marvin Clerk of the Board

Recorded Vote: Mr. Chamberlain yes, Mr. DiMaio yes, Mr. Gardner yes

**RESOLUTION 91-05**

On motion by Mr. DiMaio, seconded by Mr. Chamberlain, the following resolution was adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held on February 12, 2005

**RESOLUTION AUTHORIZING DIRECTOR OF THE BOARD TO EXECUTE AN APPLICATION TO THE VICTIM ASSISTANCE PROJECT – VICTIM OF CRIME ACT GRANT BETWEEN THE NJ DIVISION OF CRIMINAL JUSTICE, OFFICE OF VICTIM WITNESS ADVOCACY AND THE WARREN COUNTY PROSECUTOR'S OFFICE IN THE AMOUNT OF \$44,770.00 COUNTY SHARE AND \$179,079.00 FEDERAL SHARE FOR A TOTAL OF \$223,849.00 FOR THE PERIOD OF JANUARY 10, 2005 THROUGH JANUARY 9, 2006.**

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**BE IT RESOLVED BY** the Board of Chosen Freeholders of the County of Warren that the Director of the Board is authorized to execute an application for the Victim Assistance Project – Victim of Crime Act Grant between the NJ Division of Criminal Justice, Office of Victim Witness Advocacy and the Warren County Prosecutor’s Office in the amount of \$44,770.00 County Share and \$179,079.00 Federal Share for a total of \$223,849.00 for the period of January 10, 2005 through January 9, 2006.

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.

Steve Marvin Clerk of the Board

Recorded Vote: Mr. Chamberlain yes, Mr. DiMaio yes, Mr. Gardner yes

**RESOLUTION 92-05**

On motion by Mr. DiMaio, seconded by Mr. Chamberlain, the following resolution was adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held on February 12, 2005

**RESOLUTION APPROVING THE CLOSING OF A SECTION OF COUNTY ROUTE #660, MAIN STREET FROM THE POST OFFICE TO WATER STREET, BLAIRSTOWN TOWNSHIP ON SUNDAY, MAY 15, 2005 FOR THE SPRING FESTIVAL.**

**WHEREAS**, Blairstown Main Street Village Association has requested permission to close a section of County Route #660, Main Street, from just before the Post Office to Water Street, on Sunday, May 15, 2005 from 9:00 AM to 4:00 PM for a Spring Festival.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Chosen Freeholders of the County of Warren does hereby approve the use and closing of a section of Main Street, Blairstown Township for the above mentioned event with the following conditions:

1. Approval of the event by the Township.
2. All barricades, detours, and traffic control signs shall conform to the Manual on Uniform Traffic Control Devices.
3. Police supervision of the barricading of the roads and handling of safety shall be provided.

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.

Steve Marvin Clerk of the Board

Recorded Vote: Mr. Chamberlain yes, Mr. DiMaio yes, Mr. Gardner yes

**RESOLUTION 93-05**

On motion by Mr. DiMaio, seconded by Mr. Chamberlain, the following resolution was adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held on February 12, 2005

**RESOLUTION RE: APPROVING THE AGREEMENTS FOR PROFESSIONAL SERVICES FOR VARIOUS HOME HEALTH SERVICES TO BE PROVIDED THROUGH THE WARREN COUNTY PUBLIC HEALTH NURSING AGENCY AND THE BETHLEHEM, PENNSYLVANIA OFFICE OF OPTION CARE ENTERPRISES, INC., FOR THE PERIOD OF JANUARY 1, 2005 THROUGH DECEMBER 31, 2005 IN AN AMOUNT NOT TO EXCEED \$15,000.00.**

**WHEREAS**, there exists a need for the professional services of registered nurses through the Warren County Public Health Nursing Agency and the Option Care Enterprises, Inc.; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-5 et. seq.) requires that a resolution authorizing the award of contracts for "professional services" without

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competitive bids and the contract itself must be available for public inspection; and

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

**WHEREAS**, adequate funds are available in budget accounts 19330/5029 – PHNA – Contracted Services, and certified by the 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. Registered Nurses, certified Hi\_Tech Visits, including but not limited to I.V. Therapy at \$60.00 per visit hour, with each additional hour at \$50.00 per hour not to exceed \$15,000.00 with The Bethlehem, Pennsylvania Office of Option Care Enterprises, Inc., of Bethlehem, Pennsylvania for professional services for the above project, for the term of January 1, 2005 through December 31, 2005, per letter of agreement currently on file in the Office of the Director of Purchasing, be made a part of this resolution by reference and approved and entered into by the Board on behalf of the County of Warren.
2. The Director is hereby authorized to execute said letter of agreement by signing same.
3. This contract is awarded without competitive bidding as a Professional Service under the provisions of the Local Public Contracts Law (40A:11-5(1)(a)(i) because the services are to be performed by a person or persons authorized by law to practice a recognized profession.
4. A notice of this action shall be published in the Star Ledger, 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.

Steve Marvin Clerk of the Board

Recorded Vote: Mr. Chamberlain yes, Mr. DiMaio yes, Mr. Gardner yes

**RESOLUTION 94-05**

On motion by Mr. Chamberlain, 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 February 12, 2005

**RESOLUTION FOR AWARD OF CONTRACT TO THE ARC FOR ADMINISTRATION OF THE WARREN COUNTY DEPARTMENT OF HUMAN SERVICES, OFFICE FOR THE DISABLED, FOR THE PERIOD JANUARY 1, 2005 THROUGH DECEMBER 31, 2005 IN THE AMOUNT OF \$14,700; FUNDS SUBJECT TO AVAILABILITY.**

**BE IT RESOLVED** that a contract for provision of human services is hereby awarded to The ARC in the total amount of \$14,700 for the administration of the Office for the Disabled for the contract period January 1, 2005 through December 31, 2005; funding subject to final adoption of the 2005 Warren County Budget.

A notice of this action shall be published in The Star-Ledger, and this contract itself must be available for public inspection in the Office of the Clerk.

**BE IT FURTHER RESOLVED** that the Director of the Board of Chosen Freeholders be authorized and directed to execute the necessary contract.

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.

Steve Marvin Clerk of the Board

Recorded Vote: Mr. Chamberlain yes, Mr. DiMaio yes, Mr. Gardner yes

**MINUTES****FEBRUARY 12, 2005****RESOLUTION 95-05**

On motion by Mr. DiMaio, seconded by Mr. Chamberlain, the following resolution was adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held on February 12, 2005

**RESOLUTION REAPPOINTING MEMBERS TO THE WARREN COUNTY  
TRANSPORTATION ADVISORY COUNCIL.**

**BE IT RESOLVED** that the Board of Chosen Freeholders of the County of Warren hereby reappoints the following members to the Warren County Transportation Advisory Council with terms to expire December 31, 2007.

Susan Cuoco  
212 Firth Street  
Phillipsburg, NJ 08865  
Consumer

Term to expire: 12/31/07

Donna Erickson  
NJ Division of Vocational Rehabilitation  
223A Stiger Street  
Hackettstown, NJ 07840  
Advocate Rep.

Term to expire: 12/31/07

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.

Steve Marvin Clerk of the Board

Recorded Vote: Mr. Chamberlain yes, Mr. DiMaio yes, Mr. Gardner yes

**RESOLUTION 96-05**

On motion by Mr. DiMaio, seconded by Mr. Chamberlain, the following resolution was adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held on February 12, 2005

**RESOLUTION REAPPOINTING MEMBER TO THE WARREN COUNTY SENIOR SERVICES  
ADVISORY COUNCIL.**

**BE IT RESOLVED** that the Board of Chosen Freeholders of the County of Warren hereby reappoints the following member to the Warren County Senior Services Advisory Council with term to expire December 31, 2007.

Richard Grabowsky  
234 Kerr's Corner Road  
Johnsonburg, NJ 07846

Term to expire: 12/31/07

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.

Steve Marvin Clerk of the Board

Recorded Vote: Mr. Chamberlain yes, Mr. DiMaio yes, Mr. Gardner yes

**RESOLUTION 97-05**

On motion by Mr. DiMaio, seconded by Mr. Chamberlain, the following resolution was adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held on February 12, 2005

**RESOLUTION REAPPOINTING STEVE MARVIN AS WARREN COUNTY  
CLERK OF THE BOARD OF CHOSEN FREEHOLDERS.**

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**WHEREAS**, the Board of Chosen Freeholders of the County of Warren is required to appoint a Clerk of the Board of Chosen Freeholders pursuant to N.J.S.A. 40A:9-26;

**NOW, THEREFORE, BE IT RESOLVED** that Steve Marvin is hereby reappointed to the position of Clerk of the Board of Chosen Freeholders for a term of three (3) years commencing February 10, 2005 and terminating February 9, 2008.

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.

Steve Marvin Clerk of the Board

Recorded Vote: Mr. Chamberlain yes, Mr. DiMaio yes, Mr. Gardner yes

**RESOLUTION 98-05**

On motion by Mr. Chamberlain, 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 February 12, 2005

**RESOLUTION APPOINTING MEMBER TO THE WARREN COUNTY  
PEQUEST RIVER MUNICIPAL UTILITIES AUTHORITY.**

**BE IT RESOLVED** that the Board of Chosen Freeholders of the County of Warren hereby appoints the following member to the Warren County Pequest River Municipal Utilities Authority for a term ending February 1, 2010.

Louis Accetturo

Term to expire: 2/1/10

32 Bush Street

Oxford, NJ 07863

Oxford Representative

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.

Steve Marvin Clerk of the Board

Recorded Vote: Mr. Chamberlain yes, Mr. DiMaio yes , Mr. Gardner yes

Regarding the proposed reappointment of E. Chad Chamberlain as a White Township Representative to the Warren County Pequest River Municipal Utilities Authority, Freeholder Chamberlain abstained from any discussion and stepped down from the dais. Mr. Gardner said he had spent quite a bit of time studying the suitability of this appointment and asked a lot of questions regarding E. Chad Chamberlain's meeting attendance record and level of participation. Mr. Gardner came to the conclusion this was an appropriate choice.

Mr. DiMaio said since this is a paid position, issues of nepotism could be raised. He didn't feel comfortable making a motion to approve. No motion was made since there would be no second.

Mr. Chamberlain returned to his seat on the dais.

**RESOLUTION 99-05**

On motion by Mr. Chamberlain, 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 February 12, 2005

**RESOLUTION CREATING TWO (2) FULL-TIME INTERIM PUBLIC SAFETY  
TELECOMMUNICATOR POSITIONS, CLASSIFIED, WITHIN THE WARREN COUNTY  
DEPARTMENT OF PUBLIC SAFETY.**

**BE IT RESOLVED** by the Warren County Board of Chosen Freeholders that two (2)

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full-time interim *Public Safety Telecommunicator* positions, classified, are created as substitute positions for two employees currently on approved military leave; and

**BE IT RESOLVED** by the Warren County Board of Chosen Freeholders that the creation of two (2) full-time interim *Public Safety Telecommunicator* positions will serve to maintain the uninterrupted delivery and continuity of public service within the 911 Communications Center.

**NOW, THEREFORE BE IT RESOLVED** by the Warren County Board of Chosen Freeholders that two (2) full-time interim *Public Safety Telecommunicator* positions are created and established on AFSCME Local 3287, Range 0940 and made effective February 14, 2005.

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.

Steve Marvin Clerk of the Board

Recorded Vote: Mr. Chamberlain yes, Mr. DiMaio yes, Mr. Gardner yes

Mr. Chamberlain asked if these interim positions would be abolished upon return of the incumbents from military leave. The answer was yes.

In addition to routine hiring requests, County Administrator Steve Marvin notified the Board that the Community College Board of School Estimates Meeting to be held on February 23, 2005 will now be at 7:30 p.m. instead of 7:00 p.m. due to a notification error.

Under Freeholder Comments, Mr. DiMaio said he had received correspondence from Assemblyman Alex DeCroce (R-26) regarding spending reform and thought the Board should be supportive and look at the proposal prior to the next meeting and possibly address the topic on a future agenda.

Mr. Chamberlain said if you place a lot of faith in the Legislature, that's one thing, but would we have the ability to make comments or would it just be done on the Legislative level?

Mr. DiMaio said the Legislature shirked responsibility for a long time, but they are now addressing spending.

"That's exactly what bothers me," said Mr. Chamberlain. They created a problem, now we're asking them to correct it.

If they don't put spending on the table, said Mr. DiMaio, we're going to have even more of a tax burden out here.

Mr. Chamberlain made no remarks under Reports and Comments.

The Budget discussion began with Mr. Houck referring to the investment analysis he had distributed to each Board member. They will be obtaining rates on CD's and "flip" from money markets to CD's as a result of rising interest rates.

Mr. Gardner mentioned the letter sent to municipalities urging support of Highlands litigation, saying there seems to be some confusion. We are not asking for direct payment, only for them to sign on as plaintiffs. He thought clarification was required. Back in June, we had letters of support from 18 municipalities. Speaking casually, committee members are in favor of litigation, but when they get to the dais, they "put the brakes on", said Mr.

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Gardner. Mr. Chamberlain said the municipalities fear that if they sign on, they will be billed in the future. It was decided Mr. Marvin would prepare a second letter simply stating the Board is not asking for funds.

Mr. DiMaio spoke of a recent article in which it was disclosed that the Garden State Preservation Trust is running out of money and he reiterated his belief that user fees should be placed on water and put in a fund which would in turn, reimburse people in the Highlands region for their land. Mr. Chamberlain said the attempt was made prior to the passing of the legislation. It should have been in place before passage. Mr. Gardner said all our water drains down into the Delaware, where it mingles with Pennsylvania and New York waters. Our region is being unfairly treated. He agreed with Mr. DiMaio that the issue of user fees is democratic.

On the Budget, Mr. Olshefski summarized as follows: the bottom line total of general appropriations is up 3.8% over last year, \$92 million for 2005 compared to \$88.6 million in 2004. In order to pay the 2000 Reconciliation for Psychiatric Commitment Costs, \$325,000 was put into the '05 Budget. The amount to be raised by taxation was reduced by \$0.014.

Mr. Gardner said we've cut down significantly from our original draft, which had been at a 4.5% increase over last year. He inquired as to the increase in General Appropriations from 2003 to 2004 and the answer was a little over 9%. "So this is good," Said Mr. Gardner. "Plus, we're paying off debt."

Mr. Houck said only one township (Independence Township) had a reassessment, meaning \$930 million of the tax base growth is generated by new construction and additions.

Mr. Marvin confirmed that County Engineer Dave Hicks had revised budget requests for his department, cutting \$400,000. He asked about Roads Division Head Rick Miller's revisions and it was confirmed a reduction of \$185,000 had been implemented.

Mr. DiMaio asked if \$1 million were taken out, hypothetically, what would be the percentage increase over last year? The answer was about 2.8%. Mr. Gardner reminded him the Board had been in agreement to pay down the debt. Mr. DiMaio concurred, saying, "I don't like debt."

Mr. Gardner asked if roughly the same increase in expenses could be expected next year. Mr. Olshefski said that in regard to health care, we were pleasantly surprised this year with an increase of 6.5%. The prescriptions are the major expense. Mr. Marvin interjected that it had been a wise move to switch to Blue Cross/Blue Shield a couple of years ago since a much larger network is accessible. Mr. Chamberlain inquired as to the prescription plan co-payment, the answer being \$3 for generic, \$6 for brand names.

Some discussion continued regarding prospective retirees and health care benefits. Mr. Chamberlain wanted to know what would happen to current retirees if we switch plans in the future. Mr. Marvin said under the current labor agreements, retirees keep the same plan that had been in place when they retired.

As a general comment on the Budget, Mr. DiMaio said he was glad to be paying down debt and mentioned an article he had read about the Mayor of Parsippany reducing \$149 million in debt down to \$80 million.

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Mr. Gardner restated his belief in the "pay as you go" philosophy.

Mr. Marvin broached the subject of personnel requests. Certain recommendations would be subject to a staffing analysis by Mr. Olshefski and Personnel Director Jerry Coyle, such as requests in the Environmental Health Department. Promotions in Temporary Assistance and Social Services (TASS) would be offset by a 60% reimbursement by the State. Regarding projected salaries in the Public Health Nursing Agency (PHNA), Mr. Chamberlain asked if someone new is to be hired. Mr. Marvin said the plan is to make a current part-timer full-time and eliminate another position. TASS and PHNA are virtually self-supporting due to funding from the State and reimbursements.

Mr. Marvin explained merit salary increases, saying these are positions that will not be promoted, but merit an increase of about five percent in salary.

In the Weights and Measures Department, Superintendent Michael Santos would like to permanently hire an apprentice who is currently employed on a temporary basis. Mr. Gardner remarked that Mr. Santos is "doing a great job". Mr. Olshefski said a lot of revenue is being generated through fines in this department.

A recommendation was made to bring a Public Works Inspector on staff in the Engineering Department as opposed to contracting out jobs. Mr. Chamberlain said he would like to see a cost comparison.

Regarding the Library's presentation for a new facility, an additional Senior Library Assistant was requested as a "floater" to help out at all locations. Circulation has risen 25% recently. Efficiency is expected to increase with a new facility, resulting in less of a need for personnel.

No personnel decisions were to be made at this time. A comprehensive resolution will be presented at the time of Budget adoption.

Mr. Gardner thanked Mr. Marvin for the time and effort expended in compiling personnel recommendations.

Mr. Houck distributed an analysis of Shade Tree maintenance expenses. "What is your opinion?" asked Mr. DiMaio. Mr. Houck said there is an apparent savings, but keep in mind that these staffers work at the discretion of the Road Department Head performing snow removal and tree trimming duties.

Mr. DiMaio said his opinion was it should be in the private sector. Mr. Gardner mentioned liability issues and asked if the two Shade Tree employees had undergone specific training. Mr. Marvin said he wasn't sure, but knew Supervisor John Peterson had been in the tree business previously. The person involved in the accident last year will likely never work again.

Mr. Chamberlain thanked Mr. Marvin and Mr. Houck for the time they spent preparing the Budget.

Mr. Gardner said, "I think we have a good Budget to work with." We are retiring \$1 million in debt, staying with the "pay as you go" philosophy. We are delivering and augmenting services - "hats off" to Department Heads for delivering the services. At the

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same time, we put money into the Capital Fund and lowered the initial draft of the Budget by three-quarters of a million dollars.

This Budget will be introduced at the February 23, 2005 Freeholder Meeting. Prior to this, Mr. Gardner is to work on composing the narrative with Public Information Officer Art Charlton. The Budget Adoption/Public Hearing will take place at the March 23, 2005 Freeholder Meeting.

Mr. Marvin said the Library Budget is handled separately, but will be put on the same track as the County Budget. The Board was reminded of the unrealistic limitations of the CAP Law next year.

Mr. Chamberlain gave notice that he will be unavailable to attend the Board of Chosen Freeholders' Meeting scheduled for April 13, 2005. He apologized. It was determined that as long as the Vo-Tech and Special Services Board of School Estimates Hearings could be held during the March 23, 2005 session, the meeting in question could be cancelled.

On motion by Mr. DiMaio, seconded by Mr. Chamberlain, the Board approved the cancellation of the April 13, 2005 Regular Meeting.

Recorded Vote: Mr. Chamberlain yes, Mr. DiMaio yes, Mr. Gardner yes

On motion by Mr. Chamberlain, seconded by Mr. DiMaio, and there being no further business to come before the Board at this time, the meeting was adjourned at 10:38 a.m.

Recorded Vote: Mr. Chamberlain yes, Mr. DiMaio yes, Mr. Gardner yes

**ATTESTED TO:**

**Steve Marvin, Clerk of the Board**