

MINUTES**FEBRUARY 27, 2008**

The Board of Chosen Freeholders of the County of Warren met in Regular Session in its offices in the Wayne Dumont, Jr. Administration Building, Belvidere, New Jersey on February 27, 2008 at 7:31 p.m.

The meeting was called to order by Director DiMaio who announced that Freeholder Everett Chamberlain would be joining the meeting late due to a personal matter. Upon roll call, the following members were present: Freeholder John DiMaio and Freeholder Richard Gardner. Also attending were CFO Charles Houck, County Counsel Joseph J. Bell and County Administrator Steve Marvin.

The Pledge of Allegiance was led by Director DiMaio.

Director DiMaio read the following statement: **“ADEQUATE NOTICE OF THIS MEETING OF FEBRUARY 27, 2008 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-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. Gardner, seconded by Mr. DiMaio, the Minutes of the Regular Session held on February 13, 2008 were approved.

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

On motion by Mr. Gardner, seconded by Mr. DiMaio, the Minutes of the Executive Session held on February 13, 2008 were approved.

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

Mr. Chamberlain arrived at 7:35 p.m. as Human Services Director Karen Kubert was beginning her presentation.

Addressing the Board for about 20 minutes, Ms. Kubert introduced the Warren County Department of Human Services 2008 Strategic Plan. Developed in partnership with Warren County Community College, the plan focused on research conducted from the fall of 2006 to the fall of 2007. The main partner was Lamont Rouse, Director of Institutional Research at WCCC. About 100 volunteers and 13 focus groups in the community were approached to get an idea of the County's human services needs. The data was then given to WCCC for statistical analysis.

Four major needs were identified: Enhanced Senior Services, Transportation Assistance, Health Care (public health services such as Medicaid/Medicare) and Family & Community Safety. Of these, the Human Services Department intends to focus on the first three needs.

A key factor in determining needs in Warren County is the dramatic change in population over the past 20 years. As the population increases, so do the number of individuals in need of services such as meals for seniors.

Ms. Kubert pointed to research showing the Job Access Reverse Commute (JARC) Route 57 Shuttle is a very popular service with ridership increasing by about 40% from 2005 to 2006. This service is funded primarily by state and federal dollars. It is used by students, shoppers and more. Mr. DiMaio asked if veterans use this shuttle. Veterans usually use a separate service

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known as Demand Response where trips to medical appointments and such are organized with 48 hours advance notice. Part of the Strategic Plan includes studying this service to determine if consistent patterns emerge, justifying a regular shuttle run. One idea that may be pursued to offset costs is to sell advertising on the sides of the buses.

Usage of services offered by the Division of Temporary Assistance and Social Services was illustrated by graphs on page 19 of the Strategic Plan. Increases were shown in the number of persons and families receiving food stamps and emergency housing placements over the last four years. There was a significant increase in families receiving Temporary Assistance for Needy Families (TANF) in 2004 compared to 2003. However, the number has declined slightly since 2004.

The latest (2007) Homeless Snapshot Study showed 267 homeless people in Warren County, including nearly 100 children. Two-thirds of those surveyed last resided in Phillipsburg before becoming homeless. The Board found this hard to believe. Ms. Kubert clarified that for this purpose, homelessness is defined as living with another family. Mr. Gardner asked if people are moving to Phillipsburg and then becoming homeless. Ms. Kubert said that was a good question. The survey is conducted in Phillipsburg and it is possible people arrive there from other counties because of something they may have heard through the grapevine regarding public assistance.

Ms. Kubert emphasized that she was not presenting these findings for the purpose of asking the County or the State for money. For the Department of Human Services to achieve their objectives, numerous goals were created within the following four strategic areas of excellence:

- Strength of Human Services Organization, one of the goals being to have all services located in the same building;
- Prioritization of Services to Ensure Fiscal Accountability;
- Identification of Growing Needs, Trend Analyses and Potential Partnerships; and
- Advisory Group Excellence, which may include a restructuring of the seven advisory groups comprised of volunteers.

Mr. DiMaio requested further information on the Route 57 Shuttle in regard to where riders are embarking and disembarking. A member of the NJ Transportation Planning Authority (TPA), Mr. DiMaio has long been a proponent of extending rail service to Phillipsburg. Further research is required as to whether it would be the Boonton Line or Raritan Line. Ms. Kubert said she would take care of it.

In closing, Ms. Kubert said the Strategic Plan could not have been realized without the support of the Board of Chosen Freeholders. We like to do this every five years or so to make sure needs throughout the county are being addressed as efficiently as possible, she said.

RESOLUTION 126-08

On motion by Mr. Chamberlain, 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 February 27, 2008.

RESOLUTION TO PAY BILLS

On motion by **Mr. Chamberlain**, seconded by **Mr. Gardner**, the following resolution was adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held **February 27, 2008**.

Be and it is hereby resolved that Master Voucher Certificate **For Certification / Ratification for Payments No. 2008-7 and 2008-8 dated February 27, 2008** in

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the amount of **\$ 4,130,750.53** including payrolls, allowances, bills and investments, is approved subject to the review of the vouchers by the Board of Chosen Freeholders.

2008-7	20-Feb-08	\$	650,074.49	
2008-8	27-Feb-08		1,848,608.08	
TOTAL				\$ 2,498,682.57
Election	22-Feb-08			69,240.00
Payroll	14-Feb-08	\$	1,484,682.13	
Clothing Allowance	14-Feb-08		78,145.83	
TOTAL				<u>1,562,827.96</u>
GRAND TOTAL				<u><u>\$ 4,130,750.53</u></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 at a meeting held on February 27, 2008.

Steve Marvin, Clerk of the Board

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

RESOLUTION 127-08

On motion by Mr. Gardner, 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 27, 2008.

RESOLUTION RE: REJECTION OF ALL BIDS RECEIVED FOR WC0792A, RENOVATION OF EIGHT RESIDENT ROOMS AT WARREN HAVEN

WHEREAS, bids were received on Thursday, February 14, 2008 for Renovation of Eight Resident Rooms at Warren Haven; and

WHEREAS, ten bids were received, and the low bid was submitted with a fatal error and the rest of the bids exceeded the funds allocated for this project; and

NOW, THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders that the bids for Renovation of Eight Resident Rooms at Warren Haven – WC0792A be rejected for the reason cited above.

BE IT FURTHER RESOLVED that the Director of Purchasing is hereby authorized to rebid the above project at a future date.

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 at a meeting held on February 27, 2008.

Steve Marvin, Clerk of the Board

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

RESOLUTION 128-08

On motion by Mr. Chamberlain, seconded by Mr. Gardner, the following resolution was

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adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held on February 27, 2008.

RESOLUTION RE: AWARD OF CONTRACT TO WAYNE R. JARVIS, P.L.S. OF GREAT MEADOWS, NEW JERSEY FOR SURVEYING SERVICES ON THE KURNATH FARM PROPERTY, LIBERTY TOWNSHIP, BLOCK 10, LOT 5, APPROXIMATELY 77.20 ACRES PROPOSED FOR ACQUISITION AS LISTED IN THE PROPOSAL IN THE TOTAL AMOUNT OF \$6,190.00

WHEREAS, The Warren County Agriculture Development Board has developed a list of property for preservation for the year 2008; and

WHEREAS, Warren County is interested in obtaining surveys on various farm properties as listed in the proposal; and

WHEREAS, land surveys are required by the State Green Acres Program prior to negotiations for acquisitions; and

WHEREAS, said survey will be in accordance with the State Green Acres Handbook and the Uniform Standard of Professional Surveyor's Practice;

WHEREAS, this contract is awarded in accordance with N.J.S.A.19:44A-20.4, as a fair and open contract; and

WHEREAS, Wayne R. Jarvis, P.L.S. was pre-qualified as a surveyor by WC07106FO on November 20, 2007; and

WHEREAS, adequate funds are available in account 03895 5067, – Open Space – Preliminary Expenses.

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders as follows:

1. The agreement between the County of Warren and Wayne R. Jarvis, P.L.S. in the amount of \$6,190.00 to prepare a survey on the land listed be accepted.
2. The Freeholder Director is hereby authorized to execute said agreement.
3. Notice of this action shall be published in THE STAR-LEDGER as required by law, within ten (10) days of 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 at a meeting held on February 27, 2008.

Steve Marvin, Clerk of the Board

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

RESOLUTION 129-08

On motion by Mr. Chamberlain, 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 February 27, 2008.

RESOLUTION RE: AWARD OF A PURCHASE ORDER TO BIO-KEY INTERNATIONAL TO PROVIDE COMPUTER SOFTWARE MAINTENANCE FOR THE PERIOD OF JANUARY 1, 2008 THROUGH DECEMBER 31, 2008 FOR THE WARREN COUNTY COMMUNICATIONS CENTER IN THE TOTAL AMOUNT OF \$20,504.70

WHEREAS, it has been recommended that the county issue a purchase order for computer maintenance services on specific special licensed computer software; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-5(dd)) is an exception and requires a resolution authorizing the award of contracts without competitive bids and the contract itself must be available for public inspection; and

WHEREAS, this contract is awarded in accordance with N.J.S.A.19:44A-20.4, as a non-fair and open contract; and

WHEREAS, Warren County has received all necessary documentation to allow award of this contract including the Business Entity Disclosure Certification, Certificate of Compliance With Campaign Contribution Law and the Determination of Value and these forms are on file; and

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

NOW THEREFORE, BE IT RESOLVED that a contract be awarded to Bio-Key International, of Marlborough, Massachusetts for providing computer software maintenance on licensed products for the Warren County Communications Center.

BE IT FURTHER RESOLVED by the Board of Chosen Freeholders of the County of Warren as follows:

1. The Director of Purchasing is hereby authorized and directed to issue a purchase order to Bio-Key International, of Marlborough, Massachusetts
 2. This contract is awarded without competitive bidding as an "Exception" in accordance with 40A:11-5(dd) of the Local Public Contracts Law because the services provided are for proprietary computer hardware and software maintenance.
 3. A notice of this action shall be published in the The Star-Ledger.
- Funding for this contract is provided in budget account 012500/5026 – Communications Center – Contracted 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 at a meeting held on February 27, 2008.

Steve Marvin, Clerk of the Board

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

RESOLUTION 130-08

On motion by Mr. Chamberlain, 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 February 27, 2008.

RESOLUTION RE: AUTHORIZATION TO ISSUE PURCHASE ORDERS TO ALLIED OIL, LLC T/A ALLIED OIL CO., UNDER THE SOMERSET COUNTY COOPERATIVE CONTRACT #CC-05-08, GASOLINE, FOR UNLEADED GASOLINE AT A FIXED MARK UP OF .0483 PER GALLON, AN APPROXIMATE ANNUAL CONTRACT AMOUNT OF \$299,000.00

BE IT RESOLVED that the Purchasing Department is authorized to issue purchase orders for unleaded gasoline for the Warren County Road Department and is hereby awarded to . . . Allied Oil, LLC t/a Allied Oil Co., Hillsborough, NJ in the approximate amount of . . . \$299,000.00 at the prices established under Somerset County Cooperative Contract #CC-05-08

Funding for this contract has been provided in budget accounts 014600/5074 – Gasoline – Gasoline and Diesel Fuel and 013511/5074 – Warren Haven Transportation Gasoline and Diesel Fuel.

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 at a meeting held on February 27, 2008.

Steve Marvin, Clerk of the Board

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

RESOLUTION 131-08

On motion by Mr. Gardner, 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 27, 2008.

RESOLUTION TO APPOINT MEMBERS TO THE WARREN COUNTY SOLID WASTE ADVISORY COUNCIL

BE IT RESOLVED that the Board of Chosen Freeholders of the County of Warren hereby appoints the following individuals to the Warren County Solid Waste Advisory Council,

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effective February 27, 2008:

John Damato
386 Ann Street
Phillipsburg, NJ 08865

Representing Town of Phillipsburg

William Kanyuck
C/O Township of Greenwich
Municipal Building
321 Greenwich Street
Stewartsville, NJ 08886

Representing Greenwich Township

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 at a meeting held on February 27, 2008.

Steve Marvin, Clerk of the Board

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

RESOLUTION 132-08

On motion by Mr. Chamberlain, 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 February 27, 2008.

**RESOLUTION CREATING A FULL-TIME POSITION OF PRINCIPAL ACCOUNT CLERK,
CLASSIFIED AND ABOLISHING A FULL-TIME POSITION OF SENIOR ACCOUNT CLERK,
CLASSIFIED, WITHIN THE DEPARTMENT OF LONG TERM CARE SERVICES,
WARREN HAVEN**

BE IT RESOLVED by the Warren County Board of Chosen Freeholders that a full-time position of Principal Account Clerk, classified, is created in the Warren County Department of Long Term Care Services, Warren Haven, for the purpose of enhancing the effectiveness and efficiency of operations; and

BE IT FURTHER RESOLVED by the Warren County Board of Chosen Freeholders that a full-time position of Senior Account Clerk, classified, is abolished effective March 6, 2008.

NOW, THEREFORE BE IT RESOLVED by the Warren County Board of Chosen Freeholders that the newly created position of Principal Account Clerk, classified, is created and established on AFSCME Local 3287, Range 0737 and made effective March 6, 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 at a meeting held on February 27, 2008.

Steve Marvin, Clerk of the Board

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

RESOLUTION 133-08

On motion by Mr. Chamberlain, 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 February 27, 2008.

**RESOLUTION CREATING A FULL-TIME POSITION OF SENIOR CLERK TRANSCRIBER,
CLASSIFIED AND ABOLISHING A FULL-TIME POSITION OF CLERK TRANSCRIBER,
CLASSIFIED, WITHIN THE DEPARTMENT OF LONG TERM CARE SERVICES,
WARREN HAVEN**

BE IT RESOLVED by the Warren County Board of Chosen Freeholders that a full-time position of Senior Clerk Transcriber, classified, is created in the Warren County Department of Long Term Care Services, Warren Haven, for the purpose of enhancing the effectiveness and efficiency of operations; and

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BE IT FURTHER RESOLVED by the Warren County Board of Chosen Freeholders that a full-time position of Clerk Transcriber, classified, is abolished effective March 6, 2008.

NOW, THEREFORE BE IT RESOLVED by the Warren County Board of Chosen Freeholders that the newly created position of Senior Clerk Transcriber, classified, is created and established on AFSCME Local 3287, Range 0537 and made effective March 6, 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 at a meeting held on February 27, 2008.

Steve Marvin, Clerk of the Board

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

RESOLUTION 134-08

On motion by Mr. Chamberlain, 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 February 27, 2008.

RESOLUTION CREATING A FULL-TIME POSITION OF SENIOR ACCOUNT CLERK/TYPING, CLASSIFIED AND ABOLISHING A FULL-TIME POSITION OF ACCOUNT CLERK/TYPING, CLASSIFIED, WITHIN THE DEPARTMENT OF LONG TERM CARE SERVICES, WARREN HAVEN

BE IT RESOLVED by the Warren County Board of Chosen Freeholders that a full-time position of Senior Account Clerk/Typing, classified, is created in the Warren County Department of Long Term Care Services, Warren Haven, for the purpose of enhancing the effectiveness and efficiency of operations; and

BE IT FURTHER RESOLVED by the Warren County Board of Chosen Freeholders that a full-time position of Account Clerk/Typing, classified, is abolished effective March 6, 2008.

NOW, THEREFORE BE IT RESOLVED by the Warren County Board of Chosen Freeholders that the newly created position of Senior Account Clerk/Typing, classified, is created and established on AFSCME Local 3287, Range 0437 and made effective March 6, 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 at a meeting held on February 27, 2008.

Steve Marvin, Clerk of the Board

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

RESOLUTION 135-08

On motion by Mr. Chamberlain, 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 February 27, 2008.

RESOLUTION ABOLISHING A FULL-TIME POSITION OF SUPERVISING CLERK, CLASSIFIED, WITHIN THE DEPARTMENT OF LONG TERM CARE SERVICES, WARREN HAVEN

BE IT RESOLVED by the Warren County Board of Chosen Freeholders that a full-time position of Supervising Clerk classified, AFSCME Local 3287, Range 1137 within the Department of Long Term Care Services, Warren Haven is abolished effective March 6, 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 at a meeting held on February 27, 2008.

Steve Marvin, Clerk of the Board

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

RESOLUTION 136-08

On motion by Mr. Chamberlain, seconded by Mr. Gardner, the following resolution was

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adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held on February 27, 2008.

**RESOLUTION CREATING A PART-TIME POSITION OF CLERK TYPIST, CLASSIFIED,
WITHIN THE DEPARTMENT OF LONG TERM CARE SERVICES, WARREN HAVEN**

BE IT RESOLVED by the Warren County Board of Chosen Freeholders that a part-time position of Clerk Typist, classified, is created in the Warren County Department of Long Term Care Services, Warren Haven, for the purpose of enhancing the effectiveness and efficiency of operations; and

NOW, THEREFORE BE IT RESOLVED by the Warren County Board of Chosen Freeholders that the newly created part-time position of Clerk Typist, classified, is created and established on AFSCME Local 3287, Range 02 and made effective March 6, 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 at a meeting held on February 27, 2008.

Steve Marvin, Clerk of the Board

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

RESOLUTION 137-08

On motion by Mr. Chamberlain, 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 February 27, 2008.

**RESOLUTION CHANGING THE SALARY RANGE FOR THE TITLE PRINCIPAL TIMEKEEPER,
CLASSIFIED WITHIN THE DEPARTMENT OF LONG TERM CARE SERVICES,
WARREN HAVEN**

BE IT RESOLVED by the Warren County Board of Chosen Freeholders that the salary range for the title of Principal Timekeeper, classified, be changed to reflect an annual salary commensurate with the duties and responsibilities of said position within the Department of Long Term Care Services, Warren Haven, and

BE IT FURTHER RESOLVED that the salary range for the title of Principal Timekeeper be changed from AFSCME Local 3287, Range 0937 to Range 1137 and made effective March 6, 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 at a meeting held on February 27, 2008.

Steve Marvin, Clerk of the Board

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

RESOLUTION 138-08

On motion by Mr. Chamberlain, 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 February 27, 2008.

**RESOLUTION CREATING A FULL-TIME POSITION OF LIBRARY ASSOCIATE, CLASSIFIED,
WITHIN THE WARREN COUNTY LIBRARY**

BE IT RESOLVED by the Warren County Board of Chosen Freeholders that a full-time position of Library Associate, classified, is created in the Warren County Library for the purposes of maintaining the efficiency and effectiveness of operations; and

NOW, THEREFORE BE IT RESOLVED by the Warren County Board of Chosen Freeholders that a full-time position of Library Associate is created and established on AFSCME

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Local 3287, Range 1135 and be made effective retroactive to February 7, 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 at a meeting held on February 27, 2008.

Steve Marvin, Clerk of the Board

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

RESOLUTION 139-08

On motion by Mr. Chamberlain, 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 February 27, 2008.

RESOLUTION CREATING A FULL-TIME POSITION OF SENIOR CLERK TYPIST, CLASSIFIED AND ABOLISHING A FULL-TIME POSITION OF SENIOR CLERK STENOGRAPHER, CLASSIFIED, IN THE WARREN COUNTY HEALTH DEPARTMENT, DIVISION OF PUBLIC HEALTH NURSING

BE IT RESOLVED by the Warren County Board of Chosen Freeholders that a full-time position of Senior Clerk Typist, classified, is created in the Warren County Health Department, Division of Public Health Nursing to enhance the efficiency and effectiveness of operations and;

BE IT FURTHER RESOLVED that a full time position of Senior Clerk Stenographer, classified, is hereby abolished effective March 6, 2008.

NOW, THEREFORE BE IT RESOLVED by the Warren County Board of Chosen Freeholders that the newly created full-time position of Senior Clerk Typist is established on AFSCME Local 3287, Range 0535 and be made effective on March 6, 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 at a meeting held on February 27, 2008.

Steve Marvin, Clerk of the Board

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

RESOLUTION 140-08

On motion by Mr. Chamberlain, 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 February 27, 2008.

RESOLUTION AMENDING THE WARREN COUNTY PERSONNEL POLICIES, IV, INSURANCE/PENSION, PARAGRAPH 400, MEDICAL BENEFITS AND APPENDIX A, SECTION 6, WARREN COUNTY BENEFITS SCHEDULE FOR THE PURPOSE OF PROVIDING HEALTHCARE COVERAGE OPTIONS FOR WARREN COUNTY EMPLOYEES TO BE EFFECTIVE APRIL 1, 2008

WHEREAS, the Warren County Board of Chosen Freeholders desires to amend the County Personnel Policies provisions for medical benefits for the purpose of providing healthcare coverage options for all Warren County employees to be effective April 1, 2008.

NOW, THEREFORE BE IT RESOLVED by the Warren County Board of Chosen Freeholders does hereby approve this Resolution Amending the Warren County Personnel Policies, IV, Insurance/Pension, Paragraph 400, Medical Benefits and Appendix A: Section 6, for the purpose of providing healthcare coverage options for all Warren County employees to be effective April 1, 2008.

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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 at a meeting held on February 27, 2008.

Steve Marvin, Clerk of the Board

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

RESOLUTION 141-08

On motion by Mr. Chamberlain, 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 February 27, 2008.

**RESOLUTION APPROVING THE PAYMENT OF STIPENDS TO EMPLOYEES OF THE
WARREN COUNTY FINANCE DEPARTMENT**

WHEREAS, the Warren County Finance Department provides a full range of financial support services to the Warren County Pollution Control Financing Authority by operation of an Interlocal Services Agreement between Warren County and the PCFA, the cost of said financial support services being reimbursed to the County by the PCFA, and

WHEREAS, in recognition of the additional tasks being performed by the employees of the Finance Department, a schedule for payment of stipends has been recommended by the Chief Financial Officer, agreed to in principle by the Board of Chosen Freeholders and has been accepted in a sidebar agreement between the County and AFSCME Local 3287 which agreement is incorporate herein by reference.

NOW, THEREFORE, BE IT RESOLVED that the Warren County Board of Chosen Freeholders does hereby approve the payment of stipends to employees of the Finance Department as noted below, the continuation of which shall be based upon the continued operation of the Interlocal Service Agreement noted herein, the payment of which shall be made as part of the normal payroll cycle, but will not be included as base salary nor shall it be pensionable and shall be made effective January 1, 2008.

Daniel Olshefski, Fiscal Analyst	\$75.00/week
M.J. Finken, Confidential Assistant	\$50.00/week
Helen Corbett, Accountant	\$50.00/week
Mary McGuire, Accountant	\$50.00/week
Ian Semmel, Accountant	\$50.00/week
Robert Smolar, Accountant	\$50.00/week
Connie Flyte, D.P. Technician	\$50.00/week

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 at a meeting held on February 27, 2008.

Steve Marvin, Clerk of the Board

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

Mr. Gardner asked for clarification on J9, the resolution amending a section of the County's Personnel Policies. Mr. Marvin explained that changes in health care coverage affecting about 100 non-union employees will become effective April 1. These employees will choose between two plans: the existing PPO (with some modifications) or a Direct Access option. Also, new hires after April 1 will no longer be eligible for health benefits upon retirement. These changes will eventually affect more employees as labor contracts are renegotiated.

County Counsel Joe Bell had no report.

County Engineer Dave Hicks was away on vacation.

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County Planner Dave Dech reported that the comment period for the DEP's new recycling rules expires March 7. He thought penalties for minor violations of recycling rules were excessive. An example was a \$3,000 base penalty if the Recycling Coordinator does

not keep an updated list of municipal coordinators on file. Although a 30 day grace period to correct the problem is granted before levying the fine, Mr. Dech repeated he thought it was excessive and intended to submit comments accordingly. He did not notice any penalties in the matrix that apply to individual homeowners.

County CFO Pete Houck said a message had been left on his voicemail from Warren County Technical School regarding their operating budget – something about the numbers not working in their model. Mr. Houck was going to get in touch with them first thing in the morning. "We'll get it resolved one way or another," he said.

County Administrator Steve Marvin said we need to schedule Boards of School Estimate Meetings for WCTS and Warren County Special Services School District. He suggested 6:00 p.m. for WCSSTD and 6:30 p.m. for WCTS on March 26. Everything should be finished by 7:30 p.m. when the Regular Session is set to begin. The Board agreed. Mr. DiMaio asked if SSSD was aware that the County will not be paying for their tuition adjustment. Mr. Houck said yes. Regarding the 20% increase in State Aid, the question that the educational institutions need to answer is, are they required to return that money to the taxpayer?

Mr. Marvin provided an updated job vacancy report with his recommendations. Regarding the recently enacted hiring freeze, Mr. Marvin requested the Board allow him to grant immediate approval to fill vacancies in the County's 24 hour facilities as these are critical positions. The Freeholders agreed.

Under Freeholder Comments, Mr. Gardner said he was working on a plan of action to restructure the Environmental Commission that he hoped to have ready by the next meeting. He is going to recommend a nine member commission to be not only reactive, but proactive. Mr. Chamberlain asked if the plan would include a delineation of responsibility and function. Mr. Gardner said that was the goal. He was looking to Monmouth County as a model. Mr. DiMaio said this group gets a \$7,300 appropriation and we have to look at all levels of funding for next year. Any number of commissions and boards may have to be de-funded.

Mr. Gardner told the story of a friend, an owner of a small technology business in Hunterdon County, who wanted to erect a new 15,000 square foot building for new equipment. The business employs 12 people and he was denied approval due to COAH restrictions. The business climate in New Jersey is in dire shape, Mr. Gardner said.

Mr. Chamberlain apologized for being late, explaining he had been picking up his grandsons at the airport. He agreed that the state is not business friendly and hasn't been for a long time. Setting up shop in the Lehigh Valley is a better option for many. It will really be frightening when the pharmaceutical companies move, he said.

Regarding Governor Corzine's recent budget announcement, Mr. Gardner said if he goes through with his threat to disband the Department of Agriculture, it would be a great disservice. They conduct a very beneficial school lunch program for example.

Also set to be dissolved is the Department of Personnel, one "I can do without," said Mr. DiMaio. Mr. Marvin said they have all the authority and none of the responsibility. All these cuts are an attempt to deflect attention from the fact that the State has grown their budget by 20 percent in the last couple of years, according to Mr. Marvin.

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Referencing a memo from Public Information Officer Art Charlton, Mr. DiMaio announced that as of tomorrow morning, the County will have a new and improved website up and running. Information Systems Director Barry Smith said the site will be down from 12:30-3:30 a.m. to make the change.

Under Public Comments, Susan Buck of Oxford approached to clarify proposed cuts in the State Budget. Fifty-five percent of Warren County towns, those with populations under 5,000, will receive zero municipal aid. So 95 percent of our towns are either going to be cut in half, or lose funding altogether. She was correct. Warren County is "taking it on the chin again", said Ms. Buck.

Kathie Enz of Washington Township came forward. She introduced herself as the Environmental Chair of the Warren Garden Club and asked for the Board's support in an environmental civic project – an effort to restore some of the daylilies that have been wiped out along the roads due to road crews and pesticides. Ms. Enz requested the club be notified if the road crews happen upon patches of the lilies. The tubers are hardy perennials that are very good for stabilizing the soil, not to mention how nice they look while driving by. All she wanted was to be notified so Garden Club members could pick them up and transplant them.

Mr. Chamberlain said it was a great idea that had his support. Mr. Marvin said the flowers would have to be located in the right of way which varies from road to road. "That's all we're asking for," Ms. Enz said. Mr. Gardner also liked the idea as it adds to the beautification of the area. We're losing our rural character, he said. He wondered if there would be safety/liability issues, however. Mr. Bell said he would check into it. Mr. Marvin thought communicating the objective to the road crews could be a challenge.

RESOLUTION 142-08

On motion by Mr. Chamberlain, seconded by Mr. Gardner, at 8:27 p.m., the following resolution was adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held on February 27, 2008.

A RESOLUTION AUTHORIZING EXECUTIVE SESSION OF THE WARREN COUNTY BOARD OF CHOSEN FREEHOLDERS PROVIDING FOR A MEETING NOT OPEN TO THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS OF THE NEW JERSEY OPEN PUBLIC MEETINGS ACT, N.J.S.A. 10:4-12

WHEREAS, the Warren County Board of Chosen Freeholders is subject to certain requirements of the *Open Public Meetings Act, N.J.S.A. 10:4-6, et seq.*, and

WHEREAS, the *Open Public Meetings Act, N.J.S.A. 10:4-12*, provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by Resolution, and

WHEREAS, it is necessary for the Warren County Board of Chosen Freeholders to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12b and designated below:

(1) *Matters Required by Law to be Confidential*: Any matter which, by express provision of Federal law of State statute or rule of court shall be rendered confidential or excluded from the provisions of the Open Public Meetings Act.

(2) *Matters Where the Release of Information Would Impair the Right to Receive Funds*: Any matter in which the release of information would impair a right to receive funds from the Government of the United States.

(3) *Matters Involving Individual Privacy*: Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child

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protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly.

(4) *Matters Relating to Collective Bargaining Agreements:* Any collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body.

(5) *Matters Relating to the Purchase, Lease or Acquisition of Real Property or the Investment of Public Funds:* Any matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates or investment of public funds, where it could adversely affect the public interest if discussion of such matters were disclosed.

(6) *Matters Relating to Public Safety and Property:* Any tactics and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair such protection. Any investigations of possible violations of the law.

(7) *Matters Relating to Litigation, Negotiations and the Attorney-Client Privilege:* Any pending or anticipated litigation or contract negotiation in which the public body is, or many become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer.

(8) *Matters Relating to the Employment Relationship:* Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance or promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all the individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting.

(9) *Matters Relating to the Potential Imposition of a Penalty:* Any deliberations of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party bearing responsibility.

NOW, THEREFORE, BE IT RESOLVED by the Warren County Board of Chosen Freeholders, assembled in public session on February 27, 2008 that an Executive Session closed to the Public shall be held on February 27, 2008 at 8:27 p.m. in the Freeholders Conference Room located at the Wayne Dumont, Jr. Administration Building, 165 County Route 519 South, Belvidere, New Jersey 07823 for the discussion of matters relating to the specific items designated above.

It is anticipated that the deliberations conducted in closed session may be disclosed to the public upon the determination of the Warren County Board of Chosen Freeholders that the public interest will no longer be served by such confidentiality.

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 at a meeting held on February 27, 2008.

Steve Marvin, Clerk of the Board

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

On motion by Mr. Chamberlain, seconded by Mr. Gardner, the Board adjourned executive session at 9:04 p.m. and returned to open session.

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

On motion by Mr. Gardner, seconded by Mr. Chamberlain, and there being no further business to come before the Board at this time, the meeting was adjourned at 9:04 p.m.

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

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ATTESTED TO:

FEBRUARY 27, 2008

Steve Marvin, Clerk of the Board