

MINUTES

JULY 16, 2008

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 July 16, 2008 at 7:05 p.m.

The meeting was called to order by Director DiMaio and upon roll call, the following members were present: Freeholder John DiMaio and Freeholder Everett Chamberlain. Freeholder Richard Gardner was absent due to a scheduling conflict. Also attending were County Engineer Dave Hicks, County Administrator Steve Marvin, Trial Court Administrator Eugene Farkas and Projects Committee Members Joseph Houston, Richard Moore, Ralph Coppersmith, Laurel Napolitani and Richard Mach.

The Pledge of Allegiance was led by Director DiMaio.

Director DiMaio read the following statement: **“ADEQUATE NOTICE OF THIS MEETING OF JULY 16, 2008 WAS GIVEN IN ACCORDANCE WITH THE OPEN PUBLIC MEETINGS ACT BY FORWARDING A NOTICE OF THIS WORK SESSION MEETING 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.”**

Mr. DiMaio invited Projects Committee Chairman Joseph Houston to join them on the dais for the duration of the meeting.

Architect Ray O'Brien came forward to begin discussion on the status of Court House Renovation Plans. He had met with both the Warden and Sheriff regarding the basement area where the cells will be located. The plans have been altered to include four separate cells to accommodate boys, girls, men and women plus a staff bathroom and lockers were added at Warden Foster's request. A secured enclosure for a van to enter was also built into the design.

The plan includes a total of five conference areas on the first floor and four on the second. The Court Administrative Offices will gain 40% more space. The Jury Assembly Room will be able to seat 85 people. However, on both the first and second floors, the Judges' Chambers and Offices will be located behind the Bench. Although not ideal for a Judge to have to walk through the Court Room to get to Chambers, it is acceptable.

Mr. O'Brien said plans will have to be submitted to both the State and Town of Belvidere for historical approval.

Mr. Chamberlain inquired about the total amount of square footage to be renovated and devoted to Court functions. He was told roughly 7,000 total square footage including the first and second floors.

Mr. Marvin strongly advised Mr. O'Brien to meet again with Warden Foster regarding some late breaking developments. The Juvenile Justice Commission has gotten involved and apparently

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requires sight and sound separation between adult and juvenile prisoners and this will need to be incorporated into final design of the holding areas.

Mr. Marvin asked if approval had yet been obtained from SHPO (State Historic Preservation Office) to renovate the area of the Court House currently occupied by the Election Board. Mr. O'Brien said yes and he thought a copy had been sent to the Administrator's Office. He was told to make sure and do so.

Mr. Chamberlain thought the holding cell area was a real concern. At the last meeting, it was presented to us that the Juvenile Justice Commission had no authority over this process and now it appears that they do.

Mr. DiMaio thought the floor plan had already been established and asked if it was settled now. Mr. O'Brien said the main body is still intact and changes have been made to satisfy the Court's requests. Mr. Marvin advised Mr. O'Brien to review copies of the as-built plans from the County Engineer's Office.

Discussion then focused on protection of exterior Court Room and Chambers' windows. Such windows are required to be shaded and while bulletproofing is recommended for first floor windows, it is not mandatory.

Mr. Houston expressed concern for clerical staff that are used to moving about in the halls. He thought Judges and secretaries would be too confined in this layout. Mr. Farkas said this configuration does function. Somerset County had this layout and it does work. Although it is not the more preferable option, it is better than the prior plan.

Mr. Houston inquired about the existing pillars. Mr. O'Brien said his idea is not to remove them, but work with the existing structure and perimeter.

If the basement cells don't end up being used, Mr. Houston asked if there was an alternate secure entryway for inmates. Mr. O'Brien said yes.

Options for Jury Assembly during construction included the Belvidere Hotel, the Library's Meeting Room, a local church and trailers. Trailers would be the least preferred option. It remained unclear if the hotel would be entirely suitable, although the owner had expressed interest in pursuing an arrangement.

Mr. O'Brien then turned the meeting over to P.E. Dan Grover, who spoke at length on the logic of locating heating, cooling, ventilation and data storage systems in the Old Jail. Given the Court House's prominent location and close proximity to neighbors, locating mechanical equipment and chillers outside would be problematic. Mr. Grover advocated removing the Old Jail cells and installing everything in the building. This would allow room for future infrastructure improvements.

Mr. DiMaio asked if enough support would remain if the cells were taken out. Mr. O'Brien seemed confident that there was enough support without the cells, but he would examine it further to be completely certain.

Mr. Marvin inquired about the necessity for a fire sprinkler system. Mr. O'Brien said the existing system should be sufficient and still within egress requirements since the footprint is not being expanded. Mr. Grover said he wasn't sure and would have to look at it.

Mr. Chamberlain said the logic seems reasonable to locate these systems in the Warden's House, although he does have concerns about the structural integrity with the cells removed.

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Other than that, it would be fine with him.

Mr. Chamberlain pressed for a target date for bid-ready specifications and cost estimates, both of which are major concerns. Mr. O'Brien was not yet prepared to answer either question. We really don't want change orders, Mr. Chamberlain said. He asked if the Assignment Judge would be willing to sign off on the floor plan; Mr. Farkas said, "Sure."

The portion of the meeting concluded at 8:20 p.m. and recessed for five minutes.

Upon return to Open Session, Architect James Guerra came forward to report on the progress of the Library Headquarters/Human Services/PHNA/ Election Board Building design. He said he has continued to refine the interior of the building by working with all involved departments and deemed the configuration "substantially complete". One major change has been made to the site plan, however. The building's position was "flipped" to least disturb the existing grade of the land. Mr. Guerra said this was the most efficient way to place the building.

Mr. Guerra then introduced John Carson and Joe Manda of Consulting Engineers, Barry Isett & Associates, to present options on alternative energies. The firm had conducted feasibility studies on both ground source geothermal heat pump and solar energy.

The first study compared the expenses of construction and annual operation and maintenance costs of two different systems: geothermal heat pumps vs. four pipe variable air volume (VAV) system using high efficiency gas fired boilers and packaged air cooled chiller. The geothermal system had a higher initial construction cost, but the operating and maintenance costs were lower than the VAV System. The geothermal option predicted savings of roughly \$342,000 over a 20 year life cycle.

Mr. Chamberlain thought another type of heat would be required in the winter when the temperature drops below freezing. Mr. Manda said that was incorrect. The heat pumps can handle it; electric heat is for back-up only. When asked about the nearest building of comparable size utilizing the geothermal heat pumps, the Freeholders were referred to the Lancaster School District. Mr. Manda had worked on a building on the East Stroudsburg University Campus, but that was only 20,000 square feet.

At that price, Mr. Hicks thought the geothermal option should be seriously considered. Mr. Houston asked if the cost could be offset by grants. Estimated incentives offered by the New Jersey Clean Energy Program were outlined in the study. Approximately \$50,000 may be available with the geothermal option and a total of approximately \$18,200 may be available with the VAV option.

Mr. Houston asked if geothermal technology would make the building LEED certified. Mr. Carson said they would need to know if that is a goal before any work begins. "Energy Efficient" and "LEED Certified" are two different things, he said. This decision would need to be made soon. Mr. Carson agreed with Mr. Chamberlain when he said he thought costs would be driven up by pursuing the LEED certification. Mr. Carson said he did not want to be misleading about this; we can't get to the end of the project and go for LEED as an afterthought. The Board hoped to be able to reach a decision the following week.

Mr. DiMaio said he was amazed that the cost of the two systems was about the same.

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Regarding the solar option, such a system would operate at only about 30% efficiency in this case, considering the New Jersey climate and size of the building. The payback period is about 52 years. Solar panels last about 20 years. Mr. Chamberlain inquired about grants. Mr. Hicks said his office had applied for about \$200,000 - \$250,000 in incentives which may go toward installation costs. Mr. Chamberlain said any consideration of solar energy would be based mainly on grants and tax advantages. Mr. Hicks said he would look into it.

A wind energy option was deemed impractical. The wind is not strong enough here to power a building of this size.

Mr. Guerra took the floor again. Mr. Chamberlain asked about a target date. Mr. Guerra said we still have to talk about finishing materials, but he had distributed a proposed schedule with all phases of the project listed. He hoped to have the schematic preliminary design and preliminary site design complete by the end of this month. The building is slated to be ready for use in December of 2010. It was decided that Mr. Guerra would come back for the August 27 Freeholder Meeting. Prior to that, he would drop off some materials such as different types of brick, to Mr. Hick's Office enabling the Board to be prepared to make decisions on the overall look of the building at that time.

Under Closing Public Comments, Mr. Mach said the Andover Township Police Department is housed in a geothermal building. It is a small structure, but he said they would be happy to answer questions and host a tour if the Freeholders were interested.

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 9:20 p.m.
Recorded Vote: Mr. Chamberlain yes, Mr. Gardner yes, Mr. DiMaio yes

ATTESTED TO:**Steve Marvin, Clerk of the Board**