

AGENDA

HUNTERDON COUNTY BOARD OF CHOSEN FREEHOLDERS

71 Main Street, Flemington, New Jersey 08822

December 05, 2017

I. **5:00 p.m. CONVENE:** "This meeting is being held in accordance with the provisions of the Open Public Meetings Act. Adequate notice has been given by posting throughout the year a copy of the notice on Bulletin Boards on the First and Second Floor of the Main Street County Complex, Building #1, Flemington, New Jersey, a public place reserved for such announcements. A copy was mailed on or before December 1, 2017, to the Hunterdon County Democrat, Star Ledger, Trenton Times, Courier News, TAPinto (online) and the Express Times, newspapers designated to receive such notices and by filing a copy with the Hunterdon County Clerk."

II. EXECUTIVE SESSION

01. To discuss personnel issues.
02. To discuss legal issues.
03. To discuss land issues.

III. 5:30 p.m. PLEDGE OF ALLEGIANCE

IV. MOMENT OF SILENCE

- V. **PUBLIC COMMENT**, Limited to 2 minutes per person.
(Comments exceeding 2 minutes will be entertained later in the agenda)

VI. PUBLIC HEARING

01. **ADOPTION** - County Ordinance #2017-02, Permitting compensation for the Office of Emergency Management/Fire Marshal for overtime hours worked in the Department of Public Safety and Health Services.

VII. COUNTY CLERK, Mary H. Melfi

01. Office Update and Accomplishments.

VIII. HEALTH SERVICES, Tadhgh Rainey

01. Report on tick issues in the County.

IX. INSURANCE

01. RESOLUTION - Approving the County's membership in a Joint Insurance Fund, with _____, for a period of three years beginning January 1, 2018, and ending January 1, 2021, and appointing Kevin P. Davis as the Public Entity's Fund Commissioner.

X. FINANCE, Janet R. Previte, CFO

01. RESOLUTION - Authorizing cancelling appropriations and transferring to the Current Fund Budget.
02. RESOLUTION - Requesting the insertion of an item of revenue and the like sum as an appropriation in the 2017 County Budget for the Highlands Council-Economic Development, in the amount of \$45,000.
03. RESOLUTION - Requesting the insertion of an item of revenue and the like sum as an appropriation in the 2017 County Budget for the 2017 Body Armor, in the amount of \$6,222.43.
04. RESOLUTION - Requesting the insertion of an item of revenue and the like sum as an appropriation in the 2017 County Budget for the, County Environmental Health Act (CEHA) 2017-2018 in the amount of \$139,850.
05. RESOLUTION - Requesting the insertion of an item of revenue and the like sum as an appropriation in the 2017 County Budget for FY15-Emergency Management Performance Grant-EMAA, in the amount of \$55,000.

XI. PURCHASING, Raymond E. Rule, Jr.

01. RESOLUTION - Approving Requisition #R7-06931, using State Contract #A-83932, with PMC Associates, for Base Station Repeaters, for the Division of Communications, Department of Public Safety and Health Services, in the amount of \$59,999.03.
02. RESOLUTION - Authorizing the extension of County Bid #2016-15, for Maintenance, Service and supplies for copier equipment, with Superior Office Systems, for an additional year, in an amount not to exceed \$45,855.75.

XII. ADMINISTRATOR'S REPORT, Kevin P. Davis

01. Update.

XIII. PROJECT UPDATE, Frank J. Bell, AIA

01. Update on various County projects and facilities.

XIV. CONSENT AGENDA

“All matters listed under the Consent Agenda are considered to be routine by the Board of Chosen Freeholders of the County of Hunterdon and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired that item will be removed from the Consent Agenda and will be considered separately.”

01. Motion to approve the claims in accordance with the Claims Register dated December 05, 2017.
02. Motion to approve the regular and executive session minutes of November 21, 2017.
03. RESOLUTION - Ross Traphagen appointed as a temporary, as needed Intern, Division of Economic Development, Department of Planning, Economic Development and Land Use, effective December 18, 2017 to January 19, 2018.
04. RESOLUTION - Mackenzie Quick appointed as a temporary, as needed Intern, Clerk of the Board of Chosen Freeholders' Office, effective December 4, 2017 through January 5, 2018.
05. RESOLUTION - Mary Evers appointed as a temporary, as needed Intern, Office of the County Administrator, effective December 6, 2017 to December 29, 2017.
06. RESOLUTION - Drew Stephens appointed part-time Security Guard, Sheriff's Department.
07. RESOLUTION - William Spekhardt appointed part-time Security Guard, Sheriff's Department.
08. RESOLUTION - Linda Martorano appointed unclassified, full time Assistant Deputy County Clerk, Office of the County Clerk.
09. RESOLUTION - Approving CWA Rank and File in the County Clerk's Office move to a 40 hour work week.
10. RESOLUTION - Approving a salary adjustment for Lisa Mena, Deputy County Clerk, Office of the County Clerk.

11. RESOLUTION - Approving the appointment of Howard J. Opdyke to the Hunterdon County Vocational School District, known as Polytech.
12. RESOLUTION - Approving a Salary and Reimbursement Agreement for the Rutgers' Cooperative Extension, part of Rutgers' The State University, for 2017 and 2018.
13. RESOLUTION - Approving the solicitation of bids for the Hunterdon County Justice Center Exterior Renovations.
14. RESOLUTION - Approving the revised Risk Management Manual, providing a safe and healthy workplace, to promote safety training programs, evaluate the safety of County buildings and property; and to comply with PEOSH regulations.
15. RESOLUTION - Approving a budget modification for the 2017 Senior Citizens and Disabled Resident Transportation Assistance Program to transfer \$8,466.56 from the capital budget to the operating budget's Third Party Contract Services line item.
16. RESOLUTION - Authorizing a contract modification with Turning Point, Inc., to reflect an increase of \$5,000 for the Short-Term Residential Program; amending the not to exceed amount to \$42,107.
17. RESOLUTION - Authorizing a contract modification with Turning Point, Inc., to reflect an increase of \$17,925 for the Women's Halfway House Program; amending the not to exceed amount to \$32,925.
18. RESOLUTION - Authorizing a contract modification with Freedom House, Inc., to reflect a decrease of \$22,925 for the Men's Halfway House program; amending the not to exceed amount \$6,775.

XV. GRANTS

01. RESOLUTION - Approving a grant agreement with the Highlands Water Protection and Planning Council, to undertake sustainable economic development planning, in the amount of \$45,000.

XVI. FREEHOLDERS COMMENTS/REPORTS

XVII. OPEN TO THE PUBLIC

XVIII. EXECUTIVE SESSION (Reconvene if necessary)

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

ORDINANCE NO. 2017-02

**AN ORDINANCE PERMITTING COMPENSATION FOR THE OFFICE OF
EMERGENCY MANAGEMENT/FIRE MARSHAL FOR OVERTIME HOURS
WORKED IN THE DEPARTMENT OF PUBLIC SAFETY and HEALTH SERVICES.**

WHEREAS, the New Jersey Office of Emergency Management Standards for County Emergency Management Coordinators requires the County Office of Emergency Management (OEM) to be available on a 24 hour basis; and

WHEREAS, the County of Hunterdon Board of Chosen Freeholders, in order to meet the requirements of State Standards, wishes to compensate unclassified employees from the Department of Public Safety who hold the titles of Emergency Management Coordinator, Deputy Emergency Management Coordinator and County Fire Marshall for overtime hours to be worked in responding to emergencies which occur after the normal hours of business, or after hours events which require their presence for public safety purposes and for which each individual covered by this Ordinance has received pre-authorization from the Public Safety Director for overtime compensation; and

WHEREAS, this will authorize employees in the above referenced titles which are currently held by the employees listed below, to be compensated for overtime hours worked only under the circumstances set forth in this ordinance:

1. Brayden Fahey, Emergency Management Coordinator
2. Andrew Camp, Deputy Emergency Management Coordinator
3. Bruce Fuller, County Fire Marshall

NOW, THEREFORE, BE IT ORDAINED, by the Board of Chosen Freeholders of the County of Hunterdon, that this Ordinance permitting overtime compensation payments to employees holding the title of Emergency Management Coordinator, Deputy Emergency Management Coordinator and County Fire Marshall in the Department of Public Safety, to be accrued at a rate of 1.5 their normal hourly rate of pay. This Ordinance shall apply to future employees holding the titles referenced herein as well.

Individuals currently holding the titles covered by this Ordinance are:

1. Brayden Fahey, Emergency Management Coordinator
2. Andrew Camp, Deputy Emergency Management Coordinator
3. Bruce Fuller, County Fire Marshall

BE IT FURTHER RESOLVED, that a public hearing was held on December 05, 2017, and shall take effect upon the date of adoption.

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
<i>John E. Lanza, Director</i>						
<i>John W. King, Deputy Director</i>						
<i>J. Matthew Holt, Freeholder</i>						
<i>Suzanne Lagay, Freeholder</i>						
<i>Robert G. Walton, Freeholder</i>						

ADOPTED December 05, 2017

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

WHEREAS, the County of Hunterdon, hereafter referred to as “Public Entity” is a member of the Public Alliance Insurance Coverage Funds, hereinafter referred to as “Fund”; and

WHEREAS, said renewal membership terminates as of January 1, 2018 at 12:01 a.m., standard time, unless earlier renewed by agreement between the Public Entity and the Fund; and

WHEREAS, the County of Hunterdon solicited competitive proposals through the County’s Risk Manager; and

WHEREAS, the proposal received from the _____ was found to be acceptable; and

WHEREAS, the Public Entity is afforded the following types of coverages:

- Workers’ Compensation
- Package (property, boiler & machinery, crime, auto & general liability, including Police Professional)
- Public Officials Liability
- Excess Liability
 - Auto & General Liability (including Police Professional)
 - Public Officials Liability
- Environmental Impairment Liability

WHEREAS, the Public Entity desires to continue membership in a Joint Insurance Fund (JIF).

NOW, THEREFORE, BE IT RESOLVED, that the Board of Chosen Freeholders of the County of Hunterdon does hereby approve as follows:

1. The Public Entity does hereby approve its membership in the Fund for a period of three years beginning January 1, 2018, and ending January 1, 2021 at 12:01 a.m. eastern standard time, and to be subject to the coverages, operating procedures, bylaws, and other organizational and operational documents of the Fund presently existing or as from time to time amended by the Fund and/or the Department of Banking and Insurance.
2. The Public Entity hereby appoints Kevin P. Davis as the Public Entity’s Fund Commissioner and is authorized to execute the renewal Indemnity and Trust Agreement thereby evidencing annexed hereto and made a part of hereof and to deliver same to the Fund the Public Entity’s renewal of its membership.

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
<i>John E. Lanza, Director</i>						
<i>John W. King, Deputy Director</i>						
<i>J. Matthew Holt, Freeholder</i>						
<i>Suzanne Lagay, Freeholder</i>						
<i>Robert G. Walton, Freeholder</i>						

ADOPTED December 05, 2017

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

**CANCELLING APPROPRIATIONS FROM 2017 CURRENT FUND BUDGET TO FUND
BALANCE**

WHEREAS, the County of Hunterdon wishes to cancel the unexpended balances of certain appropriations in the 2017 Budget and transfer said funds to current fund balance; and

WHEREAS, N.J.S. A. 40A:4-60 requires that such cancellations be made by resolution prior to the end of the fiscal year

NOW, THEREFORE, BE IT RESOLVED, by the Board of Chosen Freeholders of the County of Hunterdon, State of New Jersey, that the amounts entered next to such appropriations listed below are hereby are canceled and transferred to the current fund balance:

FROM:

DMAHS Maint of Patients in State Psych Hosp.	7-01-27-034A-200	\$ 971,000
DMAHS Maint of Patients in State Hosp.	7-01-27-034B-300	\$1,118,809
Div. of Developmental Disabilities	7-01-27-034C-400	\$1,633,180
Patients in Rutgers Behavior Health	7-01-27-034F-700	\$ 4,243

<i>ROLL CALL</i>	<i>MOVED</i>	<i>SECONDED</i>	<i>AYES</i>	<i>NAYS</i>	<i>ABSTAIN</i>	<i>ABSENT</i>
<i>John E. Lanza, Director</i>						
<i>John W. King, Deputy Director</i>						
<i>J. Matthew Holt, Freeholder</i>						
<i>Suzanne Lagay, Freeholder</i>						
<i>Robert G. Walton, Freeholder</i>						

ADOPTED December 05, 2017

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

Chapter 159-2017-21

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount; and

WHEREAS, the County of Hunterdon has received notice of an award of \$45,000 from State of New Jersey, Highlands Water Protection and Planning Council and wishes to amend its 2017 Budget to include this amount as revenue.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Chosen Freeholders of the County of Hunterdon hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the 2017 Budget in the sum of \$45,000 which is now available as a revenue under the caption of:

Miscellaneous Revenues-Section D: Special Items of General Revenue Anticipated with Prior Written Consent of the Director of the Division of Local Government Services: Public and Private Revenues Offset with Appropriations:

Highlands Council-Economic Development

BE IT FURTHER RESOLVED that the like sum of \$45,000 is hereby appropriated under the caption of:

General Appropriations-Section A: Operations – Public and Private Programs Offset by Revenues:

Highlands Council-Economic Development

BE IT FURTHER RESOLVED, that the Clerk of the Board forward a certified copy of this resolution to the Director of Local Government Services for approval, via electronic filing in accordance with Local Finance Notice 2014-11.

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
John E. Lanza, Director						
John W. King, Deputy Director						
J. Mathew Holt, Freeholder						
Suzanne Lagay, Freeholder						
Robert G. Walton, Freeholder						

ADOPTED December 05, 2017

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

Chapter 159-2017-19

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount; and

WHEREAS, the County of Hunterdon has received notice of an award of \$6,222.43 from State of New Jersey, Department of Law and Public Safety and wishes to amend its 2017 Budget to include this amount as revenue.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Chosen Freeholders of the County of Hunterdon hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the 2017 Budget in the sum of \$6,222.43 which is now available as a revenue under the caption of:

Miscellaneous Revenues-Section D: Special Items of General Revenue
Anticipated with Prior Written Consent of the Director of the Division of Local
Government Services: Public and Private Revenues Offset with Appropriations:

2017 Body Armor

BE IT FURTHER RESOLVED that the like sum of \$6,222.43 is hereby appropriated under the caption of:

General Appropriations-Section A: Operations – Public and Private Programs
Offset by Revenues:

2017 Body Armor

BE IT FURTHER RESOLVED, that the Clerk of the Board forward a certified copy of this resolution to the Director of Local Government Services for approval, via electronic filing in accordance with Local Finance Notice 2014-11.

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
John E. Lanza, Director						
John W. King, Deputy Director						
J. Mathew Holt, Freeholder						
Suzanne Lagay, Freeholder						
Robert G. Walton, Freeholder						

ADOPTED December 05, 2017

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

Chapter 159-2017-20

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount; and

WHEREAS, the County of Hunterdon has received notice of an award of \$139,850 from State of New Jersey, Highlands Water Protection and Planning Council and wishes to amend its 2017 Budget to include this amount as revenue.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Chosen Freeholders of the County of Hunterdon hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the 2017 Budget in the sum of \$139,850 which is now available as a revenue under the caption of:

Miscellaneous Revenues-Section D: Special Items of General Revenue Anticipated with Prior Written Consent of the Director of the Division of Local Government Services: Public and Private Revenues Offset with Appropriations:

County Environmental Health Act (CEHA) 2017-2018

BE IT FURTHER RESOLVED that the like sum of \$139,850 is hereby appropriated under the caption of:

General Appropriations-Section A: Operations – Public and Private Programs Offset by Revenues:

County Environmental Health Act (CEHA) 2017-2018

(required County match of \$138,600 is budgeted in Health Dept. S/W)

BE IT FURTHER RESOLVED, that the Clerk of the Board forward a certified copy of this resolution to the Director of Local Government Services for approval, via electronic filing in accordance with Local Finance Notice 2014-11.

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
John E. Lanza, Director						
John W. King, Deputy Director						
J. Matthew Holt, Freeholder						
Suzanne Lagay, Freeholder						
Robert G. Walton, Freeholder						

ADOPTED December 05, 2017

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

Chapter 159-2017-22

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount; and

WHEREAS, the County of Hunterdon has received notice of an award of \$55,000 from State of New Jersey, Department of Law and Public Safety, Division of State Police, Office of Emergency Management and wishes to amend its 2017 Budget to include this amount as revenue.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Chosen Freeholders of the County of Hunterdon hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the 2017 Budget in the sum of \$55,000 which is now available as a revenue under the caption of:

Miscellaneous Revenues-Section D: Special Items of General Revenue
Anticipated with Prior Written Consent of the Director of the Division of Local Government Services: Public and Private Revenues Offset with Appropriations:

FY15-Emergency Management Performance Grant-EMAA

BE IT FURTHER RESOLVED that the like sum of \$55,000 is hereby appropriated under the caption of:

General Appropriations-Section A: Operations – Public and Private Programs
Offset by Revenues:

FY15-Emergency Management Performance Grant-EMAA

The required match of \$55,000 is appropriated in Office of Emergency Management’s Salary and Wage.

BE IT FURTHER RESOLVED, that the Clerk of the Board forward a certified copy of this resolution to the Director of Local Government Services for approval, via electronic filing in accordance with Local Finance Notice 2014-11.

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
John E. Lanza, Director						
John W. King, Deputy Director						
J. Mathew Holt, Freeholder						
Suzanne Lagay, Freeholder						
Robert G. Walton, Freeholder						

ADOPTED December 05, 2017

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

WHEREAS, the Local Public Contracts Law requires that purchases in excess of \$36,000.00 be approved by resolution of the Governing Body.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Chosen Freeholders of the County of Hunterdon does hereby approve the purchase of commodity(s)/service(s), requisition(s), #R7-06931, using State Contract #A-83932, in the amount of \$59,999.03, with PMC Associates, for Base Station Repeaters, for the Division of Communications; and

BE IT FURTHER RESOLVED, the commodity(s)/service(s) will be purchased under Budget Account #C-04-55-1701-172 (2017 Capital); and

BE IT FURTHER RESOLVED, that the Financial Officer of the County of Hunterdon has certified the availability of funding in the County Budget.

<i>ROLL CALL</i>	<i>MOVED</i>	<i>SECONDED</i>	<i>AYES</i>	<i>NAYS</i>	<i>ABSTAIN</i>	<i>ABSENT</i>
<i>John E. Lanza, Director</i>						
<i>John W. King, Deputy Director</i>						
<i>J. Matthew Holt, Freeholder</i>						
<i>Suzanne Lagay, Freeholder</i>						
<i>Robert G. Walton, Freeholder</i>						

ADOPTED December 05, 2017

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

**Bid #2016-15
Extension**

WHEREAS, the County of Hunterdon received bids on Thursday, October 13, 2016, for maintenance, service and supplies for County copier equipment, for various County Departments; and

WHEREAS, the Board of Chosen Freeholders adopted a resolution on October 31, 2016, awarding said contract for maintenance, service and supplies for County copier equipment; and

WHEREAS, the County has had excellent service throughout the contract year;

NOW, THEREFORE, BE IT RESOLVED, that the Hunterdon County Board of Chosen Freeholders hereby authorizes the extension of the contract for maintenance, service and supplies for County copier equipment, upon the recommendation of Raymond E. Rule, Jr., County Purchasing Agent and Robert Thurgarland, Central Printing and Mail Director, to Superior Office Systems, 19 Gross Avenue, Edison, New Jersey 08837, for the period of January 01, 2018 through December 31, 2018. This extension will not exceed the amount of \$45,855.75; and

BE IT FURTHER RESOLVED, the Financial Officer of the County of Hunterdon has certified the availability of funds for the purposes set forth in this Resolution, and such funds are provided for in the duly adopted budget of the County of Hunterdon.

<i>ROLL CALL</i>	<i>MOVED</i>	<i>SECONDED</i>	<i>AYES</i>	<i>NAYS</i>	<i>ABSTAIN</i>	<i>ABSENT</i>
<i>John E. Lanza, Director</i>						
<i>John W. King, Deputy Director</i>						
<i>J. Matthew Holt, Freeholder</i>						
<i>Suzanne Lagay, Freeholder</i>						
<i>Robert G. Walton, Freeholder</i>						

ADOPTED December 05, 2017

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

BE IT RESOLVED, that Ross Traphagen be hereby reappointed as an intern, as needed, in the Division of Economic Development, of the Department of Planning, Economic Development and Land Use of the County of Hunterdon.

Salary per annum: \$12.00 per hour
Effective: December 18, 2017 to January 19, 2018

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
John E. Lanza, Director						
John W. King, Deputy Director						
J. Mathew Holt, Freeholder						
Suzanne Lagay, Freeholder						
Robert G. Walton, Freeholder						

ADOPTED December 5, 2017

DENISE B. DOOLAN, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

BE IT RESOLVED, that Mackenzie Quick be hereby reappointed as an intern, as needed, in the Office of the Clerk of the Board of Chosen Freeholders, County of Hunterdon.

Salary per annum: \$12.00 per hour
Effective: December 04, 2017 through January 05, 2018

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
John E. Lanza, Director						
John W. King, Deputy Director						
J. Mathew Holt, Freeholder						
Suzanne Lagay, Freeholder						
Robert G. Walton, Freeholder						

ADOPTED December 05, 2017

DENISE B. DOOLAN, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

BE IT RESOLVED, that Mary Evers be hereby appointed as an intern, as needed, in the Office of the County Administrator.

Salary per annum: \$12.00 per hour
Effective: December 6, 2017 to December 29, 2017

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
John E. Lanza, Director						
John W. King, Deputy Director						
J. Mathew Holt, Freeholder						
Suzanne Lagay, Freeholder						
Robert G. Walton, Freeholder						

ADOPTED December 5, 2017

DENISE B. DOOLAN, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

BE IT RESOLVED, that the Board of Chosen Freeholders confirms the action of County Sheriff and Appointing Authority to hire Drew Stephens, to the position of part-time Security Guard, in the Hunterdon County Sheriff's Department.

Effective date: December 6, 2017
Salary: \$15 per hour
Hours Per Week: As needed
Union: CWA Rank and File

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
John E. Lanza, Director						
John W. King, Deputy Director						
J. Mathew Holt, Freeholder						
Suzanne Lagay, Freeholder						
Robert G. Walton, Freeholder						

ADOPTED September 05, 2017

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

BE IT RESOLVED, that the Board of Chosen Freeholders confirms the action of County Sheriff and Appointing Authority to hire William Spekhardt, to the position of part-time Security Guard, in the Hunterdon County Sheriff's Department.

Effective date: December 11, 2017
Salary: \$15 per hour
Hours Per Week: As needed
Union: CWA Rank and File

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
John E. Lanza, Director						
John W. King, Deputy Director						
J. Mathew Holt, Freeholder						
Suzanne Lagay, Freeholder						
Robert G. Walton, Freeholder						

ADOPTED September 05, 2017

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

BE IT RESOLVED, that Linda Martorano be promoted to unclassified, full time Assistant Deputy County Clerk, in the Office of the County Clerk, County of Hunterdon.

Salary per annum: \$55,000.00
Hours Per Week: 40
Effective: December 4, 2017
Union: Unclassified

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
John E. Lanza, Director						
John W. King, Deputy Director						
J. Mathew Holt, Freeholder						
Suzanne Lagay, Freeholder						
Robert G. Walton, Freeholder						

ADOPTED December 05, 2017

DENISE B. DOOLAN, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

BE IT RESOLVED, that the salaries of the following employees in the Hunterdon County Clerk’s Office be revised in accordance with the terms and conditions of the Rank and File bargaining agreement with CWA Local 1036 for conversion to a 40 hour work week effective December 4, 2017

AMY S	BANKO	\$	58,090.73
SUZANNE M	BENNETT	\$	45,848.58
NICOLE M	FAUST	\$	45,636.91
AMY L	GATES	\$	41,935.09
FRANCES	MCALLISTER	\$	35,055.03
FAITH	QUICKEL	\$	44,460.59
DIANA M	SAUMSIEGLE	\$	40,613.91
MICHELLE A	SCHOTTMAN - SCOTT	\$	48,845.37
SHARON A	STROKA	\$	50,450.60
ALISON	KROV	\$	35,055.03

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
John E. Lanza, Director						
John W. King, Deputy Director						
J. Mathew Holt, Freeholder						
Suzanne Lagay, Freeholder						
Robert G. Walton, Freeholder						

ADOPTED December 5, 2017

DENISE B. DOOLAN, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

BE IT RESOLVED, that the Board of Chosen Freeholders of the County of Hunterdon does hereby appoint Howard J. Opdyke II, 57 Everittstown Road, Frenchtown, New Jersey 08825, as a member, to the Hunterdon County Vocational School Board of Education, known as "Hunterdon County Polytech".

Term to be effective December 05, 2017 through October 31, 2021.

To fill a vacancy.

<i>ROLL CALL</i>	<i>MOVED</i>	<i>SECONDED</i>	<i>AYES</i>	<i>NAYS</i>	<i>ABSTAIN</i>	<i>ABSENT</i>
<i>John E. Lanza, Director</i>						
<i>John W. King, Deputy Director</i>						
<i>J. Matthew Holt, Freeholder</i>						
<i>Suzanne Lagay, Freeholder</i>						
<i>Robert G. Walton, Freeholder</i>						

ADOPTED December 05, 2017

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

BE IT RESOLVED, that Lisa Mena, Deputy County Clerk, in the Office of the Hunterdon County Clerk receive the following salary adjustment:

Salary per annum: \$83,391.35
Hours per week: 40
Effective: December 4, 2017
Union: Unclassified

<i>ROLL CALL</i>	<i>MOVED</i>	<i>SECONDED</i>	<i>AYES</i>	<i>NAYS</i>	<i>ABSTAIN</i>	<i>ABSENT</i>
<i>John E. Lanza, Director</i>						
<i>John W. King, Deputy Director</i>						
<i>J. Matthew Holt, Freeholder</i>						
<i>Suzanne Lagay, Freeholder</i>						
<i>Robert G. Walton, Freeholder</i>						

ADOPTED December 5, 2017

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
 COUNTY OF HUNTERDON**

RESOLUTION

BE IT RESOLVED, that the Director and Clerk of the Board of Chosen Freeholders of the County of Hunterdon are hereby authorized to sign, on behalf of the County, the 2017-2018 County Salary Reimbursement Agreement with Rutgers' Cooperative Extension, part of Rutgers, The State University of New Jersey. The costs for 2017 shall not exceed \$55,064. The costs for 2018 shall not exceed \$57,727.

<i>ROLL CALL</i>	<i>MOVED</i>	<i>SECONDED</i>	<i>AYES</i>	<i>NAYS</i>	<i>ABSTAIN</i>	<i>ABSENT</i>
<i>John E. Lanza, Director</i>						
<i>John W. King, Deputy Director</i>						
<i>J. Matthew Holt, Freeholder</i>						
<i>Suzanne Lagay, Freeholder</i>						
<i>Robert G. Walton, Freeholder</i>						

ADOPTED December 05, 2017

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

WHEREAS, the County of Hunterdon has the need to procure equipment, goods or services, where the estimated cost of which exceeds the bid threshold.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Chosen Freeholders of the County of Hunterdon does hereby authorize the County Purchasing Agent to solicit bids for the following project:

Hunterdon County Justice Center Exterior Renovations

<i>ROLL CALL</i>	<i>MOVED</i>	<i>SECONDED</i>	<i>AYES</i>	<i>NAYS</i>	<i>ABSTAIN</i>	<i>ABSENT</i>
<i>John E. Lanza, Director</i>						
<i>John W. King, Deputy Director</i>						
<i>J. Matthew Holt, Freeholder</i>						
<i>Suzanne Lagay, Freeholder</i>						
<i>Robert G. Walton, Freeholder</i>						

ADOPTED December 05, 2017

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

Adopted: 2007
Updated: 2017

BE IT RESOLVED, that the Board of Chosen Freeholders of the County of Hunterdon does hereby approve the updated Risk Management Manual, providing employees with a safe and healthy work place; and

BE IT FURTHER RESOLVED, to obtain this goal, the County will continue to promote safety training programs, evaluate the safety of County buildings and property, and strive to comply with PEOSH regulations.

<i>ROLL CALL</i>	<i>MOVED</i>	<i>SECONDED</i>	<i>AYES</i>	<i>NAYS</i>	<i>ABSTAIN</i>	<i>ABSENT</i>
<i>John E. Lanza, Director</i>						
<i>John W. King, Deputy Director</i>						
<i>J. Matthew Holt, Freeholder</i>						
<i>Suzanne Lagay, Freeholder</i>						
<i>Robert G. Walton, Freeholder</i>						

ADOPTED December 05, 2017

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

BE IT RESOLVED, that the Director of the Board of Chosen Freeholders of the County of Hunterdon is hereby authorized to sign, on behalf of the County, the Senior Citizen and Disabled Resident Transportation Assistance Program (SCDRTAP) 2017 Budget Modification 1st Revision/4th Quarter. This budget modification will transfer funds from the capital budget in the amount of \$8,466.56 to the operating budget's Third Party Contract Services budget line item. All other terms and conditions of the agreement will remain the same.

<i>ROLL CALL</i>	<i>MOVED</i>	<i>SECONDED</i>	<i>AYES</i>	<i>NAYS</i>	<i>ABSTAIN</i>	<i>ABSENT</i>
<i>John E. Lanza, Director</i>						
<i>John W. King, Deputy Director</i>						
<i>J. Matthew Holt, Freeholder</i>						
<i>Suzanne Laqay, Freeholder</i>						
<i>Robert G. Walton, Freeholder</i>						

ADOPTED December 05, 2017

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

WHEREAS, the County of Hunterdon and Turning Point, Inc., wish to amend the existing Agreement dated April 5, 2016 to increase the allocated funds to the Short-Term Residential program due to an increase in the need for services and funding received by the County Department of Human Services; and

WHEREAS, the increase in funding for the Short-Term Residential program is for the funding period of January 1, 2017 through December 31, 2017;

NOW, THEREFORE, BE IT RESOLVED, that the Director of the Board of Chosen Freeholders be authorized to execute a Contract Modification between the County of Hunterdon and Turning Point, Inc., to modify terms of the Grant Agreement dated April 5, 2016; and

BE IT FURTHER RESOLVED, the funding for the period January 1, 2017 through December 31, 2017 shall not exceed \$42,107 unless authorized, in writing, by the County of Hunterdon; and

BE IT FURTHER RESOLVED, that the Contract Modification reflect an increase in funding in the amount of \$5,000 for the Short-Term Residential program effective the period of January 1, 2017 through December 31, 2017, with the not-to-exceed figure revised from its original amount of \$37,107 to reflect the new sum of \$42,107.

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
<i>John E. Lanza, Director</i>						
<i>John W. King, Deputy Director</i>						
<i>J. Matthew Holt, Freeholder</i>						
<i>Suzanne Laqay, Freeholder</i>						
<i>Robert G. Walton, Freeholder</i>						

ADOPTED December 05, 2017

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

WHEREAS, the County of Hunterdon and Turning Point, Inc., wish to amend the existing Agreement dated April 5, 2016 to increase the allocated funds to the Anderson House Women's Halfway House program due to an increase in the need for services and funding received by the County Department of Human Services; and

WHEREAS, the increase in funding for the Women's Halfway House program is for the funding period of January 1, 2017 through December 31, 2017;

NOW, THEREFORE, BE IT RESOLVED, that the Director of the Board of Chosen Freeholders of the County of Hunterdon be authorized to execute, on behalf of the County, a Contract Modification between the County and Turning Point, Inc., to modify terms of the Grant Agreement dated April 5, 2016; and

BE IT FURTHER RESOLVED, the funding for the period January 1, 2017 through December 31, 2017 shall not exceed \$32,925 unless authorized, in writing, by the County of Hunterdon; and

BE IT FURTHER RESOLVED, that the Contract Modification reflect an increase in funding in the amount of \$17,925 for the Women's Halfway House program effective the period of January 1, 2017 through December 31, 2017, with the not-to-exceed figure revised from its original amount of \$15,000 to reflect the new sum of \$32,925.

<i>ROLL CALL</i>	<i>MOVED</i>	<i>SECONDED</i>	<i>AYES</i>	<i>NAYS</i>	<i>ABSTAIN</i>	<i>ABSENT</i>
<i>John E. Lanza, Director</i>						
<i>John W. King, Deputy Director</i>						
<i>J. Matthew Holt, Freeholder</i>						
<i>Suzanne Lagay, Freeholder</i>						
<i>Robert G. Walton, Freeholder</i>						

ADOPTED December 05, 2017

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

WHEREAS, the County of Hunterdon and Freedom House, Inc., wish to amend the existing Agreement dated April 5, 2016 to reduce the allocated funds to the Men’s Halfway House program due to the provider being the recipient of state funding through the New Jersey Substance Abuse Initiative thereby resulting in a decrease in the need for funding received by the County Department of Human Services; and

WHEREAS, the reduction in funding for the Men’s Halfway House program is for the funding period of January 1, 2017 through December 31, 2017;

NOW. THEREFORE. BE IT RESOLVED, that the Director of the Board of Chosen Freeholders be authorized to execute, on behalf of the County, a Contract Modification with Freedom House, Inc., to modify the terms of the Grant Agreement dated April 5, 2016; and

BE IT FURTHER RESOLVED, that the funding for the period of January 1, 2017 through December 31, 2017 shall not exceed \$6,775 unless authorized, in writing, by the County of Hunterdon; and

BE IT FURTHER RESOLVED, that the contract modification reflect a decrease in funding of \$22,925 for the Men’s Halfway House program effective the period of January 1, 2017 through December 31, 2017, with the not-to-exceed figure revised from its original amount of \$29,700 to reflect the new sum of \$6,775.

<i>ROLL CALL</i>	<i>MOVED</i>	<i>SECONDED</i>	<i>AYES</i>	<i>NAYS</i>	<i>ABSTAIN</i>	<i>ABSENT</i>
<i>John E. Lanza, Director</i>						
<i>John W. King, Deputy Director</i>						
<i>J. Matthew Holt, Freeholder</i>						
<i>Suzanne Lagay, Freeholder</i>						
<i>Robert G. Walton, Freeholder</i>						

ADOPTED December 05, 2017

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

Grant #17-033-011-1000

BE IT RESOLVED, that the Director of the Board of Chosen Freeholders of the County of Hunterdon be hereby authorized to sign, on behalf of the County, a grant agreement with the Highlands Water Protection and Planning Council (Highlands Council), for the County of Hunterdon to undertake sustainable economic development planning, in the amount of \$45,000.

<i>ROLL CALL</i>	<i>MOVED</i>	<i>SECONDED</i>	<i>AYES</i>	<i>NAYS</i>	<i>ABSTAIN</i>	<i>ABSENT</i>
<i>John E. Lanza, Director</i>						
<i>John W. King, Deputy Director</i>						
<i>J. Matthew Holt, Freeholder</i>						
<i>Suzanne Lagay, Freeholder</i>						
<i>Robert G. Walton, Freeholder</i>						

ADOPTED December 05, 2017

Denise B. Doolan, CLERK