

## **AGENDA**

### **HUNTERDON COUNTY BOARD OF CHOSEN FREEHOLDERS**

71 Main Street, Freeholder's Meeting Room, 2<sup>nd</sup> Floor

Flemington, New Jersey 08822

**January 16, 2018**

I. **4:30 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 January 02, 2018, 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 SESSIONS**

01. To discuss legal issues.
02. To discuss personnel 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. PURCHASING, Raymond E. Rule, Jr.**

01. RESOLUTION - Approving a Professional Services Agreement, for Fee Accounting Services for the Department of Human Services - Housing Services Division, with David Ciarrocca C.P.A., LLC, in the amount of \$14,400.00.
02. RESOLUTION - Approving a Professional Services Agreement, for a Housing Auditor for the Department of Human Services - Housing Services Division, with Suplee, Clooney & Company, in the amount of \$9,180.00.
03. RESOLUTION - Approving a Professional Services Agreement, for Auditing and Accounting Services for the 2018 County Audit and budget preparation assistance, with Wiss & Company LLC, in the amount of \$76,200.00.

## **VII. COUNTY ADMINISTRATOR, Kevin Davis**

01. Update.

## **VIII. FOR DISCUSSION**

01. RESOLUTION - Authorizing comment in opposition to proposed New State Beekeeping Regulations.
02. RESOLUTION - Urging Governor Phil Murphy and the New Jersey State Legislature to enact legislation that will permanently extend the 2% cap on binding interest arbitration awards.

## **IX. 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 January 16, 2018.
02. Motion to approve the regular session minutes of December 19, 2017 and the Reorganization minutes of January 02, 2018.
03. RESOLUTION - Sean DiGrazia appointed provisional, full-time Road Repairer 1 (CDL Class A certification), Division of Roads and Bridges, Department of Public Works.
04. RESOLUTION - Will Spencer appointed provisional, full-time Road Repairer 1 (CDL Class A certification), Division of Roads and Bridges, Department of Public Works.
05. RESOLUTION - Timothy Althamer appointed Corrections Officer, Sheriff's Office.
06. RESOLUTION - Holly Hoff appointed Supervising Advocate Victim-Witness Program, Prosecutor's Office.
07. RESOLUTION - Jane Griffith appointed Social Worker, Division of Seniors, Disabilities and Veterans Services, Department of Human Services.
08. RESOLUTION - Veronica Tamayo appointed Senior Account Clerk, Division of Seniors, Disabilities and Veterans Services, Department of Human Services.

09. RESOLUTION - Approving a salary adjustment for Jason Lawrence, Road Repairer 1, Division of Roads and Bridges, Department of Public Works, for completion of the CDL Class A certification in accordance with the CWA Rank and File contract.
10. RESOLUTION - Approving an amendment to Policy #2005-03, Fringe Benefit Policy for Constitutional Officers, Department Heads, unclassified and non-contractual employees.
11. RESOLUTION - Approving final payment for Bid #2017-11, for 2017 Resurfacing and Surface Treatment of various County Roads in various Municipalities, with Top Line Construction, in the amount of \$35,385.07.
12. RESOLUTION - Approving final payment for Bid #2016-03, for Resurfacing and Safety Improvements to Route 579, in the Townships of Franklin and Union, to Black Rock Enterprises, LLC, in the amount of \$53,604.40.
13. RESOLUTION - Authorizing the submission of a GP21 Permit to the State of New Jersey Department of Environmental Protection for the installation of above ground utility lines.
14. RESOLUTION - Approving the release of a Performance Bond, for Frontage Improvements on County Route 519, Block 13, Lot 14, in Alexandria Township, in the amount of \$75,000.00, to Helen V. Weeast.
15. RESOLUTION - Approving an Inter-County Agreement with Somerset County for the Painting of Bridge T-35-S, on McCann Mill Road over the Lamington River, in Tewksbury Township, Hunterdon County; and Bedminster Township, Somerset County. The cost of the project will be shared 50/50 by each County.

## X. GRANTS

01. RESOLUTION - Approving Subgrant Award #FY17-EMPG-EMAA-1000 with the New Jersey State Police for existing salaries and wages for the Division of Emergency Management, in the amount of \$110,344.71. (Federal Award-\$55,000.00, County Match-\$55,344.71).
02. RESOLUTION - Approving the Hunterdon County Municipal Alliance Strategic Plan, to access \$181,380.00 in State funds from the Governor's Council on Alcoholism and Drug Abuse, for the grant period beginning July 1, 2018 through June 30, 2019.

03. RESOLUTION - Approving a grant contract with the New Jersey Historical Commission, to administer the County History Partnership Program grant, in FY2018, in the amount of \$22,490.00.
04. RESOLUTION - Approving a Victims of Crime Act (VOCA) Subgrant Award, for the Hunterdon County Prosecutor's Office, with the New Jersey Department of Law and Public Safety, Division of Criminal Justice, Office of the Attorney General, in the amount of \$244,555.00 (Federal Funds - \$179,858; County Match -\$64,697).

**XI. CORRESPONDENCE**

01. Raymond Campeau, requesting permission to again use certain Hunterdon County roads, during their 11<sup>th</sup> Annual JerseyMan Multi-Sport event, to take place at Round Valley Reservoir, on Sunday, May 20, 2018, from 8:00 a.m. until 12:00 noon. Roads will be monitored by the police departments of Clinton Township and Readington.
02. Hunterdon Helpline, requesting permission to again use the historic Courthouse steps and access to outdoor electricity, for the 2018 Salsa Night on Saturday, July 21, 2018, from 2 p.m. to 11 p.m.
03. Hunterdon County School Nurse Association, requesting permission to again have the fee waived for use of a County meeting room.
04. Hunterdon Watercolor Society, requesting permission to again have the fee waived for use of a County meeting room.

**XII. FREEHOLDERS COMMENTS/REPORTS**

**XIII. OPEN TO THE PUBLIC**

**XIV. EXECUTIVE SESSION  
(Reconvene if necessary)**

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION**

**WHEREAS**, the County of Hunterdon has a need for fee accounting services for the Department of Human Services – Housing Services Division, for the County of Hunterdon; and

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

**WHEREAS**, County Counsel has verified that this meets the statute and regulations governing the award of said contracts;

**NOW, THEREFORE, BE IT RESOLVED**, by the Hunterdon County Board of Chosen Freeholders as follows:

01. The Hunterdon County Board of Chosen Freeholders hereby accepts the terms as specified in an agreement between the County of Hunterdon and David Ciarroccaa, CPA, LLC.
02. This contract is awarded without competitive bidding as a professional services in accordance with 40A:11-5(1) of the Local Public Contracts Law because the services are specialized and competitive bidding is not feasible under the circumstances.
03. The County hereby accepts the fees for the basic services and specialized services described in the agreement, in the amount of \$14,400.00, through Funding Account #8-16-55-4000-270 (Operating Budget).
04. The Director and the Clerk of the Hunterdon County Board of Chosen Freeholders are hereby authorized to execute this agreement on behalf of the County.
05. The Clerk is hereby authorized and directed to publish the Notice of Contract Awarded in the Hunterdon County Democrat.

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
J. Mathew Holt, Director						
Suzanne Lagay, Deputy Director						
John W. King, Freeholder						
John E. Lanza, Freeholder						
Shaun C. Van Doren, Freeholder						

**ADOPTED** January 16, 2018

**Denise B. Doolan, CLERK**

## **NOTICE OF CONTRACT AWARDED**

The Hunterdon County Board of Chosen Freeholders have awarded a contract without competitive bidding as a professional service pursuant to N.J.S.A. 40A:11-5. This contract and the resolution authorizing it are available for public inspection in the office of the Clerk of the Hunterdon County Board of Chosen Freeholders.

**AWARDED TO:** David Ciarrocca, CPA, LLC

**SERVICES:** Fee Accounting Services for the Department of Human Services, Housing Services Division

**TIME PERIOD:** As specified in terms of Agreement

**COST:** Amount not to exceed \$14,400.00

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**Denise B. Doolan, CLERK**

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION**

**WHEREAS**, the County of Hunterdon has a need for a Housing Auditor for the Department of Human Services – Housing Services Division, for the County of Hunterdon; and

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

**WHEREAS**, County Counsel has verified that this meets the statute and regulations governing the award of said contracts;

**NOW, THEREFORE, BE IT RESOLVED**, by the Hunterdon County Board of Chosen Freeholders as follows:

01. The Hunterdon County Board of Chosen Freeholders hereby accepts the terms as specified in an agreement between the County of Hunterdon and Suplee, Clooney & Company.
02. This contract is awarded without competitive bidding as a professional services in accordance with 40A:11-5(1) of the Local Public Contracts Law because the services are specialized and competitive bidding is not feasible under the circumstances.
03. The County hereby accepts the fees for the basic services and specialized services described in the agreement, in the amount of \$9,180.00, through Funding Account #8-16-55-4000-271 (Operating Budget).
04. The Director and the Clerk of the Hunterdon County Board of Chosen Freeholders are hereby authorized to execute this agreement on behalf of the County.
05. The Clerk is hereby authorized and directed to publish the Notice of Contract Awarded in the Hunterdon County Democrat.

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
J. Mathew Holt, Director						
Suzanne Lagay, Deputy Director						
John W. King, Freeholder						
John E. Lanza, Freeholder						
Shaun C. Van Doren, Freeholder						

**ADOPTED** January 16, 2018

**Denise B. Doolan, CLERK**

## **NOTICE OF CONTRACT AWARDED**

The Hunterdon County Board of Chosen Freeholders have awarded a contract without competitive bidding as a professional service pursuant to N.J.S.A. 40A:11-5. This contract and the resolution authorizing it are available for public inspection in the office of the Clerk of the Hunterdon County Board of Chosen Freeholders.

**AWARDED TO:** Suplee, Clooney & Company

**SERVICES:** Housing Auditor for the fiscal year ending December 31, 2017 for the Department of Human Services, Housing Services Division

**TIME PERIOD:** Contract will terminate upon the County's acceptance of the completed audit

**COST:** Amount not to exceed \$9,180.00

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**Denise B. Doolan, CLERK**



**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION**

**WHEREAS**, the County of Hunterdon has a need for auditing and accounting services for the Department of Finance, for the County of Hunterdon; and

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

**WHEREAS**, County Counsel has verified that this meets the statute and regulations governing the award of said contracts;

**NOW, THEREFORE, BE IT RESOLVED**, by the Hunterdon County Board of Chosen Freeholders as follows:

01. The Hunterdon County Board of Chosen Freeholders hereby accepts the terms as specified in an agreement between the County of Hunterdon and Wiss & Company, LLP
02. This contract is awarded without competitive bidding as a professional services in accordance with 40A:11-5(1) of the Local Public Contracts Law because the services are specialized and competitive bidding is not feasible under the circumstances.
03. The County hereby accepts the fees for the basic services and specialized services described in the agreement, in the amount of \$76,200.00, through Funding Account #8-01-20-0135-205 (Operating Budget).
04. The Director and the Clerk of the Hunterdon County Board of Chosen Freeholders are hereby authorized to execute this agreement on behalf of the County.
05. The Clerk is hereby authorized and directed to publish the Notice of Contract Awarded in the Hunterdon County Democrat.

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
J. Mathew Holt, Director						
Suzanne Lagay, Deputy Director						
John W. King, Freeholder						
John E. Lanza, Freeholder						
Shaun C. Van Doren, Freeholder						

**ADOPTED** January 16, 2018

**Denise B. Doolan, CLERK**

## **NOTICE OF CONTRACT AWARDED**

The Hunterdon County Board of Chosen Freeholders have awarded a contract without competitive bidding as a professional service pursuant to N.J.S.A. 40A:11-5. This contract and the resolution authorizing it are available for public inspection in the office of the Clerk of the Hunterdon County Board of Chosen Freeholders.

**AWARDED TO:** Wiss & Company LLP

**SERVICES:** Auditing and Accounting Services for 2018 County Audit and budget preparation assistance, Department of Finance

**TIME PERIOD:** As specified in terms of Agreement

**COST:** Amount not to exceed \$76,200.00

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**Denise B. Doolan, CLERK**

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION**

**Authorizing Comment in Opposition to Proposed New State Beekeeping Regulations**

**WHEREAS**, the New Jersey Department of Agriculture has published new beekeeping regulations, including a section on Apiary Standards, which the Northwest New Jersey Beekeeper Association indicates will have a detrimental effect on commercial and hobbyist beekeeping in Hunterdon County; and

**WHEREAS**, the Beekeeper Association advises that domestic strains of honey bees have been selectively bred for desirable traits, including gentleness, honey production, tendency not to swarm and non-aggressive behavior; and

**WHEREAS**, gentle strains of honey bees can be maintained without creating a detriment to public health and safety, and, in fact, the New Jersey Beekeeper Association has been keeping bees at Deerpath/Round Mountain Park for decades without one complaint or report of stinging; and

**WHEREAS**, the honey bee assists in agricultural productivity that sustains an environment promoting the agricultural land use that is so important in Hunterdon County; and

**WHEREAS**, the new regulations have been published in the New Jersey Register and the public comment period ends on January 19, 2018;

**NOW THEREFORE BE IT RESOLVED**, By the Hunterdon County Board of Chosen Freeholders, that the Board opposes to the implementation of the section on Apiary Standards of the proposed Beekeeping Regulations, recommends the section be held while stakeholders work to establish regulations that protect both beekeepers and non-beekeepers, and authorizes that this resolution be submitted as public comment to the New Jersey Department of Agriculture, before the January 19, 2018 deadline.

<i>ROLL CALL</i>	<i>MOVED</i>	<i>SECONDED</i>	<i>AYES</i>	<i>NAYS</i>	<i>ABSTAIN</i>	<i>ABSENT</i>
J. Matthew Holt, Director						
Suzanne Lagay, Deputy Director						
John W. King, Freeholder						
John E. Lanza, Freeholder						
Shaun C. Van Doren, Freeholder						

**ADOPTED** January 16, 2018

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**Denise B. Doolan, CLERK**

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION**

Resolution urging Governor Phil Murphy and the New Jersey State Legislature to enact legislation that will permanently extend the 2% cap on binding interest arbitration awards.

**WHEREAS**, pursuant to the sunset provision contained in P.L. 2014, c. 11 the 2% cap on interest arbitration awards expired on December 31, 2017; and

**WHEREAS**, this law protected property taxpayers by empowering county and local governments throughout the State to effectively control public safety employment salaries and personnel costs by capping interest arbitration awards at 2%; and

**WHEREAS**, county and local governments dedicate a substantial portion of their overall annual operating expenses for employee salaries, wages, health benefits, and other personnel costs; and

**WHEREAS**, county and local governments face a mandated 2% property tax cap levy; and

**WHEREAS**, failure to extend the 2% cap on interest arbitration awards will force county and local governments to further reduce or even eliminate essential services, critical personnel, and long-overdue infrastructure improvement projects; and

**WHEREAS**, it is in the best interest of county and local governments and property taxpayers throughout the State to permanently extend the 2% cap on interest arbitration awards;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Chosen Freeholders of the County of Hunterdon urges Governor Phil Murphy and the New Jersey State Legislature to enact legislation that will permanently extend the 2% cap on interest arbitration awards as soon as possible; and

**BE IT FURTHER RESOLVED**, that copies of this Resolution are forwarded to the Governor Phil Murphy, the President of the New Jersey Senate Steve Sweeney, the Speaker of the General Assembly Craig Coughlin, all state legislators representing Hunterdon County, and the New Jersey Association of Counties.

<i>ROLL CALL</i>	<i>MOVED</i>	<i>SECONDED</i>	<i>AYES</i>	<i>NAYS</i>	<i>ABSTAIN</i>	<i>ABSENT</i>
J. Matthew Holt, Director						
Suzanne Lagay, Deputy Director						
John W. King, Freeholder						
John E. Lanza, Freeholder						
Shaun C. Van Doren, Freeholder						

**ADOPTED** January 16, 2018

**Denise B. Doolan, CLERK**

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION**

**(Amended)**

**BE IT RESOLVED**, that Sean DiGrazia be hereby promoted to provisional, full time Road Repairer 1 (with a CDL Class A certification), in the Division of Roads and Bridges, of the Department of Public Works, of the County of Hunterdon.

<b>Effective Date</b>	<b>Salary</b>
November 28, 2017	\$31,750.00
January 1, 2018	\$32,850.00

<b>ROLL CALL</b>	<b>MOVED</b>	<b>SECONDED</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
J. Matthew Holt, Director						
Suzanne Lagay, Deputy Director						
John W. King, Freeholder						
John E. Lanza, Freeholder						
Shaun C. Van Doren, Freeholder						

**ADOPTED** January 16, 2018

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**Denise B. Doolan, CLERK**

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION**

**(Amended)**

**BE IT RESOLVED**, that William Spencer be hereby promoted to provisional, full time Road Repairer 1 (with a CDL Class A certification), in the Division of Roads and Bridges, of the Department of Public Works, of the County of Hunterdon.

<b>Effective Date</b>	<b>Salary</b>
December 11, 2017	\$31,750.00
January 1, 2018	\$32,850.00

<b>ROLL CALL</b>	<b>MOVED</b>	<b>SECONDED</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
J. Matthew Holt, Director						
Suzanne Lagay, Deputy Director						
John W. King, Freeholder						
John E. Lanza, Freeholder						
Shaun C. Van Doren, Freeholder						

**ADOPTED** January 16, 2018

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**Denise B. Doolan, CLERK**

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION**

**BE IT RESOLVED**, that Timothy Althamer be hereby appointed as a Corrections Officer in the Hunterdon County Sheriff's Office.

Effective: January 16, 2018  
Salary per annum: \$32,311.00  
Union: FOP 29  
Hours per week: 35

<b>ROLL CALL</b>	<b>MOVED</b>	<b>SECONDED</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
J. Matthew Holt, Director						
Suzanne Lagay, Deputy Director						
John W. King, Freeholder						
John E. Lanza, Freeholder						
Shaun C. Van Doren, Freeholder						

**ADOPTED** January 16, 2018

**Denise B. Doolan, CLERK**

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION**

**BE IT RESOLVED**, that Holly Hoff be hereby promoted to the position of Supervising Advocate Victim-Witness Program in the Hunterdon County Prosecutor's Office.

Effective: July 1, 2017  
Salary per annum: \$58,000.00  
Union: Unclassified  
Hours per week: 35

<b>ROLL CALL</b>	<b>MOVED</b>	<b>SECONDED</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
J. Matthew Holt, Director						
Suzanne Lagay, Deputy Director						
John W. King, Freeholder						
John E. Lanza, Freeholder						
Shaun C. Van Doren, Freeholder						

**ADOPTED** January 16, 2018

**Denise B. Doolan, CLERK**



**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION**

**BE IT RESOLVED**, that Jane Griffith be hereby appointed as a Social Worker, Aging in the Division of Seniors, Disabilities and Veterans Services of the Department of Human Services of the County of Hunterdon.

Effective: January 2, 2018  
Salary per annum: \$35,000.00  
Union: CWA Rank and File  
Hours per week: 35

<b>ROLL CALL</b>	<b>MOVED</b>	<b>SECONDED</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
J. Matthew Holt, Director						
Suzanne Lagay, Deputy Director						
John W. King, Freeholder						
John E. Lanza, Freeholder						
Shaun C. Van Doren, Freeholder						

**ADOPTED** January 16, 2018

**Denise B. Doolan, CLERK**

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION**

**BE IT RESOLVED**, that Veronica Tamayo be hereby appointed as a Senior Account Clerk in the Division of Seniors, Disabilities and Veterans Services of the Department of Human Services of the County of Hunterdon

Effective: January 2, 2018  
Salary per annum: \$29,484.00  
Union: CWA Rank and File  
Hours per week: 35

<b>ROLL CALL</b>	<b>MOVED</b>	<b>SECONDED</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
J. Matthew Holt, Director						
Suzanne Lagay, Deputy Director						
John W. King, Freeholder						
John E. Lanza, Freeholder						
Shaun C. Van Doren, Freeholder						

**ADOPTED** January 16, 2018

**Denise B. Doolan, CLERK**

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION**

**BE IT RESOLVED**, that Jason Lawrence, Road Repair 1 in the Division of Roads and Bridges, of the Department of Public Works salary be adjust to reflect successful completion of a CDL Class A certification in accordance with the terms and conditions of the CWA Rank and File contract.

<b>2017 Salary:</b>	\$31,750
<b>2018 Salary:</b>	\$32,850

<b>ROLL CALL</b>	<b>MOVED</b>	<b>SECONDED</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
J. Matthew Holt, Director						
Suzanne Lagay, Deputy Director						
John W. King, Freeholder						
John E. Lanza, Freeholder						
Shaun C. Van Doren, Freeholder						

**ADOPTED** January 16, 2018

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**Denise B. Doolan, CLERK**

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION**

**BE IT RESOLVED**, that Policy #2005-03, Fringe Benefit Policy for Constitutional Officers, Department Heads, unclassified and non-contractual employees employed the County of Hunterdon be amended by the Board of Chosen Freeholders as follows:

**Article II, Section B, *Vacation Time*: Employees hired by the County after April 25, 1989:**

<b>Years of Service</b>	<b>Annual Leave</b>
First Year	One (1) day per month to the end of the calendar year in which hired up to a limit of twelve (12) days.
First full calendar year of service through fifth full calendar year of service.	Twelve (12) days per year.
Sixth full calendar year of service through tenth full calendar year of service.	Fifteen (15) days per year.
Eleventh full calendar year of service on	Twenty (20) days per year.

**Article XVI Longevity:**

Longevity shall be eliminated for all Constitutional Officers, Department Heads, unclassified and non-contractual employees hired after January 16, 2018.

<b>ROLL CALL</b>	<b>MOVED</b>	<b>SECONDED</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
J. Matthew Holt, Director						
Suzanne Lagay, Deputy Director						
John W. King, Freeholder						
John E. Lanza, Freeholder						
Shaun C. Van Doren, Freeholder						

**ADOPTED** January 16, 2018

**Denise B. Doolan, CLERK**



**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION**

County Bid #2017-11

**WHEREAS**, on August 01, 2017 the County of Hunterdon awarded a contract to Top Line Construction Corp., 22 Fifth Street, Somerville, NJ 08876 for the 2017 Resurfacing and Surface Treatment of Various County Roads in Various Municipalities, County of Hunterdon; and

**WHEREAS**, the Contractor has completed its work in full as outlined in their contract. The County Engineer has issued his certificate that the work is completed and that the Contractor is entitled to final payment; and

**WHEREAS** the County of Hunterdon has determined that all administrative and statutory conditions for final payment have been complied with. Records in connection with this determination are on file in the office of the Clerk of the Board of Chosen Freeholders of the County of Hunterdon.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Chosen Freeholders of the County of Hunterdon that:

1. The Hunterdon County Board of Chosen Freeholders hereby accepts the project known as 2017 Resurfacing and Surface Treatment of Various County Roads in Various Municipalities, County of Hunterdon
2. That this acceptance is in accordance with N.J.S.A. 2A:44-132.
3. That final payment in the amount of \$35,385.07 be made to Top Line Construction Corp., 22 Fifth Street, Somerville, NJ 08876

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
J. Matthew Holt, Director						
Suzanne Lagay, Deputy Director						
John W. King, Freeholder						
John E. Lanza, Freeholder						
Shaun C. Van Doren, Freeholder						

**ADOPTED** January 16, 2018

**Denise B. Doolan, CLERK**

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION**

County Bid #2016-03

**WHEREAS**, on March 01, 2016 the County of Hunterdon awarded a contract to Black Rock Enterprises, LLC, 1316 Englishtown Road, Old Bridge, NJ 08857 for the Resurfacing and Safety Improvements to County Route 579 in the Townships of Franklin and Union, County of Hunterdon; and

**WHEREAS**, the contractor has completed its work in full as outlined in their contract. The County Engineer has issued his certificate that the work is completed and that the Contractor is entitled to final payment; and

**WHEREAS** the County of Hunterdon has determined that all administrative and statutory conditions for final payment have been complied with. Records in connection with this determination are on file in the office of the Clerk of the Board of Chosen Freeholders of the County of Hunterdon.

**NOW, THEREFORE, BE IT RESOLVED** by the Board Chosen Freeholders of the County of Hunterdon, that:

1. The Hunterdon County Board of Chosen Freeholders hereby accepts the project known as Resurfacing and Safety Improvements to County Route 579 in the Townships of Franklin and Union County of Hunterdon.
2. This acceptance is in accordance with N.J.S.A. 2A:44-132.
3. The final payment in the amount of \$53,604.40 be made to Black Rock Enterprises, LLC, 1316 Englishtown Road, Old Bridge, NJ 08857

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
J. Matthew Holt, Director						
Suzanne Lagay, Deputy Director						
John W. King, Freeholder						
John E. Lanza, Freeholder						
Shaun C. Van Doren, Freeholder						

**ADOPTED** January 16, 2018

**Denise B. Doolan, CLERK**

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION**

**WHEREAS**, the Department of Public Works has inspected the Block 13, Lot 14, for the Weeast Subdivision, Frontage Improvements to County Route 519, in the Township of Alexandria, and finds the work to be in satisfactory condition and recommends the return of the Performance Bond;

**NOW, THEREFORE, BE IT RESOLVED**, that the Hunterdon County Board of Chosen Freeholders hereby authorizes the release of said Performance Bond, in the form of a Letter of Credit #2011005, in the amount of \$75,000.00, drawn on the Sun National Unity Bank, be returned to Helen V. Weeast, 20 Little York-Pattenburg Road, Milford, New Jersey 08848.

<i>ROLL CALL</i>	<i>MOVED</i>	<i>SECONDED</i>	<i>AYES</i>	<i>NAYS</i>	<i>ABSTAIN</i>	<i>ABSENT</i>
J. Matthew Holt, Director						
Suzanne Lagay, Deputy Director						
John W. King, Freeholder						
John E. Lanza, Freeholder						
Shaun C. Van Doren, Freeholder						

**ADOPTED** January 16, 2018

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**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, an agreement with the County of Somerset, for the Bridge Painting of InterCounty Bridge T-35-S/C1204, on McCan Mill Road over the Lamington River, in Tewksbury Township in Hunterdon County and in Bedminster Township in Somerset County; and

**BE IT FURTHER RESOLVED**, that the Counties of Hunterdon and Somerset agree to assume equally in all costs, to be shared on a 50%-50% basis.

<b>ROLL CALL</b>	<b>MOVED</b>	<b>SECONDED</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
<i>J. Matthew Holt, Director</i>						
<i>Suzanne Lagay, Deputy Director</i>						
<i>John W. King, Freeholder</i>						
<i>John E. Lanza, Freeholder</i>						
<i>Shaun Van Doren, Freeholder</i>						

**ADOPTED** January 16, 2018

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**Denise B. Doolan, CLERK**

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION**

**WHEREAS**, the County of Hunterdon, Division of Emergency Management has been awarded Emergency Management Agency Assistance Subgrant Program (“EMAA”) funds, Subaward #FY17-EMPG-EMAA-1000, from the New Jersey State Police, Office of Emergency Management Agency available for successful applicants funded through the FY2017 Emergency Management Performance Grant, for the period of July 01, 2017 through June 30, 2018; and

**WHEREAS**, the Subgrant, consisting of a total amount of \$110,344.71 (including \$55,000.00 Federal Award and \$55,344.71 Local Matching Funds) which the County of Hunterdon, Division of Emergency Management will satisfy with the Division of Emergency Management’s existing salaries and wages;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Chosen Freeholders of the County of Hunterdon, the Freeholder Director, the County Chief Fiscal Officer, and the County Director of Emergency Services/Coordinator of the Division of Emergency Management, are hereby authorized to sign the required Grant Application/Subgrant Award Documents with the New Jersey State Police, Division of Emergency Management; and

**BE IT FURTHER RESOLVED**, that copies of this Resolution shall be forwarded to the New Jersey State Police, Office of Emergency Management; the Director of the Division of Local Government Services; the Hunterdon County Chief of Staff; the Hunterdon County Chief Fiscal Officer and the Hunterdon County Division of Emergency Management.

<b>ROLL CALL</b>	<b>MOVED</b>	<b>SECONDED</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
J. Matthew Holt, Director						
Suzanne Lagay, Deputy Director						
John W. King, Freeholder						
John E. Lanza, Freeholder						
Shaun C. Van Doren, Freeholder						

**ADOPTED** January 16, 2018

**Denise B. Doolan, CLERK**

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION**

**WHEREAS**, the Local Advisory Committee on Alcoholism and Drug Abuse has recommended the Hunterdon County Municipal Alliance Strategic Plan for Fiscal Grant Cycle July 1, 2014 – June 30, 2019; and

**WHEREAS**, the submission of the Hunterdon County Municipal Alliance Strategic Plan is required to access \$181,380.00 in State funds from the Governor’s Council on Alcoholism and Drug Abuse, for the grant period beginning July 1, 2018 through June 30, 2019;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Chosen Freeholders of the County of Hunterdon does hereby approve the Hunterdon County Municipal Alliance Strategic Plan and recommends its transmittal to the Governor’s Council on Alcoholism and Drug Abuse; and

**BE IT FURTHER RESOLVED**, that the approved Hunterdon County Municipal Alliance Strategic Plan proposed herein will be implemented in compliance with the provisions of P.L. 1989, C.51, and in accordance with State and Federal Statutes, as well as regulations and policies promulgated by either the State or Federal government.

<b>ROLL CALL</b>	<b>MOVED</b>	<b>SECONDED</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
J. Mathew Holt, Director						
Suzanne Lagay, Deputy Director						
John W. King, Freeholder						
John E. Lanza, Freeholder						
Shaun C. Van Doren, Freeholder						

**ADOPTED** \_\_\_\_\_

\_\_\_\_\_  
**DENISE B. DOOLAN, CLERK**

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION**

**BE IT RESOLVED**, that the Hunterdon County Board of Chosen Freeholders hereby authorizes the Executive Director of the Cultural and Heritage Commission and the Chief Financial Officer to sign, on behalf of the County, a County History Partnership Program grant contract with the New Jersey Historic Commission,

**THEREFORE, BE IT FURTHER RESOLVED**, that the contract amount of \$22,490 (Account #: 18-100-074-2540-105-6130, Grant #: HC-CHPP-2018-00005) includes \$17,490 designated for re-grants to Hunterdon County recipients, and \$5,000 awarded to the County of Hunterdon for administration.

<i>ROLL CALL</i>	<i>MOVED</i>	<i>SECONDED</i>	<i>AYES</i>	<i>NAYS</i>	<i>ABSTAIN</i>	<i>ABSENT</i>
J. Matthew Holt, Director						
Suzanne Lagay, Deputy Director						
John W. King, Freeholder						
John E. Lanza, Freeholder						
Shaun C. Van Doren, Freeholder						

**ADOPTED** January 16, 2018

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**Denise B. Doolan, CLERK**

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION**

Grant ##V-88-15  
Award #2015-VA-GX-0021

**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, a Victims of Crime Act (VOCA) Subgrant Award, for the Hunterdon County Victim Assistance Project/Victims of Crime Act, #V-88-15, with the New Jersey Department of Law and Public Safety, Division of Criminal Justice, Office of the Attorney General, in the amount of \$244,555.00, for the Hunterdon County Prosecutor's Office.

Federal Funds:	\$ 179,858
County Match:	\$ <u>64,697</u>
<b>TOTAL:</b>	<b>\$ 244,555</b>

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
J. Matthew Holt, Director						
Suzanne Lagay, Deputy Director						
John W. King, Freeholder						
John E. Lanza, Freeholder						
Shaun C. Van Doren, Freeholder						

**ADOPTED** January 16, 2018

**Denise B. Doolan, CLERK**

January 3, 2018

1 Main Street, Building #1 - 1st Floor  
PO Box 2900  
Flemington, New Jersey 08822-2900  
908-788-1102 \* FAX: 908-806-4236

Dear Ms. Doolan,

As race director, I am writing to ask permission to use certain Hunterdon County roads as part of a bike course for the 11th Annual JerseyMan multi-sport event. The race is to take place at Round Valley Reservoir on Sunday, May 20, 2018 from 8AM-Noon.

The roads being used will be monitored by the Readington, Clinton Township Police Departments as well as by Round Valley Park Police.

The course is the same that was used last year.

We look forward to having another successful Hunterdon County sporting event for 2018!

Thank you in advance for your consideration and look forward to hearing your reply in the near future.

Best Regards,

Raymond Campeau  
(201) 741-6537  
rcampeau1@yahoo.com



FACILITY/ROOM USE REQUEST FORM  
 COUNTY OF HUNTERDON  
 OFFICE OF THE ADMINISTRATOR  
 PO BOX 2900

FLEMINGTON, NJ 08822  
 PHONE: (908) 788-1102 FAX: (908) 806-4236

Email: [dgootman@co.hunterdon.nj.us](mailto:dgootman@co.hunterdon.nj.us)

NAME OF ORGANIZATION:  
*Hunterdon Helpline*

NAME OF ORGANIZATION REPRESENTATIVE RESPONSIBLE FOR USAGE:  
*Susan Lax*

ADDRESS: *14 Mine Street*  
*Flemington, NJ 08822*

TELEPHONE: Home: *908-782-4357*

Work: *908-782-4357*

EMAIL ADDRESS: *executive.director@helplinehc.org*

TYPE OF EVENT OR PROGRAM (Please specify)  
 Examples: Workshop, Meeting, Training, etc.  
*2018 Salsa Night (Street Festival)*

SPECIAL NOTE:  
 Fundraising, admission or other charges are not allowed unless permitted under a separate agreement.

DATE(S) REQUESTED: *Saturday, July 21, 2018*  
*2-11pm (Event runs from 4-10pm)*

TIMES FOR EACH DATE (Include the time when you want the building available to you through the time your group will leave the building. If use includes a performance, include number of performances and dress rehearsals as well as hours of total use)

CURRENT CERTIFICATE OF INSURANCE MUST BE PROVIDED WITH APPLICATION. (Certificate must state personal and liability coverage of at least \$1,000,000 and name the County of Hunterdon as an additional insured.)

NUMBER OF PARTICIPANTS AND/OR AUDIENCE EXPECTED AND MAKE UP OF AUDIENCE EXPECTED AND MAKE UP OF AUDIENCE (children, adults, etc.)  
*5,000 +*

FACILITY/ROOM REQUESTED:  
 ROUTE 12 ASSEMBLY SPACE  
 WHOLE ROOM  
 KITCHEN SIDE  
 DAIS SIDE

\*\* PLEASE ATTACH ROOM SET-UP CHOICE FOR ANY OF THE ABOVE

FREEHOLDER MTING RM, MAIN STREET COMPLEX  
 HISTORIC COURT HOUSE (extra fees required)

SPECIAL NEEDS (if available) *(Just the steps and access to the electricity)*

SOUND SYSTEM  
 BIG SCREEN TV/VCR/DVD  
 OVERHEAD PROJECTOR  
 SPECIAL CONSIDERATIONS (please specify)  
*We use the top of the stairs and need access to the electricity outlets.*

FACILITY USE CHARGES MAY APPLY. IF THERE IS A CHARGE YOU WILL BE ADVISED UPON SUBMISSION OF REQUEST

SIGNATURE OF ORGANIZATION REPRESENTATIVE: (I have read the Facility Use Regulations and agree on behalf of my group that we will abide by them)  
*Susan Lax*  
 (SIGNATURE)

*12.28.17*  
 (DATE)

**In response to your request for use of a meeting room in a County-owned building, the following guidelines and request form are provided:**

**GUIDELINES FOR USE OF COUNTY BUILDINGS/MEETING ROOMS**

County buildings/meeting rooms may be used by government entities for official business and non-profit organizations for educational, cultural or civic events.

Meetings by groups whose objectives are political in nature or whose objective is to lobby for/against public action are prohibited. Non-partisan political events designed for educational purposes such as debates may be approved upon review and approval by the Board of Chosen Freeholders.

The scheduling of room use is on a first come, first served basis and is scheduled at the sole discretion of the County. Requests for room use should be made as far in advance as possible.

While regularly scheduled meetings shall not exceed 2 per month, special meetings may be permitted if space is available on a case by case basis.

A certificate of insurance, naming the County of Hunterdon as an additional insured, must accompany the request. The certificate of insurance must include General Liability with a minimum of \$1,000,000 Workmen's Compensation with \$100,000/\$500,000/\$100,000 coverage and Excess Liability, if available. Groups may petition the Freeholders for a waiver of this requirement in appropriate circumstances.

Groups that are not organized as non-profit or government entities require special Freeholder consideration for approval.

If the meeting/activity is scheduled on off hours/weekends/holidays or if there are special accommodations/set up required, there will be a \$35.00 per hour fee for payable to the County for opening/preparing the room/closing/cleaning the facility, unless waived by the Board of Chosen Freeholders, for each County personnel required. There will be a \$75 per hour fee for the Historic County Court House, payable to the County for the same services.

Organizations assume responsibility for any damage to room contents. No additional furniture or equipment, other than what is available, is to be used without County approval.

The County is not responsible for providing storage of equipment, supplies, materials or other items owned by a group and used in the county building.

Groups are expected to pick up after themselves and make sure the room is returned to its original state.

Food and beverages are only permitted in designated areas.

Smoking in County buildings is prohibited.

Visitors must stay in designated areas.

In the event of an emergency involving the physical plant, (flooding, electrical problems, plumbing, etc.) contact the County Emergency Services Department at (908) 788-1202 who will contact the County Buildings and Maintenance Department.

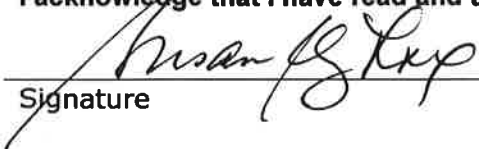
Room capacity must be strictly enforced.

In the event of an accident involving injury, contact the appropriate emergency department via 9-1-1.

Scheduled use of room may be subject to cancellation.

**FAILURE TO COMPLY WITH GUIDELINES MAY RESULT IN DENIAL OF FUTURE REQUESTS**

**I acknowledge that I have read and understand the above guidelines:**

  
Signature

12.28.17  
Date



Mary Ellen Bowlby, BSN, RN, NJ-CSN  
249 Reaville Road  
Flemington, NJ 08822

Board of Chosen Freeholders  
71 Main Street  
Bldg #1 3<sup>rd</sup> Floor  
P.O. Box 2900  
Flemington, NJ 08822-2900

December 22, 2017

Dear Freeholders,

The Hunterdon County School Nurse Association is a non-profit organization whose membership is comprised of approximately forty-eight nurses who serve the students of Hunterdon County. Our organization meets bimonthly to conduct business, discuss issues pertinent to school nursing practice and to present in-services to our members on current health issues. Our budget is derived from member dues and is used for meeting refreshments and a sunshine fund. In addition, a major expenditure of our organization is an annual nursing scholarship presented to a local high school graduate accepted into a college nursing program.

We have utilized the Route 12 meeting room for more than a decade. This site is centrally located for our nurses and the size allows for presentations. The last time the Freeholders granted a waiver from the liability insurance requirement was in 2006. Since then we have used the county facilities infrequently, conducting activities which are low risk for incurring injury and are dedicated to the welfare of Hunterdon County school children. We request that you again waive the requirement for liability insurance and permit the Hunterdon County School Nurses Association to continue to utilize county meeting space.

Thank you for your consideration of this matter. We look forward to your response.

Sincerely,

Mary Ellen Bowlby, BSN, RN, NJ-CSN  
President Hunterdon County School Nurse Association  
Secretary New Jersey State School Nurses Association

Hunterdon Watercolor Society  
Flemington, NJ 08820

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Board of Chosen Freeholders  
PO Box 28900  
Flemington, NJ 08822-2900

Dec 13, 2017

Dear Members of the Board,

The Hunterdon Watercolor Society is sending this letter to request a renewal for waive of the insurance requirement so that we may continue to use the meeting room in the Municipal Building #1 located on Rt. 12. This meeting space allows the Society to continue to promote art education and preserve the visual arts education in the county via workshops and demonstration meetings.

The Society has been a grantee of the Hunterdon County Cultural and Heritage Commission. HWS asks that you please waive the insurance requirement so that we may continue the mission to preserve art education in the community.

Sincerely,  
Joanne Bodnar  
President  
Hunterdon Watercolor Society