

AGENDA

HUNTERDON COUNTY BOARD OF CHOSEN FREEHOLDERS

71 Main Street, Flemington, New Jersey 08822

May 15, 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 SESSION

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

III. 5:00 p.m. PLEDGE OF ALLEGIANCE

IV. MOMENT OF SILENCE

V. FREEHODER COMMENTS/REPORTS

VI. PROCLAMATION/RECOGNITION

01. PROCLAMATION - Recognizing Anderson House on its 20th Anniversary Golf Outing.
02. PROCLAMATION - Recognizing Joseph Rottner, Boy Scouts of America, Troop 186, on attaining the designation of Eagle Scout.
03. PROCLAMATION - Declaring May, 2018 as Older Americans Month in the County.
04. PROCLAMATION - Declaring May, 2018 as Mental Health Awareness Month in the County.

VII. ACKNOWLEDGEMENT OF APPRECIATION FOR SERVICES

01. Hunterdon Medical Center, Donald Pinner, Sr. Vice President of Community Health Improvement and COO, Hunterdon Regional Community Health.

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

IX. **PLANNING BOARD DIRECTOR**

01. RESOLUTION - Approving the appointment of Barbara Vogel to the position of Planning Board Director.

X. **ECONOMIC DEVELOPMENT, Marc Saluk**

01. Stockton University, Institute of Gaming, Hospitality and Tourism – Hunterdon County Tourism Study Phase I.

XI. **FARMLAND PRESERVATION/OPEN SPACE**

01. RESOLUTION - Approving an Option Agreement with the C. Eugene Brokaw Trust and Shirley Brokaw, regarding Block 73, Lots 18 and 21, in Readington Township.

02. RESOLUTION - Approving an Assignment of Interests Agreement with the New Jersey Conservation Foundation, the Township of Lebanon, and the Hunterdon Land Trust, for the Pelio Properties, Block 51, Lots 5 and 1; Block 50, Lot 10; Block 53, Lot 12; and Block 56, Lot 15, in Lebanon Township, consisting of approximately 244+/- acres.

03. RESOLUTION - Approving a Cooperative Agreement between the United States Department of Agriculture (USDA), Natural Resources Conservation Service (NRCS), and the Hunterdon Land Trust, for the purchase of agricultural land easements under the Agricultural Conservation Easement Program, for the properties owned by William and Susan Goeckeler, Block 30, Lot 6, in Kingwood Township. (ACEP-ALE grant tentatively \$108,330.00) (SADC - \$75,360) (County - \$0).

XII. **PURCHASING, Ray Rule**

01. RESOLUTION - Approving Requisition #R8-01806, using State Contract #A-85944, with AT&T Corporation, for Voice over Internet Protocol (VoIP), for the Division of Communications/Information Technology, in the amount of \$145,804.48.

02. RESOLUTION - Authorizing the award of Bid #2018-05, for the Reconstruction of County Culvert C-67, on High Bridge-Cokesbury Road, County Route 639, over Beaver Brook, in Clinton Township, to CMS Construction, in an amount not to exceed \$436,090.50.

XIII. 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 May 15, 2018.
02. Motion to approve the regular and executive session minutes of May 01, 2018.
03. RESOLUTION - Rob Folk appointed full-time, Road Repairer 1, (CDL Class A certification), Division of Roads, Department of Public Works.
04. RESOLUTION - Approving a salary adjustment for Scott Carver, in accordance with the CWA Rank and File contract, reflecting a return to Equipment Operator, Public Works Department.
05. RESOLUTION - Scott Carver, Equipment Operator, completed training, in accordance with the CWA Rank and File contract, Public Works Department.
06. RESOLUTION - Wallace Sloyer, Equipment Operator, salary increase, completed training, Equipment Operator, in accordance with the CWA Rank and File contract, Public Works Department.
07. RESOLUTION - John Sigafos, Equipment Operator, completed training, in accordance with the CWA Rank and File contract, Public Works Department.
08. RESOLUTION - Approving a salary adjustment for Patrick Horsch full time, Public Safety Telecommunicator Trainee, Communications Division, Public Safety and Health Services Department, in accordance with the Communications MOA with the CWA Local 1036.
09. RESOLUTION - Approving Art Show Waiver Agreements with various senior artists, for displaying art work at the 44th Annual Hunterdon County Art Show.

10. RESOLUTION - Appointing Cathy Taglienti as a member to the Senior Advisory Council.
11. RESOLUTION - Appointing Susan Lax as a member to the Senior Advisory Council.
12. RESOLUTION - Appointing Susan Lax as a member to the Transportation Advisory Committee.
13. RESOLUTION - Approving an agreement with Jennifer Kaplan and Jo Ann Carr Sanchis, for maintenance of a jointly owned driveway, Block 43, Lots 32 and 33, in Bethlehem Township.
14. RESOLUTION - Authorizing the revision of County Policy #2005-01, for Computer Usage.
15. RESOLUTION - Authorizing the County Purchasing Agent to solicit bids for 89 Octane Unleaded Gasoline.
16. RESOLUTION - Authorizing the County Purchasing Agent to solicit bids for Fine Paper and Envelopes.
17. RESOLUTION - Approving a modification to County Bid #2017-15, with Clean Venture, Inc., for an additional Hazardous Waste Clean Up Day, on July 14, 2018, at a cost of \$24,500. (Grant Funded).
18. RESOLUTION - Approving a modification to County Bid #2016-18, with Orion's Home Healthcare, for Certified/Non Certified Home Health Aide Services, for services through 2018, in an amount not to exceed \$40,000.
19. RESOLUTION - Approving a modification with Cherry, Weber and Associates, for additional engineering services, in connection with the reconstruction of County Route 519/Warren Glen Hill Climbing Lane, increase of \$40,794.
20. RESOLUTION - Approving a provider service contract with Daytop Village of New Jersey. Inc., to provide community based services, including Adolescent Outpatient Services, pursuant to the 2017 RFP #0092-2017, for the period of January 1, 2018 through December 31, 2020, in the amount not to exceed \$510,000.00 for three years (\$170,000.00 per County fiscal year) for Adolescent Outpatient Services.
21. RESOLUTION - Approving a provider service contract with Hunterdon Drug Awareness, Inc., to provide community based services, including a 16-Week IDRC services pursuant to the RFP #0056-2017, for the period of January 1, 2018 through December 31, 2020, in the amount of \$30,600.00 (\$10,200.00 per County fiscal year).

22. RESOLUTION - Approving Letter of Agreement with the Governor's Council on Alcoholism and Drug Abuse, for the purpose of Substance Abuse Prevention and Education programming through the County's Municipal Alliance Programs, in the amount of \$181,380 in state funding.
23. RESOLUTION - Authorizing County Counsel to execute a letter of engagement with Mullen Coughlin, LLC, to provide insurance guidance.
24. RESOLUTION - Approving the Hunterdon County Title VI Assurances.
25. RESOLUTION - Authorizing a Right-of-Way Easement and two Bridge Easements to Califon Borough, for the replacement for Island Park Bridge, Block 21, Lot 3.

IX. GRANTS

01. RESOLUTION - Approving a Grant Agreement, for the FY 2018 State Aid to Counties, with the New Jersey Department of Transportation, Division of Local Aid and Economic Development, for the Replacement of Bridge RT-16, in the Townships of Readington and Tewksbury, in the amount of \$4,056,898.00 (State funds).

XIV. CORRESPONDENCE

01. Flemington Jewish Community Center's Farmland Ride Committee, requesting permission to use County roads during the Farmland Bike Ride, on Sunday, June 10, 2018. (permission received from Raritan, East Amwell and Kingwood Townships for use of municipal roads).
02. High Bridge Business Association, requesting permission to use a portion of County Route 513 (Main Street, downtown High Bridge) for the annual Soap Box Derby, on Saturday, June 2, 2018, from 7:00 a.m. to 1:30 p.m. Traffic will be detoured by High Bridge Police.
03. Delaware Valley High School Cheerleaders, requesting permission to hold a Coin Toss, in Milford Borough, on Saturday June 9, 2018. (Rain Date: June 10, 2018).

RECESS – 6:00 p.m.

RECONVENE – Historic Court House – 6:10 p.m.

XV. CULTURAL & HERITAGE COMMISSION

01. Presentation of Junior-Historian awards for 2018.

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

PROCLAMATION

WHEREAS, Anderson House, Inc. is a non-profit organization conceived in 1990, incorporated in 1992 and opened in 1995, to provide a program for women, age 18 and older, who remain abstinent in early recovery from drug addiction; and

WHEREAS, Anderson House, Inc. is dedicated to provide quality programming to women who are homeless or from a dysfunctional environment; and

WHEREAS, Anderson House, Inc. provides women with the necessary transitional link to re-enter the community as effective, functioning members of the society; and

WHEREAS, since 1998 Anderson House has hosted an annual Golf Outing to assist in programs to accommodate those in its programs.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Chosen Freeholders of the County of Hunterdon hereby extends its sincere best wishes to Anderson House on its 20th Anniversary Anderson House Golf Outing, to take place on June 04, 2018, at the Stanton Ridge Golf & Country Club, in Whitehouse Station, New Jersey.

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

PROCLAMATION

WHEREAS, Joseph Rottner, Boy Scouts of America, Troop 186, attained the designation of "**Eagle Scout**", Scouting's highest award; and

WHEREAS, Joseph Rottner has been an active scout demonstrating outstanding leadership and has contributed many service hours during his years of scouting; and

WHEREAS, Joseph's Eagle Scout project involved the planning, organization, solicitation of materials, donations and volunteers to construct a stone fire pit for St. Paul Lutheran Church, in Raritan Township. The pit will provide a place for parishioners, visitors and the community to gather in reflections; as well as create a venue for youth events and Bible studies. Joseph's project will benefit St. Paul's Church and the community for many years to come.

NOW, THEREFORE, BE IT RESOLVED, that the Hunterdon County Board of Chosen Freeholders extends to **Joseph Rottner** individually, collectively, and with great pride, their sincere congratulations for achieving this highest of scouting awards which symbolizes the American Ideal of good citizenship; and

BE IT FURTHER RESOLVED, the Board wishes **Joseph Rottner** much success in all his future endeavors.

<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 May 01, 2018

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

PROCLAMATION

WHEREAS, the County of Hunterdon includes countless older Americans who enrich and strengthen our community; and

WHEREAS, the County of Hunterdon is committed to engaging and supporting older adults, their families, and caregivers; and

WHEREAS, the Hunterdon County Board of Chosen Freeholders acknowledge the importance of taking part in activities that promote physical, mental, and emotional well-being—no matter your age; and

WHEREAS, the County of Hunterdon can enrich the lives of individuals of *every age* by:

- promoting home and community-based services that support independent living; and
- involving older adults in community planning, events, and other activities; and
- providing opportunities for older adults to work, volunteer, learn, lead, and mentor.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Chosen Freeholders of the County of Hunterdon that May 2018 be hereby proclaimed as Older Americans Month in Hunterdon County; and

BE IT FURTHER RESOLVED, that the Hunterdon County Board of Chosen Freeholders does hereby urge every resident to take time during this month to recognize older adults and the people who serve them as vital parts of our community.

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

ADOPTED May 15, 2018

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

PROCLAMATION

WHEREAS, mental health is part of overall health which helps to sustain an individual’s thought processes, relationships, productivity and ability to adapt to change or face adversity; and

WHEREAS, mental illness adversely affects those abilities and often is life-threatening in nature; and

WHEREAS, one in four adults experiences mental health problems in any given year and such problems can contribute to onset of mental illness; and

WHEREAS, one in 17 adults lives with mental illness such as major depression, bipolar disorder or schizophrenia; and

WHEREAS, approximately one-half of chronic mental illness begins by the age of 14 and three-quarters by age 24; and

WHEREAS, long delays—sometimes decades—often occur between the time symptoms first appear and when individuals get help; and

WHEREAS, early identification and treatment can make a profound difference in successful management of mental illness and recovery; and

WHEREAS, it is important to maintain mental health and learn the symptoms of mental illness in order to get help when it is needed; and

WHEREAS, every citizen and community can make a difference in helping end the silence and stigma that for too long has surrounded mental illness and discouraged people from getting help;

WHEREAS, public education and civic activities can encourage mental health and help improve the lives of individuals and families affected by mental illness;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Chosen Freeholders of the County of Hunterdon does hereby proclaim May 2018 as Mental Health Awareness Month in Hunterdon County to increase public understanding of the importance of mental health and to promote identification and treatment of mental illnesses.

<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 May 15, 2018

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

BE IT RESOLVED, that Barbara Maginn Vogel, PE, PP, LSRP, be appointed unclassified, full-time, Director of Planning, Economic Development and Land Use.

Salary per annum: \$105,000
Effective: May 21, 2018
Hours per week: 40

<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 May 15, 2018

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 approve and authorize the Freeholder Director to sign, on behalf of the County, an option agreement with THE C. EUGENE BROKAW DISCLAIMER TRUST and SHIRLEY J. BROKAW regarding Block 73, Lots 18 and 21, in the Township of Readington.

<i>ROLL CALL</i>	<i>MOVED</i>	<i>SECONDED</i>	<i>AYES</i>	<i>NAYS</i>	<i>ABSTAIN</i>	<i>ABSENT</i>
<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 C. Van Doren, Freeholder</i>						

ADOPTED May 15, 2018

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

WHEREAS, on June 6, 2017 the Board of Chosen Freeholders approved two open space acquisition grants to New Jersey Conservation Foundation and Lebanon Township for the acquisition of Lot(s):5 and 1, Block: 51; Lot 10 Block 50; Lot 12 Block 53; Lot 15 Block 56 in Lebanon Township known as the Pelio Properties; and

WHEREAS, it was anticipated at the time of approval that upon closing the County would gain ownership and management of the property as County Parkland; and

WHEREAS, an Assignment of Interests Agreement has been developed to solidify and memorialize the various interests in the property in conjunction with New Jersey Conservation Foundation, Lebanon Township, Hunterdon Land Trust, and Green Acres.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Chosen Freeholders of the County of Hunterdon does hereby approve and authorize the Freeholder Director, to sign, on behalf of the County, an Assignment of Interests Agreement with the New Jersey Conservation Foundation, the Township of Lebanon, and the Hunterdon Land Trust regarding Lot(s) 5 and 1, Block 51; Lot 10, Block 50; Lot 12, Block 53; Lot 15, Block 56; in Lebanon Township, Hunterdon County, consisting of approximately 244+/- acres, also known as the Pelio Properties; and

BE IT FURTHER RESOLVED, the Board of Chosen Freeholders of the County of Hunterdon further authorizes the Director, staff, and County Counsel to execute any additional documents necessary to complete the acquisition and transfer.

<i>ROLL CALL</i>	<i>MOVED</i>	<i>SECONDED</i>	<i>AYES</i>	<i>NAYS</i>	<i>ABSTAIN</i>	<i>ABSENT</i>
<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 C. Van Doren, Freeholder</i>						

ADOPTED May 15, 2018

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

FINAL APPROVAL-Goeckeler Farm

WHEREAS, the County of Hunterdon may acquire a development easement in accordance with the State Agriculture Retention and Development Act, N.J.S.A. 4:1C-11 et. seq., the Planning Incentive Grant Program, N.J.S.A. 4:1C-43.1, and the regulations thereunder; and

WHEREAS, on December 8, 2016 the Hunterdon County Agriculture Development Board (CADB) granted preliminary approval for the acquisition of the development easement for the properties owned by William H. and Susan Goeckeler and located at 152 Warsaw Rd, Frenchtown, NJ, and designated on the County tax map as Block 30, Lot 6, in the Township of Kingwood, County of Hunterdon, State of New Jersey; and

WHEREAS, the Hunterdon Land Trust applied to the Agricultural Conservation Easement Program – Agricultural Land Easement (ACEP-ALE) program administered by the United States Department of Agriculture – Natural Resources Conservation Service (USDA-NRCS) for grant funding equal to, but not to exceed 50% of the easement value for the Goeckeler Farm; and

WHEREAS, the landowner was made aware of the ACEP-ALE requirements at the onset of the process and has agreed to the restrictions contained there-in; and

WHEREAS, at this time the ALE approved current easement value has not been finalized, therefore the ALE grant will be based on an estimated current easement value of \$2,300 per acre (50% of \$4,600) or approximately \$108,330 in total ALE funds, which is sufficient to cover the municipal and county cost share and reduce the SADC cost share of the Development Easement; and

WHEREAS, the remaining cost share will come from the State Agriculture Development Committee Municipal Planning Incentive Grant Program through Kingwood Township; and

WHEREAS, Municipal Planning Incentive Grant application easements are held by Hunterdon County; and

WHEREAS, as the easement holder, it is necessary for Hunterdon County to enter into a Cooperative Agreement between the United States Department of Agriculture (USDA) Natural Resources Conservation Service (NRCS), and the Hunterdon Land Trust for the purchase of an Agricultural Land Easement (ALE) under the Agricultural Conservation Easement Program (ACEP); and

WHEREAS, the Cooperative Agreement outlines the restrictions to be recorded on the property at closing and sets forth an acknowledgement of the enforcement and monitoring responsibilities associated with the acceptance of ACEP-ALE grant funding; and

WHEREAS, Hunterdon County currently holds farmland preservation easements acquired from the use of federal funds that include the associated deed of easement restrictions; and

WHEREAS, entering into the Cooperative Agreement would have no change to, or add additional responsibilities beyond current monitoring practices;

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

- (1) the Director of the Board of Chosen Freeholders of the County of Hunterdon is hereby authorized to sign, on behalf of the County, the Cooperative Agreement between the United States Department of Agriculture (USDA) Natural Resources Conservation Service (NRCS), and the Hunterdon Land Trust for the purchase of agricultural land easements (ALE) under the Agricultural Conservation Easement Program (ACEP) for the properties owned by William H and Susan Goeckeler and located at 152 Warsaw Rd., Frenchtown, NJ, and designated on the County tax map as Block 30, Lot 6, in the Township of Kingwood, County of Hunterdon, state of New Jersey; and
- (2) Final approval by the Board of Chosen Freeholders is subject to final approval by the CADB and under the terms outlined in the final approval resolution dated May 10, 2018; and
- (3) The County of Hunterdon will contribute an estimated sum not to exceed \$0.00; and
- (4) The office of the Hunterdon County Counsel is directed to prepare a Municipal/County Cost Sharing Agreement providing for the apportionment of costs related to the preparation of a conforming survey and issuance of a title insurance policy.

A copy of this Resolution shall be forwarded to the landowner, Kingwood Township, the State Agriculture Development Committee, Hunterdon Land Trust, and Natural Resources Conservation Service.

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 May 15, 2018

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), #R8-01806, using State Contract #A-85944, with AT&T Corporation, for Voice over Internet Protocol (VoIP), for the Divisions of Information Technology and Communications, in the amount of \$145,804.48; and

BE IT FURTHER RESOLVED, the commodity(s)/service(s) will be purchased under Budget Account #C-04-55-1701-180 (Capital Ordinance 2017); and

BE IT FURTHER RESOLVED, that the Chief 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>
J. Matthew Holt, Director						
Suzanne Lagay, Deputy Director						
John W. King, Freeholder						
John E. Lanza, Freeholder						
Shaun C. Van Doren, Freeholder						

ADOPTED May 01, 2018

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

Bid #2018-05
Account: #C-04-55-1601-121

RESOLUTION

WHEREAS, bids were received, opened and read in public on Thursday, April 26, 2018, for the Reconstruction of Hunterdon County Culvert C-67, located on High Bridge-Cokesbury Road, (County Route 639), over Beaver Brook, in the Township of Clinton, for the Department of Public Works, of the County of Hunterdon; and

WHEREAS, nine (9) bidders submitted a proposal; and

WHEREAS, upon the recommendations of Thomas Mathews, Director of Public Works, and Raymond E. Rule, Jr., Purchasing Agent, it was determined that the bid as submitted by the lowest responsible bidder meets the intent and requirements of the County specifications.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Chosen Freeholders of the County of Hunterdon that the following bid be and is hereby accepted based on being the lowest responsible bidder meeting the specifications for:

VENDOR

CMS Construction
521 North Avenue
Plainfield, New Jersey 07060

ITEM BID

Reconstruction of County Culvert C-67
on High Bridge-Cokesbury Road, County
Route 639, over Beaver Brook, in the
Township of Clinton

TOTAL AMOUNT TO BE EXPENDED, NOT TO EXCEED: \$436,090.50

BE IT FURTHER RESOLVED, that the Director and Clerk of the Board of Chosen Freeholders of the County of Hunterdon are hereby authorized to execute the contract subject to review of County Counsel; and

BE IT FURTHER RESOLVED, that the Treasurer 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>
J. Matthew Holt, Director						
Suzanne Lagay, Deputy Director						
John W. King, Freeholder						
John E. Lanza, Freeholder						
Shaun C. Van Doren, Freeholder						

ADOPTED May 15, 2018

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

BE IT RESOLVED, that Rob Folk be promoted to full-time, Road Repairer 1, (with CDL Class A certification), in the Division of Roads, of the Department of Public Works, of the County of Hunterdon.

Salary: \$32,937.60
Effective: May 3, 2018
Union: CWA Rank and File
Hours Per Week: 40

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

ADOPTED May 15, 2018

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

BE IT RESOLVED, that Scott Carver's salary be adjusted in accordance with the terms and conditions of the CWA Rank and File contract with the County of Hunterdon, to reflect Mr. Carver's return to Equipment Operator within the Department of Public Works, after serving as interim Roads Supervisor.

Effective date: April 23, 2018
Salary: \$53,284.13
Hours Per Week: 40
Union: CWA Rank and File

<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 May 15, 2018

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

BE IT RESOLVED, that Scott Carver receive a \$1,000 increase in base salary for completion of six months service as an Equipment Operator per Article 10, Paragraph G of the CWA Rank and File Agreement with the County of Hunterdon.

New Salary: \$54,284.13
 Effective Date: May 6, 2018
 Union: CWA Rank and File
 Hours Per Week: 40

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

ADOPTED May 15, 2018

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

BE IT RESOLVED, that Wallace Sloyer receive a \$1,000 increase in base salary for completion of six months service as an Equipment Operator per Article 10, Paragraph G, of the CWA Rank and File Agreement, with the County of Hunterdon.

New Salary: \$57,528.18
Effective Date: May 6, 2018
Union: CWA Rank and File
Hours Per Week: 40

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

ADOPTED May 15, 2018

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

BE IT RESOLVED, that John Sigafoos receive a \$1,000 increase in base salary for completion of six months service as an Equipment Operator per Article 10, Paragraph G, of the CWA Rank and File Agreement with the County of Hunterdon.

New Salary: \$56,766.90
Effective Date: May 6, 2018
Union: CWA Rank and File
Hours Per Week: 40

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

ADOPTED May 15, 2018

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 Art Show Waiver Agreements with various senior artists, for displaying art work at the 44th Annual Hunterdon County Art Show, at the Route 31 County Complex, in the Township of Raritan.

<i>ROLL CALL</i>	<i>MOVED</i>	<i>SECONDED</i>	<i>AYES</i>	<i>NAYS</i>	<i>ABSTAIN</i>	<i>ABSENT</i>
<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 C. Van Doren, Freeholder</i>						

ADOPTED May 15, 2018

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

BE IT RESOLVED, that Cathy Taglienti, 3 Wales Court, Clinton, New Jersey 08801, be hereby appointed as a member to the Senior Services Advisory Council, as an Agency Advocate, term to be effective immediately through December 31, 2019.

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

ADOPTED May 15, 2018

DENISE B. DOOLAN, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

BE IT RESOLVED, that Susan Lax, 50 Van Lieus Road, Ringoes, New Jersey 08551, be hereby appointed as a member to the Senior Services Advisory Council, as an Agency Advocate, term to be effective immediately through December 31, 2019.

<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 May 15, 2018

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

BE IT RESOLVED, that Susan Lax, 50 Van Lieus Road, Ringoes, New Jersey 08551, be hereby appointed as a member to the Transportation Advisory Committee, as an Agency Advocate, term to be effective immediately through December 31, 2020.

<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 May 15, 2018

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, be hereby authorized to sign, on behalf of the County, an Agreement between Hunterdon County, Jennifer Kaplan and Jo Ann Carr Sanchis, for maintenance of a jointly owned driveway, Block 43, Lots 32 & 33, Haven Hill Lane, Township of Bethlehem, Hunterdon County.

<i>ROLL CALL</i>	<i>MOVED</i>	<i>SECONDED</i>	<i>AYES</i>	<i>NAYS</i>	<i>ABSTAIN</i>	<i>ABSENT</i>
<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 C. Van Doren, Freeholder</i>						

ADOPTED May 15, 2018

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

WHEREAS, the County 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:

Furnish and Deliver 89 Octane Unleaded Gasoline

<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 May 15, 2018

Denise B. Doolan, CLERK

STATE OF NEW JERSEY COUNTY OF HUNTERDON

RESOLUTION

Policy #2005-01

Type: Administrative

Adopted: June 28, 2005

Amended: May 15, 2018

BE IT RESOLVED, that Policy #2005-01, the Hunterdon County Information Technology Computer Usage Policy, be hereby amended by the Hunterdon County Board of Chosen Freeholders as follows:

HUNTERDON COUNTY INFORMATION TECHNOLOGY COMPUTER USAGE POLICY

This policy supersedes the following County Policies: County Email Policy #98-04 and County Internet Policy #98-05:

1. POLICY STATEMENT
2. GENERAL COMPUTER USAGE
3. NETWORK AND SECURITY
4. PROBLEM REPORTING
5. INTERNET USE
6. E-MAIL USE

1. OVERALL POLICY STATEMENT:

It is the policy of the County of Hunterdon to maintain and monitor all computer systems, including, but not limited to hardware, software, Internet access, email messages, and data on all County servers. It is understood that all items listed above are sole the property of the County of Hunterdon, State of New Jersey.

The Information Technology Department reserves the right to access and monitor all files on the County network and or on the hard drives of individual machines as deemed necessary and appropriate or as directed by the Board of Chosen Freeholders and/or the County Administrator. All files created (including email messages) are the property of the County of Hunterdon and are considered public information.

If necessary, the Information Technology Department will advise appropriate authorities of any illegal activity by an employee through the use of the County Computer system.

This policy applies to all employees who access and use the County Computer systems.

2. GENERAL COMPUTER USAGE:

All users of the County's computer system are responsible for complying with all local, State, Federal and International laws.

Anyone who needs access of the County network must receive a valid User ID and Password from the Information Technology Department. This User ID and Password is NOT to be shared with any other employee.

All changes of BIOS and Network login and password information must be done through the Information Technology Department.

The County of Hunterdon will not be responsible for, nor will it indemnify employees for any inappropriate use of the County's computer system.

Deletion, examination, copying or modification of files and or data belonging to other users without their prior consent is prohibited unless authorized by the employee's supervisor or the Information Technology Department.

The use of all computer hardware, software and networks by County employees on County owned equipment is to be for County business only.

No software may be installed on any County owned computers without prior approval from the Information Technology Department and all software must have a valid user license and must be registered with the proper authorities. Users shall not install or use any file sharing or peer to peer software such as (but not limited to): Kazaa, Morphious, Limewire, Webshots, etc. as well as no MP3 player software or any other media device software. No software shall be copied, distributed or used on anything but County owned equipment.

Computer games shall not be installed on any County owned computer by employees without authorization.

It is a violation of this policy to engage in any unauthorized, deliberate actions, which may damage or disrupt the computing system, alter its normal performance or cause it to malfunction.

3. NETWORKS AND SECURITY:

Employees shall not knowingly:

- Endanger or compromise the security of any County computer, network or other resource; or
- Willfully interfere with others' authorized computer usage; or
- Attempt to circumvent data protection, uncover security loopholes, or decrypt secure data; or
- Modify or reconfigure any software or hardware of any County computer or network in any way.

All employees should be aware of their responsibility to insure that their data is being stored on the network to allow for centralized backups. No business related data should be stored on individual hard drives.

4. PROBLEM REPORTING:

When employees need to report a technical problem or request assistance, they should call the main Information Technology Department's phone number: 788-1123 for assistance and or to submit a work order request. You may also email the department at infotech@co.hunterdon.nj.us

5. INTERNET USAGE:

General Internet Usage Statement:

The Internet can provide the County with critical business advantages as a source of research and technical information, improved communication, public access and visibility, business and recruiting contacts and electronic commerce. It is, therefore, in the County of Hunterdon's best interest to encourage prudent use of the Internet for County business purposes. The Internet presents employees with opportunities for easy, rapid and efficient global communications and research but also creates certain risks, including security risks and legal liability. In order for the County to maximize the benefits and minimize the risks associated with use of the Internet, this statement sets policy for Internet access and use by all users whether authorized or unauthorized.

Employees are given County-provided access to the Internet to assist them in the performance of their jobs. The County may monitor Internet activity and therefore users should have no expectation of privacy. All records created by Internet use, including path records, are property of the County and are subject to monitoring. Users are expected to conduct their electronic communications in a professional, responsible and courteous manner. Misuse of the County's information infrastructure, information technology and electronic communications media, including, but not limited to, the unauthorized transmission of confidential or proprietary information; the use of profane, harassing or other offensive language; or other inappropriate uses, including, but not limited to, those listed below, may subject the user to discipline in accordance with the County's Corrective Action/Disciplinary Program – Table of Offenses (revised March 2004).

No Privacy Expectations

The only persons who may access the Internet through the County information infrastructure or information technology are County employees and such other persons as the County may specifically authorize. The County reserves the right to access and disclose, for any purpose, the contents of any Internet messages sent to and from the County's computer equipment, information infrastructure or information technology including e-mail, attachments to e-mail, and World Wide browsing. All users, including County employees, using the Internet waive any right to privacy in such messages, and consent to their being accessed and disclosed by County personnel. Users of the computers and computer network of the County specifically authorize the County to monitor, intercept, read, copy, or capture in any manner any information placed on this computer or computer system. The

County may disclose or use any information monitored, intercepted, read, copied or captured to authorized personnel or law enforcement to be used for disciplinary or civil action or criminal prosecution.

County System Security

All employees shall ensure that their use of the Internet does not compromise the security and integrity of County's information infrastructure or information technology, networks and computer equipment, whether by allowing intruders into the networks or by introducing viruses or other threats.

Employees shall not use another employee's computer to gain access to the Internet. An employee shall not permit another person to access the Internet using the employee's computer.

Acceptable Use: Permitted Purposes

Employees are given access to the Internet through the County information infrastructure and information technology to carry out County business. All County policies, including but not limited to the County's policies prohibiting harassment, workplace violence and sexual harassment, the Conflict of Interest Law and the County's Code of Ethics, apply to an employee's access or use of County's information infrastructure and technology. Employees must adhere to any conditions or restrictions on Internet access and use set by the County.

Examples of Impermissible Uses

The following are examples of impermissible uses of the County information infrastructure or information technology systems. This list is by way of example and is not intended to be exhaustive or inclusive. A user may not:

Violate or infringe on a recognized privilege or the right to privacy;

- Transmit defamatory, false, inaccurate, abusive, profane, threatening, racially offensive, or otherwise biased, discriminatory or illegal material;
- Violate County policies prohibiting harassment, workplace violence or sexual harassment;
- Violate any local, state, or federal law;
- Conduct personal, for profit business activity;
- Solicit for religious, political, charitable or other causes;
- Gain or attempt to gain unauthorized access to any computer, computer records, data, databases or electronically stored information;
- Violate trademark or copyright laws;
- Knowingly cause the transmission of a program, information, code or command, and as a result of such conduct, intentionally causes damage to a computer;
- Play games on the Internet;
- Engage in instant messaging, streaming media or streaming video for non-work related purposes.

Except to the extent required in conjunction with a bona fide, agency approved responsibilities, project or assignment, no user shall utilize County owned or leased information infrastructure or information technology to access, download, print or store any information infrastructure files or services having sexually explicit content.

Users shall not use a password or transmit encrypted data through the County Internet system unless they make the password, key or other means of decrypting the transmittal available to their supervisor and/or the Information Technology Department.

Monitoring of Site Access and System Use

The County reserves the right to monitor site access by users and to review data downloaded from the Internet. The County may also monitor access to the County information infrastructure and information technology system (including successful and failed login attempts and logouts), inbound and outbound file transfers, and sent and received e-mail messages. The County may monitor, intercept, read, copy, or capture in any manner any information placed on its computers or computer systems. The County may disclose or use any information monitored, intercepted, read, copied, or captured to authorized personnel or law enforcement in any disciplinary or civil action or criminal prosecution.

Software

The County Information Technology Department must approve all software used to access the Internet.

Virus Scanning

If files need to be downloaded for official business and have been approved by the employee's supervisor and the County Information Technology Department, the files must be scanned for viruses, using virus detection software approved by the Information Technology Department.

Representing the County

Employees must exercise the same care in posting information to the Internet as they would with any external communication by the agency.

Copyright

Users should not violate any of the copyright laws when accessing printing or disseminating materials found on the Internet.

Consent

Access or use of County-furnished computers or Internet infrastructure constitutes an employee's agreement to comply with this policy and the employee's acknowledgement that they fully understand it. All employees MUST sign applicable request forms prior to gaining permission to use the Internet and must obtain personal ID and Password Information prior to gaining access to the Internet.

6. EMAIL USAGE:

General Email Usage Statement:

- A. Users of the County-provided E-mail should be made aware that by using E-mail they are creating an electronic record that may remain on their computer or someone else's computer system for an indefinite period of time. The content of an email document is subject to an agency's record retention schedules and under many circumstances the County may be required to furnish it to requestors as a public record or to parties in a legal proceeding. However, email system is not a record storage system and public records should be stored in another medium, such as printed copy or a word processing file.
- B. County-provided email system is County property and is intended for official business. The use of email system by County employees is a privilege, which constitutes the acceptance of responsibilities and obligations that are subject to all federal, state, and local laws and regulations. County employees are subject to discipline action for misuse or unauthorized access, disclosure or monitoring of electronic mail.
- C. County employees should not expect their email communications to be private, and should not use the County-provided email system for confidential matters that are not intended for public disclosure. Email, unless secure, should not contain confidential information.
- D. Nothing in this policy and in subsequent amendments, including those issued by County agencies or departments to implement this policy, shall be construed to waive any claim of privilege or confidentiality for the contents of electronic mail available to the County or to require public disclosure of electronic communications.
- E. The County-provided email system may be monitored. Any unauthorized use discovered during such monitoring shall be reported to management for appropriate action.
- F. Approval to access or disclose email may be granted by a supervisor or designee for any legitimate purpose, including, but not limited to the following circumstances:
- In the course of asserting a claim or legal defense of the Department or a Department employee in a civil action or administrative proceeding;
 - Non-criminal and criminal investigations of allegations of employee misconduct or violations of law;
 - Audits or performance review;
 - Non-criminal and criminal investigation of abuse of agency resources;
 - Investigations of breaches of security or confidentiality;
 - During the course of system maintenance and testing for system security, the Information Technology Department shall report to appropriate management any unauthorized use or breaches of security discovered.

Department Heads and Supervisors Must:

- Ensure this policy is distributed to all employees.
- Authorize the County Information Technology Department to take necessary steps to allow employees access to the County-provided email system.
- Ensure only duly authorized persons use the County-provided email system.
- Ensure employees have proper training on the use of the County-provided email system.
- Establish internal controls for monitoring compliance.

Employees Must:

- Employees shall be aware that the email system is intended for official County business and should be used in an appropriate professional manner.
- Employees shall routinely check their in-coming mailbox for messages, at least twice per day, and maintain their 'mailboxes' appropriately by following County Records Management Procedures.
- Messages which are not personal correspondence shall be printed and a hard copy shall be filed in accordance with the County Records Retention procedures, or the message should be saved and stored electronically with corresponding documents.
- Employees shall be reminded that any data stored on their local computers are not included in the scheduled backups of the network. Appropriate files shall be stored on the network.
- An employee may access their County e-mail accounts off County premises or at home and only for County related activities, only with prior consent of their supervisor and the County Information Technology Department.
- Any phone line charges incurred for this purpose will not be reimbursed to the employee unless otherwise approved by the County Administrator's office and/or the Board of Chosen Freeholders.
- Each employee is assigned a specific email address, login and password. Login information and passwords should not be shared with anyone. If a password is disclosed to others, unintended exposure and/or misuses of the County email system may occur. The Information Technology Department should be notified immediately and the secure information will be changed as deemed appropriate. Employees shall not use the County email system to engage in any communications that are a violation of County policy, including, but not limited to, transmission of defamatory, obscene offensive or harassing messages.
- Employees shall not use the County email for personal gain or for any purposes that would jeopardize the legitimate interest of the County.
- Use of email to copy and/or transmit any document, software or other information protected by copyright laws is prohibited.
- Employees are prohibited from conducting email activities for personal business or political activities.
- Employees shall not use their own personal email accounts via the County email system or via the County Internet services, unless, authorization has been obtained by the employee's supervisor and/or the County Information Technology Department.
- Employees shall comply with all applicable government codes of ethics and the New Jersey Conflicts of Interest Law.

<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 May 15, 2018

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

WHEREAS, the County 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:

Furnish and Deliver Fine Paper and Envelopes

<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 May 15, 2018

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

**Contract Modification #1
County Bid #2017-15**

WHEREAS, there exists a need for a contract modification to County Bid #2017-15, awarded on September 19, 2017, to Clean Venture, Inc., to provide Hazardous Waste Clean Up Days for the Division of Health Services, of the County of Hunterdon; and

WHEREAS, the Scope of Work for County Bid #2017-15, has been modified to include an additional collection event, which was not taken in consideration when the original agreement was executed.

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

01. The Board of Chosen Freeholders of the County of Hunterdon does hereby authorize and direct Clean Venture, Inc., 201 South First Street, Elizabeth, New Jersey 07206, to provide an additional Hazardous Waste Clean Up Day, as outlined in the Scope of Work to be held on July 14, 2018.
02. The Hunterdon County Board of Chosen Freeholders hereby accepts the terms and conditions as specified in the modification, dated May 15, 2018, for an additional Hazardous Waste Clean Up day, for an additional amount not to exceed \$24,500, amending the contract amount of \$73,50, to a new not to exceed amount of \$98,000.
03. The Hunterdon County Board of Chosen Freeholders hereby accepts the terms and conditions as outlined in the Scope of Work on behalf of the County of Hunterdon.
04. The Treasurer of the County of Hunterdon has issued a Certificate of 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.

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
<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 C. Van Doren, Freeholder</i>						

ADOPTED May 15, 2018

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

Contract Modification #1
County Bid #2016-18

WHEREAS, there exists a need for a contract modification to County Bid #2016-18, awarded on January 17, 2017, to Orion’s Home Healthcare, to provide Certified/Non Certified Home Health Aide Services, for the Department of Human Services, of the County of Hunterdon; and

WHEREAS, the Scope of Work for County Bid #2016-18, has been modified to include the period of January 01, 2018 through December 31, 2018, which was not taken in consideration when the original agreement was executed.

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

01. The Board of Chosen Freeholders of the County of Hunterdon does hereby authorize and direct Orion’s Home Healthcare, 1128 Route 31, Lebanon, New Jersey 08833, to provide services for the period of January 01, 2018 through December 31, 2018, as outlined in the modification.
02. The Hunterdon County Board of Chosen Freeholders hereby accepts the terms and conditions as specified in the modification, dated May 15, 2018, for 2018, for an additional amount not to exceed \$40,500, amending the new not to exceed amount to \$50,000.
03. The Hunterdon County Board of Chosen Freeholders hereby accepts the terms and conditions as outlined in the Scope of Work on behalf of the County of Hunterdon.
04. The Treasurer of the County of Hunterdon has issued a Certificate of 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.

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 May 15, 2018

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

Contract Modification #4

WHEREAS, there exists a need for a contract modification to the professional engineering services contract, awarded to Cherry, Weber and Associates, dated January 20, 2009, for engineering consulting services, in connection with County Quote #0102-2008 for “Engineering Design Services for the Reconstruction of County Route 519/Warren Glen Hill Climbing Lane, Township of Holland, Hunterdon County, New Jersey”, for the Hunterdon County Department of Public Works, in the County of Hunterdon; and

WHEREAS, the Scope of Work has been modified to include additional work not in the original agreement, the new Scope of Work.

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

01. The Board of Chosen Freeholders of the County of Hunterdon does hereby authorize and direct Cherry, Weber and Associates, to provide the services as outlined in the Scope of Work, for Modification #4.
02. The Hunterdon County Board of Chosen Freeholders hereby accepts the terms and conditions as specified for an additional amount not to exceed \$40,794.00, through Funding Account #C-04-55-1203-043 (Capital Budget).
03. The Hunterdon County Board of Chosen Freeholders hereby accepts the terms and conditions as outlined in the Scope of Work on behalf of the County of Hunterdon.
04. The Financial Officer of the County of Hunterdon has issued a Certificate of 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.

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 May 15, 2018

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

BE IT RESOLVED, that the Director of the Board of Chosen Freeholders is hereby authorized to execute, on behalf of the County, a provider services contract with Daytop Village of New Jersey. Inc., for the provision of community based services, including Adolescent Outpatient Services, pursuant to the terms and conditions set forth in the Department of Human Services 2017 Request for Proposals #0092-2017, for the period of January 1, 2018 through December 31, 2020. Funding for the term shall be in the amount of \$510,000.00; or \$170,000.00 per County fiscal year (Acct. No. 01-27-036R) for Adolescent Outpatient Services. Funding for year two and year three is expressly conditioned upon funding availability and level of service achievements.

<i>ROLL CALL</i>	<i>MOVED</i>	<i>SECONDED</i>	<i>AYES</i>	<i>NAYS</i>	<i>ABSTAIN</i>	<i>ABSENT</i>
<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 C. Van Doren, Freeholder</i>						

ADOPTED May 15, 2018

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

WHEREAS, there exists a need for the operation and provision of the Intoxicated Driver Resource Center (IDRC) in Hunterdon County as required by N.J.S.A. 39:4-50(3)(f) and N.J.A.C. 10:162-1.3; and

WHEREAS, the “Intoxicated Driver Resource Center” or “IDRC” means the facility approved by the Intoxicated Driving Program of the State of New Jersey, that detains and determines the extent, if any, of an individual’s alcohol and/or drug related problem and that evaluates, educates, monitors and refers to approved treatment programs; and

WHEREAS, the Hunterdon Drug Awareness Program, Inc. has been administering the Intoxicated Driver Resource Center (IDRC) program within Hunterdon County since 1984; and

WHEREAS, the County requests the continued operation of the Hunterdon Drug Awareness Program, Inc. Intoxicated Driver Resource Center (IDRC) within Hunterdon County as the entity for evaluating, educating, monitoring, and referring DUI offenders.

NOW, THEREFORE, BE IT RESOLVED, that the Director of the Board of Chosen Freeholders is hereby authorized to execute, on behalf of the County, a provider services contract with Hunterdon Drug Awareness, Inc., for the provision of community-based services, including 16-Week IDRC services pursuant to the terms and conditions set forth the Department of Human Service’s 2017 Request for Proposals #0056-2017, for the period of January 1, 2018 through December 31, 2020. Funding for the term shall be in the amount of \$30,600.00 (\$10,200.00 per County fiscal year; Account No. 01-27-0368). Funding for year two and year three is expressly conditioned upon funding availability and level of service achievements.

<i>ROLL CALL</i>	<i>MOVED</i>	<i>SECONDED</i>	<i>AYES</i>	<i>NAYS</i>	<i>ABSTAIN</i>	<i>ABSENT</i>
<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 C. Van Doren, Freeholder</i>						

ADOPTED May 15, 2018

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

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

WHEREAS, the Board of Chosen Freeholders of the County of Hunterdon previously approved said Hunterdon County Municipal Alliance Strategic Plan and recommended its transmittal to the Governor’s Council on Alcoholism and Drug Abuse for the purpose of accessing \$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; and

WHEREAS, the County of Hunterdon has been awarded a grant in the amount of \$181,380.00 from the Governor’s Council in Alcoholism and Drug Abuse for the County Municipal Alliance Programs.

NOW, THEREFORE, 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 Letter of Agreement with the Governor’s Council on Alcoholism and Drug Abuse, for the period July 1, 2018 to June 30, 2019 for the receipt of State funding in the amount of \$181,380.00 (Acct. No. G-02-41-7622) for the purpose of Substance Abuse Prevention and Education programming through the County’s Municipal Alliance Programs.

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

ADOPTED May 15, 2018

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 authorize, County Counsel, to execute, on behalf of the County, an Engagement Letter with Mullen Coughlin, LLC, to provide insurance guidance, for the County.

<i>ROLL CALL</i>	<i>MOVED</i>	<i>SECONDED</i>	<i>AYES</i>	<i>NAYS</i>	<i>ABSTAIN</i>	<i>ABSENT</i>
<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 C. Van Doren, Freeholder</i>						

ADOPTED May 15, 2018

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 authorize the Director and Clerk of the Board, to sign on behalf of the County, the adoption of the Hunterdon County Title VI Assurances.

<i>ROLL CALL</i>	<i>MOVED</i>	<i>SECONDED</i>	<i>AYES</i>	<i>NAYS</i>	<i>ABSTAIN</i>	<i>ABSENT</i>
<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 C. Van Doren, Freeholder</i>						

ADOPTED May 15, 2018

Denise B. Doolan, CLERK

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

WHEREAS, the Board of Chosen Freeholders of the County of Hunterdon has reviewed the Alignment Map and Easement Acquisition Map prepared by the Hunterdon County Office of the County Engineer, dated October 10, 2017, in connection with the Replacement of Island Park Bridge, on Block 21, Lot 3, in the Borough of Califon.

The County has agreed to convey a Right-of-Way Easement and two Bridge Easements to the Borough of Califon in connection with the Island Park Bridge Replacement Project.

The Borough of Califon has requested that the County convey the requested easements to the Borough of Califon, on Block 21, Lot 3, in the Borough of Califon.

NOW, THEREFORE, BE IT RESOLVED, that the Hunterdon County Board of Chosen Freeholders hereby approves the conveyance of a Right-of-Way Easement and two Bridge Easement to the Borough of Califon, for the replacement for Island Park Bridge on Block 21, Lot 3, in the Borough of Califon, in exchange of the payment of \$1.00 per easement, and authorizes County Counsel, and the Director of Public Works to undertake all the necessary actions to complete the approved conveyance under these terms; and

BE IT FURTHER RESOLVED, that the Freeholder Director, or the Deputy Director, is authorized to sign the Right-of-Way Easement and the two Bridge Easements, and to allow County Counsel to complete the closing on the conveyance of these Easements.

<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 May 15, 2018

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 authorize the Freeholder Director and Clerk of the Board, to sign, on behalf of the County, a Grant Agreement for Fiscal Year 2018 State Aid to Counties, with the New Jersey Department of Transportation, Division of Local Aid and Economic Development, for the Replacement of Bridge RT-16, located in the Townships of Readington and Tewksbury, in the County of Hunterdon, in the amount of \$4,056,898.00 (state funds).

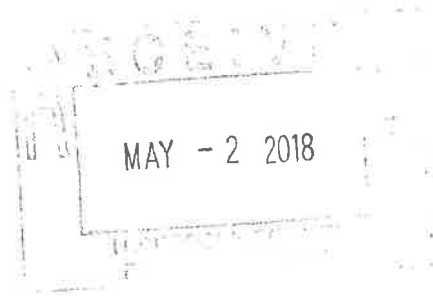
<i>ROLL CALL</i>	<i>MOVED</i>	<i>SECONDED</i>	<i>AYES</i>	<i>NAYS</i>	<i>ABSTAIN</i>	<i>ABSENT</i>
J. Matthew Holt, Director						
Suzanne Lagay, Deputy Director						
John W. King, Freeholder						
John E. Lanza, Freeholder						
Shaun C. Van Doren, Freeholder						

ADOPTED May 01, 2018

Denise B. Doolan, CLERK



April 29, 2018



VIA REG. MAIL

Office of County Engineer
Hunterdon County
P.O. Box 2900
Flemington, New Jersey 08822
Attn: Melissa Allen

RE: Farmland Ride bike event

Dear Ms. Allen:

Pursuant to your request in connection with the Flemington Jewish Community Center's Farmland Ride bike event, please find copies of the documents requested as follows:

1. Letters/Emails of approval received from the following townships: Raritan Township dated February 2, 2018, East Amwell Township dated February 12, 2018, and Kingwood Township dated March 2, 2018. I will be receiving the approval letter from Delaware Township after they hold their next township meeting in early May. As soon as it's received, it will be forwarded to you.
2. Certificate of Liability Insurance from HCM Event Insurance Services, Inc., dated April 3, 2018 naming Hunterdon County as an additional insured.
3. Maps of the three (3) routes (15, 30 and 60 miles) that the cyclists will follow.
4. Traffic Control: I am waiting to receive paperwork from the Raritan Township police wherein one police officer will assist in safely crossing cyclists to and from the Flemington Jewish Community Center at the corner of Route 523 and Dayton Road from the Robert Wood Hunter Elementary School and Raritan Municipal parking lots.

Thank you.

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DJG	
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Very truly yours,

Dena K. Scibilia

DENA K. SCIBILIA

Farmland Ride Chairperson

Encl.

From: Donald Hutchins
Donald.Hutchins@raritantwpnj.gov
Subject: RE: Bike Ride Event
Date: Feb 7, 2018 at 3:58:38 PM
To: Dena K. Scibilia dscibilia50@yahoo.com
Cc: Lisa Fania lisa.fania@raritantwpnj.gov

I believe you should contact the County Clerk and see where your letter should be addressed

Donald Hutchins
Administrator / CPWM
Raritan Township
908-806-6108 x2228
908-963-3786
Donald.Hutchins@raritantwpnj.gov

From: Dena K. Scibilia [mailto:dscibilia50@yahoo.com]
Sent: Wednesday, February 7, 2018 2:25 PM
To: Donald Hutchins <Donald.Hutchins@raritantwpnj.gov>
Cc: Lisa Fania <lisa.fania@raritantwpnj.gov>
Subject: Re: Bike Ride Event

Thanks for letting me know. Do you know who I should contact in the county, if so please provide - otherwise, I'll give them a call. Thanks again for all your assistance in this matter.

Dena K. Scibilia

95 John Ringo Road
Ringo, New Jersey 08551
(908) 528-6192 (C)
dscibilia50@yahoo.com

On Wednesday, February 7, 2018 01:50:47 PM EST, Donald Hutchins
<Donald.Hutchins@raritantwpnj.gov> wrote:

Dear Dena,

Please be advised that the Township Committee has approved your request to hold the event and use any of the routes you have proposed. One question that came up was if you have contacted the County , there are some County roads listed in your planned routes.

Donald Hutchins



Municipal Offices
1070 Route 202/31
Ringoes, NJ 08551-1051
(908) 782-8536
Fax (908) 782-1967

February 12, 2018

Dena K. Scibilia
Farmland Ride Chairperson
95 John Ringo Road
Ringoes, NJ 08551

Dear Dena,

To Confirm: The Township Committee, at their meeting on February 8, 2018, approved the use of Township roads for the Farmland Ride on June 10, 2018. They also agreed that you would be able to use the municipal lot for a rest/refreshment station. I've notified leadership of the Flemington-Raritan Baseball League and South County Soccer League as an fyi.

I'm enclosing the sheet we provide to groups who are using our roads.

Wishing you a great event! And perfect weather for the ride!

Sincerely,

Terri Stahl, RMC/CMC
Municipal Clerk

Enclosure

Best, Dena K. Scibilia, Farmland Ride Co-chair

Dena K. Scibilia

95 John Ringo Road
Ringoes, New Jersey 08551
(908) 528-6192 (C)
dscibilia50@yahoo.com

On Friday, March 2, 2018 10:16:15 AM EST, Michele Walters <MWalters@kingwoodtownship.com> wrote:

Ms. Scibilia

The Township Committee met March 1, 2018 and approved the Farmland Ride pass through Kingwood township as outlined in your letter of request.

Could you please send me a copy of your Certificate of Liability Insurance at least one month prior to the event. The certificate can either be emailed to this address or you can mail a hard copy to:

Kingwood Township
599 Oak Grove Road
Frenchtown, NJ 08825
Attn: Michele Tipton-Walters

We hope the weather cooperates for you and the ride is a success!

**HIGH BRIDGE BOROUGH
POLICE DEPARTMENT**



**Brett J. Bartman
Chief of Police**

99 West Main Street
High Bridge, NJ 08829

Phone (908) 638-6500
Fax (908) 638-4315
hbpd14@comcast.net



**Serving Since
1947**

April 17, 2018

Hunterdon County Engineers Office
Department of Roads, Bridges, and Engineering
Route 12 County Complex, Building #1
PO Box 2900
Flemington, NJ 08822-2900



Dear Sirs,

The Borough of High Bridge Business Association will be hosting a Soap Box Derby on Saturday June 2nd from 7:00 AM to 1:30 PM. The only County Road affected will be Route 513 between Fairview Avenue and West Main Street. Vehicular Traffic will be detoured during this time as follows: Southbound traffic will be detoured south on Mill Street to Washington Avenue to Arch Street, and Northbound traffic will be detoured north on West Main Street to Cregar Road to Fairview Avenue. There will be a uniformed Police Officer posted at the intersection of Church Street and Fairview Avenue and also at the intersection of Main Street and Bridge Street.

It is the Borough's desire to keep you informed of any event that may affect a County Road. If you have any questions concerning this matter please contact me at (908) 638-6500. I will forward the Certificates of Insurance upon receipt by the insurance company.

Thank you for consideration in this matter.

Sincerely,

Sergeant Jared M Skobo
High Bridge Police Department

Cc: Michael Papas, Borough Administrator
Jamie Taylor, High Bridge Events Comm.

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Denise Doolan

From: Melissa Allen
Sent: Tuesday, May 01, 2018 8:19 AM
To: Denise Doolan
Subject: FW: Milford Coin Toss Approval for Del Val High School Cheerleaders
Attachments: Del Val Reg 17-18 CERT AI Milford Boro (cheerleading fundraiser in Jun).pdf

From: Alicia Arduini <alicia.arduini@yahoo.com>
Sent: Monday, April 30, 2018 3:44 PM
To: Melissa Allen <Mallen@co.hunterdon.nj.us>
Subject: Milford Coin Toss Approval for Del Val High School Cheerleaders

Hunterdon County Engineer Office -

The Delaware Valley High School Cheerleaders would like to hold a Coin Toss in the Borough of Milford on Saturday June 9th 2018 (Rain Date June 10th). The Cheerleaders have been holding this fundraising event for many years and it really helps us send the cheer team to the National High School Cheerleading Competition in Florida every year. We are very grateful to everyone passing through the town of Milford who donate to the Cheerleaders. We will have parents in the street collecting coins and the cheerleaders will be on the sidewalks holding up signs. Attached is a Certificate of Insurance from the High School for this event and **we just need your approval letter for this to take place.**

Thank you and if you have any questions please contact me.
Alicia Arduini
Del Val Cheer
908-310-2255