



UNION COUNTY BOARD OF CHOSEN FREEHOLDERS

THURSDAY, OCTOBER 3, 2013
AGENDA SETTING MEETING MINUTES

CALL TO ORDER

Chairman Linda Carter called the meeting to order at 7:06 PM.

Attendee Name	Title	Status	Arrived
Sergio Granados	Freeholder	Present	
Bruce H. Bergen	Freeholder	Present	
Angel G. Estrada	Freeholder	Present	
Mohamed S. Jalloh	Freeholder	Present	
Bette Jane Kowalski	Freeholder	Present	
Alexander Mirabella	Freeholder	Present	
Vernell Wright	Freeholder	Present	
Christopher Hudak	Vice Chairman	Present	
Linda Carter	Chairman	Present	

Also present were County Manager Alfred J. Faella, County Counsel Robert E. Barry, Esq. and Clerk of the Board James E. Pellettiere.

PRAYER AND SALUTE TO THE FLAG

The Prayer and Salute to the Flag were led by the Clerk of the Board.

STATEMENT OF COMPLIANCE WITH THE OPEN PUBLIC MEETINGS ACT

The statement of compliance with the Open Public Meetings Act was read by the Clerk of the Board.

COMMUNICATIONS

1. Oath of Office: Commission on the Status of Women: Carol Ann Lombardo and Mary Jean Hoelzel; Human Services Advisory Board: Gail Hein.

BOARD OF ELECTIONS

Dennis Kobitz, Administrator

1. Amending Resolution Number 2013-77, a contract with Dominion Voting Systems, Denver, Colorado, for the purposes of providing licensing, maintenance and support for the WinEDS 4.0 voting system, for extra services required to conduct the Special General Senate Election and November General Election, in an additional amount not to exceed \$11,000.00, for a new sum not to exceed \$37,383.81. **(Chairman Linda Carter)**

Freeholder Bergen asked if item #1 is an addition to other services that have been approved.

Mr. Kobitz replied yes. It is for the Primary and General Elections. The cost has increased.

Freeholder Bergen asked if the Board of Elections was qualified for reimbursement from the State.

Mr. Kobitz answered yes, that they will receive 100% reimbursement from the State.

Freeholder Mirabella asked for an update pertaining to the Special and General Elections.

Mr. Kobitz stated that there will be an automatic recount the Saturday following the Primary Election of October 16th. He said they cannot have the recount within the 15 day typical timeframe as there is not enough time because of the General Election in November. He said the Courts have made it possible to have the machines released early.

Freeholder Mirabella asked if the location matters. Mr. Kobitz stated that the machines will be released early for all counties within the State. Some counties will have the recount the day after election.

Freeholder Mirabella asked if the recount will be open to the public. Mr. Kobitz replied yes, at 8:00AM on Saturday, October 19th.

OFFICE OF THE UNION COUNTY PROSECUTOR

Grace H. Park, Esq., Acting Prosecutor

First Assistant Prosecutor Tim Isenhour represented the Office.

1. Authorizing the County Manager through the Union County Prosecutor's Office to apply for and accept funding from the Office of Insurance Fraud Prosecutor, New Jersey Division of Criminal Justice, in the amount of \$250,000 for the period January 1, 2014 through December 31, 2014 to continue efforts of insurance fraud investigation in Union County. **(Chairman Linda Carter)**

Chairman Carter asked if matching grants are required.

Mr. Isenhour replied no. He said the grant is to fund employee's salaries for 2 sergeants, a detective and an assistant prosecutor.

DEPARTMENT OF ADMINISTRATIVE SERVICES

Matthew N. DiRado, Esq., Director

1. Approving the revised County of Union Family Leave and Medical Leave Act Policy. **(Freeholder Mohamed S. Jalloh)**

Director DiRado thanked the Policy Committee for revising the County's policy on the Union County Family Leave and Medical Leave Act Policy.

Vice Chairman Hudak asked if the Policy will be distributed to all departments and employees.

Director DiRado stated that all Personnel Liaisons will be updated and educated.

Vice Chairman Hudak asked if the Family and Medical Leaves will be monitored.

Director DiRado stated that it will be monitored by the Personnel Department.

Vice Chairman Hudak stated that the Policy is important to have, but not to abuse.

2. Approving the revised County of Union Drug and Alcohol Policy. **(Freeholder Mohamed S. Jalloh)**
3. Approving the adoption of The County of Union Military Family Leave Policy. **(Freeholder Mohamed S. Jalloh)**

DEPARTMENT OF ENGINEERING, PUBLIC WORKS AND FACILITIES

Joseph Graziano, Director

1. Amending Resolution Number 2012-741, (BA#68-11) a contract (through the public bidding process) with M & M Construction Company, Union, New Jersey, approving Change Order No. 2 (final) for the Alterations and Renovations at the Froehlich Public Safety Building, in an amount of \$160,000.00 for a new contract amount not to exceed \$1,399,467.29. **(Chairman Linda Carter)**

Freeholder Granados asked about the Change Order mentioned in item #1.

Director Graziano explained that the dispatch center was originally on the first floor and is being moved to the 2nd floor. He said when Hurricane Irene struck, they were out of power for two weeks. He added that this is a good time to update and configure the system to allow one hook up to generate the building as a whole. This Change Order will allow for these improvements.

Freeholder Estrada asked what the original bid was for item #1.

Director Graziano stated that it was \$1.175 million.

Freeholder Estrada asked how many more municipalities could the County take on for dispatching.

Director of Emergency Management Chris Scaturo stated that there is currently a staff of 4. He said there is room to expand to 9; 2 can go upstairs if needed, or up to 5. He said there is plenty of room to expand and can bring on **cooperative** accounts.

County Manager Faella added there is room for other towns to join.

2. Authorizing the County Manager to award the proposed contract obtained through advertised public bidding in accordance with the Local Public Contracts Law, NJSA 40A:11-1 et seq: Department of Engineering, Public Works & Facilities; Division of Facilities Management and Runnells Specialized Hospital: FM Generator, Inc., Canton, Massachusetts, for the purpose of providing emergency stationary generator repairs, maintenance & installation services, twenty-four (24) consecutive months, in an amount not to exceed \$198,830.00. **(Chairman Linda Carter)**

Freeholder Granados asked if they are stationary generators and if they are in the County facilities.

Director Graziano responded that they are stationary generators and they are located in all the county buildings; Runnells Hospital, the Stables, 5 at the Courthouse, one in the Administration building, one in the new jail, 2 in the colleen building, 2 Froehlich building and one in the Juvenile Detention Center and

Freeholder Granados asked about item #2.

Director Graziano relied yes, the contract expired in June. There was another contract in place for \$167,000. Out of \$640,000, \$520,000 was used. He said the new vendor submitted a bid at \$167,000, the prior contract was for \$198,000 for a total savings of approximately \$150,000. He said they are trying to cut back based upon amounts used.

Chairman Carter asked if the stationary generators are still in the system.

Director Graziano stated that as of October 1st, the Asset Management program was implemented that all departments are required to utilize.

Freeholder Jalloh stated that the Program is an initiative of Chairman Carter and the Policy Committee and they worked hard to make this program possible. He commended the Directors and the Committee, along with all those who participated.

County Manager Faella thanked the Policy Committee for the Asset Manager Software System. He said there are over 6,000 labels for equipment valuing over \$100. Each department will be responsible for keeping track of their equipment.

Freeholder Jalloh stated that there is no policy that can stop improper use of equipment, but this is a good step forward in its prevention.

3. Resolution granting permission to the Township of Scotch Plains to hang a banner across Park Avenue at the intersection of Front Street and Park Avenue from September 23, 2013 through October 7, 2013 for Scotch Plains Day, which is sponsored by the Department of Parks and Recreation. Also, granting permission to close Park Avenue between Westfield Avenue and Front Street from 8:00 a.m. to 7:00 p.m. on Sunday, October 6, 2013. **(Chairman Linda Carter)**

DEPARTMENT OF FINANCE

Bibi Taylor, Director

1. Resolution Modifying the 2013 Budget in the amount of \$218,446 as a result of notification received from the Visiting Nurse Association of Central Jersey for a Program Entitled: Central New Jersey Care Transitions Program. **(Vice Chairman Christopher Hudak)**
2. Resolution Modifying the 2013 Budget in an amount not to exceed \$578,000 as a result of Shared Services Agreement with the City Plainfield for a Paving Project. **(Vice Chairman Christopher Hudak)**
3. Resolution Modifying the 2013 Budget in the amount of \$18,000 as a result of notification received from the State of New Jersey, Department of Health and Senior Services for a Program Entitled: Office on Aging - State Grant. **(Vice Chairman Christopher Hudak)**

Freeholder Jalloh asked if item #3 is the result of the Federal Government Shutdown.

Director Taylor stated that there is a timing issue of reimbursement while after the shut down, they had to tap into the surplus funds to pay.

County Manager Faella stated that there is enough in the surplus for 30 to 45 days. If the shutdown goes longer, it will cause a serious impact on services and residents.

DEPARTMENT OF HUMAN SERVICESFrank Guzzo, Director

1. Authorizing the County Manager to award the proposed contract obtained through advertised public bidding in accordance with the Local Public Contracts Law, NJSA 40A:11-1 et seq: Department of Human Services: Acme American Repair, Inc., Brooklyn, New York, for the purpose of providing kitchen equipment maintenance and repair services for the Division on Aging/Nutrition Kitchen, Linden, New Jersey, for a 24 month period from September 1, 2013 through August 31, 2015, in the total amount of \$32,016.00. **(Freeholder Bette Jane Kowalski)**

Freeholder Granados asked for more information regarding item #1.

Director Guzzo stated that this is a new program and Union County is the only County in New Jersey that is funded by the State.

Freeholder Estrada was pleasantly surprised to hear that Union County is the only County funded by the State.

Director Guzzo stated that Director of the Division of Aging Fran Benson served as the primary role in these efforts.

Freeholder Estrada asked Director Guzzo to thank Director Benson for her hard work.

Freeholder Mirabella asked what the contract in item #1 provides.

Director Guzzo stated that the contract is for repairs to kitchen equipment that provides meals on wheels to residents. This will avoid down time.

2. Amending Resolution Number 2013-254, to award additional funds in the total amount not to exceed \$116,250.00 to various contracts established in the Area Plan Contract 2013-2015, to deliver services to persons 60 years of age or older residing in the County of Union and/or their caregivers and further authorizing the County Manager to transfer funds among the various agencies during the contract period should service needs change and/or if any of the various agencies should fail to meet its contracted obligation. **(Freeholder Bette Jane Kowalski)**
3. Authorizing the County Manager to enter into a lease agreement with Union County Performing Arts Center, Inc., Rahway, New Jersey, to rent general and individual classroom space for the Intoxicated Driver Resource Center (IDRC) education classes and client screenings to be held at 1601 Irving Street, Rahway, New Jersey, at a rate of \$250 per day, for a minimum of 48 days during the period of January 1, 2014 through December 31, 2014 in an amount not to exceed \$12,000. **(Freeholder Bette Jane Kowalski)**
4. Authorizing the County Manager to award subcontracts for the Sandy Homeowner/Renter Assistance Program (SHRAP) funding in the total amount of \$2,837,200 in accordance with the guidelines established by the funding source, New Jersey Department of Human Services, Division of Family Development, for the period of October 11, 2013 through September 30, 2015, further authorizing a one time advance payment of up to one month of the award amount to prevent undue hardship for the agency to carry out the program activities, and further authorizing the County Manager to redistribute funding among the agencies if deemed necessary. **(Freeholder Bette Jane Kowalski)**
5. Authorizing the County Manager to enter into a contract with Millennium Strategies, Caldwell, New Jersey, for the purpose of providing grant procurement services for the period of October

1, 2013 through December 31, 2013 in an amount not to exceed \$9,000.00. **(Vice Chairman Christopher Hudak)**

Chairman Carter asked about the three month contract mentioned in item #5.

Director Guzzo stated that he believes that the contract is being renewed prior to an RFP. He said it is a new and improved contract. However, this contract called for a retainer. He said this vendor will be paid \$3,000 per month for an unlimited amount of grant writing. He stated that he will provide the Board with additional information.

Chairman Carter stated that the vendor may not write a grant without being approved by the department.

Vice Chairman Hudak stated that the Board would like to see results by the end of the year.

DEPARTMENT OF PUBLIC SAFETY

Andrew Moran, Director

Director of Emergency Management Christopher Scaturo represented the Office.

1. Authorizing the County Manager to enter into a shared service agreement with the Borough of Garwood to store a ladder truck acquired for training purposes at the Union County Fire Academy. In return for housing, Garwood may make use of the vehicle for emergency responses within the Borough. **(Chairman Linda Carter)**

Freeholder Mirabella stated that is pleased about the shared service agreement with Garwood as mentioned in item #1.

2. Authorizing the County Manager to accept and expend a sub contract through Hoboken Family Center, Hoboken, New Jersey, to provide health education and outreach services to Union County residents on breast, cervical, prostate, and colorectal cancer in the amount of \$36,000. **(Chairman Linda Carter)**

Vice Chairman Hudak asked for an explanation of the project as mentioned in item #2.

Director Scaturo stated that the funding is from the Department of Health for cancer screening.

Vice Chairman Hudak asked where the screening will be advertised.

Director Scaturo stated that it is advertised at civic centers, churches and health fairs.

Vice Chairman Hudak suggested that it also be posted on the County's website.

Director Scaturo stated that he will make certain that it is posted on the County's website.

FREEHOLDER SPONSORED RESOLUTIONS

Freeholder Estrada and Vice Chairman Hudak asked to have item #1 sponsored by the entire Board.

Vice Chairman Hudak stated that he will have a Laudatory Resolution for the next Freeholder Meeting.

Freeholder Mirabella and Chairman Carter asked to join Freeholder Granados in item #2.

Chairman Carter stated that she will have a Laudatory Resolution for the next Freeholder Meeting.

1. Proclaiming Saturday, November 9, 2013 as B'nai B'rith day in the County of Union on the occasion of the 170th Anniversary of the founding of the oldest service organization in the United States. **(Freeholder Bruce H. Bergen)**
2. Congratulating the Elizabeth Chapter of UNICO as they celebrate 50 years of service to the Elizabeth community. **(Granados, Mirabella, Carter)**
3. Recognizing the Month of October 2013 as National Disability Employment Awareness Month. **(Freeholder Mohamed S. Jalloh)**
4. Congratulating Michael Seaman, 8th Grade Teacher at Orange Avenue School in Cranford on being named New Jersey's Union County Teacher of the Year for 2013-2014. **(Freeholder Kowalski, Freeholder Jalloh)**
5. Congratulating CONTACT We Care on its 38th Anniversary. CONTACT We care is a caring and crisis hotline and suicide prevention training provider based in Westfield, New Jersey. **(Freeholder Alexander Mirabella)**
6. Celebrating the 5th Annual UNICO Columbus Day Flag Raising to be held Friday, October 11, 2013. **(Mirabella, Carter, Granados)**
7. Declaring the Month of November "Pancreatic Cancer Awareness Month" in Union County. **(Chairman Linda Carter)**
8. Declaring the Month of October 2013 as National Breast Cancer Awareness Month in Union County. **(Chairman Carter, Mr. Board)**

ADJOURNMENT

Motion to adjourn the meeting at 7:38 PM.

RESULT: ADOPTED [UNANIMOUS]; MOVER: Alexander Mirabella, Freeholder; **SECONDER:** Sergio Granados, Freeholder; **AYES:** Freeholder Granados, Freeholder Bergen, Freeholder Estrada, Freeholder Jalloh, Freeholder Kowalski, Freeholder Mirabella, Freeholder Wright, Vice Chairman Hudak, Chairman Carter;

UNION COUNTY BOARD OF CHOSEN FREEHOLDERS 2013 MEETING SCHEDULE

Please note that meetings are regularly held on Thursday evenings. Agenda Setting Sessions and Regular Meetings are held at 7:00pm in the Freeholders’ Meeting Room, Administration Building, 10 Elizabethtown Plaza, 6th Floor, Elizabeth, New Jersey, unless otherwise specified. In the event an Agenda Setting Session and Regular Meeting are held on the same night, the Agenda Setting Session will commence at 7:00pm and the Regular Meeting will commence as soon as possible after the Agenda Setting Session.

Persons requiring a sign language interpreter should contact the Office of the Clerk of the Board at 908-527-4140.

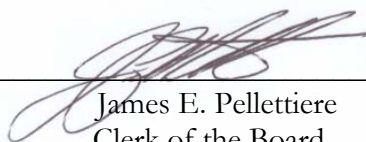
REORGANIZATION MEETING - SUNDAY, JANUARY 6, 2013 at 12:00pm

Assignment Judge Karen M. Cassidy’s Courtroom, 2 Broad Street, Elizabeth, NJ

<u>AGENDA SETTING MEETINGS</u>	<u>REGULAR MEETINGS</u>
January 17, 2013	January 24, 2013
February 7, 2013	February 21, 2013
February 28, 2013	February 28, 2013
March 7, 2013	March 14, 2013
March 21, 2013	March 28, 2013
April 4, 2013	April 11, 2013
April 18, 2013	April 25, 2013
May 2, 2013	May 16, 2013
May 30, 2013	May 30, 2013
June 13, 2013	June 13, 2013
June 27, 2013	June 27, 2013
July 18, 2013	July 25, 2013
August 8, 2013	August 22, 2013
September 12, 2013	September 19, 2013
September 26, 2013	September 26, 2013
October 3, 20123	October 10, 2013
October 17, 2013	October 17, 2013
November 7, 2013	November 14, 2013
Tues., November 26, 2013	Tues. November 26, 2013
December 5, 2013	December 5, 2013
December 19, 2013	December 19, 2013

* Special Meeting: April 18, 2013 at 6:30pm

JEP:mb



James E. Pelletiere
Clerk of the Board