

UNION COUNTY BOARD OF CHOSEN FREEHOLDERS

THURSDAY, JANUARY 16, 2014
AGENDA SETTING MEETING MINUTES

CALL TO ORDER

Chairman Christopher Hudak called the meeting to order at 7:04 PM.

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

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

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.

APPROVAL OF COMMUNICATIONS

Note and File

1. Oath of Office: Human Services Advisory Council: Charles Gillon, Frank Guzzo, James Harrington, James Horne, Phyllis Monguso, Holly Phillips, Susan Spurr, and William Webb; Mental Health Advisory Board: Carol Berger and Tiffany Wilson; Union County Transportation Advisory Board: Robert Ehrenbeck; Union County Voter Accessibility Advisory Board: Aneil Badri, Dennis Kobitz and Marie Oakie.

Chairman Hudak asked for a Moment of Silence for the passing of First Assistant Prosecutor Tim Isenhouer's mother. He also stated that he would have a Laudatory Resolution for the family for the next Freeholder Meeting.

OFFICE OF THE UNION COUNTY PROSECUTOR

Grace H. Park, Acting Prosecutor

Anne Frowley represented the Office.

There were no questions.

1. Authorizing the County Manager, through the Union County Prosecutor's Office, to enter into a professional services contract with Kristen Balsamo-Kleinbach, Paramus, New Jersey, to serve as a DNA Analyst (Forensic Scientist) for the Union County Forensic Laboratory for the period of February 1, 2014 through January 31, 2015 in an amount not to exceed \$37,500. **(Chairman Christopher Hudak)**
2. Authorizing the County Manager through the Union County Prosecutor's Office to apply for and accept funding from the State of New Jersey Police Training Commission for the 2014 Law Enforcement Officers Training and Equipment Grant, Part 1 for the period of July 1, 2013 through October 31, 2013 in the amount of \$9,260.00. **(Chairman Christopher Hudak)**
3. Authorizing the County Manager through the Office of the Union County Prosecutor's Office to apply for and accept funding from the Office of Victim Witness Advocacy for the STOP the Violence Against Women (VAWA) - DV Advocate Grant in the amount of \$26,995, requiring a county match of \$8,998 for the period of June 1, 2014 through May 31, 2015. **(Chairman Christopher Hudak)**

DEPARTMENT OF ADMINISTRATIVE SERVICES

Norman W. Albert, Esq., Director

Director Albert stated that he will have two additional Resolutions for the next Freeholder Meeting pertaining to the General Insurance Broker and Risk Management. He stated that he will provide the Board with the back up information.

1. Authorizing the County Manager to appoint Norman Albert, Esq., as a HIPAA Privacy Officer to implement and oversee the HIPAA privacy policies and procedures for the County's health plans. Also, appointing Claudia Martins as HIPAA Security Officer to oversee the HIPAA security policies and procedures for the County's health plans. **(Chairman Christopher Hudak)**
2. Authorizing the execution of invoices and relative documents as are necessary to effectuate the payment of monthly telecommunications bills from Verizon Inc., a Board of Public Utilities regulated supplier, as they become due and owing for an estimated not to exceed total figure of \$800,000 for a period of twelve consecutive months. **(Chairman Christopher Hudak)**

Director Albert said it is a six month cost to local services to change the carrier. He said the cost was \$1.4 million last year and they expect considerable savings once the process is complete.

Freeholder Estrada asked if Director Albert's office pays the bills.

Director Albert explained that the Division Head approves receipt of the goods and services and double checks the invoices and signs off and then it goes to the Finance Department.

County Manager Faella added that Marlene Froehlich does an outstanding job with the invoices for the telephone service.

DEPARTMENT OF ECONOMIC DEVELOPMENT

William Reyes, Deputy County Manager / Director

1. Authorizing the County Manager to apply for, and if awarded, to enter into an Agreement with the New Jersey Department of Transportation (NJDOT) FY2014 Local Bridges, Future Needs Program, for the replacement of Mountain Avenue Bridge (CR 635) over Stream 10-35 in Springfield (STR No. 2017011) in the amount of \$1,000,000.00. (UC Engineering Project No. 2014-001) **(Chairman Christopher Hudak)**
2. Authorizing the County Manager to apply for, and if awarded, to enter into an Agreement with the New Jersey Department of Transportation (NJDOT) FY2014 Local Bridges, Future Needs Program for the replacement of Netherwood Avenue Bridge Over Green Brook in Plainfield (STR No. 2012037) in the amount of \$1,000,000.00. (UC Engineering Project No. 2014-002) **(Chairman Christopher Hudak)**

Vice Chairman Jalloh asked if there is a County match for items #1 and #2.

Deputy County Manager Reyes replied there is no County match required.

3. Amending Resolution Number 2012-694, (BA#34-2012) a contract awarded through the public bidding process, to Tiffany Electric, Inc., Fairfield, New Jersey, approving Change Order No. 1 (final) for the Intersection Improvements - Broad Street, Springfield Avenue and Clark Street, City of Summit, New Jersey. This change order will reduce the contract amount by (\$28,750.04) for a new contract amount of \$183,597.71. **(Chairman Christopher Hudak)**

Freholder Carter said that she is pleased to see the decrease in dollar amount for the Change Order mentioned in item #3, but asked for the reason for the decrease.

Deputy County Manager Reyes stated that it is mostly from contingency. He explained that the original plans called for a blinking light but was changed to a traffic light.

4. Approving a pre-qualified list of firms for the Provision of Architectural Services for the period of January 1, 2014 through December 31, 2014. **(Chairman Christopher Hudak)**
5. Approving a pre-qualified list of firms for the provision of Construction Management Services for the period of January 1, 2014 through December 31, 2014. **(Chairman Christopher Hudak)**
6. Approving a pre-qualified list of firms for the provision of General Engineering Services for the period of January 1, 2014 through December 31, 2014. **(Chairman Christopher Hudak)**
7. Authorizing the County Manager to award contracts to various agencies for the 12 month period of January 1, 2014 through December 31, 2014, under the Workforce Investment Act Youth Program, to provide comprehensive year-round youth programs that may include a paid summer work experience component, and may serve both in-school and out-of school youth aged 16-21, in an amount not to exceed \$ 457,000.00. This resolution would further authorize

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 fails to meet its contractual obligations. **(Chairman Christopher Hudak)**

8. Authorizing the County Manager to award class-size training contracts to the various agencies for the 9 month period of January 1, 2014 through September 30, 2014, for the provision of class-size training for in demand occupations in targeted economic development sectors to residents of Union County (including: Transportation, Logistics, and Distribution (TLD); Healthcare; Technology and the Retail Industry), utilizing Workforce Investment Act Adult and Dislocated Worker funding, in an amount not to exceed \$433,100.00. This Resolution would further authorize 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 fails to meet its contractual obligations. **(Chairman Christopher Hudak)**

Freeholder Granados asked for some of the agencies that pertain to items #7 and #8.

Director of Workforce Investment Board Antonio Rivera stated that the 4 agencies; Borough of Roselle, Rahway Community Action Organization, Urban league of Union County He said Incubator High Tech, B&M (2 programs) and Workforce Advantage were the agencies relative to item #7 to operate comprehensive year-round programs for 12 months.

9. Authorizing the County Manager to enter into a contract with the Elizabeth Development Company, Elizabeth, New Jersey, for a twelve (12) month operational period of January 1, 2014 through December 31, 2014 to provide On-the-Job Training services for Union County to coordinate with area employers to place Union County Workforce Investment Act eligible adults and dislocated workers in On-the-Job Training opportunities in an amount not to exceed \$250,000.00. **(Chairman Christopher Hudak)**
10. Authorizing the County Manager to utilize \$ 400,000.00 in Federal Workforce Investment Act Grant funding from the New Jersey Department of Labor & Workforce Development in the form of Individual Training Contracts as stipulated in the grant agreement for the period January 1, 2014 through June 30, 2014. The training providers will be taken from the NJ Eligible Training Provider List. **(Chairman Christopher Hudak)**

DEPARTMENT OF HUMAN SERVICES

Frank Guzzo, Director

1. Authorizing the County Manager to enter into an agreement with the YMCA of Eastern Union County, Elizabeth, New Jersey, for the period of January 1, 2014 through December 31, 2014 for reimbursement in the amount of \$3,200.00 per month to the County of Union for the provision of Transportation Service through the Union County Paratransit System for clients of the WISE Adult Day Care Program, based upon scheduled trips provided by the County on Mondays through Fridays, and the YMCA of Eastern Union County will provide one personal assistance aide on each vehicle to assist with passenger safety. **(Freeholder Bette Jane Kowalski)**

Freeholder Estrada asked if item #1 is a new contract.

Director Guzzo stated that this is a second year agreement between the County and the YMCA. There are 20 seniors transported from their homes to the YMCA. Director Guzzo stated that the item #1 provides dollars for this service. He explained further that there has been a decrease in Casino Revenue, but internet gambling should provide some dollars and they are also looking at advertising programs. He said they may gain revenue as a result.

2. Authorizing the County Manager to award Year 2 contracts in the total amount not to exceed \$3,870,201 pursuant to a Request for Proposal (RFP), in accordance with the 3-Year 2013-2015 Area Plan, for the period of January 1, 2014 through December 31, 2014 to deliver services to Union County residents 60 years of age or older and /or their caregivers with an option to renew contracts for one year and further authorizing the transfer of funds among the agencies during the contract period should service needs change and/or if any should fail to meet its contractual obligation. **(Freeholder Bette Jane Kowalski)**

DEPARTMENT OF PARKS AND RECREATION

Ronald Zuber, Director

Director Zuber stated that items 1 through 14 are for account number changes as a result of the former department returning to the jurisdiction of the Parks Department.

1. Authorizing the County Manager, through the Office of Cultural & Heritage Affairs, to execute any and all agreements for the FY2014 Union County Arts Grant Program in the amount of \$60,000.00. **(Freeholder Sergio Granados)**
 2. Authorizing the County Manager, through the Office of Cultural and Heritage Affairs, to apply for private and public funding for grants to be used for the purpose of developing and implementing programs and services in the arts, education, history and preservation for the period of January 1, 2014 through December 31, 2014. **(Freeholder Sergio Granados)**
 3. Authorizing the County Manager to designate the Office of Cultural and Heritage as the official County Cultural and Heritage Agency. **(Freeholder Sergio Granados)**
- Freeholder Jalloh asked for an explanation of item #3.

Director Zuber stated that the item designates the County as the official County organization of Cultural and Heritage agency and is acknowledged by State agencies

4. Amending Resolution Number 2013-62, a Cooperative Services Agreement with the United States Department of Agriculture, Animal and Plant Health Inspection Service, Wildlife Services, in providing Union County with a two-year integrated wildlife damage management program to reflect a change in the account numbers only. **(Freeholder Sergio Granados)**
5. Amending Resolution Number 2013-1086, a contract (through the public bidding process) with Aquatic Technologies, Inc., Branchville, New Jersey, for the purpose of providing Lake Management Program to reflect a change in the account numbers only. **(Freeholder Sergio Granados)**
6. Amending Resolution Number 2013-674, a contract (through the public bidding process) with Aggreko, LLC., Linden, New Jersey, for the purpose of providing a Chiller System to

Warinanco Ice Skating Center, to reflect a change in the account numbers only. (**Freeholder Sergio Granados**)

7. Amending Resolution Number 2013-499, a contract (through the public bidding process) with Country Grain & Feed, Haskell, New Jersey, for the purpose of providing horse feed, to reflect a change in the account numbers only. (**Freeholder Sergio Granados**)
8. Amending Resolution Number 2013-765, an agreement with Professional Farrier Service, Inc., Elizabeth, New Jersey, to provide services to the horses at Watchung Stable, to reflect a change in account numbers only. (**Freeholder Sergio Granados**)
9. Amending Resolution Number 2013-919, a contract (through the public bidding process) with John R. Knabb & Sons, Kutztown, New Jersey, for the purpose of providing hay, to reflect a change in the account numbers only. (**Freeholder Sergio Granados**)
10. Amending Resolution Number 2013-920, a contract (through the public bidding process) with John R. Knabb & Sons, Kutztown, New Jersey, for the purpose of providing straw to reflect a change in the account numbers only. (**Freeholder Sergio Granados**)
11. Amending Resolution Number 2013-764, a professional agreement with Kemper Sports Management, North Brook, Illinois, for additional scope of services with the completion of the new Clubhouse at Galloping Hill, to reflect a change in account numbers only. (**Freeholder Sergio Granados**)
12. Amending Resolution Number 2013-1084, an agreement with Kemper Sports Management, North Brook, Illinois, to include operational expenses for the management and maintenance of the golf courses, to reflect a change in the account numbers only. (**Freeholder Sergio Granados**)
13. Amending Resolution Number 2013-1081, a contract to Town and Country Veterinary House Calls/Dr. Michael Aromando, DVM, Chester, New Jersey, to provide routine and emergency services for the horses at the Watchung Stable, to reflect a change in the account numbers only. (**Freeholder Sergio Granados**)
14. Amending Resolution Number 2013-1082, a contract with Dr. David Foster, DVM, Morganville, New Jersey, to provide routine and emergency dental services to the horses at the Watchung Stable to reflect a change in the account numbers only. (**Freeholder Sergio Granados**)

DEPARTMENT OF PUBLIC SAFETY

Andrew Moran, Director

There were no questions.

1. Authorizing the County Manager to accept and expend a NACCHO grant award for a 2013-2014 Capacity Building Award (CBA) for MRC related activities in the amount of \$3,500 for the period of October 2013 to December 2014. (**Chairman Christopher Hudak**)
2. Authorizing the County Manager to enter into a contract with per diem Pathologists to provide services when Dr. Shakih is not available for the contract period of January 1, 2014 through

December 31, 2014 in an amount not to exceed \$120,000.00. **(Chairman Christopher Hudak)**

3. Authorizing the County Manager to enter into a professional service contract with Funeral Services of New Jersey, Hillside, New Jersey, for the purpose of providing livery service for the contract period of January 1, 2014 through December 31, 2014 not to exceed \$75,000. **(Chairman Christopher Hudak)**
4. Authorizing the County Manager to enter into a contract with the Regional Medical Examiner Office for the contract period from January 1, 2014 through December 31, 2014, not to exceed \$5,000.00. **(Chairman Christopher Hudak)**

RUNNELLS SPECIALIZED HOSPITAL

Sandra Adour, Acting Administrator

There were no questions.

1. Authorizing the County Manager to renew the contract with Verge Solutions, LLC, Mount Pleasant, South Carolina, to provide software maintenance and support of the "Incident Reporting" system and the "Customer Relations Manager" utilized by Runnells Specialized Hospital for the period of January 1, 2014 through December 31, 2014 in an amount not to exceed \$35,954.00. **(Freeholder Vernell Wright)**
2. Authorizing the County Manager to renew the contact with Relias Learning, LLC, Cary, North Carolina, to provide e-learning courses related to geriatric services and long term care staff training for the contract period of February 1, 2014 through January 31, 2015 in an amount not to exceed \$15,701.33. **(Freeholder Vernell Wright)**
3. Authorizing the County Manager to sign any and all documents for the payment of the annual dues for membership with NJ Hospital Assn (NJHA) in the sum of \$11,240.00 and the American Hospital Assn (AHA) in the sum of \$4,491.00 for the period January 1, 2014 - December 31, 2014 **(Freeholder Vernell Wright)**
4. Authorizing the County Manager to sign any and all documents in order to renew Runnells Specialized Hospital professional membership with Healthcare Association of New Jersey (HCANJ) and American Healthcare Association (AHCA) for the period January 1, 2014 through December 31, 2014 in an amount not to exceed \$19,290.00. **(Freeholder Vernell Wright)**

OFFICE OF THE COUNTY COUNSEL

Robert E. Barry, Esq., County Counsel

There were no questions.

1. Amending Resolution Number 2013-397, to increase the appropriation to Palumbo & Renaud, Cranford, New Jersey, in the matter entitled Richmond Lapolla v. UC, et als. in an amount not to exceed \$10,000.00 for a sum not to exceed \$30,000.00. **(Chairman Christopher Hudak)**
2. A Resolution authorizing the Office of the County Counsel to engage and compensate experts such as court reporters, expert witnesses, examining physicians and other litigation support and

specialists which are essential to the defense of the County of Union in amount not to exceed \$35,000.00. **(Chairman Christopher Hudak)**

3. Authorizing the County Manager to enter agreements with Thompson West, Carol Stream, Illinois, for the purchase of such law books and materials as is necessary for various departments, constitutional officers and agencies within the County of Union in an amount not to exceed \$113,320.00. **(Chairman Christopher Hudak)**
4. Authorizing the County Manager to enter agreements with Gann Law Books for the purchase of such law books and materials as is necessary for various departments, constitutional officers and agencies within the County of Union in an amount not to exceed \$38,250.00. **(Chairman Christopher Hudak)**
5. Authorizing the County Manager to enter agreements with Lexis Nexis/Matthew Bender for the purchase of such law books and materials as is necessary for various departments, constitutional officers and agencies within the County of Union in an amount not to exceed \$59,240.00. **(Chairman Christopher Hudak)**
6. Authorizing the County Manager to enter agreements with various vendors for the purchase of such law books and materials as is necessary for various departments, constitutional officers and agencies within the County of Union in an amount not to exceed \$64,180.00. **(Chairman Christopher Hudak)**
7. Authorizing the County Manager to enter into a contract with Judith L. DiAntonio, Clark, New Jersey, for Court Reporting Services for the period of January 1, 2014 through December 31, 2014 in an amount not to exceed \$20,000.00. **(Chairman Christopher Hudak)**

OFFICE OF THE COUNTY MANAGER

Alfred J. Faella, County Manager

1. Authorizing the County Manager to sign any and all documents necessary to enter into a Collective Bargaining Agreement with PBA 108A-Sheriff Superior Officers effective January 1, 2013 through December 31, 2015. **(Chairman Christopher Hudak)**

County Manager Faella explained that item #1 is consistent with the pattern following the Collective Bargaining Agreements.

Director Albert stated that it is consistent and identical to changes to the co-pay and the deductible of various collective bargaining units, and have been applied the same way to the exclusionary employees.

FREEHOLDER SPONSORED RESOLUTIONS

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

Freeholder Bergen asked to join Freeholder Kowalski in item #3.

Chairman Hudak asked that the entire Board sponsor item#1.

Freeholder Granados asked to join Freeholder Estrada in item #1.

1. Recognizing Holocaust Survivor, Marsha Kreuzman, 90 years old, and World War II Serviceman and Holocaust Liberator, Joe Barbella, 93 years old of the Township of Union, for their unlikely and remarkable reunion. **(Freeholder Bergen, Mr. Board)**
2. Recognizing the United Youth of New Jersey for all their efforts in celebrating Black History Month, including the production of the play "Frederick Douglas: The Man;" funded in part by a Union County HEART grant. **(Freeholder Estrada, Freeholder Granados)**
3. Resolution expressing the Board's deepest sympathies to the family of Doris Mandell during their time of sorrow. **(Freeholder Kowalski, Freeholder Bergen)**
4. Resolution expressing the Board's deepest sympathies to the family of Rosemary Chodak, Cranford Public Librarian, during their time of sorrow. **(Freeholder Bette Jane Kowalski)**
5. Resolution offering this Board's sincere congratulations to Lillian Parrish, of Union Township, who will celebrate her 100th birthday on January 28th, 2014. **(Freeholder Vernell Wright)**
6. Resolution sponsoring the Union County St. Patrick's Day Parade Committee in the amount of \$4,000 for their efforts in celebrating Irish-American culture and heritage through the co-sponsorship of their Annual St. Patrick's Day Parade. **(Vice Chairman Mohamed S. Jalloh)**
7. Amending Resolution Number 2014-33 to remove John Becker as a Commissioner to the Union County Voter Accessibility Advisory Board and replace with Commissioner Mary Ellen Harris. **(Chairman Christopher Hudak)**
8. Amending Resolution Number 2014-30 to remove Nicole DeAugustine as a member to the Cultural and Heritage Programs Advisory Board. **(Chairman Christopher Hudak)**
9. Expressing the Board's deepest sympathy to the family of Susan Rotter of Byram, New Jersey, in this their time of sorrow. **(Chairman Hudak, Mr. Board)**
10. Authorizing the County Manager to award a contract to Continuum Voice and Data Systems, Inc., Syracuse, New York for the purposes of providing proprietary software maintenance services for the OnBase Records Management propriety software system of the County, for the period of January 1, 2014 through December 31, 2014, exercising the County's option to renew using the exception to bidding NJSA 40A 11-15 (1) (dd), in an amount not to exceed \$36,000. **(Chairman Christopher Hudak)**

ADJOURNMENT

Motion to adjourn the meeting at 7:21 PM.

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

UNION COUNTY BOARD OF CHOSEN FREEHOLDERS 2014 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 5, 2014 at 12:00pm
Assignment Judge Karen M. Cassidy's Courtroom, 2 Broad Street, Elizabeth, NJ**

AGENDA SETTING MEETINGS

REGULAR MEETINGS

January 16, 2014

January 23, 2014

February 6, 2014
February 20, 2014

February 6, 2014
February 27, 2014

March 6, 2014
March 20, 2014

March 13, 2014
March 27, 2014

April 3, 2014
April 24, 2014

April 10, 2014
April 24, 2014

May 1, 2014
May 15, 2014

May 8, 2014
May 29, 2014

June 5, 2014
June 19, 2014

June 12, 2014
June 26, 2014

July 10, 2014

July 17, 2014

August 7, 2014

August 14, 2014

September 4, 2014
September 18, 2014

September 11, 2014
September 25, 2014

October 2, 2014
October 16, 2014

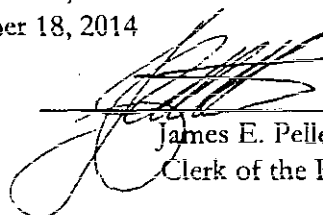
October 9, 2014
October 16, 2014

November 6, 2014
Tuesday, November 25, 2014

November 13, 2014
Tuesday, November 25, 2014

December 4, 2014
December 18, 2014

December 11, 2014
December 18, 2014



James E. Pellettiere
Clerk of the Board

JEP:mb