



UNION COUNTY BOARD OF COUNTY COMMISSIONERS

THURSDAY, MARCH 25, 2021
AGENDA SETTING MEETING MINUTES

CALL TO ORDER

Chairman Mirabella presided over the meeting and called the meeting to order at 5:05 P.M.

ROLL CALL

Roll call showed, Chairman Alexander Mirabella, Vice Chair Rebecca Williams, Commissioner Angela R. Garretson, Commissioner Sergio Granados, Commissioner Christopher Hudak, Commissioner Bette Jane Kowalski, Commissioner Lourdes M. Leon, Commissioner Kimberly Palmieri-Mouded; with Commissioner Andrea Staten absent.

Also present were County Manager Edward T. Oatman, County Counsel Bruce H. Bergen 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 Clerk of the Board Pellettiere.

STATEMENT OF COMPLIANCE WITH THE OPEN PUBLIC MEETINGS ACT

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

APPROVAL OF COMMUNICATIONS

Note and File

Chairman Mirabella advised that the Communications would be approved later during the Regular Meeting.

OFFICE OF THE UNION COUNTY CLERK

Joanne Rajoppi, County Clerk

Deputy Clerk Clara C. Fernandez represented the Office.

There were no questions or comments by the Board.

1. Amending Resolution Number 2021-141, a contract with various vendors for the provision of goods and/or services required from several vendors in the process of preparing and conducting an election, to replace Joan Gill CSR with Nancy A. Bouselli, for the same services with no change in terms or funding. **(Chairman Alexander Mirabella)**

OFFICE OF THE UNION COUNTY PROSECUTORLyndsay V. Ruotolo, Acting Prosecutor

1. Authorizing the County Manager, through the Office of the Union County Prosecutor's Office, to award the proposed contract obtained through advertised public bidding in accordance with the Local Public Contracts Law N.J.S.A. 40A:11-1 et seq. to JusticeTrax Inc. of Mesa, Arizona, for the procurement of Laboratory Information Management Systems (LIMS) in an amount not to exceed \$251,206.00 (BA#17-2021). **(Chairman Alexander Mirabella)**

Commissioner Granados asked Acting Prosecutor Ruotolo to elaborate on this item.

Acting Prosecutor Ruotolo advised that this item related to a new information management tracking system, migrated from the BEAST system. She added that the LIMS system would allow for a web-based portal which municipalities could use to log their respective evidence. She noted this system would facilitate cost savings as the County would no longer have to finance yearly updates as was the case with the former system. She further advised that the funding for the item was primarily covered by federal grant funding and would be of no cost to tax payers.

2. Authorizing the County Manager, through the Union County Prosecutor's Office, to enter into an agreement with Porter Lee Corporation, Schaumburg, Illinois, for the purpose of providing annual support services, supplies and upgrades for the Barcode, Evidence Analysis, Statistics and Tracking (BEAST) evidence logging system for the period of January 1, 2021 through December 31, 2021 in an amount not to exceed \$6,000.00. **(Chairman Alexander Mirabella)**

DEPARTMENT OF ADMINISTRATIVE SERVICESLaura Scutari, Director

There were no questions or comments by the Board.

1. Authorizing the County Manager to enter into an agreement with General Star Management Company, Stamford, CT, through the County's Insurance Broker of Record Beckerman & Company, to provide liability coverage for ambulances owned and operated by the Union County Emergency Services for the period of April 26, 2021 to December 31, 2021 in an amount not to exceed \$28,689.00. **(Chairman Alexander Mirabella)**
2. Authorizing the County Manager to enter into an agreement with The Hartford Insurance Company, Dallas, TX, through the County's Insurance Broker of Record Beckerman & Company for Volunteer Accident Insurance for the period of April 1, 2021 through December 31, 2021 in an amount not to exceed \$90.00. **(Chairman Alexander Mirabella)**
3. Amending Resolution 2020-472, authorizing an agreement with Beckerman & Company, the County's Insurance Broker of Record, to obtain a Public Officials Blanket Surety Bond with Liberty Mutual Surety for the period of July 12, 2020 through July 11, 2021, to authorize adjustments in an amount not to exceed \$663.00 for a new total of \$6,368.00. **(Chairman Alexander Mirabella)**

4. Authorizing the County Manager to enter into an agreement with Dossier Systems, Inc., Burlington, NJ to provide an upgrade to the existing cloud-based server system used by the Division of Motor Vehicles and other shops for Fleet Maintenance for the period of April 1, 2021 through March 31, 2022 in an amount not to exceed \$23,723.00. **(Chairman Alexander Mirabella)**
5. Authorizing the County Manager to affirm the County of Union's compliance with the Governing Body Certification of Compliance with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964." In accordance with State law, when submitting the budget for approval, the County certifies that our hiring practices comply with the EEOC requirements. **(Commissioner Christopher Hudak)**

DEPARTMENT OF CORRECTIONS

Ronald Charles, Director

Assistant Director Robert Cesaro represented the Department.

There were no questions or comments by the Board.

1. Amending Resolution Number 2020-318, a Shared Services Agreement with the County of Essex for the relocation of inmates on an as needed basis at the per diem cost of \$98.00 per inmate per day, to authorize an additional amount not to exceed \$1,981,070 for a new total amount not to exceed \$4,484,970.00; and further amending the contract period to end June 30, 2021. **(Chairman Alexander Mirabella)**

DEPARTMENT OF ECONOMIC DEVELOPMENT

Amy Crisp Wagner, Deputy County Manager/Director

There were no questions or comments by the Board.

1. Authorizing the County Manager to enter in to a contract with National Flag & Display Co., Inc. dba Metro Flag Company, Wharton, NJ to purchase American Flags that will be placed on the graves of veterans buried in Union County cemeteries during the Memorial Day holiday weekend in 2021, in the total amount not to exceed \$22,579.20. **(Chairman Alexander Mirabella)**
2. Resolution of the Union County Board of County Commissioners concurring with the Union County Workforce Development Board award of a contract to the Industry Business Institute at Union County College to operate as an Affiliated American Job Center Partner, as authorized under 20 CFR 678.310, 34 CFR 361.310, and 34 CFR 463.310 so as to supplement and enhance customers' access to the services available through the Comprehensive American Job Center of Union County, which is operated by the Union County Department of Human Services, total funding for the contract in an amount not to exceed \$270,000.00. **(Chairman Alexander Mirabella)**

3. Resolution of the Union County Board of County Commissioners concurring with Union County Workforce Development Board resolution 2021-02 for award of a contract to the Plainfield Public Library for basic to intermediate digital literacy training to qualifying individuals through the Workforce Learning Link program for the period beginning January 1, 2021 and ending June 30, 2021 in an amount not to exceed \$80,000. Client program enrollment shall be completed by June 30, 2021 and all program funds shall be fully expended by December 31, 2021. **(Chairman Alexander Mirabella)**
4. Resolution of the Union County Board of County Commissioners concurring with the Union County Workforce Development Board approval to amend the Program Year 2020 Union County Workforce Area Budget—through UCWDB Resolution No. 2021-06—in accordance with Workforce Innovation and Opportunity Act, Final Rules; WorkFirst New Jersey Funding Regulations; and the Workforce Learning Link program requirements. **(Chairman Alexander Mirabella)**
5. Resolution of the Union County Board of County Commissioners concurring with the Union County Workforce Development Board approval to amend the Program Year 2019 Union County Workforce Area Budget—through UCWDB Resolution No. 2021-07—in accordance with Workforce Innovation and Opportunity Act, Final Rules; WorkFirst New Jersey Funding Regulations; and the Workforce Learning Link program requirements. **(Chairman Alexander Mirabella)**
6. Authorizing the County Manager to support the Township of Berkeley Heights in their application for a LEAP Implementation Grant in the amount of \$735,455.00 to provide for the efficient provision of emergency dispatch services, which will benefit the residents of both participating local units. **(Chairman Alexander Mirabella)**

DEPARTMENT OF ENGINEERING, PUBLIC WORKS & FACILITIES MANAGEMENT

Joseph Graziano, Director

1. Authorizing the County Manager to award the proposed contract obtained through advertised public bidding in accordance with the Local Public Contracts Law N.J.S.A. 40A:11-1 et seq., to Capital Paving and Contracting, LLC, of Lebanon, New Jersey for the 2021 Road Resurfacing Project, Various Municipalities, County of Union, New Jersey for an amount not to exceed \$7,728,313.60, subject to the approval of the New Jersey Department of Transportation. (BA# 4-2021; Union County Engineering Project # 2019-023) **(Commissioner Bette Jane Kowalski)**

Commissioner Hudak asked Director Graziano to provide an overview of the project. He also asked how the 2021 Road Resurfacing Project compared to the previous year's project and the approach the Department would take to complete the project while minimizing traffic disruptions.

Director Graziano advised that the 2021 Road Resurfacing Project included approximately 18 miles of road to be paved in 14 of the 21 municipalities. In addition to the resurfacing, he noted that all handicap ramps along those roads would also be replaced to comply with current safety standards. He added that the 2020 Road

Resurfacing Project had included 25 miles of road, noting that some delayed projects from 2019 had been moved to 2020. Relative to when the work would be completed, Director Graziano advised that the Department would communicate with the respective municipality mayors and administrators to ensure limited disruptions to travel.

Chairman Mirabella asked Director Graziano if costs were comparable from year-to-year.

Director Graziano advised it was all dependent on mileage and material costs, noting the following year could see a hike in cost due to the surge in oil prices.

2. Authorizing the County Manager to terminate the contract between the County of Union and Xerox Corporation, awarded by way of Resolution 2017-1036, effective March 31, 2021 and Authorizing the County Manager to award the proposed contract using State and Federal cooperative contracts: Department of Engineering, Public Works, and Facilities Management - Division of Facilities Management: Xerox Corporation, Woodbridge, New Jersey, for the purpose of providing equipment leasing and labor services for an on-site Print Shop during the period of April 1, 2021 through March 31, 2026 for the not to exceed amount of \$2,088,000.00. As a Shared Service, usage of the Print Shop is extended to all governmental entities within Union County. **(Commissioner Bette Jane Kowalski)**
3. Resolution requesting a waiver of Union County's residency requirement for an inter-governmental employee of Monmouth County, Stuart Newman (Environmental Specialist 2), Dept. of Engineering, Public Works and Facilities Management/Division of Public Works (Recycling). **(Commissioner Bette Jane Kowalski)**

Chairman Mirabella asked Director Graziano to elaborate on this item.

Director Graziano advised that the cited inter-governmental employee was a licensed CRP, with over 20 years of experience in recycling. He added that Mr. Newman also had experience in the solid waste field, with a strong environmental background and education. He noted he was confident in Mr. Newman's ability to serve in the cited capacity.

DEPARTMENT OF FINANCE

Bibi Taylor, Director

There were no questions or comments by the Board.

1. Resolution Approving Transfer of Current Fund Appropriations. **(Commissioner Christopher Hudak)**
2. Authorizing the Office of the Sheriff to exceed the County Entity Budget CAP (P.L., 2015, c.249). **(Commissioner Christopher Hudak)**
3. Authorizing the Office of the County Prosecutor to exceed the County Entity Budget CAP (P.L., 2015, c.249). **(Commissioner Christopher Hudak)**

4. Authorizing the Office of the County Board of Elections to exceed the County Entity Budget CAP (P.L., 2015, c.249). **(Commissioner Christopher Hudak)**
5. Resolution to exceed the County tax levy limit and to establish a CAP Bank (N.J.S. 40A: 4-45.14). **(Commissioner Christopher Hudak)**
6. Resolution Introducing and Approving the Annual Budget of the County of Union for the Fiscal Year 2021. **(Commissioner Christopher Hudak)**

DEPARTMENT OF HUMAN SERVICES

Debbie-Ann Anderson, Director

1. Authorizing the County Manager to enter into a professional service contract with Community Coordinated Child Care of Union County, Inc., Rahway, New Jersey, for the Union County Child Care Subsidy program for the period of April 1, 2021 through December 31, 2021 in an amount not to exceed \$34,500.00. **(Commissioner Sergio Granados)**
2. Authorizing the County Manager to award a subcontract to PROCEED, Inc. for the Intensive Case Management (ICM) program under the Social Services for the Homeless (SSH) grant for the period of January 1, 2021 through December 31, 2021, in the amount not to exceed \$362,000.00. **(Commissioner Sergio Granados)**
3. Authorizing the County Manager to enter into agreement with Prevention Links, Inc., of Roselle, NJ to provide operation services to the mandated Intoxicated Driver Resource Center (IDRC) for the County of Union, for a contract period of January 1, 2021 through April 30, 2021 in an amount not to exceed \$31,150.00. **(Commissioner Sergio Granados)**

Commissioner Hudak inquired about funding for this initiative and if it remained constant. He also asked Director Anderson to keep the Board abreast relative to any changes in funding and or reduction in funding, noting potential disruptions that could occur with the municipal alliance program and others relative to reduced funding.

Director Anderson advised that funding received was similar, noting that the IDRC was a revenue-based initiative. She noted that she expected an increase in revenue following the COVID-19 interruption to service and would provide a report to the Board in the coming week.

4. Amending Resolution Number 2021-56, a contract with the Elizabeth Coalition to House the Homeless, Elizabeth, NJ for the provision of emergency shelter housing placements for homeless individuals in Union County through the Operation Warm Heart Program, to reflect a one month extension to the contract term through May 31, 2021; all other terms remain the same. **(Commissioner Sergio Granados)**
5. Authorizing the County Manager to enter into an agreement with New Jersey Transit to secure grant funding in the amount of \$300,000.00 with a 100% County match in the amount of \$300,000.00 for a total of not to exceed \$600,000.00 for

the period of July 1, 2021 through June 30, 2022 for NJ Transit's Consolidated NJ - Job Access and Reverse Commute NJ-JARC round 8 Grant Program for SY2022. **(Commissioner Lourdes M. Leon)**

Commissioner Palmieri-Mouded asked Director Anderson to elaborate on this item.

Director Anderson advised that this item would improve access to transportation along Route 22 throughout Union, Kenilworth, and Springfield as well as reverse commute through the County's partnership with Job Access. She added that due to COVID-19, passenger capacity had to be reduced.

Commissioner Leon asked how many constituents had used this resource.

Director Anderson advised that since the start of the program, over 70,000 residents had been served. She added that in 2020, prior to COVID-19 and the subsequent shutdown, approximately 2,200 constituents had been served.

6. Authorizing the County Manager to award a contract to the United Way of Greater Union County to provide services under the 2021 Union County Family Success Center (FSC) Program for the period of January 1, 2021 through December 31, 2021 in the total amount not to exceed \$286,000.00; and furthermore requesting authorization to permit a one-time advance payment of up to one month of the award amount for the agency to carry out the program activities. **(Commissioner Sergio Granados)**

Commissioner Granados commended Director Anderson and her team for their roll-out of the Johnson & Johnson vaccine to the homeless population. On another note, he inquired about the cited item and asked Director Anderson to elaborate on the initiative.

Director Anderson advised that the programs offered focused on promoting family unity and success by providing family counseling, resources to combat food insecurity, financial literacy programs. She noted that the County partnered with family success centers throughout the County—Elizabeth, Hillside, Rahway--to provide these resources to families in need while following established best practices.

DEPARTMENT OF PARKS AND RECREATION

Ron Zuber, Director

Vice Chair Commissioner inquired about the Park System's Master Plan and the public feedback received thus far.

Director Zuber confirmed that the Department had received substantial feedback via emails, phones, and letters relative to the two Park System's Master Plan.

Chairman Mirabella inquired about the cut off for the public's input relative to the Park System's Master Plans.

Director Zuber advised that the deadline for the Clark Reservoir Master Plan had already been reached, but the department was still accepting feedback as it was still being received. He added that the deadline for the remaining Master Plan was April 2nd. He

noted that he expected to have a preliminary draft relative to findings available in the days following the deadline.

Chairman Mirabella asked Director Zuber to relay an executive summary and or findings to the Board following review of the feedback.

1. Authorizing the County Manager to execute and certify an updated Recreation and Open Space Inventory for submission to the Green Acres Program of the New Jersey Department of Environmental Protection. **(Commissioner Andrea Staten)**
2. Authorizing the County Manager to utilize the County's only option to extend a contract with CivicPlus, Manhattan, KS, pursuant to Resolution 2016-719, amended by 2018-769 and in accordance with RCCP 3-2016, for a Cloud Based Recreation Management Software System, for the period of 24 months from January 1, 2021 through December 31, 2022 in an amount not to exceed \$44,000.00. **(Commissioner Andrea Staten)**

DEPARTMENT OF PUBLIC SAFETY

Andrew Moran, Director

1. Authorizing the County Manager to enter into professional services contracts with three (3) per diem pathologists to be available in the absence of the County Medical Examiner for the period of January 1, 2021 through December 31, 2021 in an amount not to exceed \$250,000.00. **(Commissioner Sergio Granados)**
2. Authorizing the County Manager to enter into a ten (10) year Shared Services Agreement with the Township of Clark to continue providing 911 Emergency Medical call screening and EMS Dispatch services, in an amount not to exceed \$10,152.12 for the first year with an annual 2% increase through contract term, commencing January 1, 2021 through December 31, 2030. **(Commissioner Sergio Granados)**
3. Authorizing the County Manager to enter into a ten (10) year Shared Services Agreement with the Borough of Mountainside to continue providing 911 Emergency Medical call screening services, in an amount not to exceed \$6,573.00 for the first year with an annual 2% increase through contract term, commencing January 1, 2021 through December 31, 2030. **(Commissioner Sergio Granados)**

Relative to Item nos. 2 & 3, Commissioner Granados noted his approval regarding the expansion and continuation of Shared Services Agreements with the various municipalities throughout the County.

4. Amending Resolution Number 2021-188, authorizing the acceptance of the FFY20 Hazardous Materials Emergency Preparedness Planning and Training Grant Program subaward (2020-13), to include specific language as requested by the NJ Department of Public Safety, Office of Emergency Management; all terms remain the same. **(Commissioner Sergio Granados)**

Commissioner Hudak inquired about the value of the grant being accepted as well as the intended use for funding.

Director Moran advised that the Department would receive \$9,060.00 and monies would be used for hazmat preparedness.

5. Amending Resolution Number 2021-60, exercising the option to extend the contract with Advanced Data Processing Inc., Chappaqua, NY (formerly dba Intermedix) to provide ambulance billing services for Union County Emergency Medical Services through May 31, 2021 at a service fee cost of 5.15% of the total revenue collected, in an amount not to exceed \$30,000.00. **(Commissioner Sergio Granados)**

Commissioner Hudak asked about the total revenue collected in 2020 for related EMS services. He also asked if any of the revenue could be claimed under COVID-19 federal relief funding.

Director Moran advised that \$799,431 in revenue had been collected in 2020, noting a decrease in comparison to previous years which brought in approximately \$900,000 - \$1,000,000 in revenue. He noted that due to COVID-19, the Department had experienced an increase in EMS calls, however many of those callers opted out of seeking additional care in a hospital setting, hence no need for transportation services.

County Manager Oatman advised that the County would review claims to ensure appropriate claims were made against the COVID-19 relief fund.

OFFICE OF THE COUNTY MANAGER

Edward Oatman, County Manager

1. Amending Resolution 2020-748, authorizing funding for the Union County School District Grant Program, to reflect an increase to the total grant amount by \$10,000.00 for a new total amount of not to exceed \$4,751,900.00. **(Chairman Alexander Mirabella)**

Commissioner Leon asked how the cited item would benefit the schools throughout Union County.

County Manager Oatman advised that this item was a continuation of a previous resolution passed last year relative to COVID-19 related items and or expenses.

COMMISSIONER SPONSORED RESOLUTIONS

1. Resolution offering this Board's deepest sympathies to the family of James Luther Barnes of Hillside during their time of sorrow. **(Commissioner Angela R. Garretson, & The Entire Board)**
2. Resolution proclamation the month of April, 2021 as "Autism Acceptance Month" throughout Union County; and further recognizing and emphasizing the shift from "Awareness" to "Acceptance". **(Commissioner Sergio Granados, & The Entire Board)**
3. Resolution proclamation April 11, 2021 as "National Pet Day" throughout Union County. **(Commissioner Sergio Granados, & The Entire Board)**

4. Resolution proclamation April 30, 2021 as "National Therapy Animal Day" throughout Union County. **(Commissioner Bette Jane Kowalski, & The Entire Board)**
5. Resolution congratulating Phil Israel, Director of the Westfield Library, on his retirement and thanking him for his many years of service to the Westfield Community. **(Commissioner Kimberly Palmieri-Mouded, & The Entire Board)**
6. Resolution congratulating Rosalba Comas, First Deputy County Counsel who has been appointed as a Superior Court Judge. **(Chairman Alexander Mirabella, & The Entire Board)**
7. Resolution congratulating Kerry Higgins, Assistant County Counsel who has been appointed as a Superior Court Judge. **(Chairman Alexander Mirabella, & The Entire Board)**
8. Resolution congratulating JoAnn Gemenden on her retirement and recognizing her many years of service to the County of Union; and further commending her on her stewardship of the County's Recycling Programs through the years. **(Chairman Alexander Mirabella, & The Entire Board)**

ADJOURNMENT

Chairman Mirabella asked for a motion to adjourn the meeting. On a motion made by Commissioner Kowalski and seconded by Vice Chair Williams a voice vote showed eight members of the Board voted in the affirmative; with Commissioner Staten absent.

The meeting was adjourned at 5:39P.M.

**UNION COUNTY BOARD OF COUNTY COMMISSIONERS
2021 MEETING SCHEDULE**

**REORGANIZATION MEETING - SUNDAY, JANUARY 3, 2021 at 12:00 pm
Courthouse Plaza, 2 Broad Street, Elizabeth, NJ & Remotely
Through Teleconference via Zoom Webinar**

2021 MEETING SCHEDULE

AGENDA SETTING SESSION

REGULAR MEETINGS

January 21, 2021

January 21, 2021

February 4, 2021
February 18, 2021

February 4, 2021
February 18, 2021

March 4, 2021
March 25, 2021

March 4, 2021
March 25, 2021

April 8, 2021
April 22, 2021

April 8, 2021
April 22, 2021

May 6, 2021
May 20, 2021

May 6, 2021
May 20, 2021

June 10, 2021
June 24, 2021

June 10, 2021
June 24, 2021

July 22, 2021

July 22, 2021

August 12, 2021

August 12, 2021

September 2, 2021
September 23, 2021

September 2, 2021
September 23, 2021

October 7, 2021
October 21, 2021

October 7, 2021
October 21, 2021

November 4, 2021
November 18, 2021

November 4, 2021
November 18, 2021

December 2, 2021
December 16, 2021

December 2, 2021
December 16, 2021


James E. Pelletiere, RMC, QPA
Clerk of the Board

Please note that the County Commissioners' meetings are to be regularly held on Thursday evenings and are scheduled to be held on the same evening, with the Agenda Setting Session to commence at 5:00pm and the Regular Meeting to commence as soon as possible after the Agenda Setting Session, unless otherwise noted.