

UNION COUNTY BOARD OF COUNTY COMMISSIONERS

THURSDAY, OCTOBER 7, 2021
AGENDA SETTING MEETING MINUTES

CALL TO ORDER

Chairman Mirabella presided over the meeting and called the meeting to order at 5:03 P.M.

ROLL CALL

Roll call showed Chairman Alexander Mirabella, Commissioner Angela R. Garretson, Commissioner Sergio Granados, Commissioner Christopher Hudak, Commissioner Bette Jane Kowalski, Commissioner Lourdes M. Leon, and Commissioner Kimberly Palmieri-Moudey were present; with Vice Chair Rebecca Williams and 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.

Chairman Mirabella addressed the public:

Good evening and welcome to another remote meeting of the Commissioner Board. As always, we have a lot of ground to cover.

I would like to start with a brief reminder that we are continuing to respond to the COVID-19 pandemic with new opportunities for residents to get tested free of charge, and get vaccinated free of charge. We are also continuing our emergency food program for persons impacted by the pandemic. So please, if you need a test, if you need a vaccine, and if you need resources, please get in touch. You can call us, email us, follow us on social media, or visit us online at ucnj.org for the latest updates.

Moving on to other matters of concern, I want to encourage anyone in Union County with an unwanted gun in their possession, to participate in our next gun amnesty buyback program on Saturday, October 23.

Also, October is Fire Prevention Month, and we are reminding everyone that many types of household batteries can start fires if disposed with household trash.

So please remember, only single-use alkaline batteries are safe to dispose in trash. The others require special handling, and you bring them to our next Household Hazardous Waste event on October 23. For more details about the gun buyback and battery safety, visit us online at ucnj.org.

On a lighter note, the Sensory Friendly Theatre series is returning to the Union County Performing Arts Center in Rahway, beginning on Sunday, October 17 at 1:00 p.m. with the interactive "Bubble Trouble" show. Sensory Friendly Theatre aims to create a welcoming, judgement free environment for children with sensory sensitivities. We began sponsoring the series in 2012 as part of our inclusive recreation program and we are very happy to bring it back after a hiatus last year. More details are available on the County website at ucnj.org.

And finally, I want to invite everyone to join us tomorrow afternoon, Friday October 8, at 1:00 p.m. in front of the Union County Courthouse to celebrate our residents of Italian heritage with the 13th annual Columbus Day Flag Raising. We are very proud to be joined by representatives from the national and local chapters of UNICO, which is the largest service organization of its kind in the U.S., and which has made so many contributions to our Union County community.

With that, let's turn to the business of tonight's meeting.

APPROVAL OF COMMUNICATIONS

Note and File

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

PRESENTATION TO THE BOARD

A presentation was made by the Board of Elections Administrator Nicole DiRado regarding New Jersey's Early Voting process for the 2021 General Election.

Commissioner Kowalski inquired about the early-voting option through the County Clerk's Office.

Administrator DiRado advised that anyone interested in voting early through the County Clerk's Office would be issued a mail-in ballot, identical to the mail-in ballots received through the mail upon request. She noted that voters interested in voting early using a voting machine would be required to visit one of the early-voting locations cited in the presentation. She added that voters wishing to vote in-person on November 2nd, Election Day, would have to report to their designated polling location.

Commissioner Garretson inquired about the schedule for poll workers on Election Day.

Administrator DiRado advised that poll workers were scheduled to work from 5:15 AM until after the polls close at 8 PM. She added that mandatory training was required especially due to the new digital equipment being used to capture voter signatures in place of the customary poll books. She noted that poll workers would learn how to open,

close, and activate voting machines and electronic poll books. They would also be tasked with determining voter eligibility and executing any required paperwork. Administrator DiRado also advised that poll workers were required to ensure the return of all resources and equipment to the Board of Elections or respective Municipal Clerks at the end of Election Night. She confirmed that poll worker training would be conducted prior to Election Day and new poll workers would be paired with more seasoned poll workers to assist in the transition. She added that poll workers would be paid \$300 for the day as prescribed by the State.

Chairman Mirabella asked if early-voting totals from the machines would be included in the unofficial election results posted that evening of Election Day.

Administrator DiRado confirmed that early-voting machine totals would be included. She advised that results would be read into the system when the polls close at 8 PM on Election Day and would be disclosed as unofficial results until all votes were counted and the election was certified.

Commissioner Leon inquired about the receipt deadline for mail-in ballots.

Administrator DiRado advised that vote-by mail ballots had to be postmarked by or on Election Day and be received by the Board of Elections within 6 days of Election Day in order to be accepted.

Chairman Mirabella thanked Administrator DiRado and her staff for their hard work leading up to the election and post-election.

OFFICE OF THE UNION COUNTY CLERK

Joanne Rajoppi, County Clerk

County Clerk Rajoppi advised that nothing had changed with regards to the vote-by mail ballot process on her end. She noted that there was an increase in the quantity of vote-by mail ballots issued, increasing the total from 35,000 to 43,000.

Chairman Mirabella thanked County Clerk Rajoppi and her staff for their hard work relative to the election.

There were no questions or comments by the Board.

1. Authorizing the County Manager to exercise its only option to extend the contract, obtained through advertised public bidding (BA 37-2019) in accordance with the Local Public Contracts Law, NJSA 40A:11-1 et seq., with Ditto Copy Systems Inc., Linden, New Jersey to provide coin-operated copy machines for public use at five cents (\$0.05) per copy for an additional twenty-four (24) consecutive months beginning December 10, 2021 through December 9, 2023. This is not a revenue producing contract nor is there a cost to the County. The vendor is responsible for maintaining the machines as well as the paper supply. **(Chairman Alexander Mirabella)**
2. Authorizing the County Manager to enter into a contract with Wisolmerski Associates, Inc., Boca Raton, Florida, for the purpose of providing technical

support to the recording, indexing and accounting systems of the Office of the County Clerk for the contract period of January 1, 2022 through December 31, 2022 in an amount not to exceed \$44,350.00. **(Chairman Alexander Mirabella)**

3. Amending Resolution Number 2020-896, a contract with Full Service Mailers, Hackensack, New Jersey, to add grant account G-02-21-310-312-734. No change in contract value. **(Chairman Alexander Mirabella)**
4. Amending Resolution Number 2021-631, a contract with Royal Printing Services, West New York, New Jersey to add grant account G-02-21-310-312-734. No change in contract value. **(Chairman Alexander Mirabella)**
5. Amending Resolution Number 2020-897 a contract with B & B Press Inc., Lebanon, New Jersey, to add grant account G-02-21-310-312-734. No change in contract value. **(Chairman Alexander Mirabella)**

OFFICE OF THE UNION COUNTY PROSECUTOR

William Daniel, Prosecutor

Assistant Prosecutor Doreen Yanik represented the Office.

There were no questions or comments by the Board.

1. Authorizing the County Manager to enter into an agreement for the purchase of Digital Forensics Software from Grayshift, LLC, of Atlanta Georgia in an amount not to exceed \$25,663.02. **(Chairman Alexander Mirabella)**
2. Authorizing the County Manager through the Union County Prosecutor's Office to enter into a Professional Service Agreement with Sexual Assault Nurse Examiners to serve as independent contractors as part of the Union County Sexual Assault Response Team for the period of October 1, 2021 through September 30, 2022 in the amount of \$52,788.00. **(Chairman Alexander Mirabella)**
3. Amending Resolution Number 2021-459 to reflect the following required data elements: Authorizing the County Manager, through the Office of the Union County Prosecutor's office, to apply for and accept funding for the purpose described in the application from the State of New Jersey, Office of the Attorney General, Division of Administration, Department of Law and Public Safety for FFY19 Victims of Crime Act (VOCA) Grant Program for the project titled County Sexual Assault Response Team/Forensic Nurse Examiner Program; The total project cost reflects the full grant award of \$86,427.00 in federal funds and not to exceed \$139,082.00 in match (Required match amount of \$21,607.00 and existing operating budget salary and fringe cost of \$117,475.00) for a total project cost of \$225,509.00 for the period of October 1, 2021 through September 30, 2022 (Subaward number VS-85-19). **(Chairman Alexander Mirabella)**
4. Amending Resolution Number 2021-280, a resolution authorizing purchase of software, equipment, and related training from Cellebrite Inc., Parsippany, New Jersey, for the period of January 1, 2021 through December 31, 2021, by an

amount not to exceed \$12,807.67, for a new total amount not to exceed \$22,807.67. **(Chairman Alexander Mirabella)**

OFFICE OF THE UNION COUNTY SHERIFF

Peter Corvelli, Sheriff

There were no questions or comments by the Board.

1. Authorizing the County Manager to enter into an agreement with Visual Computer Solutions, Inc. (VCS, Inc.), Freehold, New Jersey for SaaS renewal services for the Union County Sheriff's Office for the period of September 1, 2021 to August 31, 2022 in an amount not to exceed \$27,625.00. **(Commissioner Sergio Granados)**

DEPARTMENT OF ECONOMIC DEVELOPMENT

Amy Crisp Wagner, Deputy County Manager/Director

1. Authorizing the County Manager to award a contract to MicroSystems-NJ.com LLC, Bridgewater, NJ, by way of RCCP #6-2021, to provide online tax system services to the County of Union, for a period of five (5) years from November 11, 2021 through November 10, 2026 in an amount not to exceed \$254,500.00. **(Chairman Alexander Mirabella)**
2. Authorizing the County Manager to utilize Cares Act Mainstream Vouchers in the amount, not to exceed \$479,232.00 from the Union County Housing Voucher Program (Section 8), to service 40 non-elderly disabled families on a monthly basis through Federal Department of Housing & Urban Development Housing - Development Directions LLC. **(Chairman Alexander Mirabella)**

Commissioner Granados asked Deputy County Manager Wagner to elaborate on this item.

Deputy County Manager Wagner advised that the County had been awarded 40 Housing Vouchers, noting the Department had 28 people from a waiting list ready to receive this housing assistance. She added that in 2013 when applications opened for this assistance the Department received 21,000 applications in 24 hours. She indicated that the 28 people had been selected from this previous list that has been reduced to 5,788. She added that the Department had also done mailings to find eligible residents that met the criteria. She advised that funding for this program had been secured for two years, noting that she anticipated that the Department of Housing and Urban Development would extend the funding once that time expired.

DEPARTMENT OF ENGINEERING, PUBLIC WORKS & FACILITIES MANAGEMENT

Joseph Graziano, Director

There were no questions or comments by the Board.

1. Amending Resolution Number 2020-484 for a vendor name change only from Lehrer Cumming to Lehrer Cumming, a subdivision of Cumming Management, Cranford, NJ. **(Commissioner Bette Jane Kowalski)**
2. Resolution granting permission to the Township of Springfield and the Saint James the Apostle Roman Catholic Church to close the road between Mountain Avenue and Shunpike Road on October 12, 2021 to October 15, 2021 from 6- 10PM, and October 16, 2021 from 2-10PM to hold its annual St. James Festival. **(Commissioner Bette Jane Kowalski)**
3. Authorizing the County Manger to grant permission to the Township of Scotch Plains to hang a banner on Park Avenue near Front Street and Bartle Avenue from September 29, 2021 through October 18, 2021 to promote "Visit Historic Scotch Plains". **(Commissioner Bette Jane Kowalski)**

DEPARTMENT OF FINANCE

Bibi Taylor, Director

There were no questions or comments by the Board.

1. Resolution authorizing the execution and acknowledgment and delivery by the County Of Union of the Guaranty Agreement, Deficiency Agreement and Disclosure Agreement in relation to County Guaranteed Revenue Bonds, Series 2021 (Renewable Energy Program Project) of the Union County Improvement Authority. **(Commissioner Christopher Hudak)**

DEPARTMENT OF HUMAN SERVICES

Debbie-Ann Anderson, Director

There were no questions or comments by the Board.

1. Amending Resolution 2021-637 to increase the allocation amount to Samuels, Inc., State Contract #85992 for purchase of auto parts & accessories for Paratransit vehicles for the period of January 1, 2021 through December 31, 2021 in an additional amount not to exceed \$10,000.00 for a total contract amount not to exceed \$210,000.00. **(Commissioner Lourdes M. Leon)**

DEPARTMENT OF PARKS AND RECREATION

Ron Zuber, Director

1. Authorizing the County Manager to enter into a contract with Summit Soundz LLC, Summit, NJ to provide equipment and services for the County's 2021 movie series, in an amount not to exceed \$11,420.00. **(Commissioner Andrea Staten)**

Chairman Mirabella asked Director Zuber to elaborate on this item.

Director Zuber advised that the Department had done a Resolution at the beginning of the year to fund the County's 2021 movie series. He added that all those monies had been used to present eight movies and the Department now required additional monies to

continue the movie presentations until the end of the year. He noted that the extra monies would allow for two additional movies.

OFFICE OF THE COUNTY COUNSEL

Bruce H. Bergen, County Counsel

There were no questions or comments by the Board.

1. Amending Resolution Number 2020-561 dated July 23, 2020, to increase the appropriation to DeCotiis Fitzpatrick, Cole & Giblin of Teaneck, NJ for Special Legal Counsel in the matter entitled H.C. Equities v. UC, et als, in an amount not to exceed \$40,000.00 for a new total contract amount not to exceed \$200,000.00. **(Chairman Alexander Mirabella)**

COMMISSIONER SPONSORED RESOLUTIONS

1. Resolution sponsoring the Borough of New Providence Street Fair held on October 24, 2021 in the total amount of not to exceed \$3,000.00. **(Commissioner Christopher Hudak & The Entire Board)**
2. Resolution sponsoring the Queen City Film Festival's 4th Annual Film Festival held on October 22-24, 2021 in the total amount of not to exceed \$2,500.00. **(Commissioner Christopher Hudak & The Entire Board)**
3. Resolution sponsoring the Borough of Kenilworth's Carve It Out Kenilworth held on October 29, 2021 in the total amount of not to exceed \$4,000.00. **(Commissioner Christopher Hudak & The Entire Board)**
4. Resolution recognizing the week of October 3, 2021 to October 9, 2021 as Fire Prevention Week in the County of Union. **(Vice Chair Rebecca Lynne Williams & The Entire Board)**
5. Resolution congratulating Captain James Abney upon his retirement after 25 years with the Plainfield Police Division. **(Vice Chair Rebecca Lynne Williams & The Entire Board)**
6. Resolution congratulating Tracey Bennet upon her retirement after 40 years with the City of Plainfield. **(Vice Chair Rebecca Lynne Williams & The Entire Board)**
7. Resolution offering this Board's deepest sympathies to the family of William Frolich, treasurer of the Union County Historical Society, during their time of sorrow. **(Chairman Alexander Mirabella & The Entire Board)**
8. Authorizing Governing Body Certification of the 2020 Audit. **(Chairman Alexander Mirabella)**
9. Resolution celebrating Christopher Columbus Day throughout the County of Union; and further celebrating the many contributions made by Italian Americans and recognizing the local Italian American Organizations participating in the

Union County's 13th Annual Christopher Columbus Flag Raising Ceremony on
Friday, October 8, 2021. **(Chairman Alexander Mirabella)**

ADJOURNMENT

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

The meeting was adjourned at 5:29 P.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.

In adherence to the Department of Community Affairs, Division of Local Government Services (DLGS) guidelines, the County Commissioners' meetings will be open to the public by electronic means, and as such, will be conducted through a teleconference via ZOOM Webinar. All members of the public may view the meeting by livestream at ucnj.org/commissioners. Any member of the public wishing to participate in the teleconference meeting, may do so by downloading ZOOM to their individual electronic device and must email the Clerk of the Board at jpellettiere@ucnj.org <<mailto:jpellettiere@ucnj.org>> to receive the meeting-specific link and password to gain access to the teleconference. All requests **must** be submitted and received by the Clerk of the Board **no later than noon of the corresponding meeting date.**

Members of the public who prefer not to, or do not have the means to, participate in the teleconference, may continue to participate in the County Commissioners meetings by emailing comments relative to resolutions being offered for adoption and/or on any governmental issue that a member of the public feels may be of concern to the residents of the county to the Clerk of the Board at jpellettiere@ucnj.org <<mailto:jpellettiere@ucnj.org>>. All relevant comments received will be read into the record during each Regular Meeting's Public Comment Portion, prior to the Board's consideration of resolutions for adoption, and will be addressed accordingly by the Board. All emails **must** be submitted and received by the Clerk of the Board **no later than noon of the corresponding Regular Meeting date** and, as is always the case, **must** include the public member's **full name and town of residence and resolution number** to which comments are being referred for the record. Agendas will be posted for the public's viewing on the County's official website at: www.ucnj.org/commissioners <<http://www.ucnj.org/commissioners>>.

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