



## UNION COUNTY BOARD OF COUNTY COMMISSIONERS

THURSDAY, APRIL 13, 2023  
AGENDA SETTING MEETING MINUTES

### CALL TO ORDER

Chairman Granados presided over the meeting and called the meeting to order at 6:05 P.M.

### ROLL CALL

Roll call showed Chairman Sergio Granados, Vice-Chairwoman Kimberly Palmieri-Mouded, Commissioner James E. Baker, Jr., Commissioner Joseph C. Bodek, Commissioner Angela R. Garretson, Commissioner Bette Jane Kowalski, Commissioner Lourdes M. Leon, Commissioner Alexander Mirabella, and Commissioner Rebecca Williams were present.

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 Granados asked for a moment of silence for the victims of the Old National Bank shooting in Louisville, Kentucky on April 10<sup>th</sup>...

### PRESENTATIONS BY THE BOARD

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A resolution presentation was made by the Board to the NJ Sharing Network & the NJ Sharing Network Foundation in recognition of April, 2023 as "National Organ Donation Month" throughout the County of Union.

Chairman Granados asked Commissioners Mirabella and Williams to join him for the presentation.

Chairman Granados advised that April 2023 was National Organ Donation Month, adding that the County's Administration Building would be lit blue and green to raise awareness for organ and tissue donation. He spoke relative to the NJ Sharing Network organization and their efforts in the recovery and placement of donated organs and tissue, noting 4,000 NJ residents were currently awaiting transplants. He advised that the Sharing Network was part of a National Recovery System in place for 115,000 individuals on the national waiting list. He noted that the Sharing Network's efforts increased the number of lives saved through innovative transplant

research, family support services, and raising public awareness relative to the life-saving benefits of donations and transplants. On behalf of the Board, Chairman Granados noted that he was proud to present a Resolution to the NJ Sharing Network & the NJ Sharing Network Foundation for their life-saving efforts.

Commissioner Mirabella advised that the NJ Sharing Network deserved a lot of credit for their amazing work. He noted that last year he had an opportunity to tour their facility, alongside Commissioner Williams, adding that he was always impressed by the organization's commitment to saving lives and helping others. Commissioner Mirabella added that he was looking forward to participating in the NJ Sharing Network's upcoming 5K Celebration of Life.

Commissioner Williams thanked the NJ Sharing Network for their life-saving efforts.

Amanda Tibok, Executive Director of the NJ Sharing Network Foundation, thanked the Board for the recognition. She noted the organizations upcoming 5K Celebration of Life, noting that this was the 13<sup>th</sup> year the event would be held. She added that the 5K Celebration of Life was a day to honor and remember as well as give hope. She advised that a single organ donor could save the lives of 8 people, while a tissue donor could help 75 people. She thanked the organizations community partners for their efforts as well as the Board for the recognition.

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#### APPROVAL OF COMMUNICATIONS

##### Note and File

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

#### OFFICE OF THE UNION COUNTY CLERK

Joanne Rajoppi, County Clerk

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There were no questions or comments by the Board.

1. Amending Resolution Number 2022-1020, a contract with Royal Printing Services, West New York, NJ, to reflect a change in account numbers only. **(Chairman Sergio Granados)**
2. Amending Resolution Number 2022-976, a contract with B & B Press Inc., Lebanon, New Jersey, to reflect a change in account numbers only. **(Chairman Sergio Granados)**
3. Amending Resolution Number 2022-977, a contract with Full Service Mailers, Hackensack, NJ, to reflect a change in account numbers only. **(Chairman Sergio Granados)**

#### OFFICE OF THE UNION COUNTY PROSECUTOR

William Daniel, Prosecutor

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1<sup>st</sup> Assistant Prosecutor James O. Tansey represented the Office.

1. Authorizing the County Manager to apply for and accept funding for the State of New Jersey, Office of the Attorney General's FFY21 Victims of Crime Act (VOCA) Grant Program for project titled County Office of Victim Witness Advocacy in the amount of \$446,688.00 in federal funds with a required match of \$111,672.00 for a project total cost in the amount of \$558,360.00 for the period of July 1, 2023 through June 30, 2024. **(Chairman Sergio Granados)**
2. Authorizing the County Manager to apply for and accept funding for the State of New Jersey, Office of the Attorney General's FFY22 STOP Violence Against Woman Act (VAWA) Grant Program in the amount of \$34,495.00 in federal funds with a required match of \$11,498.00 for a total project cost in the amount of \$45,993.00 for the period of July 1, 2023 through June 30, 2024. **(Chairman Sergio Granados)**
3. Authorizing the County Manager to apply for and accept funding for the State of New Jersey, Office of the Attorney General's Edward Byrne Memorial Justice Assistance Grant (JAG) Program to support the Multi-Jurisdictional Gang, Gun, and Narcotics Task Forces for the period of July 1, 2021 through June 30, 2022 in the amount of \$105,150.00. **(Chairman Sergio Granados)**

Regarding Item Nos. 1-3, Commissioner Kowalski commended the Prosecutor's Office for their efforts in pursuing and securing grant funding for various important programs as noted above. She noted the importance of cooperation among the various levels of government as a means to improve the lives of the residents they serve. She thanked the Office for being proactive in securing available grants and in turn offsetting County costs for these invaluable resources.

First Assistant Prosecutor Tansey noted that his Office devoted time to researching grant opportunities that could help better serve the residents of Union County and provide them with essential resources.

4. Amending Resolution 2022-567, a contract with Thermo Fisher Scientific Inc., (D/B/A/ Life Technologies), Waltham, MA, to reflect a change/addition of account number only. **(Chairman Sergio Granados)**

#### **BOARD OF ELECTIONS**

Nicole DiRado, Administrator

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1. Amending Resolution 2021-205, a contract with SOE Software Corporation d/b/a Scytl, Tampa, FL, for the purposes of providing additional updates for the Union County Virtual Poll Worker Training platform in the amount of \$3,450.00 for a new contract amount not to exceed \$87,082.00. **(Chairman Sergio Granados)**

Commissioner Kowalski asked Administrator DiRado to elaborate on this item and asked if it was related to forthcoming changes in the next Primary Election.

Administrator DiRado advised that pending legislation, sponsored by Assembly Speaker Craig Coughlin, would dictate new reporting requirements on Election night, including the quantity of provisional ballots issued. She further advised that this information was customarily not available until all the provisional ballots were retrieved from the supply bag from the various polling locations once the polls closed on Election night. She noted that in

order to comply with the proposed legislation, the BOE would have to issue a provisional ballot from the electronic poll books and have it marked on the Express Vote XL, adding that this was similar to the procedure for early-voting. She added that the provisional ballot card would be inserted into the voting machine and subsequently marked by the voter at which time the ballot card would be removed from the machine and sealed in the provisional certificate envelope. She noted that the voter would then complete the attached certification before submitting their vote. Administrator DiRado noted that she hoped to implement these changes in the upcoming Primary Election in preparation for the legislation change which would take effect in the 2023 General Election. Relative to the cited Resolution, Administrator DiRado advised that she was amending the initial Resolution to include additional monies for edit hours that would be used to update the existing program. She noted that the cited vendor currently provided the BOE's virtual poll worker training program, which including 20 edit hours under the initial contract. As a result of the forthcoming legislation, Administrator DiRado advised that the BOE would require additional edit hours to make the necessary changes and updates. She added that she was hopeful the program would be ready by May 15<sup>th</sup>. Relative to poll worker training, Administrator DiRado advised that she was encouraging poll workers to familiarize themselves with the new procedure now in preparation for the forthcoming changes in the 2023 General Election. She closed by noting that once the legislation took effect, poll workers could no longer provide paper provisional ballots to voters on Election day, unless an emergency circumstance arose, citing machine failure as an example.

#### DEPARTMENT OF ADMINISTRATIVE SERVICES

Laura Scutari, Director

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1. Authorizing the County Manager to sign any and all documents necessary to enter into a Collective Bargaining Agreement with the IBEW Local 1158, effective January 1, 2022 through December 31, 2024. **(Chairman Sergio Granados)**
2. 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. **(Vice Chairwoman Kimberly Palmieri-Mouded)**

Commissioner Williams asked Director Scutari to elaborate on this item.

Director Scutari advised that this item was an annual resolution required by that state in conjunction with the introduction of the County's budget. She noted that the purpose of the item was to confirm the County's compliance with the Equal Employment Opportunity Commission's hiring practices.

#### DEPARTMENT OF ECONOMIC DEVELOPMENT

Amy Crisp Wagner, Deputy County Manager/Director

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1. Authorizing the County Manager to sponsor the Union County Educational Services Commission and Overlook Hospital, by providing monetary assistance for the Union

County Project SEARCH Program to cover travel and training for nine (9) students with NJTIP at Rutgers, NJ Transit tickets, and Licenses for Virtual Job Shadow.com, in an amount not to exceed \$30,000.00. **(Chairman Sergio Granados)**

2. Authorizing the County Manager to award a contract to Business Automation Technologies (D/B/A Data Network Solutions), Little Silver, NJ, through the Educational Services Commission of NJ #65MCESCCPS, for Internet Services for Data Network for the period of January 1, 2023 through December 31, 2023 in an amount not to exceed \$11,865.00. **(Chairman Sergio Granados)**
3. Amending Resolution Number 2023-0325, authorizing an application for and to accept funding from the State of New Jersey, Department of Community Affairs, Division of Local Government Services, under the Local Efficiency Achievement Program (LEAP) Implementation Grant, to reflect a reduced amount requested from \$400,000.00 to \$373,000. **(Chairman Sergio Granados)**

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

Deputy County Manager Wagner advised that this item would authorize her Department to apply for a Shared Service Grant and incorporate two additional municipalities under the County's Dispatch Shared Services. She further advised that the initial Resolution was being amended to reflect the correct amount of \$373,000.

4. Approving a request for a waiver of the County's residency requirement for Rita Cerbone, Department of Economic Development. **(Chairman Sergio Granados)**

#### **DEPARTMENT OF ENGINEERING, PUBLIC WORKS & FACILITIES MANAGEMENT**

**Joseph Graziano, Director**

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There were no questions or comments by the Board.

1. Authorizing the County Manager to grant permission to the City of Linden to close Wood Avenue from Route 1 & 9 and Gibbons Street on Sunday, October 22, 2023 from 12:00 pm to 7:00 pm to host its annual Halloween Parade, with a rain date of Sunday, October 29, 2023. **(Commissioner Bette Jane Kowalski)**
2. Authorizing the County Manager to grant permission to the Township of Berkeley Heights, PAL to hang a banner across Springfield Avenue from April 10, 2023 to May 8, 2023 advertising the Berkeley Heights PAL Golf Outing. **(Commissioner Bette Jane Kowalski)**

#### **DEPARTMENT OF FINANCE**

**Bibi Taylor, Director**

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There were no questions or comments by the Board.

1. Exceeding the County tax levy limit and to establish a CAP Bank (N.J.S.A. 40A: 4-45.14). **(Vice Chairwoman Kimberly Palmieri-Mouded)**
2. Introducing and Approving the Annual Budget of the County of Union for the Fiscal Year 2023. **(Vice Chairwoman Kimberly Palmieri-Mouded)**

**DEPARTMENT OF HUMAN SERVICES**Debbie-Ann Anderson, Director

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Assistant Director Karen Dinsmore represented the Department.

1. Authorizing the County Manager to award subcontracts as listed on the Union County Youth Services Commission Spending Plan to provide program services based on the Juvenile Justice Commission Points of Continuum: Prevention, Diversion, Detention, Disposition and Reentry in the total amount not to exceed \$261,267.00 for the contract period of April 17, 2023 through December 31, 2023. **(Vice Chairwoman Kimberly Palmieri-Mouded)**
2. Amending Resolution 2023-285, a contract with Community Access Unlimited for Supportive Services for customers of the American Job Center, to reflect account number changes only; all other terms and conditions of the prior resolutions and contract remain the same. **(Chairman Sergio Granados)**
3. Amending Resolution 2022-1077, a resolution authorizing individual agreements with various agencies to deliver the activities, programs and services under the Union County Youth Services Commission Spending Plan, to reflect a change in account numbers only. **(Vice Chairwoman Kimberly Palmieri-Mouded)**
4. Amending Resolution 2022-1099, a contract with Center for Family Guidance, PC, Marlton, NJ for the addition of administrative staffing for the period of January 1, 2023 through December 31, 2023, and to increase the contract award in the amount of \$164,338.00, for a new total contract amount not to exceed \$333,925.00. **(Commissioner Rebecca Lynne Williams)**

Commissioner Baker asked Assistant Director Dinsmore to elaborate on this item.

Assistant Director Dinsmore advised that Resolution No. 2022-1099 was being amended due to a need for additional administrative staff at Cornerstone Behavioral Health Hospital. She noted that the initial contract included funding for a hospital administrator and was being revised to include funding for two more positions.

**DEPARTMENT OF PARKS AND RECREATION**Victoria Durbin-Drake, Director

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1. Amending Resolution Number 2021-138, an agreement with the United States Department of Agriculture, the Animal Plant, Health Inspection Service, Wildlife Services (USDA, APHIS, WS) for the purpose of reducing wildlife damage to human health and safety, property, and natural resources in Union County, to reflect a change in account numbers only. **(Commissioner Rebecca Lynne Williams)**

Commissioner Leon asked Director Durbin-Drake to elaborate on this item.

Director Durbin-Drake advised that the Board had previously voted on a Resolution authorizing her Department to execute a two-year contract with the United States Department of Agriculture, noting that the USDA oversaw the County's Geese Management

Program in addition to addressing issues with other species of wildlife. She added that the County had been partnering with the USDA for the last 15 years. She further advised that the original Resolution was being amended to adjust the appropriations as they had to come from three different years.

2. Authorizing the County Manager to execute a License Agreement with DEWLAX, Inc. to hold a Girls' Lacrosse Tournament at Oak Ridge Park on May 7, 2023. **(Commissioner Rebecca Lynne Williams)**

Commissioner Garretson asked Director Durbin-Drake to elaborate on this item.

Director Durbin-Drake advised that DEWLAX Inc. had been hosting a Girls' Lacrosse Tournament in the County's Parks for many years, noting that this year the tournament would be held in Oak Ridge Park. She added that an average of 50 to 100 teams comprised of girls 12 years of age and under participated in the tournament.

#### **DEPARTMENT OF PUBLIC SAFETY**

Andrew Moran, Director

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There were no questions or comments by the Board.

1. Authorizing the Union County Board of County Commissioners to establish a Local Emergency Planning Committee to supervise and ensure the emergency planning district's compliance with Executive Order No. 284 and the federal Emergency Planning and Community Right-to-Know Act. **(Commissioner James Baker Jr)**
2. Authorizing the County Manager to qualify and authorize towing operator licenses for Tumino's Towing and Road Service, Sisbarro Towing & Recovery LLC, and Highway Service Corporation for the 36-month license period of January 1, 2023 through December 31, 2025. **(Commissioner James Baker Jr)**
3. Amending Resolution 2022-991, to increase total acquisition costs by an amount not to exceed \$3,300.00 to cover the County's agreed share of expenses for the Roselle Park EMS Building in a total cost not to exceed \$767,566.00. **(Commissioner James Baker Jr)**

#### **OFFICE OF THE COUNTY MANAGER**

Edward Oatman, County Manager

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There were no questions or comments by the Board.

1. Authorizing the County Manager to utilize the competitive contracting procurement process to procure Solar Energy Audit Services. **(Chairman Sergio Granados)**
2. Authorizing the County Manager to utilize the competitive contracting procurement process to procure solar equipment and/or enter into a Power Purchase Agreement. **(Chairman Sergio Granados)**

**COMMISSIONER SPONSORED RESOLUTIONS**

1. Offering this Board's congratulations as the historic Boxwood Hall, located in the City of Elizabeth, upon celebrating its 80th anniversary on April 10, 2023. **(Commissioner Bette Jane Kowalski, Chairman Sergio Granados, & The Entire Board)**
2. Recognizing the month of May 2023 as "Mental Health Awareness Month" in an effort to increase outreach and education regarding mental health and reduce the stigma often associated with mental illness. **(Vice Chairwoman Kimberly Palmieri-Mouded, & The Entire Board)**
3. Amending Resolution Number 2023-293, which appointed Bernadette Griswold and Jenny Davis Toth to the Workforce Development Board for a term ending June 30, 2026, to reflect a corrected term beginning July 1, 2022 and ending June 30, 2025. **(Chairman Sergio Granados)**
4. Offering this Board's sincere condolences to the family of Carolann Bednar during their time of sorrow. **(Chairman Sergio Granados, & The Entire Board)**
5. Recognizing the month of April 2020 as National Donate Life Month in Union County; and further encouraging Union County residents to register as organ, eye and tissue donors and to honor those that have saved lives through the gift of donation. **(Chairman Sergio Granados, Commissioner Alexander Mirabella, & The Entire Board)**
6. Congratulating the 2023 Unity Award recipients upon being honored by the Union County Human Relations Commission. **(Chairman Sergio Granados, & The Entire Board)**
7. Recognizing April 30, 2023 as "National Therapy Animal Day" throughout the County of Union celebrating the wide variety of ways in which therapy animals can make a difference in the mental and physical wellness of children, adults, and seniors alike. **(Chairman Sergio Granados, & The Entire Board)**

**ADJOURNMENT**

Chairman Granados asked for a motion to adjourn the meeting. On a motion made by Commissioner Mirabella and seconded by Vice-Chairwoman Palmieri-Mouded a voice vote showed nine members of the Board voted in the affirmative.

The meeting was adjourned at 6:27 P.M.



**UNION COUNTY BOARD OF COUNTY COMMISSIONERS**  
**2023 MEETING SCHEDULE**  
**REORGANIZATION MEETING - THURSDAY, JANUARY 3, 2023 at 6:00 pm**  
**Union County Courthouse- 2 Broad Street. Elizabeth**

**AGENDA SETTING SESSION**

January 26, 2023  
February 9, 2023  
February 23, 2023  
March 16, 2023  
March 30, 2023  
April 13, 2023  
April 27, 2023  
May 11, 2023  
May 25, 2023  
June 8, 2023  
June 22, 2023  
July 13, 2023  
August 17, 2023  
September 7, 2023  
September 21, 2023  
October 12, 2023  
October 26, 2023  
November 9, 2023  
December 7, 2023  
December 21, 2023

**REGULAR MEETINGS**

January 26, 2023  
February 9, 2023  
February 23, 2023  
March 16, 2023  
March 30, 2023  
April 13, 2023  
April 27, 2023  
May 11, 2023  
May 25, 2023  
June 8, 2023  
June 22, 2023  
July 13, 2023  
August 17, 2023  
September 7, 2023  
September 21, 2023  
October 12, 2023  
October 26, 2023  
November 9, 2023  
December 7, 2023  
December 21, 2023

  
James E. Pellettiere, 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 6:00pm and the Regular Meeting to commence as soon as possible after the Agenda Setting Session, unless otherwise noted.

All meetings are to be held in the Commissioner Meeting Room within the Administration Building, 6<sup>th</sup> floor located at 10 Elizabethtown Plaza, Elizabeth New Jersey, 07207.

Due to the Covid-19 coronavirus concerns, County Commissioner meetings may be held remotely via Zoom webinar under the procedures conducted, as published, in 2021. If said procedures are deemed necessary, the Clerk of the Board will revise this Public Notice according to law.

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