

## UNION COUNTY BOARD OF CHOSEN FREEHOLDERS

THURSDAY, MARCH 26, 2020  
AGENDA SETTING MEETING MINUTES

### CALL TO ORDER

Chairman Mirabella presided over the meeting and called the meeting to order at 6:30 P.M.

### ROLL CALL

Roll call showed, Chairman Alexander Mirabella, Vice Chairman Angel G. Estrada, Freeholder Angela R. Garretson, Freeholder Sergio Granados, Freeholder Christopher Hudak, Freeholder Bette Jane Kowalski, Freeholder Kimberly Palmieri-Mouded, Freeholder Andrea Staten, Freeholder Rebecca Williams were present.

Also present were County Manager Edward T. Oatman, County Counsel Robert E. Barry, Esq., and Clerk of the Board James E. Pellettiere.

### PRAYER AND SALUTE TO THE FLAG

The prayer and salute to the flag were led by 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 started by thanking Clerk of the Board Pellettiere and his staff as well as Robert Charkowsky for facilitating the remote Freeholder Meetings that evening. He addressed the public:

As you may know, the Freeholder Board has convened tonight's agenda and regular meeting remotely in order to observe the strictest precautions for preventing the spread of the COVID-19 virus.

With that in mind, I would like to start the proceedings with a note of thanks for the untold thousands of Union County residents who are pitching in to help stop the COVID-19 virus in any way they can.

The effort has involved great personal sacrifice and unprecedented upheaval throughout our community.

And yet, in every corner of Union County, people from all walks of life are coming together to help each other, look out for each other, and protect each other.

On our part, the County has taken extraordinary measures to protect residents and County employees against the spread of the virus, while continuing to provide essential services - including assistance for the most vulnerable in our community.

- Our first responders, health office, essential staff and County Manager Oatman, Public Safety Director Moran and Deputy County Manager Wagner have been working around the clock toward this effort.

I want to thank a few other people that have contributed and stepped up in the last couple of weeks. I am very proud of the communication of our County; I am happy we are getting the word out, making calls throughout the day, 7 days a week. I want to thank Senators Booker and Menendez, Congressman Malinowski. All of them have been really open to our county to help us with providing information from federal level. Governor Murphy's communication has been outstanding and I think he has made the right decisions up to this point and will continue to do so. I would like to thank our Senators Scutari, Cryan, and Kane and Assembly Members for working together. I am proud of them and the Freeholders for putting their lives on hold and consistently providing valuable info to the County Manager and participated in conference calls throughout the day to ensure that the county is in a position to protect residents and employees while ensuring the furnishing of essential services.

At lunch time I had the opportunity to visit the Kean Testing Center and I couldn't have been more impressed. I purposely waited a few days for it to be up and running and it certainly is a model for testing centers throughout the state and country. It's orderly and efficient. I am sure other counties will model what was done in Union County, the first county to organize and run a center so efficiently.

I would also especially like to recognize several groups and individuals who have organized the donation of vital supplies for Union County's COVID-19 Drive-Through Test Center at Kean University including: The Union County Vocational-Technical Schools; Kean University, in particular Dr. Farahi for facilitating the operation of the Kean Testing Center; Union County College; The Berkeley Heights Board of Education; Our Lady of Fatima Church in Elizabeth; The Morris-Union Jointure Commission; Freeholder Sergio Granados; Elizabeth Board of Education members Maria Carvalho, Diane Barbosa and Stephanie Goncalves Pestana; and Cranford resident Bernie Wagenblast, the broadcaster who recorded the drive-thru instructions for the testing facility.

Now we can better assess the full scope of the outbreak, here in Union County as well as statewide.

The Test Center has already taken hundreds of samples from people with COVID-19 symptoms, and we anticipate more in the coming weeks.

Before we turn to tonight's agenda, I would also like to make a personal observation.

I think we are all coming to realize that the COVID-19 outbreak is an unprecedented challenge of historical scale.

It is a challenge that will test the mettle of our community, and our nation.

And, our actions now will shape the character of generations to come.

We have come through trial by fire before, and we will get through this one, too.

Think of the hard-fought war to end slavery in America, the battle for women's suffrage, the fight against fascism in World War II, the many generations who fought for civil rights, and the struggle for human rights that still goes on today.

As difficult as each milestone has been, our forebears have provided us with a legacy of progress toward the ideal of liberty and justice for all.

As citizens of this great nation, we can do no less.

In concluding, we continue to urge members of the public to join us in this battle to "flatten the curve."

Please remain vigilant; care for yourself and your household by taking precautionary measures, and be solicitous of workers who continue to ensure that food, medicine, and other essential goods are available in our community.

If you are in need of further assistance on COVID-19 or other services during this time, you can go online to [ucnj.org](http://ucnj.org) for a list of resources.

#### 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

1. Amending Resolution Number 2019-490 adopted on 6/20/2019, a contract with The Musial Group, Mountainside, NJ, to provide a Selective Asbestos Identification Survey as well as a Selective Lead-Based Paint Survey, associated with the reconfiguration, shelving design, drawings and specifications for the County Clerk's Office, City of Elizabeth, County of Union, New Jersey for an additional amount of not to exceed \$67,000.00, for a new total amount of not to exceed \$340,985.00. **(Chairman Alexander Mirabella)**

Chairman Mirabella thanked County Clerk Joanne Rajoppi and her staff for continuing their diligent work in preparation for the June Primary Election despite the recent COVID-19 pandemic.

#### OFFICE OF THE UNION COUNTY PROSECUTOR

Lyndsay V. Ruotolo, Acting Prosecutor

First Assistant Prosecutor Doreen Yanik represented the Office.

1. Authorizing the County Manager, through the Union County Prosecutor's Office, to enter into an agreement with Life Technologies Corporation, Carlsbad, CA, for the purpose of providing a service agreement on a Genetic Analyzer used for DNA testing for the period of January 12, 2020 through January 11, 2021 in an amount not to exceed \$23,079.96. **(Chairman Alexander Mirabella)**

2. Authorizing the County Manager to enter into a professional services contract with Elite Transcripts Inc., Butler, New Jersey, to provide professional transcript service for the contract period of January 1, 2020 through December 31, 2020 in an amount not to exceed \$25,000.00 **(Chairman Alexander Mirabella)**

Freeholder Granados asked First Assistant Prosecutor Yanik if this service had been employed previously and asked what the relative cost was.

First Assistant Prosecutor Yanik advised that this service had been used frequently in the past, with an approximate cost of \$18,009.32 in 2019. She added that the price increase for 2020 was relative to an increased use of technology in law enforcement and consequently an increase in need for transcription services relative to transcribing footage from body-worn cameras for example.

Chairman Mirabella thanked First Assistant Prosecutor Yanik and commended Acting Prosecutor Ruotolo for her leadership and support during these trying times and for her willingness to make her staff accessible to address growing demands and needs relative to COVID-19.

#### **DEPARTMENT OF ADMINISTRATIVE SERVICES**

Laura Scutari, Director

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1. Authorizing the County Manager to enter into an agreement with the Chubb Group of Insurance Companies, Warren, NJ, to provide Travel Accident Insurance for Public Officials for a 36-month period from April 1, 2020 through March 31, 2023 in the amount of \$4,275.00. **(Chairman Alexander Mirabella)**

Chairman Mirabella consulted with County Counsel Barry as to whether he should abstain from voting on this item given his past affiliation with the cited vendor.

County Counsel Barry advised that there would be no perceived conflict and abstaining from the vote would not be necessary.

2. Authorizing the County Manager to enter into an agreement with Travelers Casualty and Surety Company, Hartford, CT for a Public Official Bond for Director of Finance, Bibi Taylor for the period of April 15, 2020 through April 14, 2021 in an amount not to exceed \$779.00. **(Chairman Alexander Mirabella)**
3. Authorizing the County Manager to enter into an agreement to provide liability coverage for ambulances owned and operated by the Union County Emergency Services in an amount not to exceed \$25,926.00 with General Star Management Company, Stamford, CT for the period of April 26, 2020 to April 25, 2021. **(Chairman Alexander Mirabella)**

Freeholder Garretson asked Director Scutari the quantity of ambulances covered under this agreement.

Director Scutari advised that the agreement provided liability coverage for two county ambulances.

4. Authorizing the County Manager to award a contract to Remedy Analytics, Milwaukee, WI, to provide Prescription Monitoring Services at a contract commission of 20% of all demonstrated and attested savings that ensue over the length of the contract from April 15, 2020 to April 14, 2023. **(Chairman Alexander Mirabella)**

Freeholder Hudak asked Director Scutari to elaborate on this item, in particular the relative cost of the service and how many employees would be covered under the cited contract.

Director Scutari advised that this prescription monitoring service has been utilized for the last three years and this item was meant to extend the service for an additional three year period. She noted that this item covered both active and retired county employees. She added that the initiative yielded approximately \$8.3 Million, 20% of which would be furnished to the vendor for their services.

Freeholder Hudak expressed his approval for the initiative, noting the hefty prescription-related savings.

5. Authorizing the County Manager to enter in to a contract with Sage Software, Inc., St. Petersburg, Florida, for software licensing renewal, software updates and enhancement services for the County of Union's Human Resource Management System for a contract period of June 2, 2020 through June 1, 2021 in an amount not to exceed \$32,471.00. **(Chairman Alexander Mirabella)**
6. Authorizing the County Manager to award the proposed BA# 7-2020 obtained through advertised public bidding in accordance with the Local Public Contracts Law, NJSA 40A:11-1 et seq: Elizabeth Truck Center, Elizabeth, New Jersey, for the purpose of providing collision repair services for trucks, buses and specialty equipment for the period of 36 consecutive months in an amount not to exceed \$300,000.00, with the option to extend for an additional 24 months. **(Chairman Alexander Mirabella)**

#### **DEPARTMENT OF CORRECTIONS**

Ronald Charles, Director

1. Authorizing the County Manager to enter into an agreement with Truax Patient Services, Bemidji, Minnesota to purchase Narcan (Naloxone HCl) Nasal Spray for use throughout the Union County Jail in an amount not to exceed \$18,750.00. **(Chairman Alexander Mirabella)**

Freeholder Granados asked Director Charles to elaborate on the quantity being purchased and asked whether or not that amount would be sufficient to maintain an adequate reserve.

Director Charles advised that the cited price would secure 250 units of Narcan at a discounted law enforcement price. He added that each unit contained two doses. He advised that the quantity being purchased would allow all staff to be equipped with Narcan, while also maintaining a small reserve.

Freeholder Hudak asked Director Charles to elaborate on this item and to confirm its use.

Director Charles advised that this initiative has been used since 2018, facilitated through the Medication Assisted Treatment (MAT) state grant. He added that Narcan had been administered a total of 22 times since the inception of the program, mainly during booking, with one instance in medical with a new prisoner. He added that on rare occasion, some prisoners have required multiple doses of Narcan to regulate their condition.

#### **DEPARTMENT OF HUMAN SERVICES**

Debbie-Ann Anderson, Director

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Chairman Mirabella thanked Director Anderson and her staff for their hard work to ensure that necessary services are still available to residents in light of the COVID-19 pandemic and that residents remained informed regarding any changes or adjustments in service.

1. Authorizing the County Manager to enter into an agreement with NJ Transit to secure grant funding in the amount of \$300,000.00 with a 100% County Match of \$300,000.00 for a total agreement in the amount not to exceed \$600,000.00 for the period of July 1, 2020 through June 30, 2021 for inclusion in NJ Transit's Consolidated NJ Job Access and Reverse Commute (NJ-JARC 7) Grant Agreement for SFY21. **(Vice Chairman Angel G. Estrada)**

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

Director Anderson advised that this item related to grant funding which required a county match of \$300,000 for the cited services. She added that this item related to transportation services along Route 22 to facilitate passenger/shopper access. She noted that over 75,000 residents had been transported through this initiative, with approximately 23,000 trips.

2. Amending Resolution 2019-1049, awarding 2020 Union County Youth Services Commission Spending Plan subcontracts, to reallocate funding as follows: reducing \$1,200.00 from UC Dept of Corrections, Juvenile Detention Bureau, Electronic Monitoring detention alternatives and increasing \$1,200.00 to Family Counseling diversion with no change to total spending plan, all other terms remain the same, no further changes. **(Freeholder Kimberly Palmieri-Mouded)**
3. Authorizing the County Manager to approve the 2020 Homeless Trust Fund (HTF) Spending Plan awarding six (6) renewal subcontracts in the total amount not to exceed \$158,811.00 for services to be provided during the period of May 1, 2020 through March 31, 2021; further authorizing the transfer of funds among the various agencies during the contract period should service needs change and/or if any of the agencies fails to meet its contractual obligation. **(Freeholder Kimberly Palmieri-Mouded)**
4. Amending Resolution Number 2019-1054, 2019 Community Services Block Grant (CSBG) Spending Plan, to reflect an additional grant term extension of three (3) months for a new grant period of January 1, 2019 through June 30, 2020 for subcontracted services with no change in funding; all other terms remain unchanged. **(Freeholder Sergio Granados)**
5. Amending Resolution Number 2019-1058, 2020 Community Services Block Grant (CSBG) Spending Plan, to reflect a grant term extension of nine (9) months for a new grant period of January 1, 2020 through December 31, 2020 for subcontracted services

- with no change in funding; all other terms remain unchanged. **(Freeholder Sergio Granados)**
6. Amending Resolution Number 2020-243, awarding a contract to CFG Health Systems LLC, Marlton, NJ, to change the name of the vendor to Center for Family Guidance, PC, Marlton, NJ; all other terms remain the same, no further changes. **(Freeholder Rebecca Lynne Williams)**
  7. Amending Resolution Number 2019-787 to reflect a reduction of \$136,293.00 in the grant award for the FFY18 Victims of Crime Act – Victim Assistance Grant (VOCA-VAG), Confidential Sexual Violence Advocate (CSVA) Program from \$290,000.00 to \$153,707.00 with a required County In-Kind Match of \$38,427.00 for a new program total of \$192,134.00; with no change to grant term. **(Freeholder Sergio Granados)**
  8. Amending Resolution 2018-1041, awarding a professional services contract to Dr. Vipul C. Mody, a physician under the medical firm KNJ Hospitalist Group, LLC, Bridgewater, NJ, to serve as Medical Director of the Union County Pediatric Immunization Clinic located at 40 Parker Road, Elizabeth, to extend the contract for the four (4) month period of January 1, 2020 through April 30, 2020 in an additional amount of \$8,000.00. **(Freeholder Sergio Granados)**

Freeholder Garretson asked Director Anderson how many inoculations were done last year through this initiative. She also asked if the program was on track to meet and or exceed last year's number.

Director Anderson advised that over 1,600 inoculations had been done in 2019. She further advised that 573 inoculations had been done between January and present day, noting a decline in rendered services due to COVID-19, but confirmed that the facility was still operating and taking appointments.

#### **DEPARTMENT OF PARKS AND RECREATION**

Ron Zuber, Director

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There were no questions or comments from the Board.

1. Authorizing the County Manager to award the proposed contract obtained through advertised public bidding BA# 9-2020 in accordance with the Local Public Contracts Law, NJSA 40A:11-1 et seq: Parks & Recreation: Space Farms Inc., Wantage, NJ, for the purpose of providing deer carcass removal and disposal, for a twenty-four (24) month period with a twenty-four (24) month extension option, in the amount not to exceed \$44,825.00. **(Freeholder Bette Jane Kowalski)**
2. Authorizing the County Manager to amend resolution numbers 2016-719, 2018-769 and 2020-196, entering into a contract with CivicPlus, Inc for the provision of recreational management software, to reflect a change in account numbers only; with all other terms remaining unchanged. **(Freeholder Bette Jane Kowalski)**
3. Authorizing the County of Union to establishing reasonable qualifications for prospective bidders by category of services for the public bid for "Improvements to Buildings #4 and

#7 of the Deserted Village of Feltville/Glenside Park, 9 Cataract Hollow Road, Berkeley Heights," in accordance with N.J.S.A. 40A:11-25. **(Freeholder Bette Jane Kowalski)**

**OFFICE OF THE COUNTY MANAGER**

**Edward Oatman, County Manager**

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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 Assistant Prosecutor's Association effective January 1, 2018 through December 31, 2020. **(Chairman Alexander Mirabella)**

Freeholder Hudak commended County Manager Oatman for working with the Prosecutor's Office and Assistant Prosecutor's Associations to resolve this matter after certain contractual concerns were brought up at a previous FH Meeting.

County Manager Oatman confirmed the terms of the agreement, noting a 6% raise over the course of the next three years—2% each year—similar to the terms of Council No. 8.

2. Authorizing the County Manager to sign any and all documents necessary to enter into a Collective Bargaining Agreement with Council No. 8 effective January 1, 2018 through December 31, 2020. **(Chairman Alexander Mirabella)**

**FREEHOLDER SPONSORED RESOLUTIONS**

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1. Resolution offering this Board's deepest sympathies to the family of Mrs. Lula Green during their time of sorrow. **(Freeholder Angela R. Garretson, & Freeholder Andrea Staten)**
2. Resolution offering the Board's deepest sympathies to the family of former Mayor, Freeholder and Judge, James Welsh, during their time of sorrow. **(Freeholder Angela R. Garretson & The Entire Board)**
3. Proclaiming the month of April 2020 as Sexual Assault Awareness Month (SAAM) throughout the County of Union. **(Freeholder Sergio Granados & The Entire Board)**
4. Proclaiming the month of April as Autism Awareness Month throughout the County of Union. **(Freeholder Sergio Granados & The Entire Board)**
5. Congratulating Brian Junior Esteves of Boy Scout Troop 101, Elizabeth, upon attaining the rank of Eagle Scout. **(Freeholder Sergio Granados, Vice Chairman Angel G. Estrada & Freeholder Christopher Hudak)**
6. Resolution sponsoring the NJ Sharing Network's 5K Celebration of Life to be held June 7, 2020 in the amount of not to exceed \$3,000. **(Freeholder Sergio Granados & The Entire Board)**
7. Resolution sponsoring Melly Mell Productions Elizabeth Waterfront Latin Festival to be held on May 23, 2020 and May 24, 2020 in the amount of not to exceed \$4,000. **(Freeholder Sergio Granados & The Entire Board)**

8. Resolution offering this Board's deepest sympathies to the family of Amelia Andrade, during their time of sorrow. **(Freeholder Bette Jane Kowalski, Vice Chairman Angel G. Estrada & Chairman Alexander Mirabella)**
9. Resolution recognizing the April, 2020 as National Poetry Month throughout Union County. **(Freeholder Bette Jane Kowalski)**
10. Congratulating the following women for being chosen as the 2020 Women of Excellence: Margot Baruch (Women's Advocacy); Joyce Benz (Mental Health Advocacy); Joan Crout (Volunteerism); Dr. Marian Gleen (Environmental/Activism); Monica Goncalves (Education); Sister Percylee Hart.RSM (Lifetime Achievement); Pamela Palmieri (Healthcare); Diana Pinto-Gomez (Special Education Advocacy); Nancy Polow.PHD (Entrepreneurial/Medical); and Clara Fernandez (Government). **(Freeholder Kimberly Palmieri-Mouded & The Entire Board)**
11. Resolution recognizing April 2020 as Alcohol Awareness Month (AAM) throughout Union County as a means to increase outreach and education regarding the treatment and prevention of alcohol addiction and reduce the stigma often associated with it. **(Freeholder Andrea Staten, Vice Chairman Angel G. Estrada & Freeholder Kimberly Palmieri-Mouded)**

Freeholder Garretson asked to be added to this resolution.

12. Authorizing the County Manager to enter into an agreement with the Union County Performing Arts Center, Rahway, NJ, in an amount not to exceed \$10,000.00 for the purposes of developing support for the arts in Union County and creating cultural and educational opportunities for Union County residents for the calendar year 2020. **(Chairman Alexander Mirabella & The Entire Board)**
13. Resolution recognizing the Oratorio Singers of Westfield under the Music Director of Trent Johnson upon the 40th Anniversary of their existence at their upcoming concert on March 29, 2020. **(Chairman Alexander Mirabella & Freeholder Kimberly Palmieri-Mouded)**

Freeholder Garretson asked to be added to this resolution.

#### ADJOURNMENT

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

The meeting was adjourned at 7:08 P.M.

**UNION COUNTY BOARD OF CHOSEN FREEHOLDERS 2020 MEETING SCHEDULE**

Please note that meetings are regularly held on Thursday evenings. Agenda Setting Sessions and Regular Meetings are held at 6:30 PM in the Freeholders' Meeting Room, Administration Building, 10 Elizabethtown Plaza, 6<sup>th</sup> 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 6:30 PM 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, 2020 at 12:00 pm  
 Assignment Judge Karen M. Cassidy's Courtroom, 2 Broad Street, Elizabeth, NJ

**2020 MEETING SCHEDULE**

**AGENDA SETTING SESSION**

**REGULAR MEETINGS**

January 23, 2020

January 23, 2020

February 6, 2020  
 February 20, 2020

February 6, 2020  
 February 20, 2020

March 5, 2020  
 March 26, 2020

March 5, 2020  
 March 26, 2020

April 2, 2020  
 April 23, 2020

April 2, 2020  
 April 23, 2020

May 14, 2020  
 May 21, 2020

May 14, 2020  
 May 21, 2020

June 4, 2020  
 June 18, 2020

June 4, 2020  
 June 18, 2020

July 23, 2020

July 23, 2020

August 13, 2020

August 13, 2020

September 3, 2020  
 September 10, 2020

September 3, 2020  
 September 10, 2020

October 1, 2020  
 October 15, 2020

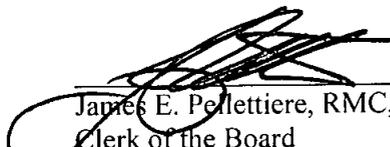
October 1, 2020  
 October 15, 2020

November 5, 2020  
 November 12, 2020

November 5, 2020  
 November 12, 2020

December 3, 2020  
 December 10, 2020

December 3, 2020  
 December 10, 2020

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