



UNION COUNTY BOARD OF CHOSEN FREEHOLDERS

THURSDAY, APRIL 23, 2020
AGENDA SETTING MEETING MINUTES

CALL TO ORDER

Chairman Mirabella presided over the meeting and called the meeting to order at 5:08 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 offered his welcoming remarks:

Good evening, and welcome to another remote meeting of the Freeholder Board and the first video meeting. 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. As has become our custom, we begin tonight's meeting with heartfelt thanks for the thousands of Union County residents who are pitching in to help stop the COVID-19 virus in any way they can. At a time when other parts of the country are experiencing pockets of disruption and disunity, seeing our community come together as one is inspiring in so many ways. I have always been proud of my Union County family, and never more so than in this time of crisis.

With that in mind, tonight I would especially like to recognize the hundreds of residents, volunteers, and businesses that have helped to support the operation of the Union County Drive-Through Test Center at Kean University. Without question, testing is essential for bringing the COVID-19 outbreak under control. And, with the help of community support, the Test Center has been up and running on a six-day-a-week schedule. So far we have performed 9,500 tests free of charge for Union County

residents, as well as first responders and front line health workers from all over New Jersey. It is impossible to name everyone who has helped out, but some of those who have brought volunteers, food, medical supplies, and other equipment to the Test Center are:

The front line appreciation groups from Berkeley Heights, Cranford, Scotch Plains, and Summit; Feed the Frontline from Westfield; The Mountainside Girl Scouts; The Education Associations, from Elizabeth and Union Township; Kemper Sports and the Red Knot Restaurant, from our Galloping Hill Golf Course in Kenilworth; The Berkeley Heights PAL; The New Jersey Firemen's Benevolent Association; PBA numbers 73, 73a, 108, 108a, and 250; The Wischusen family and friends; and The Italian-American Police Society.

I would also like to mention New Jersey State Senator Joe Cryan, whose staff has been instrumental in getting the Test Center into operation and have been working there alongside our Public Safety personnel.

And, a special thanks to the Union Township Fire Department and representatives from all 21 towns, who participated in a display of unity and appreciation for the medical workers at the Test Center.

It was truly an emotional experience and one that none of us will ever forget. This week also saw 15 pallets of donated food from Amazon Logistics make its way to 20 different social service agencies in Union County, who will distribute it to families in need.

I would like to thank Amazon Logistics for the donation, and our partner United Way of Greater Union County, and Sheriff Pete Corvelli and his officers, who assisted with the distribution - and Freeholders Sergio Granados and Angela Garretson, who were instrumental in making this happen.

At this time I would also like to thank all of our Mayors, County Manager Ed Oatman, and Deputy County Manager Amy Wagner, for keeping in touch on a daily basis to coordinate resources in collaboration with the Governor's office. Booker Menendez Kane Scutari. Team effort all levels of government.

And, once again I thank everyone in Union County who has been keeping to the guidelines for isolation and separation. Day in and day out, your efforts have literally helped saved lives - your family, your friends, your neighbors, and perfect strangers alike. We are working through this crisis together. As hard as it has been, we can all be proud of the efforts we have made to this point, and we can see the signs of progress ahead. So let's redouble our commitment to stay the course, and keep encouraging each other in the weeks ahead. Resist efforts to open before its time like other areas opening too fast.

And finally, I would like to remind everyone that the Test Center is free.

Union County residents, if you think you have symptoms of COVID-19, call the Test Center at 908-373-5105 for an assessment. First responders and front line health workers anywhere in New Jersey, you can also call the Test Center at 908-214-7107. Just a reminder, everyone needs to have their symptoms assessed by phone, before they are scheduled for a test.

I also want to remind everyone that the County is continuing to operate essential services during this time, including assistance with food, emergency shelter, family crisis, and mental health.

Please visit the County website, at 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 2020-79, a contract with Royal Printing Services, West New York, New Jersey, as per Resolution 2017-1075, to provide additional printing services of inner business reply envelopes, outer envelopes, and special remittance certificate envelopes in order to accommodate the large number of Vote-By-Mail ballots anticipated in the Presidential 2020 Primary and General Elections due to the COVID-19 Pandemic, and concerns with safety, providing voters with self-sealing envelopes and postage paid envelopes. This addition is for an amount not to exceed \$435,220 for a total amount not to exceed \$2,395,917.00. (Chairman Alexander Mirabella)

Freeholder Hudak made comments relative to Vote-By-Mail voting, noting that he anticipated an increased reliance on this voting method as a result of the COVID-19 pandemic. He asked County Clerk Rajoppi if she had considered and prepared for the possibility of a substantial increase in Vote-By-Mail.

County Clerk Rajoppi advised that as a result of COVID-19 and the demographic of UC residents, she anticipated 50,000 Vote-By-Mail ballots to be cast. She noted that in the last few weeks her department had received over 33,000 Vote-By-Mail requests. She further advised that she was in the process of making the necessary preparations to accommodate the increase and that her department would be prepared to tackle a worst case scenario.

Freeholder Hudak inquired about the County Clerk's satellite office in Westfield and how normal methods of operations would need to be adjusted to allow for Vote-By-Mail given the social distancing guidelines currently in place.

County Clerk Rajoppi advised that she did expect to utilize the Westfield location but expected to introduce new regulations by which residents would have to abide when visiting the location, including limiting the quantity of people allowed in the building at any given time.

OFFICE OF THE UNION COUNTY PROSECUTOR

Lyndsay V. Ruotolo, Acting Prosecutor

There were no questions or comments by the Board.

1. Authorizing the County Manager, through the Union County Prosecutor's Office, to enter into an agreement with Qiagen LLC, Germantown, MD, for the purpose of providing equipment, chemicals and supplies for DNA testing for the period of January 1, 2020 through December 31, 2020 in an amount not to exceed \$35,404.30. (Chairman Alexander Mirabella)
2. Authorizing the County Manager to enter into an agreement with Clearview Data Systems, Greenville, South Carolina to renew maintenance contracts in an amount not to exceed \$23,575.43 for the contract period of January 1, 2020 through December 31, 2020. (Chairman Alexander Mirabella)
3. Authorizing the County Manger to enter into an agreement for the purchase of an interview system and license from Axon Enterprise, Inc. in an amount not to exceed \$32,914.97. (Chairman Alexander Mirabella)

DEPARTMENT OF ADMINISTRATIVE SERVICES

Laura Scutari, Director

There were no questions or comments by the Board.

1. 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. (Freeholder Sergio Granados)

DEPARTMENT OF ECONOMIC DEVELOPMENT

Amy Wagner, Deputy County Manager/Director

1. Authorizing the County Manager to apply for the Local Efficiency Achievement Program (LEAP) County Coordinator Fellowship Grant to support the County hiring a full-time Shared Services County Coordinator Fellow for a one-year period. (Chairman Alexander Mirabella)

Freeholder Granados asked Deputy County Manager to elaborate on this item, particularly the cost.

Deputy County Manager Wagner advised that this was a grant awarded by the state that would facilitate the hire of a coordinator fellow, for a maximum cost of \$50,000. She added that given the COVID-19 pandemic, funding for this item was no longer guaranteed.

2. Authorizing the County Manager to amend Resolution 2019-447 dated May 23, 2019 approving the 2019-2020 Annual Action Plan (Year 45) to include a special allocation of Community Development Block Grant (CDBG-CV) funds and Emergency Solutions Grant (ESG-CV) funds to prevent, prepare for and respond to the coronavirus pandemic (COVID-19), and to apply for and receive such funds from the Department of Housing and Urban Development, as authorized by the Coronavirus Aid Relief and Economic Security Act (CARES Act). This allocation represents a substantial amendment to Year 45 Action Plan, in an amount not to exceed \$4,139,331.00.
(Chairman Alexander Mirabella)

Freeholder Hudak inquired as to whether or not guidelines were currently available outlining the proper use of these funds as prescribed by federal regulation.

Deputy County Manager Wagner advised that there were well-defined categories for expenditures. She further advised that the plan moving forward would be to develop a comprehensive approach to spending once all related funds were received.

Vice Chairman Estrada commented on the current reporting that minorities were amongst the most impacted by COVID-19, noting that these funds could be used to help these struggling communities.

DEPARTMENT OF ENGINEERING, PUBLIC WORKS & FACILITIES MANAGEMENT

Joseph Graziano, Director

1. Authorizing the County Manager to enter into an agreement with Super Laundry, Carlstadt, NJ for the purchase and installation of one (1) Unimac Washing Machine for the Department of Engineering, Public Works and Facilities Management, to be installed at the Oriscello Correctional Facilities for an amount not to exceed \$28,485.00.
(Freeholder Kimberly Palmieri-Mouded)
2. Authorizing the County Manager to enter into an agreement with Whitaker Brothers North, Bristol, PA for the purchase and installation of new Audio System equipment for the Department of Engineering, Public Works and Facilities Management, to be installed within the Union County Courthouse, Elizabeth, NJ, for an amount not to exceed \$32,786.58 **(Freeholder Kimberly Palmieri-Mouded)**
3. Authorizing the County Manager to award the proposed contract obtained through advertised public bidding in accordance with the Local Public Contracts Law, NJSA 40A:11-1 et seq: Engineering, Public Works & Facilities Management, Division of Facilities Management: White

Rock Corporation, Old Bridge, NJ (BA#12-2020) for the purpose of providing Roofing Maintenance & Repair Services for twenty-four (24) consecutive months with the provision for one (1) twenty-four (24) month optional extension for a total contract amount not to exceed \$218,700.00. **(Freeholder Kimberly Palmieri-Mouded)**

4. Authorizing the County Manager to award the proposed contract extension originally obtained through advertised public bidding (BA#22-2018) in accordance with the Local Public Contracts Law, NJSA 40A:11-1 et seq: Department of Engineering, Public Work & Facilities, Division of Facilities Management, UC Prosecutor's Office, Department of Corrections, Division of Public Works, Division of Motor Vehicles, Maffey's Security Group, Elizabeth, NJ, for the purpose of providing Locksmith Services & Locking Hardware services, twenty-four (24) consecutive months from May 8, 2020 through May 7, 2022, in an amount not exceed \$249,000.00. **(Freeholder Kimberly Palmieri-Mouded)**

Freeholder Williams asked Director Graziano to elaborate on this item, particularly the monthly cost.

Director Graziano advised that this item related to a 24-month extension for lock-related services and parts. He added that the amount cited was a not to exceed amount and that he did not anticipate consuming the entire allotted amount. He further added that this expense had been significantly reduced over the last four years, noting a NTE cost of over \$300,000 for the 2016-2018 contract. He noted that the item would cover 900 hours of labor over the course of the contract period, which would equate to approximately 9 hours per week.

5. Amending Resolution Number 2020-200, a contract with R. J. Sherman & Associates (Vermeer) for the purchase and repairs of various parts for the Vermeer Compost Turner, to reflect an increase in the contract amount by a not to exceed amount of \$23,776.86 for a total contract amount not to exceed \$63,776.86; all other terms and conditions previously awarded remain the same. **(Freeholder Andrea Staten)**

Freeholder Estrada spoke relative to this item, noting his surprise at the costly amount being charged for repair and questioned the financial return of this purchase, wondering whether the cost exceeded the assumed benefits. He also inquired as to whether or not County staff could be trained to conduct the necessary repairs on the related equipment.

Director Graziano advised that regular maintenance and generic parts were replaced in-house. However, he advised that depending on the nature and extent of the damage, sometimes there was no choice other than to contract a third-party specialized in troubleshooting and repairing this of equipment. He noted that the most recent issue was related to a damaged drum caused by debris in the quarry and the drum had to be shipped out for repair. He added that he was very happy with the equipment and that the repair and maintenance costs did not outweigh the investment, noting that in 2018 \$810,000 in incoming funds were realized relative to the sale of compost and municipal leaf pickup.

Mirabella made comments relative to the equipment and asked Director Graziano if he anticipated any repairs in the near future.

Director Graziano advised that he did not expect any unforeseen issues with the machine. He added that his staff would be retrained to ensure proper utilization of the equipment and that they would be more thorough when inspecting debris to mitigate damage.

DEPARTMENT OF FINANCEBibi Taylor, Director

1. Resolution Introducing and Approving the Annual Budget of the County of Union for the Fiscal Year 2020 (**Freeholder Sergio Granados**)
2. Resolution to exceed the County tax levy limit and to establish a CAP Bank (N.J.S. 40A: 4-45.14). (**Freeholder Sergio Granados**)
3. Authorizing the Office of the Sheriff to exceed the County Entity Budget CAP (P.L., 2015, c.249). (**Freeholder Sergio Granados**)
4. Authorizing the Office of the Surrogate to exceed the County Entity Budget CAP (P.L., 2015, c.249). (**Freeholder Sergio Granados**)

Freeholder Garretson made comments relative to the budget and certain savings relative to COVID-19. She asked Director Taylor if all state funding had been received and commended her efforts in ensuring savings while also considering the legislative impact of COVID-19.

Director Taylor noted adjustments in staffing and the operational budget relative to the 2020 Budget, including reductions in park programming and the elimination of Public Works projects due to COVID-19. She added that they were working closely with state legislatures to realize revenue opportunities. She commended the Board's leadership for being able to achieve a 0% budget increase, a goal many years in the making.

Vice Chairman Estrada made comments relative to the CAP and how funds are set aside to handle future financial changes and recognized the continued hard work of the Financial Committee for managing these funds responsibly.

Director Taylor agreed, noting them as a financial planning tool to be utilized responsibly when necessary.

DEPARTMENT OF HUMAN SERVICESDebbie-Ann Anderson, Director

1. Authorizing the County Manager to award 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 for the period of May 1, 2020 through December 31, 2020 in an amount not to exceed \$16,000.00. (**Freeholder Sergio Granados**)
2. Amending Resolution 2019-426, adopting the 2019 Homeless Trust Fund (HTF) Spending Plan, for a change in account number only with no change in total dollars nor any other changes to terms of agreement. (**Freeholder Kimberly Palmieri-Mouded**)
3. Amending Resolution 2019-587, adopting the 2019-20 HEARTH Emergency Solutions (HES) Spending Plan, to reflect a one-month extension of the grant term from August 1, 2019-July

31, 2020 to August 1, 2019–August 31, 2020; further authorizing the County Manager to award additional funds in the amount not to exceed \$236,128 to The Gateway Family YMCA Eastern Union County to support emergency shelter operations as a result of COVID-19 expenses for the period of May 1, 2020 to August 31, 2020, for a new 2019–20 HES Spending Plan total not to exceed \$592,914. (Freeholder Sergio Granados)

4. Amending Resolution 2019–1060, entering into agreements with various community based organizations to provide shelter night stays for TANF, GA, and/or Emergency Assistance recipients for the period of January 1, 2020 through December 31, 2020, to add the services of six (6) motels to the list of shelter care facilities due to the increase in the number of homeless placements directly related to the COVID-19 Pandemic Shelter In Place Executive Order. (Freeholder Sergio Granados)
5. Amending Resolution 2019–917, approving the Countywide Code Blue Emergency Shelter Initiative to address the needs of the homeless during periods of extreme weather conditions, to add the services of six (6) hotels/motels to the list of Code Blue vendors for the period of January 1, 2020 through December 31, 2020 due to the increase in the number of homeless placements directly related to the COVID-19 Pandemic Shelter in Place Executive Order. (Freeholder Sergio Granados)

Relative to Item Nos. 4 & 5, Freeholder Granados noted the increased need for housing as a result of COVID-19 and thanked Director Anderson for her leadership in scouting new locations to accommodate these growing numbers.

Freeholder Williams inquired about the increase in housing needs since mid-March.

Director Anderson advised that there had been a 20% increase in housing needs and homelessness countywide, adding that the closest facility being used in Elizabeth was filled to capacity.

Freeholder Williams expressed her gratitude for having these important resources in place during these difficult and uncertain times.

6. A Resolution authorizing the County Manager to extend a Lease Agreement By and Between The County of Union and Alfieri-342 Westminster Associates, L.P., for a period of five (5) years commencing August 1, 2021 through July 31, 2026 in the total rental amount not to exceed \$7,871,615.04. (Chairman Alexander Mirabella)

OFFICE OF THE COUNTY COUNSEL

Robert Barry, County Counsel

1. Authorizing the County Manager to enter into a contract with Florio, Perrucci, Steinhardt, Capelli, Tipton & Taylor, LLC, of Rochelle Park, NJ, as Special Counsel to the County to provide services related to the Coronavirus Aid, Relief, and Economic

Security Act ("CARES ACT") in the amount not to exceed \$50,000.00 (Chairman Alexander Mirabella)

Freeholder Hudak inquired about the guidelines that outlined how these funds could be expended.

County Counsel Barry advised that legislation relative to how these funds could be utilized was incredibly elaborate and in order to fully claim and properly utilize these funds, it was his recommendation that a firm be hired to thoroughly review and dissect the bill.

Freeholder Garretson asked if this firm would dedicate its efforts to both state and federal funding and if the funding received could be tracked.

County Counsel Barry advised that state funding would be accounted for, but the firm would dedicate their efforts mainly to federal funding.

OFFICE OF THE COUNTY MANAGER

Edward Oatman, County Manager

1. 1. Authorizing the County Manager to enter into a Side Bar Agreement with FMBA Local R2343 for the provision of additional compensation for "hazardous duty pay" for eligible employees during the COVID-19 pandemic. **(Chairman Alexander Mirabella)**
2. Authorizing the County Manager to offer additional compensation for eligible employees for "hazardous duty pay" to Non-Contractual Part-time and Per-Diem EMTs during the COVID-19 pandemic. **(Chairman Alexander Mirabella)**

Chairman Mirabella inquired about Item No. 2 and the budget set aside to fund this item and also requested steady updates moving forward.

County Manager Oatman advised that the amount was dependent on many factors relative to the COVID-19 pandemic and as a result, he could not provide an exact figure at the time. He confirmed he would provide the necessary information as it was made available.

Freeholder Hudak commended County Manager Oatman for compensating EMT's who are on the front lines providing essential emergency services to County residents.

FREEHOLDER SPONSORED RESOLUTIONS

1. Resolution offering this Board's deepest sympathies to the family of former Hillside Mayor and Councilman Sam McGhee, during their time of sorrow. (Freeholder Angela R. Garretson & The Entire Board)
2. Authorizing the County Manager to award a contract to Picerno-Giordano Construction, 200 Market Street, Kenilworth, New Jersey, 07033 for the demolition of structures at 112 Park Drive, Cranford, New Jersey, 07016 in an amount not to exceed \$39,500.00. (Freeholder Christopher Hudak)
3. Resolution offering this Board's deepest sympathies to the family of Dorothy Mae Dobbins, mother of Roselle Councilwoman Cynthia Johnson, during their time of sorrow. (Freeholder Andrea Staten & The Entire Board)
4. Resolution offering this Board's deepest sympathies to the family of Artie Schnarr, Elizabeth Firefighter and uncle of Freeholder Alexander Mirabella, during their time of sorrow. (Vice Chairman Angel G. Estrada & The Entire Board)

Chairman Mirabella thanked Vice Chairman Estrada for introducing this item in honor of his uncle. He also thanked everyone who had reached out offering their condolences.

5. Resolution offering this Board's deepest sympathies to the family of Antonio Anderson, father of Director Debbie-Ann Anderson, during their time of sorrow. (Chairman Alexander Mirabella & The Entire Board)
6. Resolution offering this Board's deepest sympathies to the family of Laurinda Pires, mother in law of Director Ronald Charles, during their time of sorrow. (Chairman Alexander Mirabella & The Entire Board)
7. Resolution offering this Board's deepest sympathies to the family of Beatrice Fink, during their time of sorrow. (Chairman Alexander Mirabella & The Entire Board)
8. Resolution offering this Board's deepest sympathies to the family of Elma Munster, mother of Honorable Assignment Judge Karen Cassidy, during their time of sorrow. (Chairman Alexander Mirabella & The Entire Board)

ADJOURNMENT

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

The meeting was adjourned at 5:48 P.M.

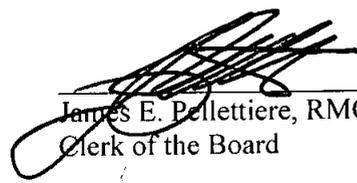
UNION COUNTY BOARD OF CHOSEN FREEHOLDERS 2020 MEETING SCHEDULE

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, 6th Floor, Elizabeth, New Jersey, unless otherwise specified. In the event an Agenda Setting Session and Regular Meeting are held on the same night, the Agenda Setting Session will commence at 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

<u>AGENDA SETTING SESSION</u>	<u>REGULAR MEETINGS</u>
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