

UNION COUNTY BOARD OF CHOSEN FREEHOLDERS

THURSDAY, APRIL 7, 2016
MINUTES OF THE AGENDA SETTING MEETING

Chairman Bruce Bergen presided and called the meeting to order at 7:05pm. Roll call showed, Vice Chairman Sergio Granados, Freeholder Linda Carter, Freeholder Angel G. Estrada, Freeholder Christopher Hudak, Freeholder Alexander Mirabella and Freeholder Vernell Wright were in attendance. Freeholder Mohamed S. Jalloh and Freeholder Bette Jane Kowalski were absent.

Also present were County Manager Alfred Faella, County Counsel Robert E. Barry, Esq. and Clerk of the Board James Pelletiere.

The Prayer and Salute to the Flag was led by the Clerk of the Board.

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

APPROVAL OF COMMUNICATIONS

Note and File

PRESENTATION TO THE BOARD

Mr. Robert Walton, JCP&L Area Manager thanked Director Graziano and the Public Works Department staff for their cooperation with a major project that was being worked on at Hillside Avenue in Springfield. He said the County's Public Works garage was being used to store their utility poles while the work was being done.

Mr. Walton stated that JCP&L have been doing a liability analysis specifically in Summit, Springfield and New Providence. He gave the statistics of power outages in those areas and how long people were out of power.

Mr. Walton stated that JCP&L was named Operating Company of the Year in 2016.

Freeholder Mirabella questioned the future plans of JCP&L. He asked about the proposed plans for the northern part of the county.

Mr. Robert Walton stated there is no specific upgrade for Union County as they do not have the 2016 capital investment. He explained that they are constantly looking at every circuit. He said if one circuit goes out we can feed the customers through a different circuit, adding it is an ongoing effort.

Freeholder Estrada questioned the areas that is being served. Mr. Walton stated Berkeley Heights and Mountainside, Summit and New Providence.

Freeholder Estrada stated his daughter lives in Berkeley Heights and they are not happy with JCP&L and individuals in Mountainside have even less service.

Freeholder Estrada thanked Mr. Walton for the information and for the number of people that have been affected by power.

Mr. Walton stated JCP&L works very closely with the County Office of Emergency Management.

Chairman Bergen thanked Mr. Walton for attending and presenting the information to the Board.

Chairman Bergen called upon Maureen Tinen, Union County Economic Development Corporation, stating that they are partnered with Union County and they do a great job helping small businesses across the county and northern New Jersey.

Ms. Tinen thanked the Board for their continued support over the past 29 years. She spoke in detail about the loans, events, donors, workshops and government contracts.

Freeholder Estrada stated he has high regards for the organization, especially when it comes to dealing with people in the community. He said some businesses need this opportunity. He said it is great to see the accomplishments of the Department of Defense, Port Authority and many more. Freeholder Estrada said he was very impressed by the figures provided and told her to keep up the good work.

Ms. Tinen stated that County dollars are not used as loan dollars; they are used strictly for administrative costs. She said the ECDC borrows money from banks and the government and then they relend it. She said there is no liability to the County on any loans that do not get paid. She said that liability would rest exclusively with the ECDC.

Freeholder Carter congratulated Ms. Tinen on the great work and their accomplishments stating that is important that they know what the resources are, and she appreciates the partnership that has developed.

Freeholder Carter stated that this could empower women in Union County and said it is important that our resources are known and by partnering more people can be helped.

Chairman Bergen thanked Ms. Tinen for her report.

The report is attached.

OFFICE OF THE UNION COUNTY SHERIFF

Joseph P. Cryan, County Sheriff

Lieutenant George Kurz represented the Office.

1. Authorizing the County Manager to amend Resolution 2015-515 to extend the contract period with A&A Fitness, Inc. d/b/a The Max of Springfield, Union, New Jersey to provide physical and nutritional administration services to the Union County Sheriff's Office and County of Union Employee Participants for a period of 18 months for a total not to exceed \$90,000.00. **(Chairman Bruce H. Bergen)**

Freeholder Carter stated that item #1 is a good program. She asked if this item is a contract renewal and if so, she asked if the amount was the same in the previous contract.

Acting Director of Administrative Services Michael Yuska responded. He stated that there are two components to the program. He said the County contributes dollars for the first ten weeks and the participant also contributes. He said this is the same incremental amount for the first six months it was pro-rated. He also explained that they are trying to estimate how many participates will join and how many will continue with the program. He added that it has been a successful program thus far, resulting in healthier employees and added that he will get back to the Board with the exact numbers.

OFFICE OF THE UNION COUNTY PROSECUTOR

Grace H. Park, Acting Prosecutor

Deputy First Assistant Anne Luvera represented the Office.

Deputy First Assistant Luvera stated that item #1 is a request seeking authorization to replace our coordinator for SANE program effective April 29th and we would like to enter into a professional service agreement with one of our SANE coordinators. She explained that the coordinator will take on the responsibilities temporarily at a rate of \$800 per week. She said this will be enforced until a permanent SANE Coordinator is hired or until funds are not available to reimburse Ms. Deo.

1. Authorizing the Union County Prosecutor's Office to enter into an agreement with the County of Union and appoint Elizabeth Deo, RN, FN-CSA to serve as Acting SANE Coordinator effective April 18, 2016. **(Chairman Bruce H. Bergen)**

Freeholder Estrada asked if the goal of item #1 is to replace the individual on a permanent basis.

Deputy First Assistant Anne Luvera replied, yes.

Freeholder Estrada asked if the SANE if the coordinator from SANE is a nurse.

Deputy First Assistant Anne Luvera stated that the coordinator is a nurse. She said she supervises the other nurses making sure they are adequately trained, maintains an on-call schedule, and acts as the liaison to the prosecutor's office. The assistant prosecutors are on-call 24/7 so that they can respond to victims of sexual assault. She said the same nurses collect evidence and are trained and need to testify at grand jury or trials.

Freeholder Estrada asked if the coordinator is an actual nurse.

Deputy First Assistant Anne Luvera replied, yes a nurse with special forensic training. She said they do the testing of evidence.

DEPARTMENT OF ADMINISTRATIVE SERVICESMichael Yuska, Acting Director

1. Approving the Medical Malpractice Liability policy for Dr. Raymond Lanza, at Cornerstone Hospital, with Princeton Insurance Company, Princeton, New Jersey, for the period of May 1, 2016 through April 30, 2017 in the amount of \$13,642.69. **(Chairman Bruce H. Bergen)**

Freeholder Carter asked if the contract amount is this same as last year and asked for the comparison over the last three years.

Acting Director Yuska stated that last year's comparison was exactly the same. He said it is selected by our brokers getting quotes in the market places. They are trying to get the best possible prices. He the broker negotiated with the same company this year and the price was the same. He said he will provide the Board with the information on the other two bids.

Freeholder Mirabella asked if the premium is the same if the medical director handles a subsection of the hospital v. the entire operation.

Acting Director Yuska stated that malpractice does not consider how many patients are seen.

2. Authorizing the County Manager to enter into an agreement to provide liability coverage for the operation of the ambulances owned and operated by the County Emergency Services in the amount of \$10,574.00 with Western World Insurance Company, Franklin Lakes, New Jersey, for the period of April 26, 2016 to April 25, 2017. **(Chairman Bruce H. Bergen)**
3. Authorizing the County Manager to enter into a contract with Cherry Valley Tractor Sales, Marlton, NJ, for the purchase of Five (5) Kubota ZD1211L-72 Zero Turn 72" Mowers for the Division of Parks & Recreation, Parks Maintenance, through the Middlesex County Regional Educational Services Commission (MRESC) in the amount not to exceed \$72,101.30. **(Chairman Bruce H. Bergen)**
4. 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: Department of Administrative Services, Division of Motor Vehicle, to Union County Collision, Roselle Park, NJ, for the purpose of providing the County with automobile and light truck collision repair, painting and refinishing for a period of 24 months, with the option to extend for an additional 24 months, not to exceed \$300,000.00. **(Chairman Bruce H. Bergen)**

DEPARTMENT OF CORRECTIONSRon Charles, Director

County Manager Faella stated item #1 is going to be discussed during Executive session.

1. Authorizing the County Manager to enter into a shared services agreement with Essex County for the purpose of relocating an average of forty (40) Union County inmates daily during the replacement of the roof and elevators in the Union County Jail. The replacement and relocation of inmates will last approximately one year and will begin on or about April 18, 2016 at a cost not to exceed \$1,500,000. **(Chairman Bruce H. Bergen)**

DEPARTMENT OF ECONOMIC DEVELOPMENTAmy Wagner, Acting Director

There were no questions

1. Authorizing the County Manager to repay the US Department of Housing & Urban Development the sum of \$51,590 for HOME funds invested in the 2000 New Century Homes project that was terminated before completion as a result of a bankruptcy filing by the developer. Repayment is required per HUD regulation 24CFR 92.503 (b) (2). **(Freeholder Angel G. Estrada)**
2. Authorizing the County Manager to award a contract to the Union County Economic Development Corporation to provide procurement training/technical assistance to private businesses within the County of Union for the period of January 1, 2016 to December 31, 2016, in an amount not to exceed \$100,000. **(Chairman Bruce H. Bergen)**
3. Authorizing the County Manager to award a contract to the Union County Economic Development Corporation, to provide General Economic Development Services to Private Businesses in Union County, in an amount not to exceed \$100,000. (Chairman Bruce H. Bergen)
4. Authorizing the County Manager to have the Board of Chosen Freeholders approve a Memorandum of Understanding between the Union County Workforce Development Board and the Union County American Job Centers' Partners. (Formerly One-Stop Career Center) (Chairman Bruce H. Bergen)

DEPARTMENT OF ENGINEERING, PUBLIC WORKS & FACILITIES MANAGEMENT

Joseph Graziano, Director

Director Graziano stated that he would like to add a Resolution from the floor. He said it was previously approved but the vendor omitted some verbiage. He said it should have read that the contract consists of a twelve month option for the bid. He said the bid went out without the wording.

Chairman Bergen asked if this was the only add on.

Director Graziano replied, yes.

1. 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: Department of Engineering, Public Works & Facilities Management, Division of Engineering: Solar-Mite Electrical Contractors, Inc., of Fords, New Jersey, for the purpose of providing Intersection Improvement at Center Street and South Avenue, Borough of Garwood, for an amount not to exceed \$253,866.50. (BA#04-2016; Union County Engineering Project Number 2012-031) **(Freeholder Linda Carter)**
2. 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: Department of Engineering, Public Works & Facilities Management, Division of Engineering: Manor II Electric, Inc., of Holmdel, New Jersey, for the purpose of providing the Installation of a Generator at the Union County Engineering Building, Scotch Plains, New Jersey, for an amount not to exceed \$142,300.00. (BA#6-2016; Union County Engineering Project Number 2013-012) **(Freeholder Linda Carter)**
3. Amending Resolution Number 2016-114, 2016 Local Bridges Future Needs Program LBFN-2016-0004 to reflect language revision as requested by the New Jersey Department of

- Transportation. (NJDOT) (Union County Engineering Project Number 2015-018) **(Freeholder Linda Carter)**
4. Amending Resolution Number 2016-113, 2016 Local Bridges Future Needs Program LBFN-2016-00001 to reflect language revision as requested by the New Jersey Department of Transportation (NJDOT). (Union County Engineering Project Number 2016-003) **(Freeholder Linda Carter)**
 5. Authorizing the County Manager to enter into an Agreement between the County of Union and the Borough of Roselle for the Installation of a Traffic Control Signal at Chestnut Street (C.R. 625) and 5th Avenue within the Borough of Roselle, County of Union, New Jersey. (Union County Engineering Project Number 2016-020) **(Freeholder Linda Carter)**
 6. 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: Department of Engineering, Public Works and Facilities Management, Division of Engineering: GPC, Inc., of Millburn, New Jersey, for the Union County Courthouse Radio Room Tower, County of Union, City of Elizabeth, New Jersey, for an amount not to exceed \$908,000.00. **(Freeholder Linda Carter)**
 7. 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: Department of Engineering, Public Works, and Facilities Management, Division of Engineering, to Della Pello Paving, Inc., of Union, New Jersey, for the purpose of providing 2016 Road Resurfacing Project, Various Municipalities, County of Union, New Jersey, for an amount not to exceed \$8,292,179.85. (BA#12-2016; Union County Engineering Project Number 2015-003) **(Freeholder Linda Carter)**
 8. 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: Department of Engineering, Public Works and Facilities Management, Division of Engineering: Reivax Contracting of Newark, New Jersey, for the purpose of providing Mountain Avenue Bridge (SP-11) over Stream 10-35, Superstructure Replacement, Township of Springfield, for an amount not to exceed \$445,764.00; funded through the New Jersey Department of Transportation, FY2014 Local Bridge Future Needs Program. (Bid Number 22-2016; Union County Engineering Project Number 2014-001) **(Freeholder Linda Carter)**
 9. 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 to: Pravco, Inc., Rahway, NJ (BA-7-2016) for the purpose of providing Roofing Maintenance & Repair Services for the Department of Engineering, Public Works & Facilities Management, Division of Facilities Management for twenty-four (24) consecutive months with the provision for one (1) twenty-four (24) month optional extension, contract amount not to exceed \$234,000.00. **(Freeholder Linda Carter)**
 10. Resolution concurring with the Township of Berkeley Heights granting permission to the Brooke Healy Foundation to hang a banner from May 30, 2016 to June 13, 2016 on Plainfield Avenue for the Brooke Healy Foundation Bikers for Brook Healy Motorcycle Run and Family Barbeque. **(Chairman Bruce H. Bergen)**

11. Resolution concurring with the Borough of Kenilworth to close the Boulevard from 14th Street to Michigan Avenue on Sunday, May 22, 2016 from 7:00 a.m. to 7:00 p.m. for the Kenilworth Street Fair. **(Chairman Bruce H. Bergen)**
12. Resolution concurring with the Township of Berkeley Heights granting permission to the Rotary Club to hang a banner across Springfield Avenue from May 13, 2016 to May 30, 2016 and another on Plainfield Avenue from May 12, 2016 to May 30, 2016 to advertise their "Rubber Duck Fest." **(Chairman Bruce H. Bergen)**
13. Resolution concurring with the Township of Berkeley Heights granting permission to the Berkeley Heights Police Athletic League (PAL) to hang a banner on Plainfield and Springfield Avenue from April 14, 2016 to May 12, 2016 for the Annual PAL Golf Outing to be held on May 16, 2016. **(Chairman Bruce H. Bergen)**

Department of Finance

Bibi Taylor, Director

There were no questions.

1. Resolution to exceed the County tax levy limit and to establish a CAP Bank (N.J.S. 40A: 4-45.14). **(Freeholder Alexander Mirabella)**
2. Resolution Introducing and Approving the Annual Budget of the County of Union for the Fiscal Year 2016. **(Freeholder Alexander Mirabella)**

Department of Human Services

Frank Guzzo, Director

There were no questions.

1. Amending Resolution 2016-63, awarding BA 67-2015 open end contract to Shepard Brothers, Inc. Canandaigua, New York, to exercise the option as allowed by NJAC 5:30 et seq to purchase four (4) Paratransit 10 passenger vans with two wheelchair positions in the total amount not to exceed \$205,300 in order to maintain Paratransit's fleet of vehicles by replacing four vans that have reached their useful life as defined by the County of Union. **(Freeholder Vernell Wright)**
2. Amending Resolution Number 2015-316 (BA#15-2015) a contract with Motivated Security Services for Cornerstone patients extending the contract for 12 months commencing May 11, 2016 through May 10, 2017. **(Freeholder Vernell Wright)**
3. Authorizing the County Manager to renew a contract with Dr. Eshban Muthuka for the period of April 16, 2016 through April 15, 2017. Resolution #2015-583 references the Request for Qualifications (RFQ). **(Freeholder Bette Jane Kowalski)**
4. Amending Resolution Number 2015-227 for Dr. Eshban Muthuka in the amount of \$10,000 to cover until the renewal of his contract starting on April 16, 2016. **(Freeholder Bette Jane Kowalski)**
5. Amending Resolution 2016-203, applying for and accepting NJ Transit's Consolidated NJ-Job Access and Reverse Commute (NJ-JARC) SFY 16 Grant funding, to increase the

County Match in the amount of \$75,000 for a new total County Match of \$225,000 with no other changes to terms. **(Freeholder Bette Jane Kowalski)**

6. Amending Resolution Number 2015-970 to reflect the County of Union's share of the 2015 tax appeal of \$30,335.44. **(Freeholder Bette Jane Kowalski)**
7. Amending Resolution 2016-204, the 2016-2018 Area Plan Spending Plan, to reflect an increase in funding only in the amount not to exceed \$312,318 for a new grand total not to exceed \$3,030,657 to be allocated as outlined and charged to account numbers specified for the same contract year one period of January 1, 2016 through December 31, 2016 with no other changes to the 2016-2018 Area Plan. **(Freeholder Bette Jane Kowalski)**
8. Authorizing the County Manager to approve the 2016 GAP Spending Plan in the total amount not to exceed \$71,000 for subcontracted services to be provided during the period of April 15, 2016 through December 31, 2016; further authorizing the transfer of funds among the agencies during the contract period should service needs change and/or if any of the agencies fails to meet its contractual obligation. **(Freeholder Bette Jane Kowalski)**
9. Amending Resolution 2015-1036 to extend the contract period on BA #76-2011 (Resolution #2013-1037) with Aramark Correctional Services, Philadelphia, PA, for an additional (1) month for the period of April 1, 2016 through April 30, 2016 for the continued provision of food services for residents and staff at the UC Juvenile Detention Center in an amount not to exceed \$50,000. **(Freeholder Bette Jane Kowalski)**

DEPARTMENT OF PARKS AND RECREATION

Ronald Zuber, Director

1. Authorizing the County Manager to award a Professional Engineering Service Contract to Neglia Engineering Associates, of Clark, New Jersey to provide design, construction administration and inspection services to the construction of three (3) replacement golf cart path bridges and one (1) replacement foot bridge at the Galloping Hill Golf Course in Kenilworth, New Jersey for an amount not to exceed \$64,292.00. (Union County Engineering Project Number 2015-015) **(Vice Chairman Sergio Granados)**
2. Authorizing the County Manager to award a Professional Architectural Service Contract to USA Architects Planners/Interior Designers PA, of Somerville, New Jersey to provide architectural design, construction administration and inspection services for the Echo Lake Pavillion Renovation Project, Town of Westfield & Borough of Mountainside, for an amount not to exceed \$95,000.00. (Union County Engineering Project Number 2016-010) **(Vice Chairman Sergio Granados)**
3. Authorizing the County Manager to award a Professional Architectural Service Contract to The Musial Group of Mountainside, New Jersey to provide architectural design, construction administration and inspection services for renovations at the Acadia Arboretum Building located in Scotch Plains for an amount not to exceed \$75,350.00. (Union County Engineering Project Number 2016-011) **(Freeholder Linda Carter)**

Freeholder Hudak as for an explanation of the building mentioned in item #3.

Director Zuber stated it was a Center for Hope Hospice on Glenside Avenue the building has been vacant since the end of 2012. It is currently an abandoned office space and a house.

4. Authorizing County Manager to execute License Agreement with PGA Tournament Corporation allowing the PGA to use Houdaille Quarry and Oakridge Park, subject to NJ DEP and DOT approval, from July 25, 2016 to August 1, 2016 for the PGA Championship, in return for \$50,000 which will be deposited in the Open Space Trust Fund. **(Vice Chairman Sergio Granados)**
5. Authorizing the County Manager, through the office of Cultural & Heritage Affairs, to reallocate funds received from the NJSCA to 33 Union County agencies and organizations as recommended by the Arts Grant Committee of the Cultural and Heritage Programs Advisory Board and subsequently approved by the entire Advisory Board in the amount of \$63,500. **(Vice Chairman Sergio Granados)**

OFFICE OF THE COUNTY MANAGER

Alfred J. Faella, County Manager

There were no questions.

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, Prosecutor's Office, and effective January 1, 2015 through December 31, 2017. **(Chairman Bruce H. Bergen)**

FREEHOLDER SPONSORED RESOLUTIONS

Freeholder Carter stated she would have an additional laudatory for next week.

Freeholder Hudak stated he would have an additional laudatory for next week.

Vice Chairman Granados stated he would have an additional laudatory for next week.

Chairman Bergen stated he would have advisory board appointments. Chairman Bergen stated that on behalf of Freeholder Kowalski she will have an Open Space Referendum.

Chairman Bergen asked to join Freeholder Kowalski and Freeholder Mirabella on #3.

1. Re-appointing the following members to the Construction Board of Appeals: David Maas (fire official); Richard Watkins (Bldg. Inspector); Matthew Sonz (contractor) and Don Moser (engineer) for a term beginning January 1, 2016 and ending December 31, 2018. **(Freeholder Christopher Hudak)**
2. Congratulating Donald J. Givens for being selected as the Linden's 40th Outstanding Senior Citizen of the Year for 2016 **(Freeholder Christopher Hudak)**
3. Laudatory resolution celebrating the week of April 10, 2016 through April 16, 2016 as "National Library Week," and further recognizing its 2016 theme: "Libraries Transform." **(Freeholder Kowalski & Freeholder Mirabella)**
4. Appointing the following members to the Union County Workforce Development Board to fill unexpired terms: Tina Earley for a term ending June 30, 2016; Hugh Caufield for a term ending June 30, 2017 and Pat Williams for a term ending June 30, 2018. **(Vice Chairman Sergio Granados)**

5. Extending the Board's appreciation and commends the Elizabethtown Gas Company for its leadership role in promoting the partnership of the public and private sectors in support of the arts in Union County. **(Vice Chairman Sergio Granados)**
6. Recognizing and expressing appreciation to the National Arts Program Foundation staff for their role in promoting appreciation and recognition of individual artistic achievement and its importance to community spirit **(Vice Chairman Sergio Granados)**
7. Amending Resolution Number 2016-18, a contract with Continuum Voice and Data Systems for the provision of software maintenance services to the County's records management software system, for the purchase of an additional Document Import Processor and maintenance license and in the amount of \$6,000.00 for a new contract not to exceed \$32,240.00. **(Chairman Bruce H. Bergen)**
8. Congratulating the First Baptist Church of Westfield upon celebrating their 150 years of ministry in Westfield. **(Chairman Bruce H. Bergen)**
9. Congratulating the Diamond Circle as it celebrates its 60th Anniversary. **(Chairman Bruce H. Bergen)**
10. Congratulating Janet Whitman on being selected as the recipient of the Summit-New Providence Rotary Club's Person of the Year Award. **(Chairman Bruce H. Bergen)**

EXECUTIVE SESSION

To the extent known, the following items will be discussed in Executive Session:

- 1) Attorney-Client privileged communication relative to potential settlement in the matter of County of Union v. Amir Karin.
- 2) Attorney-Client privileged communications and discussion relative to negotiations for a Shared Services Agreement with the County of Essex for the provision of secured housing of Union County inmates.
- 3) Attorney- Client privileged communications and discussion relative to negotiations for a Shared Services Agreement with the County of Hudson for the provision of secured housing and substance abuse programming for Union County inmates.

County Counsel Barry stated that pursuant to provisions of the Open Public Meetings Act a public body may enter into Executive Session for the purpose of discussing Attorney-Client privileged communication relative to potential settlement in the matter of County of Union v. Amir Karin; Attorney-Client privileged communications and discussion relative to negotiations for a Shared Services Agreement with the County of Essex for the provision of secured housing of Union County inmates; and Attorney- Client privileged communications and discussion relative to negotiations for a Shared Services Agreement with the County of Hudson for the provision of secured housing and substance abuse programming for Union County inmates.

The minutes of the Executive Session shall be separated from the minutes of the Open Public Session. The minutes of the Executive Session, redacted as appropriate and necessary, shall be

available in approximately 30 days. The Clerk of the Board shall retain the original minutes until such time as the confidential limitations have been removed, at which time they shall be made available. Upon the Board's return, it will not take formal action on the matters discussed. Upon a majority vote of the members present, the Board may now retire to Executive Session.

Chairman Bergen asked for a motion to enter Executive Session. On a motion made by Freeholder Mirabella and seconded by Freeholder Carter, roll call showed seven members of the Board voted in the affirmative with Freeholder Jalloh and Freeholder Kowalski absent.

Chairman Bergen asked for a motion to return to the Regular Meeting. On a motion made by Freeholder Mirabella and seconded by Freeholder Carter, roll call showed six members of the Board voted in the affirmative with Vice Chairman Granados, Freeholder Jalloh and Freeholder Kowalski absent.

ADJOURNMENT

Chairman Bergen asked for a motion to adjourn the meeting at 8:03 PM . On a motion made by Freeholder Mirabella and Freeholder Wright, a voice vote showed six members of the Board voted in the affirmative with Vice Chairman Granados, Freeholder Jalloh and Freeholder Kowalski absent.

UNION COUNTY BOARD OF CHOSEN FREEHOLDERS 2016 MEETING SCHEDULE

Please note that meetings are regularly held on Thursday evenings. Agenda Setting Sessions and Regular Meetings are held at 7:00pm 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 7:00pm 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 3, 2016 at 12:00 pm
Assignment Judge Karen M. Cassidy's Courtroom, 2 Broad Street, Elizabeth, NJ

2016 MEETING SCHEDULEAGENDA SETTING SESSION

January 14, 2016

February 4, 2016
February 18, 2016March 3, 2016
March 17, 2016April 7, 2016
April 21, 2016May 5, 2016
May 19, 2016June 2, 2016
June 16, 2016

July 14, 2016

August 11, 2016

September 8, 2016
September 22, 2016October 6, 2016
October 20, 2016

November 10, 2016

December 1, 2016
December 15, 2016

JEP:ac/mb

REGULAR MEETINGS

January 21, 2016

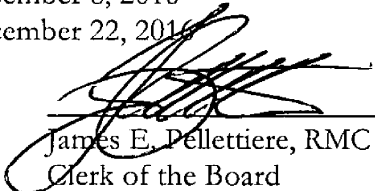
February 11, 2016
February 18, 2016March 10, 2016
March 31, 2016April 14, 2016
April 28, 2016May 12, 2016
May 26, 2016June 9, 2016
June 23, 2016

July 21, 2016

August 18, 2016

September 15, 2016
September 29, 2016October 13, 2016
October 20, 2016

November 22, 2016 (Tuesday)

December 8, 2016
December 22, 2016
James E. Pellettiere, RMC
Clerk of the Board



BACKGROUND

- Freeholders formed UCEDC in partnership with the business and labor groups in 1977
- County Manager, Al Faella serves on UCEDC board
- Contracts with UCEDC exclusively serve Union County businesses
- No county funds are used for lending. UCEDC solely responsible for all loans
- *Union County has two contracts with UCEDC* that support UCEDC's lending, training, reports, and general economic development services in Union County (See below)

CONTRACT ONE: General Eco. Dev. Services for Union County

- Loans to small businesses (See attached list)
- Economic & demographic reports (See attached reports)
- Business financial literacy classes (free classes) (See attached list)
- General business mentoring (free mentoring)
- Special projects for Union County

CONTRACT TWO: US Dept. of Defense Procurement Technical Assistance Center. Matching funds for federal contract. (See attached list)

- Match clients to local, state and federal contract opportunities
- Offer special classroom trainings on procurement subjects (See attached list)
- Mentor 200 UCEDC Union County procurement clients as needed

SPECIAL PROJECTS

- UCMB:
 - Served on planning committee, hosted sessions, provided speakers for various sessions
- Serve on various Union County boards (WIB, LIA, Eliz COC, Cranford DMC, CCCC)
- Union County Businesses won UCEDC'S Quick Pitch competition (\$2,500 prize)

Union County
Networking and Training Events
2015

Description

Date

City

NETWORKING

Westfield Area Chamber Networking	1/6/2015	Westfield
State of the City Luncheon	1/13/2015	Elizabeth
Rotary Citizen of the Year Dinner	1/15/2015	Summit
Elizabeth Chamber of Commerce	1/22/2015	Elizabeth
Gateway Today	1/29/2015	Clark
Gateway Chamber of Commerce Dinner	2/9/2015	Elizabeth
Elizabeth Chamber of Commerce	2/11/2015	Elizabeth
LIA Membership Meeting	2/17/2015	Linden
Westfield Area Chamber Networking	2/18/2015	Westfield
Cranford Chamber Networking Luncheon	3/11/2015	Cranford
Elizabeth Chamber After Hours Networking	3/25/2015	Roselle
Elizabeth Small Business Day	3/26/2015	Elizabeth
RSMG and Springfield BID United Networking Lunch	3/31/2015	Springfield
Elizabeth Chamber of Commerce	4/2/2015	Elizabeth
Gateway Today	4/7/2015	Clark
RSMG Business Alliance Networking	4/14/2015	Union
Cranford Chamber Networking Luncheon	4/15/2015	Cranford
WIB Center Grand Opening	4/21/2015	Elizabeth
Elizabeth Chamber of Commerce	4/22/2015	Elizabeth
Linden Industrial Association - Annual dinner	4/27/2015	Linden
Women's Business Initiative	4/29/2015	Springfield Berkeley
Terry Viney Workshop	5/5/2015	Heights
Linden Industrial Association	5/19/2015	Linden
Cranford Chamber Networking Luncheon	5/20/2015	Cranford
Elizabeth Chamber of Commerce	5/21/2015	Elizabeth
Downtown New Jersey Annual Conference	6/11/2015	Rahway
Linden Industrial Association Breakfast Meeting	6/16/2015	Linden
Gateway Chamber Networking Meeting	6/16/2015	Clark
Cranford Chamber Networking Luncheon	6/17/2015	Cranford

Cranford Chamber Networking Luncheon	7/15/2015	Cranford
COC Cruise	9/2/2015	Elizabeth
WIB Executive Committee Meeting	9/9/2015	Elizabeth
NJBIA Networking Breakfast	9/9/2015	Westfield
LIA Monthly Breakfast Meeting	9/15/2015	Linden
Gateway Today	9/15/2015	Kenilworth
Westfield Chamber Business Expo	9/16/2015	Westfield
NJBIA Networking	9/17/2015	Kenilworth
Union County WIB Meeting	9/18/2015	Cranford
Cranford Chamber Networking Luncheon	9/23/2015	Roselle Park
Elizabeth COC Board Meeting	9/24/2015	Elizabeth
Speed Networking	9/29/2015	Springfield
Cranford Chamber Networking Lunch	10/14/2015	Cranford
Westfield Chamber Networking	10/15/2015	Fanwood
Linden Industrial Association Membership Breakfast Meeting	10/20/2015	Linden
Investors Bank VIP Reception	10/27/2015	Cranford
Linden Industrial Association	11/17/2015	Linden
Cranford Downtown Management	11/20/2015	Cranford
Elizabeth CoC Board meeting	11/24/2015	Cranford
Greater Elizabeth Chamber of Commerce 2015 Holiday Social	12/3/2015	Elizabeth
Gateway Chamber of Commerce	12/8/2015	Kenilworth
UCEDC Holiday PartyNetworking	12/8/2015	Cranford
Cranford Chamber of Commerce	12/9/2015	Cranford
Union County ELC	12/16/2015	Kenilworth

BUSINESS LITERACY

PTAC - Selling to the US Army corp of Engineers	1/22/2015	Union
Entrepreneurship 101	1/29/2015	Cranford
Entrepreneurship 101	2/5/2015	Cranford
Entrepreneurship 101	2/12/2015	Cranford
Entrepreneurship 101	2/19/2015	Cranford
Entrepreneurship 101	2/26/2015	Cranford
PTAC - How to Obtain a GSA Schedule Contract	2/26/2015	Union
PTAC - Subcontracting Opportunities	3/5/2015	Union
Entrepreneurship 101	3/5/2015	Cranford
Entrepreneurship 101	3/12/2015	Cranford
Starting a Business in NJ	3/19/2015	Cranford
Trade Secrets Workshop	3/23/2015	Cranford
Build Your Business Through Networking	3/24/2015	Cranford
Financing Your Business	3/31/2015	Elizabeth
Introduction to Franchise Ownership	4/8/2015	Cranford
PTAC - US Department of Transportation	4/9/2015	Union
Protecting Your Business Data	4/9/2015	Cranford
PTAC - Doing Business With the State of NJ	5/7/2015	Union

Union County Means Business	5/13/2015	Kenilworth
SBDC - Meet the Lenders	5/15/2015	Union
PTAC - Doing Business With the EPA	6/4/2015	Union
Marketing Made Real	6/17/2015	Rahway
PTAC - Doing Business With SEPTA	6/18/2015	Union
PTAC - Department of Health & Human Services	7/9/2015	Union
PTAC - SBA	7/23/2015	Union
Learn More, Do More Introductory Session	7/25/2015	Rahway
Doing Business With the Veterans Admin	8/6/2015	Union
Understanding Your Credit Score	8/12/2015	Cranford
Learn More, Do More	8/22/2015	Rahway
Learn More, Do More	8/29/2015	Rahway
Entrepreneurship 101	9/16/2015	Cranford
How to do Business with the NJ Department of Treasury	9/17/2015	Union
Entrepreneurship 101	9/23/2015	Cranford
Using LinkedIn to Grow Your Business	9/24/2015	Cranford
Entrepreneurship 101	9/30/2015	Cranford
Financing Your Business	10/6/2015	Cranford
Entrepreneurship 101	10/7/2015	Cranford
Getting Your Business Bonded: The Steps You Need to Take	10/8/2015	Union
Entrepreneurship 101	10/14/2015	Cranford
Entrepreneurship 101	10/21/2015	Cranford
Subcontracting Opportunities with Prime Contractors	10/22/2015	Union
UCEDC Quick Pitch Competition	11/4/2015	Cranford
Financing Your Business - Wells Fargo	11/5/2015	Clark
SBA Procurement Programs	11/5/2015	Union
Doing Business with the US Army	1/21/2015	Union

EVENTS WITH PARTNERS

QuickBooks Workshop with Gateway Chamber	1/6/2015	Union
Advanced QuickBooks Workshop with Gateway	3/3/2015	Union
Women Banker Brown Bag Lunch with Republic Bank	6/19/2015	Cranford
Union County Mayors Round Table	7/22/2015	Cranford
Meet the Lenders, Investors Bank	9/30/2015	Elizabeth
Union County Means Business, Kean	10/26/2015	Union
Entrepreneurship Workshop-UCC	11/19/2015	Cranford

2015 Union County Reports

UCEDC produces several reports each year on data and trends that businesses need to make informed investment decisions. They include:

- Union County Business Resource Guide
 - Resources to aid business growth
- Union County Major Development Projects Report
 - Large commercial projects recently completed and planned
- Union County Major Employers Report
 - Data on county employers that employ 100+ employees
- Union County Economic & Demographic Profile
 - Economic and demographic data that draws from the US Census
- Key Elected Officials for Union County
 - Organized by individual and also by districts
- Union County Real Estate Market Report (3 editions per year)
 - Expert commentary on commercial property in Union County and their value

2015 Union County Loans

Business	Demo	Location	Purpose	Total Project Cost	Loan Amount	New Jobs	Jobs Retained
Berkeley Car Wash, Inc		Berk Hts	Storm Recovery	\$ 33,000.00	\$ 25,000.00	2	9
United Marine Contracting, Inc		Elizabeth	Storm Recovery	\$ 35,000.00	\$25,000.00	1	3
BMI Janitorial, Inc	MWH	Scotch Plains	Storm Recovery	\$ 30,000.00	\$ 25,000.00	0	36
Prep Boyz, LLC	MW	Elizabeth	Working Capital	\$ 25,000.00	\$ 15,000.00	4	16
Cohen & Jardine, LLC		Fanwood	Working Capital	\$ 20,000.00	\$ 15,000.00	0	3
Renna Media, LLC	w	Cranford	Working Capital	\$ 20,000.00	\$ 15,000.00	1	4
Lexel, Inc dba First Class Elec		Cranford	Refinance LOC	\$ 12,207.00	\$ 12,207.00	1	7
Shandora Stevens	MW	Roselle	Working Capital	\$ 500.00	\$ 500.00	0	1
Gail Washington	MW	Union	Working Capital	\$ 500.00	\$ 500.00	0	1
Sandria Beverly	MW	Plainfield	Working Capital	\$ 500.00	\$ 500.00	0	1
Malika Jafri	MW	Hillside	Working Capital	\$ 500.00	\$ 500.00	0	1
Noshien Sheikh	MW	Hillside	Working Capital	\$ 500.00	\$ 500.00	0	1
Rachel Lynn	MW	Hillside	Working Capital	\$ 500.00	\$ 500.00	0	1
Elizabeth F. Lizardo Polanco	MWH	Elizabeth	Working Capital	\$ 500.00	\$ 500.00	0	1
Dionisia Polanco Lizardo	MWH	Elizabeth	Working Capital	\$ 500.00	\$ 500.00	0	1
Schielke Insurance Agency, Inc		Cranford	Working Capital	\$ 20,000.00	\$ 15,000.00	0	3
Wine Anthology		Clark	Equipment & Working Cap	\$ 200,000.00	\$ 50,000.00	0	18
Wine Anthology		Clark	Equipment & Working Cap	\$ 20,000.00	\$ 20,000.00	0	0
Kelley's Kids, LLC	w	Garwood	Working Capital	\$ 2,500.00	\$ 2,500.00	0	1
				\$	\$		
M-Minority, W-Women, H-Hisp, S-Startup				Totals	\$ 421,707	223,707	9 108

Procurement Technical Assistance Center
2015 Performance

2015 ACTIVITY REVIEW

- 69 Union County businesses received awards in 2015
- \$220,000,000 in contracts
- 4,400 Union County Jobs created or retained
- 15,000 Contracts awarded (Companies receive multiple very small contracts that are counted separately)
- 200 + bid match clients
- Approximately 50,000 bid leads sent to businesses
- 31 Technical training seminars
 - Approximately 700 attend these technical trainings in Union County
- 2,589 Attendees at sponsored *and* co-sponsored events
- 402 counseling sessions (Includes telephone mtgs)
- 1,340 follow-up sessions (Includes telephone mtgs)
- Co-sponsored educational programs
 - Alliance Mid-Atlantic
 - Service Development Office (ASDO)
 - Gateway Today
 - NJAWBO
 - APTAC (Professional Assoc) Conference