

**REGULAR MEETING HELD ON WEDNESDAY, AUGUST 12, 2015**

**5:00 PM**

**ORDER OF BUSINESS**

**Item**

1. **CALL TO ORDER BY DIRECTOR**
2. **ROLL CALL**
3. **MOMENT OF SILENT PRAYER AND SALUTE TO THE FLAG**
4. **PUBLIC STATEMENT**

"Pursuant to the Open Public Meetings Act, Chapter 231, P.L. 1975 Adequate Notice as defined by Section 3D of Chapter 231, P.L. 1975, has been made by regular mail, such notice being submitted on January 5, 2015 from the Administrative Center of the County of Sussex, located at One Spring Street, Newton, New Jersey to the following:

New Jersey Herald	WSUS Radio
New Jersey Sunday Herald	WNNJ Radio
Star Ledger	

and is also posted on the bulletin board maintained in the Administrative Center for public announcements and has been submitted to the Sussex County Clerk in compliance with said Act."

5. **PUBLIC HEARINGS**
6. **PROCLAMATIONS/CERTIFICATES/PRESENTATIONS**

A. Certificates

1. Certificate in recognition of Rene Hoer as being chosen "Senior of the Year" for 2015 by the Department of Human Services, Division of Senior Services

2. Certificate of Commendation for the Branchville Businessmen's Club on its 70<sup>th</sup> Anniversary.

(voice vote)

#### B. Presentations

1. Acknowledging the retirement of George W. Arnot, Jr. County Correction Sergeant for the Jail, who retired after 26 years with the County; Deborah B. Corbett, Supervisor Library Assistant for the Library, who retired after 27 years with the County; Dennis Haggerty, Diesel Mechanic for Fleet Management who retired after 26 years with the County; and Nancy Holleran, Inspector Road Openings for Engineering, who retired after 40 years with the County.
2. Presentation by the Department of Engineering and Planning, Division of Engineering of the County Bridges.

#### 7. **PUBLIC SESSION FROM THE FLOOR**

**(Please note: Everyone is asked to keep their comments to 5 minutes or less)**

#### 8. **FREEHOLDERS' COMMENTS**

#### 9. **APPROVAL OF CONSENT AGENDA**

- A. RESOLUTION RE: PAYMENT OF BILLS
- B. RESOLUTION RE: CANCELLATION OF OUTSTANDING CHECKS
- C. RESOLUTION RE: EMERGENCY SITUATION PERTAINING TO COUNTY BRIDGE E-04 ON COUNTY ROUTE 631 IN THE BOROUGH OF FRANKLIN AND AUTHORIZING THE AWARD OF CONTRACTS FOR THE REQUIRED MATERIALS AND SERVICES WITHOUT PUBLIC BIDDING IN ACCORDANCE WITH N.J.S.A. 40A:11-6 AND THE COUNTY POLICY ON EMERGENCY PURCHASES
- D. RESOLUTION RE: AUTHORIZING THE ISSUANCE OF PURCHASE ORDERS IN COMPLIANCE WITH N.J.S.A. 19:44A-20.4 ET SEQ. FOR VARIOUS SERVICES, WITH ACCUMULATED VALUE LESS THAN THE BID THRESHOLD

- E. RESOLUTION RE: INCREASING THE BID THRESHOLD PURSUANT TO N.J.S.A. 40A:11-3a AND N.J.A.C. 5:34-5.2
- F. RESOLUTION RE: AUTHORIZATION TO ENTER INTO A LICENSING AGREEMENT BETWEEN ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE INC. (ESRI) AND THE COUNTY OF SUSSEX
- G. RESOLUTION RE: AUTHORIZATION TO UTILIZE THE NEW JERSEY STATE CONTRACT FOR THE PROVISION OF INMATE TELEPHONE SERVICES FOR THE SUSSEX COUNTY KEOGH DWYER CORRECTIONAL FACILITY
- H. RESOLUTION RE: AUTHORIZATION TO PROVIDE FOR THE PURCHASE OF NEW COMPUTER HARDWARE EQUIPMENT AND SYSTEM SUPPORT FOR THE SUSSEX COUNTY SHERIFF'S OFFICE AND THE 911 PSAP
- I. RESOLUTION RE: AUTHORIZATION TO PROVIDE FOR THE PURCHASE OF NEW COMPUTER HARDWARE EQUIPMENT AND SYSTEM SUPPORT FOR THE 911 SPILLMAN SERVER REDUNDANCY PROJECT
- J. RESOLUTION RE: RESOLUTION PROVIDING FOR THE INSERTION OF ANY SPECIAL ITEM OF REVENUE IN THE 2015 BUDGET OF THE COUNTY OF SUSSEX RELATING TO THE FFY2012 NEW FREEDOM PROGRAM GRANT AWARD FOR A TOTAL AMOUNT OF \$30,000.00
- K. RESOLUTION RE: RESOLUTION PROVIDING FOR THE INSERTION OF ANY SPECIAL ITEM OF REVENUE IN THE 2015 BUDGET OF THE COUNTY OF SUSSEX RELATING TO THE 2015/16 LOCAL CORE CAPACITY FOR PUBLIC HEALTH EMERGENCY PREPAREDNESS GRANT AWARD #PHLP16LNC014 FOR A TOTAL AMOUNT OF \$266,025.00
- L. RESOLUTION RE: RESOLUTION PROVIDING FOR THE INSERTION OF ANY SPECIAL ITEM OF REVENUE IN THE 2015 BUDGET OF THE COUNTY OF SUSSEX RELATING TO THE 2015/16 SPECIAL CHILD HEALTH SERVICES GRANT AWARD #DFHS16CSE018 FOR A TOTAL AMOUNT OF \$86,587.00
- M. RESOLUTION RE: CHANGE IN TITLE, TEXT OR AMOUNT OF APPROPRIATIONS PURSUANT TO N.J.S.A. 40A:4-85

- N. RESOLUTION RE: AUTHORIZATION FOR THE FILING OF THE 2016 NEW JERSEY SENIOR CITIZENS AND DISABLED RESIDENTS TRANSPORTATION ASSISTANCE PROGRAM (SCDRTAP) FY 2016 (JANUARY 1, 2016 – DECEMBER 31, 2016) AND THE FTA NON-URBANIZED AREA FORMULA PROGRAM (SECTION 5311) TO THE NEW JERSEY TRANSIT CORPORATION AND THE DEPARTMENT OF TRANSPORTATION OF THE UNITED STATES OF AMERICA FOR FY 2015/2016 (JULY 1, 2015 – DECEMBER 31, 2016) IN THE AMOUNT OF \$1,778,625.38
  
- O. RESOLUTION RE: APPROVAL TO SUBMIT APPLICATION FOR SMALL CITIES GRANT FOR A HOUSING REHABILITATION FUND PROJECT TO REHABILITATE SCARC, INC. GROUP HOMES FOR DEVELOPMENTALLY DISABLED ADULTS OF LOW AND MODERATE INCOMES
  
- P. RESOLUTION RE: AUTHORIZING THE FILING AND EXECUTION OF THE CY 2016 (JANUARY 1, 2016 TO DECEMBER 31, 2016) JUVENILE JUSTICE COMMISSION'S COMPREHENSIVE COUNTY YOUTH SERVICES PLAN AND APPLICATION FOR A TOTAL AMOUNT OF \$368,500.00
  
- Q. RESOLUTION RE: AUTHORIZATION FOR THE FILING OF AN APPLICATION TO NEW JERSEY DIVISION OF ELECTIONS FOR AN INCREASE IN GRANT FUNDING NOT TO EXCEED THE AMOUNT OF \$35,000.00 UNDER SECTION 261 OF HELP AMERICA VOTE ACT OF 2002

**The Board of Chosen Freeholders of the County of Sussex has reviewed the Consent Agenda consisting of various proposed Resolutions and determined that adoption of the said Resolutions is in and will further the public interest. (roll call vote)**

**10. APPROVAL OF MINUTES**

Regular Meeting - May 27, 2015

**Executive Session Minutes**

Regular Meeting – October 22, 2014

(voice vote)

11. **APPOINTMENTS AND/OR RESIGNATIONS**

12. **RESOLUTION**

1. RESOLUTION RE ESTABLISHMENT OF "FISCAL OFFICER" AND SALARY RANGE
2. RESOLUTION RE: PROVIDING TEMPORARY CLOSURE OF CR 630 IN BRANCHVILLE BOROUGH
3. RESOLUTION RE: PROVIDING TEMPORARY CLOSURE OF CR 645 IN SANDYSTON TOWNSHIP
4. RESOLUTION RE: APPROVAL OF GRANT MANAGEMENT PLAN FOR SMALL CITIES GRANT FOR A HOUSING REHABILITATION PROJECT TO REHABILITATE SUPPORTIVE HOUSING UNITS FOR LOW AND MODERATE INCOME CLIENTS OF SCARC, INC. IN SUSSEX COUNTY, NEW JERSEY
5. RESOLUTION RE: SMALL CITIES CITIZEN PARTICIPATION PLAN
6. RESOLUTION RE: FAIR HOUSING - STATEMENT OF ACTIONS
7. RESOLUTION RE: ADOPTION OF HOUSING REHABILITATION POLICY AND PROCEDURES MANUAL

(voice vote)

13. **AWARDS OF CONTRACTS/CHANGE ORDERS/BIDS**

A. Awards of Contract

1. RESOLUTION RE: AWARD OF CONTRACT FOR MODERNIZATION OF CERTAIN SUSSEX COUNTY ELEVATORS
2. RESOLUTION RE: AWARD OF A FULL COVERAGE MAINTENANCE CONTRACT FOR ALL ELEVATORS NOT AWARDED FOR ELEVATOR MODERNIZATION
3. RESOLUTION RE: AWARD OF CONTRACT EXTENSION FOR SUPPLY AND DELIVERY OF NON-OEM AUTOMOTIVE AND LIGHT DUTY TRUCK PARTS

4. RESOLUTION RE: AWARDING A CONTRACT THROUGH THE COMPETITIVE CONTRACTING PROCESS FOR ANNUAL ON-CALL LAND SURVEYING SERVICES FOR VARIOUS COUNTY PUBLIC INFRASTRUCTURE PROJECTS

5. RESOLUTION RE: AWARD OF CONTRACT FOR GARBAGE REMOVAL FROM VARIOUS SUSSEX COUNTY BUILDINGS AND FACILITIES FOR THE DIVISION OF FACILITIES MANAGEMENT

B. Change Orders

1. RESOLUTION RE: AUTHORIZING CHANGE ORDER NO. 3 TO AN AGREEMENT BETWEEN THE COUNTY OF SUSSEX AND TRIMBOLI & PRUSINOWSKI, LLC, AS SPECIAL COUNSEL FOR THE COUNTY OF SUSSEX, STATE OF NEW JERSEY

(roll call vote)

14. **FINANCIAL**

A.

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**INTRODUCTION FOR FIRST READING –CAPITAL ORDINANCE**

CAPITAL ORDINANCE APPROPRIATING \$2,470,100.00 TO BE RECEIVED FROM THE NEW JERSEY DEPARTMENT OF TRANSPORTATION'S FY2014 ANNUAL TRANSPORTATION PROGRAM (ATP) – COUNTY AID ALLOTMENT FOR THE REHABILITATION OF VARIOUS SUSSEX COUNTY ROADS AND BRIDGES, AND SUSSEX COUNTY RESURFACING PROGRAM

**MOTION** to adopt this Capital Ordinance on first reading. (roll call vote)

**MOTION** to authorize the Clerk to advertise this Capital Ordinance as introduced for first reading, and also post same on the bulletin board in the lobby of the County Administrative Center, together with Notice of Public Hearing stating that a hearing will be held on September 9, 2015 at 5:00 pm prior to final adoption of this Capital Ordinance. (voice vote)

**B.**

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**INTRODUCTION FOR FIRST READING –CAPITAL ORDINANCE**

CAPITAL ORDINANCE APPROPRIATING \$2,470,100.00 TO BE RECEIVED FROM THE NEW JERSEY DEPARTMENT OF TRANSPORTATION'S FY2015 ANNUAL TRANSPORTATION PROGRAM (ATP) – COUNTY AID ALLOTMENT FOR THE REHABILITATION OF VARIOUS SUSSEX COUNTY ROADS AND BRIDGES, AND SUSSEX COUNTY RESURFACING PROGRAM

**MOTION** to adopt this Capital Ordinance on first reading. (roll call vote)

**MOTION** to authorize the Clerk to advertise this Capital Ordinance as introduced for first reading, and also post same on the bulletin board in the lobby of the County Administrative Center, together with Notice of Public Hearing stating that a hearing will be held on September 9, 2015 at 5:00 pm prior to final adoption of this Capital Ordinance. (voice vote)

**C.**

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**INTRODUCTION FOR FIRST READING –CAPITAL ORDINANCE**

CAPITAL ORDINANCE APPROPRIATING \$1,000,000.00 TO BE RECEIVED FROM THE NEW JERSEY DEPARTMENT OF TRANSPORTATION'S FY2013 LOCAL BRIDGES FUTURE NEEDS (LBFN) PROGRAM FOR THE REHABILITATION OF SUSSEX COUNTY BRIDGE O-07 OGDENSBURG

**MOTION** to adopt this Capital Ordinance on first reading. (roll call vote)

**MOTION** to authorize the Clerk to advertise this Capital Ordinance as introduced for first reading, and also post same on the bulletin board in the lobby of the County Administrative Center, together with Notice of Public Hearing stating that a hearing will be held on September 9, 2015 at 5:00 pm prior to final adoption of this Capital Ordinance. (voice vote)

D.

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**INTRODUCTION FOR FIRST READING –CAPITAL ORDINANCE**

CAPITAL ORDINANCE APPROPRIATING \$1,000,000.00 TO BE RECEIVED FROM THE NEW JERSEY DEPARTMENT OF TRANSPORTATION'S FY2014 LOCAL BRIDGES FUTURE NEEDS (LBFN) PROGRAM FOR THE REHABILITATION OF SUSSEX COUNTY BRIDGE C-17 BYRAM

**MOTION** to adopt this Capital Ordinance on first reading. (roll call vote)

**MOTION** to authorize the Clerk to advertise this Capital Ordinance as introduced for first reading, and also post same on the bulletin board in the lobby of the County Administrative Center, together with Notice of Public Hearing stating that a hearing will be held on September 9, 2015 at 5:00 pm prior to final adoption of this Capital Ordinance. (voice vote)

**15. PERSONNEL**

A. Personnel Agenda

(voice vote)

**16. ADMINISTRATIVE REPORT**

A. Other

**17. COUNTY COUNSEL**

A. Capital Projects

B. Litigation

C. Contract

D. Other Matters

**18. UNFINISHED BUSINESS**

**19. NEW BUSINESS**

**20. PUBLIC SESSION FROM THE FLOOR**

(Please note: Everyone is asked to keep their comments to 5 minutes or less)

21. **EXECUTIVE SESSION – (Closed Session – If Necessary)**

**RESOLUTION RE: PROVIDING FOR AN EXECUTIVE (CLOSED) SESSION NOT OPEN TO THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS OF N.J.S.A. 10:4-12**

**ET SEQ**

**WHEREAS**, the subject matter(s) about to be discussed may be excluded from the public portion of the meeting by Resolution of the Board of Chosen Freeholders as an exception to the “Open Public Meetings Act” pursuant to N.J.S.A. 10:4-12 (b); and

**WHEREAS**, it appears necessary for the Board of Chosen Freeholders to discuss such matter(s) in Executive Session.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Chosen Freeholders of the County of Sussex, in accordance with the provisions of N.J.S.A. 10:4-12(b) and N.J.S.A. 10:4-13 that the Board at this time enter into an Executive Session from which the public shall be excluded; and

**BE IT FURTHER RESOLVED**, that the general nature of the subject(s) to be discussed relate to the following item(s) authorized by N.J.S.A. 10:4-12(b) as designated below:

\_\_\_\_\_ (1) **Matters Required by Law to be Confidential:**

\_\_\_\_\_ (2) **Matters Where the Release of Information Would Impair the Right to Receive Funds:**

\_\_\_\_\_ (3) **Matters Involving Individual Privacy:**

\_\_\_\_\_ (4) **Matters Relating to Collective Bargaining Agreements:**

\_\_\_\_\_ (5) **Matters Relating to the Purchase, Lease or Acquisition of Real Property or the Investment of Public Funds:**

\_\_\_\_\_ (6) **Matters Relating to Public Safety and Property:**

\_\_\_\_\_ (7) **Matters Relating to Litigation, Negotiations and the Attorney Client Privilege:**

\_\_\_\_\_ (8) **Matters Relating to the Employment Relationship:**

\_\_\_\_\_ (9) **Matters Relating to the Potential Imposition of a Penalty:**

**BE IT FURTHER RESOLVED** that the deliberations conducted in closed session may be disclosed to the public upon the determination of the Sussex County Board of Chosen Freeholders or provided by law that the public interest will no longer be served by such confidentiality; and

**BE IT FURTHER RESOLVED** that upon completion of the business for which the Board has entered into the Executive Session, the Board shall reconvene and resume its meeting open to the public.

**22. REMINDERS**

Monday, September 7, 2015

Wednesday, September 9, 2015

Holiday – Labor Day

Regular Meeting – 5:00 PM

**23. ADJOURNMENT (voice vote)**

**RESOLUTION RE: CANCELLATION OF OUTSTANDING CHECKS**

**WHEREAS**, certain accounts within the County of Sussex contains outstanding check balances from checks not returned or unclaimed; and

**WHEREAS**, it is necessary to formally cancel said balances so that the unexpended balances may be returned to each respective account balance or credited to surplus.

**NOW, THEREFORE, BE IT RESOLVED** that the following outstanding check balances within said accounts be cancelled:

Payroll Agency Account	
Lakeland Bank	
Check #	Amount
69648	\$ 170.38
69937	\$ 263.00
71378	\$ 160.00
Total	\$ 593.38

Road Escrow Trust Account	
Sussex Bank	
Check #	Amount
100	\$ 500.00
187	\$ 500.00
Total	\$ 1,000.00

**BE IT FURTHER RESOLVED** that the County Treasurer has the authority to cancel said checks from the various accounts.

Certified as a true copy of the  
Resolution adopted by the Board  
on the 12<sup>th</sup> day of August, 2015.

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Catherine M. Williams, Clerk  
Board of Chosen Freeholders  
County of Sussex, New Jersey

**RESOLUTION RE: EMERGENCY SITUATION PERTAINING TO COUNTY BRIDGE E-04 ON COUNTY ROUTE 631 IN THE BOROUGH OF FRANKLIN AND AUTHORIZING THE AWARD OF CONTRACTS FOR THE REQUIRED MATERIALS AND SERVICES WITHOUT PUBLIC BIDDING IN ACCORDANCE WITH N.J.S.A. 40A:11-6 AND THE COUNTY POLICY ON EMERGENCY PURCHASES**

**WHEREAS**, the County of Sussex is responsible for design, construction, inspection and maintenance over four hundred and forty bridges on County and municipal roadways throughout the County of Sussex; and

**WHEREAS**, the 105 year old County Bridge E-04 which carries CR-631 over the Walkkill River in the Borough of Franklin was built in 1910; and said bridge was widened in 1950 with a pedestrian sidewalk and subsequently rehabilitated with a superstructure replacement in 1988 to extend its useful service life; and

**WHEREAS**, all public roadway bridges with spans in excess of 20-ft are regularly inspected and monitored every two years pursuant to the federally funded National Bridges Inspection Standards (NBIS); and

**WHEREAS**, most recently the Engineering Consultant for the County's 2015 NBIS Bridge Inspection Program alerted the Division of Engineering that a Load Rating of the prestressed beam superstructure revealed a deficiency whereby Bridge E-04 was determined not to have a sufficient structural capacity as required to carry all vehicles deemed to be within the legal highway limits; and

**WHEREAS**, said Engineering Consultant promptly issued a Priority 1 Repair Notification to the County of Sussex recommending, in the interests of public safety, Bridge E-04 be posted with a weight restriction down to what the bridge can safely handle; and

**WHEREAS**, based on a prompt follow-up inspection and analysis by the Division of Engineering which confirmed said deficiency, it is the professional opinion of the County Engineer that said deficiency may represent an immediate hazard which could jeopardize the continued safe use of the bridge in its current un-posted condition; and

**WHEREAS**, in the interest of public safety, on July 21, 2015, the Division of Engineering under the direction of the County Engineer, implemented a 12-Ton weight restriction on the bridge and signs advising of the posting have been installed in accordance with guidance provided by the Manual on Uniform Traffic Control; and

**WHEREAS**, the County Engineer has ongoing concerns that this weight restricted bridge could result in long term adverse impacts to the local transportation circulation patterns thereby affecting vehicles serviced by this bridge for local emergency services, and local schools including the operational safety of the local street network within the Borough of Franklin; and

**WHEREAS**, to invoke the bidding process by the drafting of the bid specifications, publication of notice to prospective bidders, receipt of bids, and the awarding of contracts for this project would cause delay in the needed procurement of the materials and services as may be required for remediation of the bridge deficiencies with said delays resulting in a prolonged period of restricted operation thereby imposing these impacts and disruptions within the local circulation system for an extended period.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Chosen Freeholders as follows:

1. The determination that the conditions and deficiencies at Bridge E-04 which resulted a reduction of structural carrying capacity requiring the 12-Ton weight restriction places in jeopardy the operational safety of the local circulation system. The resultant delay in the procurement of the materials and services should the public bidding mechanism be utilized will result in additional time before the repairs can be made and is hereby determined to be an emergency situation within the meaning and intent of the local public contracts law, N.J.S.A. 40A:11-6, in that it places in jeopardizes the health, safety, and welfare of the traveling public.
2. The County Purchasing Agent is hereby authorized and directed to award contracts on an emergent basis to source and procure all necessary materials and services in accordance with N.J.S.A. 40A:11-6 and the Freeholder Director and Board Clerk are authorized to execute any said contracts on behalf of the Board of Chosen Freeholders of the County of Sussex.
3. The County Treasurer is hereby directed to confirm availability of funds with the County Purchasing Agent prior to any expenditure of funds.
4. Any vendor that will exceed the \$17,500.00 pay-to-play threshold has or will complete the appropriate pay-to-play forms and is therefore eligible for an award in excess of the pay-to-play threshold.
5. The Purchasing Agent will receive and submit to the State of New Jersey the required Emergency Procurement Report as well as submit for action the necessary Pay-to-Play contract authorization Resolution and paperwork at the appropriate subsequent Freeholder Meeting.
6. A certified copy of this Resolution is available in On-Base.

Certified as a true copy of the  
Resolution adopted by the  
Board of Chosen Freeholders  
on the 12<sup>th</sup> day of August, 2015.

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Catherine M. Williams, Clerk  
Board of Chosen Freeholders  
County of Sussex

**RESOLUTION RE: AUTHORIZING THE ISSUANCE OF PURCHASE ORDERS  
IN COMPLIANCE WITH N.J.S.A. 19:44A-20.4 ET SEQ.  
FOR VARIOUS SERVICES, WITH ACCUMULATED  
VALUE LESS THAN THE BID THRESHOLD, AS STATED  
BELOW**

**WHEREAS**, the County of Sussex has a need to acquire various services as non-fair and open contracts in compliance with N.J.S.A. 19:44A-20.4 et seq.; and

**WHEREAS**, Thomas W. Gildersleeve, Purchasing Agent, has determined and certified in writing that the value of these services with these vendor(s) will exceed \$17,500.00 during this fiscal year; and

**WHEREAS**, the term of these expenditures is for the 2015 fiscal year; and

**WHEREAS**, the following vendor(s) has executed a certification that certifies that the business entity has not made a contribution that would bar them from receiving purchase orders in excess of \$17,500.00, and the business entity will report to the Election Law Enforcement Commission any contribution that would violate the Pay-To-Play Law (N.J.S.A. 19:44A-20.4 et seq.) through this fiscal year.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Chosen Freeholders of the County of Sussex authorizes the Purchasing Agent to issue purchase orders and execute such other documents as may be necessary with the following vendor(s) for the various services described below:

<u>Vendor Name</u>	<u>Description of Services</u>
1. Vernon Valley Auto Body Inc.	Automotive Body Repairs

**BE IT FURTHER RESOLVED** that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this Resolution; and

**BE IT FURTHER RESOLVED** that a certified copy of this Resolution is available in On-Base.

Certified as a true copy of the  
Resolution adopted by the Board  
on the 12<sup>th</sup> day of August, 2015.

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Catherine M. Williams, Clerk  
Board of Chosen Freeholders  
County of Sussex

**RESOLUTION RE: INCREASING THE BID THRESHOLD PURSUANT TO  
N.J.S.A. 40A:11-3a AND N.J.A.C. 5:34-5.2**

**WHEREAS**, the changes to the Local Public Contracts Law and New Jersey Administrative Code establishes the designation and criteria for Qualified Purchasing Agent; and

**WHEREAS**, Thomas W. Gildersleeve possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et seq.; and

**WHEREAS**, the County of Sussex, has since January, 2003 taken advantage of the increased bid threshold available through Mr. Gildersleeve's credentials; and

**WHEREAS**, the Governor, in compliance with New Jersey Law, has reviewed the price indexes and has exercised his authority to issue revised threshold maximums for public bidding.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Sussex as follows:

1. This Board does hereby increase the bid threshold of this County to \$40,000.00.
2. This Board does hereby authorize and adopt the Policies and Procedures established by the Office of Purchasing for use in conjunction with the increased bid threshold. Copies of said Policies and Procedures (attached hereto) shall be distributed to all Departments, Divisions, Agencies, and Constitutional Officers.
3. This Board further embraces the policies and procedures limiting this bid threshold increase, as contained in the New Jersey Pay-to-Play Statutes and Administrative Code and instructs the various offices of the County of Sussex to recognize that non-competitive procurements in excess of \$17,500.00 require said Pay-to-Play compliance.
4. A certified copy of this Resolution shall be forwarded to the County of Sussex's Auditor, Nisivoccia & Company, 200 Valley Road, Suite 300, Mt. Arlington, NJ 07856, Attn: Raymond Sarinelli and a copy is available in On-Base.

Certified as a true copy of the  
Resolution adopted by the  
Board of Chosen Freeholders  
on the 12<sup>th</sup> day of August, 2015.

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Catherine M. Williams, Clerk  
Board of Chosen Freeholders  
County of Sussex

**RESOLUTION RE: AUTHORIZATION TO ENTER INTO A LICENSING  
AGREEMENT BETWEEN ENVIRONMENTAL SYSTEMS  
RESEARCH INSTITUTE INC. (ESRI) AND THE COUNTY  
OF SUSSEX**

**WHEREAS**, this agreement provides for the licensing and deployment of certain ESRI software, delivery of enterprise licensing maintenance and any additional services as specified in said agreement; and

**WHEREAS**, the ESRI environment will promote maximum flexibility in allocation of computing resources to support the GIS environment; and

**WHEREAS**, by entering into an enterprise licensing agreement with ESRI it will provide the most cost effective method of deploying GIS within the County's enterprise; and

**WHEREAS**, the procurement of this maintenance support on this hardware and software is permitted under N.J.S.A.40A:11-5(l)(dd) as an exception to the public bidding requirements since it is in support of an installed proprietary computer hardware and software platform; and

**WHEREAS**, the County Treasurer has certified that there are sufficient funds for the awarding of the first year of a three year agreement in the 2015 operating budget. Additional funding will be subject to the adoption of the final budgets for future years.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Chosen Freeholders does hereby authorize the issuance of a purchase order to Environmental Systems Research Institute Inc. (ESRI) in the amount of \$85,000.00 by the Office of Purchasing for the purchase of the necessary support and maintenance services for the County of Sussex; and

**BE IT FURTHER RESOLVED** that the Freeholder Director and Clerk of the Board are hereby authorized and directed to execute said agreement and related documents; and

**BE IT FURTHER RESOLVED** that upon receipt, inspection and approval of vouchers therefore by the using agency, payment, pursuant to said purchase orders, are hereby authorized with the same to be charged against funds established in the account for said purpose; and

**BE IT FURTHER RESOLVED** that this Licensing Agreement will be in effect from August 27, 2015 until August 26, 2016, with yearly renewal for two (2) additional years; and

**BE IT FURTHER RESOLVED** that certified copies of this Resolution be forwarded to Environment Systems Research Institute, 380 New York Street, Redlands, CA. 92373 and a copy will be available in On-Base.

Certified as a true copy of the  
Resolution adopted by the Board  
on the 12th<sup>th</sup> day of August, 2015

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Catherine M. Williams, Clerk  
Board of Chosen Freeholders  
County of Sussex

**RESOLUTION RE: AUTHORIZATION TO UTILIZE THE NEW JERSEY STATE  
CONTRACT FOR THE PROVISION OF INMATE  
TELEPHONE SERVICES FOR THE SUSSEX COUNTY  
KEOGH DWYER CORRECTIONAL FACILITY**

**WHEREAS**, the Board of Chosen Freeholders is required to operate and maintain a County Correctional Facility and provide telephone service to the individuals contained therein; and

**WHEREAS**, the staff of the Keogh Dwyer Correctional Facility has recommended that the County utilize the New Jersey State Contract # 88935 for the Inmate Telephone Services as of August 1, 2015; and

**WHEREAS**, the following vendor is an authorized supplier as approved by the Division of Purchase and Property of the New Jersey Department of the Treasury, and assigned contract numbers, thereby affording the County, the opportunity of direct purchase without competitive bidding:

1. Global Tel Link - Contract #A88935 - Inmate/Resident Telephone Control Service

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Chosen Freeholders of the County of Sussex does hereby authorize the utilization of said Contract with the basic call rate and optional security features proposed in the State Contract; and

**BE IT FURTHER RESOLVED** that the Purchasing Agent is hereby authorized to execute any agreements or documents required to utilize said State Contract; and

**BE IT FURTHER RESOLVED** that certified copies of this Resolution be forwarded to Global Tel Link, 12021 Sunset Hills Drive, Suite 100, Reston, VA 20190, Attn: Tim Miller and a copy is available in On-Base.

Certified as a true copy of the  
Resolution adopted by the  
Board of Chosen Freeholders  
on the 8<sup>th</sup> day of August, 2015.

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Catherine M. Williams, Clerk  
Board of Chosen Freeholders  
County of Sussex

**RESOLUTION RE: AUTHORIZATION TO PROVIDE FOR THE PURCHASE OF NEW  
COMPUTER HARDWARE EQUIPMENT AND SYSTEM SUPPORT  
FOR THE SUSSEX COUNTY SHERIFF'S OFFICE AND THE 911  
PSAP**

**WHEREAS**, the Board of Chosen Freeholders have established capital budget so that various computer hardware equipment and system support can be purchased to carry out required County functions in a timely manner; and

**WHEREAS**, upon recommendation from the Sheriff's Office, the new computer hardware equipment and system support is needed to upgrade the data network to accommodate additional switching capacity for the Sheriff's Office and the 911 PSAP; and

**WHEREAS**, the following vendor is an authorized supplier as approved by the Division of Purchase and Property of the New Jersey Department of the Treasury and assigned contract number, thereby affording the County the opportunity of direct purchase without competitive bidding:

<u>Computer Design &amp; Integration LLC- #A87720</u>		<u>\$74,855.05</u>
Requisition #60416	Sheriff's Office	\$40,876.40
Requisition #60414	911 PSAP	\$33,978.65

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Chosen Freeholders does hereby authorize the execution of the necessary purchase orders in the approximate total amount of \$74,855.05 (requisition #60416 and 60414) by the Sussex County Office of Purchasing to permit the purchase of the new computer hardware equipment and system support for the Sussex County's Sheriff Office and the 911 PSAP; and

**BE IT FURTHER RESOLVED** that upon receipt, inspection and approval of voucher therefore by the using agency, payment, pursuant to said purchase order, is hereby authorized with the same to be charged against funds established in the appropriate account for said purpose; and

**BE IT FURTHER RESOLVED** that the Sussex County Sheriff's Office are authorized to execute said Contract and related Contract documents; and

**BE IT FURTHER RESOLVED** that a certified copy of this Resolution are available in On-Base.

Certified as a true copy of the  
Resolution adopted by the  
Board of Chosen Freeholders  
on the 12<sup>th</sup> day of August, 2015.

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Catherine M. Williams, Clerk  
Board of Chosen Freeholders  
County of Sussex

**RESOLUTION RE: AUTHORIZATION TO PROVIDE FOR THE PURCHASE OF NEW  
COMPUTER HARDWARE EQUIPMENT AND SYSTEM SUPPORT  
FOR THE 911 SPILLMAN SERVER REDUNDANCY PROJECT**

**WHEREAS**, the Board of Chosen Freeholders has heretofore established a Policy whereby all purchases under N.J.S.A. 40A:11-5(1) that exceed the bid threshold should be authorized prior to issuance of a purchase order; and

**WHEREAS**, a resolution was approved by the Board on November 23, 2010 for the purchase of computer software for the Database/CAD Network which was provided by a New Jersey State Contract; and

**WHEREAS**, the Office of the Sheriff now requires a purchase of new hardware equipment; an additional server and upgrades to the current server is needed for the 911 Spillman Server Redundancy System; and

**WHEREAS**, the procurement of these goods and services are permitted under N.J.S.A. 40A:11-5(1)(dd) as an exception to the public bidding requirements since the services are for support and maintenance of proprietary computer hardware and software; and

**WHEREAS**, the County Treasurer has certified that there are sufficient funds for the procurement of these goods and services in the current budget; and

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Chosen Freeholders does hereby authorize the Purchasing Agent to issue a purchase order in the amount of \$136,349.00 for the purchase of new Computer Hardware Equipment and System support for the 911 Spillman Server Redundancy Project; and

**BE IT FURTHER RESOLVED** that upon receipt, inspection and approval of vouchers therefore by the using agency, payment, pursuant to said purchase orders, are hereby authorized with the same to be charged against funds established in the account for said purpose; and

**BE IT FURTHER RESOLVED** that the Sussex County Sheriff's Office are authorized to execute said Contract and any related Contract documents; and

**BE IT FURTHER RESOLVED** that a certified copy of this Resolution be forwarded to Spillman Technologies Inc. Attn: Max Jenkins, 4625 Lake Park Blvd., Salt Lake City, UT 84120 and a copy is available in On-Base.

Certified as a true copy of the  
Resolution adopted by the Board  
on the 12<sup>th</sup> day of August, 2015.

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Catherine M. Williams, Clerk  
Board of Chosen Freeholders  
County of Sussex

**RESOLUTION RE: RESOLUTION PROVIDING FOR THE INSERTION OF ANY SPECIAL ITEM OF REVENUE IN THE 2015 BUDGET OF THE COUNTY OF SUSSEX RELATING TO THE FFY2012 NEW FREEDOM PROGRAM GRANT AWARD FOR A TOTAL AMOUNT OF \$30,000.00**

**WHEREAS**, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount was not determined at the times of the adoption of the budget; and

**WHEREAS**, the Director may also approve the insertion of an item of appropriation for the equal amount.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Chosen Freeholders of the County of Sussex, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2015 in the sum of \$30,000.00, which is now available as a revenue from the U.S. Department of Transportation's Federal Transit Administration passed through the New Jersey Transit Corporation, pursuant to the provisions of statute; and

**BE IT FURTHER RESOLVED** that the like sum of \$30,000.00 be and the same is hereby appropriated under the caption of:

FFY2012 New Freedom Program  
(01-213-40-777-15100)

**BE IT FURTHER RESOLVED** that a certified copy of this Resolution is available in OnBase.

Certified as a true copy of the  
Resolution adopted by the  
Board of Chosen Freeholders  
on the 12<sup>th</sup> day of August, 2015.

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Catherine M. Williams, Clerk  
Board of Chosen Freeholders  
County of Sussex

**RESOLUTION RE: RESOLUTION PROVIDING FOR THE INSERTION OF ANY SPECIAL ITEM OF REVENUE IN THE 2015 BUDGET OF THE COUNTY OF SUSSEX RELATING TO THE 2015/16 LOCAL CORE CAPACITY FOR PUBLIC HEALTH EMERGENCY PREPAREDNESS GRANT AWARD #PHLP16LNC014 FOR A TOTAL AMOUNT OF \$266,025.00**

**WHEREAS**, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount was not determined at the times of the adoption of the budget; and

**WHEREAS**, the Director may also approve the insertion of an item of appropriation for the equal amount.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Chosen Freeholders of the County of Sussex, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2015 in the sum of \$266,025.00, which is now available as a revenue from the U.S. Department of Health & Human Services passed through the New Jersey Department of Health, Division of Public Health Infrastructure, Laboratories & Emergency Preparedness, pursuant to the provisions of statute; and

**BE IT FURTHER RESOLVED** that the like sum of \$266,025.00 be and the same is hereby appropriated under the caption of:

2015/16 Local Core Capacity for Public Health Emergency Preparedness  
Award #PHLP16LNC014  
(01-213-40-713-15100)

**BE IT FURTHER RESOLVED** that a certified copy of this Resolution is available in OnBase.

Certified as a true copy of the  
Resolution adopted by the  
Board of Chosen Freeholders  
on the 12<sup>th</sup> day of August, 2015.

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Catherine M. Williams, Clerk  
Board of Chosen Freeholders  
County of Sussex

**RESOLUTION RE: RESOLUTION PROVIDING FOR THE INSERTION OF ANY SPECIAL ITEM OF REVENUE IN THE 2015 BUDGET OF THE COUNTY OF SUSSEX RELATING TO THE 2015/16 SPECIAL CHILD HEALTH SERVICES GRANT AWARD #DFHS16CSE018 FOR A TOTAL AMOUNT OF \$86,587.00**

**WHEREAS, N.J.S.A.** 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount was not determined at the times of the adoption of the budget; and

**WHEREAS,** the Director may also approve the insertion of an item of appropriation for the equal amount.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Chosen Freeholders of the County of Sussex, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2015 in the sum of \$86,587.00, of which \$23,292.00 is now available as a revenue from the U.S. Department of Health & Human Services passed through the New Jersey Department of Health, Division of Family Health Services, and \$63,295.00 is now available as a revenue from the New Jersey Department of Health, Division of Family Health Services, pursuant to the provisions of statute; and

**BE IT FURTHER RESOLVED** that the like sum of \$86,587.00 be and the same is hereby appropriated under the captions of:

2015/16 Special Child Health Services Award #DFHS16CSE018  
(01-213-40-800-15100) Federal Share \$23,292.00  
(01-213-41-800-15100) State Share \$63,295.00

**BE IT FURTHER RESOLVED** that a certified copy of this Resolution is available in OnBase.

Certified as a true copy of the  
Resolution adopted by the  
Board of Chosen Freeholders  
on the 12<sup>th</sup> day of August, 2015.

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Catherine M. Williams, Clerk  
Board of Chosen Freeholders  
County of Sussex

**RESOLUTION RE: CHANGE IN TITLE, TEXT OR AMOUNT OF  
APPROPRIATIONS PURSUANT TO N.J.S.A. 40A:4-85**

**WHEREAS, N.J.S.A. 40A:4-85** provides that the Director of the Division of Local Government Services, may, at the request of, or with the consent of, the governing body of any county or municipality, make such correction of the title, text or amount of any appropriation appearing in the budget as may be necessary to make said item of appropriation available for the purpose or purposes required for the needs of any county or municipality.

**NOW, TEHREFORE, BE IT RESOLVED** that in accordance with the provisions of N.J.S.A. 40A:4-85, the County of Sussex hereby requests the Director of the Division of Local Government Services to make the following correction in the 2015 County Budget:

<u>Budget Sheet 21a</u>	<u>Appropriated for 2015</u>	<u>Transfer to Required Grant Match</u>	<u>Balance Remaining</u>
County Matching Funds for Grants	\$318,351.00	\$51,002.00	\$267,349.00

**BE IF FURTHER RESOLVED** that the foregoing correction, is, in the opinion of the governing body, warranted and authorized by the Statute referred to above, and is necessary for the orderly operation of the County of Sussex for the reasons set forth:

Make said item of appropriation available for specific purposes required by matching funds for grants reallocation of amount required to meet minimum required for the local hard-cash match.

Special Child Health, Case Management 2015/16 (41-800-2) \$51,002.00

**BE IT FURTHER RESOLVED** that a certified copy of this Resolution be forwarded to the County Auditor, Nisivoccia LLP, 200 Valley Road, Suite 300, Mt. Arlington, NJ 07856 and is available in OnBase.

Certified as a true copy of the  
Resolution adopted by the  
Board of Chosen Freeholders  
on the 12<sup>th</sup> day of August, 2015.

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Catherine M. Williams, Clerk  
Board of Chosen Freeholders  
County of Sussex

**RESOLUTION RE: AUTHORIZATION FOR THE FILING OF THE 2016 NEW JERSEY SENIOR CITIZENS AND DISABLED RESIDENTS TRANSPORTATION ASSISTANCE PROGRAM (SCDR TAP) FY 2016 (JANUARY 1, 2016 – DECEMBER 31, 2016) AND THE FTA NON-URBANIZED AREA FORMULA PROGRAM (SECTION 5311) TO THE NEW JERSEY TRANSIT CORPORATION AND THE DEPARTMENT OF TRANSPORTATION OF THE UNITED STATES OF AMERICA FOR FY 2015/2016 (JULY 1, 2015 – DECEMBER 31, 2016) IN THE AMOUNT OF \$1,778,625.38**

**WHEREAS**, the Secretary of Transportation is authorized to make grants for a mass transportation program of projects in other than urbanized areas under Section 5311 of the Federal Transit Act, as amended; and

**WHEREAS**, the Legislature adopted, and the Governor signed, A3018 in 1984 establishing the Senior Citizens and Disabled Residents Transportation Assistance Program (SCDR TAP) under the New Jersey Transit Corporation to assist counties in developing accessible local transit service; and

**WHEREAS**, the Grant for financial assistance will impose certain obligations upon the County of Sussex, including the provision of the local share of the project costs in the Section 5311 program; and

**WHEREAS**, the Federal (Section 5311) share of this Grant allocation for July 1, 2015 through December 31, 2015 is \$223,377.00, State (NJ TRANSIT) share is \$111,688.00 and Local (County of Sussex) share is \$111,689.00; and

**WHEREAS**, the Federal (Section 5311) share of this Grant allocation for January 1, 2016 through December 31, 2016 is \$446,753.00, State (NJ TRANSIT) share is \$223,376.00 and Local (County of Sussex) share is \$223,377.00; and

**WHEREAS**, the Senior Citizens and Disabled Residents Transportation Assistance Program allocation is \$351,472.00, and 2013 carry over is \$86,893.38 and does not require a local match; and

**WHEREAS**, it is required by the U.S. Department of Transportation in accordance with the provisions of Title VI of the Civil Rights Act of 1965, that in connection with the filing of an Application for assistance under the Federal Transit Act, as amended, the Recipient gives an assurance that it will comply with Title VI and EEO requirements of the Civil Rights Act of 1964 and the U.S. Department of Transportation requirements thereunder; and

**WHEREAS**, the Recipient is required to adhere to the requirements as specified in the U.S. Department of Transportation's Minority Business Enterprise (MBE) regulation set forth in 49 C.F.R. Part 23, Subpart D; and

**WHEREAS**, the Board of Chosen Freeholders, County of Sussex, is submitting a 2016 Senior Citizens and Disabled Residents Transportation Assistance Program and FTA Non-Urbanized Area Formula Program (Section 5311) in the amount of \$1,778,625.38; and

**WHEREAS**, the Board of Chosen Freeholders, County of Sussex has a duly appointed Citizen's Advisory Committee in place and conducted the required Annual Public Hearing on June 16, 2015.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Chosen Freeholders, County of Sussex:

1. That the Freeholder Director is hereby authorized to execute and file an Application on behalf of the County of Sussex for FY 2016 in the amount of \$1,778,625.38 to aid in the financing of an operating assistance project pursuant to New Jersey A3018 and Section 5311 of the Federal Transit Act, as amended, with the New Jersey Transit Corporation and U.S. Department of Transportation; and
2. That the Freeholder Director is authorized to execute and file with such Application an assurance or any other document required by NJ TRANSIT pursuant to this Application and Contract and by the U.S. Department of Transportation effectuating the purposes of Title VI and EEO requirements of the Civil Rights Act of 1964; and
3. That the Freeholder Director is authorized to set forth and execute affirmative minority business policies pursuant to 47 C.F.R. Part 23, Subpart D; and
4. That the Director, Division of Social Services, Office of Transit, is authorized to furnish such additional information as the U.S. Department of Transportation may require in connection with this Application; and
5. That the Freeholder Director, County Counsel, County Treasurer, and Purchasing Agent are authorized to execute grant agreements on behalf of the County of Sussex for aid in the financing of the administration, capital and/or operating assistance; and
6. That the Board of Chosen Freeholders hereby authorizes the amount of \$335,066.00 be obligated as the local share required under the provisions of the Grant Application; and
7. The Freeholder Director and Clerk of the Board are hereby authorized and directed to execute any and all necessary contractual agreements with New Jersey Transit Corporation for this funding; and
8. That one (1) original certified Resolution and Application be forwarded to Steven R. Fittante, Director, New Jersey Transit Corporation, Local Programs and Minibus Support, One Penn Plaza East – 4<sup>th</sup> floor, Newark, NJ 07105 -2246; and Lea Sheridan, New Jersey Transit Corporation, Local Minibus Support, One Penn Plaza East – 4<sup>th</sup> Floor, Newark, NJ 07105-2246; and a copy is available in On-Base.

Certified as a true copy of the  
Resolution adopted by the Board  
on the 12<sup>th</sup> of August, 2015.

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Catherine M. Williams, Clerk  
Board of Chosen Freeholders  
County of Sussex

**RESOLUTION RE: APPROVAL TO SUBMIT APPLICATION FOR SMALL CITIES GRANT FOR A HOUSING REHABILITATION FUND PROJECT TO REHABILITATE SCARC, INC. GROUP HOMES FOR DEVELOPMENTALLY DISABLED ADULTS OF LOW AND MODERATE INCOMES**

**WHEREAS**, the Board of Chosen Freeholders (Board) has been notified of the State Fiscal Year 2016 Community Development Block Grant (CDBG) Small Cities Program Request for Proposals which includes \$2,250,000 of funding toward a Housing Rehabilitation Fund category and SCARC's desire to apply for \$400,000 in funding make necessary repairs to group homes for developmentally disabled adults of low and moderate incomes throughout Sussex County; and

**WHEREAS**, the Board has successfully applied for Small Cities CDBG funding in the past as a cooperative partner with SCARC, Inc. to provide improvements to SCARC, Inc.'s facilities; and

**WHEREAS**, the Board desires to apply for a grant for \$400,000; and

**WHEREAS**, the Board recognizes and accepts that the Small Cities Program may offer a lesser or greater amount of grant funding and therefore, upon receipt of the Grant Agreement from the State Department of Community Affairs, and any amendments thereto, does further authorize the execution of any such Grant Agreement; and also, upon receipt of the fully executed Agreement from the Small Cities Program, does further authorize the expenditure of funds pursuant to the terms of the Agreement between the County of Sussex and the New Jersey Department of Community Affairs; and

**WHEREAS**, in order to make application and undertake all other required elements of submission, a Resolution must be adopted by the Board of Chosen Freeholders authorizing the application and any amendments thereto and the authority to carry out the rehabilitation of SCARC, Inc.'s group homes as previously described and all other aspects of the grant administration; and

**WHEREAS**, the rehabilitation of SCARC, Inc.'s group homes will continue to provide needed supportive housing services to low and moderate income persons with developmental disabilities in the County of Sussex and therefore this project is deemed in the best interest of the County and its residents with developmental disabilities.

**NOW, THEREFORE, BE IT RESOLVED** that the Freeholder Director and Clerk of the Board are authorized to sign all required elements of the proposed application to rehabilitate SCARC, Inc.'s group homes and apply for a grant in the amount \$400,000 to execute the same; and

**BE IT FURTHER RESOLVED** that the attached application is submitted to the New Jersey Department of Community Affairs Small Cities Program in accordance with the regulations promulgated by the US Department of Housing and Urban Development; and

**BE IT FURTHER RESOLVED** that copies of this Resolution shall be provided to SCARC, Inc., c/o J. Caldwell & Associates, LLC, 122 Main Street Suite 104, Newton, NJ 07860; Gary Rhodes, Program Manager, Small Cities CDBG Program, Division of Housing and Community Resources, New Jersey Department of Community Affairs, 101 South Broad Street, PO Box 811, Trenton, NJ, 08625-0811; and a copy is available in On-Base.

Certified as a true copy of the  
Resolution Adopted by the  
Board of Chosen Freeholders  
On the 12<sup>th</sup> day of August, 2015

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Catherine M. Williams, Clerk  
Board of Chosen Freeholders  
County of Sussex

**RESOLUTION RE: AUTHORIZING THE FILING AND EXECUTION OF THE  
CY 2016 (JANUARY 1, 2016 TO DECEMBER 31, 2016)  
JUVENILE JUSTICE COMMISSION'S COMPREHENSIVE  
COUNTY YOUTH SERVICES PLAN AND APPLICATION FOR A  
TOTAL AMOUNT OF \$368,500.00**

**WHEREAS**, the CY 2016 State/Community Partnership Grant Program and the Family Court Services Program, were established within the New Jersey Juvenile Justice Commission; and

**WHEREAS**, the purpose of these grant programs is to support sanctions and services for juveniles adjudicated or charged as delinquent, and provide programs for the prevention of juvenile delinquency; and

**WHEREAS**, the Sussex County Youth Services Commission voted to approve the Plan at its June 17<sup>th</sup>, 2015 meeting; and

**WHEREAS**, State/Community Partnership funds and Family Court funds will be awarded to the County of Sussex, Department of Human Services, Division of Community and Youth Services to administer the State/Community Partnership Program and Family Court on behalf of the County; and

**WHEREAS**, such funds will provide the County with the ability to increase disposition options, develop sanctions and services for juveniles and expand programs designed to prevent juvenile delinquency.

**NOW, THEREFORE, BE IT RESOLVED** that the Sussex County Board of Chosen Freeholders authorizes the Freeholder Director to file a Comprehensive County Youth Services Plan and Application and execute an Award Notice with the New Jersey Juvenile Justice Commission in the amount of \$149,766.00 in State/Community Partnership Program Services funding, \$55,550.00 in Program Management funding, and \$163,184.00 in Family Court funding for specific programs as outlined in the Comprehensive County Youth Services Plan and Application; and sign any and all documents pertaining thereto; and

**BE IT FURTHER RESOLVED** that certified copies of this Resolution, one (1) original and six (6) Plan Updates and Application be sent to Juvenile Justice Commission, PO Box 107, Trenton, NJ 08625, Attention: Safiya L. Baker, Manager, Youth Services Commission Grants Management Unit; a certified copy is available in On-Base.

Certified as a true copy of the  
Resolution adopted by the Board  
on the 12<sup>th</sup> day of August, 2015.

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Catherine M. Williams, Clerk  
Board of Chosen Freeholders  
County of Sussex, New Jersey

**RESOLUTION RE: AUTHORIZATION FOR THE FILING OF AN APPLICATION TO  
NEW JERSEY DIVISION OF ELECTIONS FOR AN INCREASE IN  
GRANT FUNDING NOT TO EXCEED THE AMOUNT OF \$35,000.00  
UNDER SECTION 261 OF HELP AMERICA VOTE ACT OF 2002**

**WHEREAS**, the New Jersey Department of State, Division of Elections has been working to ensure the distribution of federal funds for polling place accessibility pursuant to Section 261 of the Help America Vote Act of 2002 (“HAVA”); and

**WHEREAS**, items are necessary to ensure handicapped accessibility at the polls, including: styli, audio flash cards, signage, and privacy screens; and

**WHEREAS**, the County of Sussex is applying for funding through the County Board of Elections for approval and further processing through the State; and

**WHEREAS**, the federal funding will provide 100% of the total costs, and

**WHEREAS**, the grant funding extends from February 11, 2015 to September 30, 2015 not to exceed the amount of \$35,000.00.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Chosen Freeholders, County of Sussex:

1. That the Chief Financial Officer and Board of Elections Chairperson are hereby authorized to execute and file an Application on behalf of the County of Sussex municipalities with the New Jersey Division of Elections to aid in the financing of improvements that make polling places accessible to voters with a full range of disabilities (according to Section 261 of HAVA).
2. That the Administrator, Board of Elections, is authorized to furnish such additional information as the New Jersey Division of Elections may require in connection with this application.
3. That the Freeholder Director, County Counsel, County Treasurer and Board of Elections Chairperson are authorized to execute the grant agreement on behalf of the County of Sussex for aid in financing for polling place accessibility.
4. That certified copies of this Resolution be forwarded to the New Jersey Division of Elections, 225 West State Street, 5<sup>th</sup> Floor, P.O. Box 304, Trenton, NJ 08625-0304; and a certified copy is available in On-Base.

Certified as a true copy of the  
Resolution adopted by the  
Board of Chosen Freeholders  
on the 12th day of August, 2015

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Catherine M. Williams, Clerk  
Board of Chosen Freeholders  
County of Sussex

**RESOLUTION RE: ESTABLISHMENT OF “FISCAL OFFICER” AND SALARY RANGE**

**WHEREAS**, the Appointing Authority has recommended that in order to perform more efficient operation there is a need for this new position; and

**WHEREAS**, the Communications Workers of America 1083 has agreed with the placement of this new title in Job Group W-20; and

**WHEREAS**, the Sussex County Board of Chosen Freeholders does concur with this recommendation.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Chosen Freeholders of the County of Sussex does hereby create and establish a position of:

**FISCAL OFFICER - 01857**

**BE IT FURTHER RESOLVED** that the Board does hereby establish a 2015 salary range for this position and places it in the CWA 1083 Job Group W-20:

<u>Minimum</u>	<u>Maximum</u>	<u>Hours</u>
\$22.20	\$40.66	Hourly
\$40,560.00	\$74,293.00	35 hours
\$46,354.00	\$84,898.00	40 hours

**BE IT FURTHER RESOLVED** that a certified copy of this Resolution is available in the on-base computer system.

Certified as a true copy of a  
Resolution adopted by the  
Board of Chosen Freeholders  
on the 12th day of August 2015.

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Catherine M. Williams, Clerk  
Board of Chosen Freeholders  
County of Sussex

**RESOLUTION RE: PROVIDING TEMPORARY CLOSURE OF CR 630 IN  
BRANCHVILLE BOROUGH**

**WHEREAS**, the Borough of Branchville has requested a temporary closure of a portion of CR 630 on October 31, 2015 for the purpose of conducting a Halloween Parade; and

**WHEREAS**, N.J.S.A. 39:4-197 provides that no municipality, in exercise of its power to regulate parades, processions, or assemblages, shall prohibit normal traffic on any County road without the consent of the Board of Chosen Freeholders; and

**WHEREAS**, the Sussex County Department of Engineering and Planning has received requests from the Borough of Branchville for the temporary closures of County Route 630; and

**WHEREAS**, the Sussex County Department of Engineering and Planning shall be provided with appropriate Certificates of Insurance.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Sussex as follows:

1. The Sussex County Board of Chosen Freeholders hereby consents to the temporary closures of CR 630 in the Borough of Branchville on October 31, 2015 for the purpose of allowing the Branchville Business Men's Club to hold a Halloween Parade on said route, subject to the issuance of appropriate Certificates of Insurance acceptable to County Counsel; and

**BE IT FURTHER RESOLVED** that a copy of said Resolution shall be forwarded to Kathryn Leissler, Municipal Clerk, Branchville Borough, 5 Main Street, PO Box 840, Branchville, NJ 07826; and a copy is available in On-Base.

Certified as a true copy of the  
Resolution adopted by the Board  
on the 12<sup>th</sup> day of August, 2015.

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Catherine M. Williams, Clerk  
Board of Chosen Freeholders  
County of Sussex

**RESOLUTION RE: PROVIDING TEMPORARY CLOSURE OF CR 645 IN  
SANDYSTON TOWNSHIP**

**WHEREAS**, the Township of Sandyston has requested a temporary closure of a portion of CR 645 on November 26, 2015 for the purpose of conducting the Gobble Hobble 5K ; and

**WHEREAS**, N.J.S.A. 39:4-197 provides that no municipality, in exercise of its power to regulate parades, processions, or assemblages, shall prohibit normal traffic on any County road without the consent of the Board of Chosen Freeholders; and

**WHEREAS**, the Sussex County Department of Engineering and Planning has received requests from the Township of Sandyston for the temporary closures of County Route 645; and

**WHEREAS**, the Sussex County Department of Engineering and Planning shall be provided with appropriate Certificates of Insurance.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Sussex as follows:

1. The Sussex County Board of Chosen Freeholders hereby consents to the temporary closures of CR 645 in the Township of Sandyston on November 26, 2015 for purposes of allowing the Sandyston Recreation Gobble Hobble 5K on said route, subject to the issuance of appropriate Certificates of Insurance acceptable to County Counsel; and

**BE IT FURTHER RESOLVED** that a copy of said Resolution shall be forwarded to George Harper, Mayor, Sandyston Township, 133 Route 645, Sandyston, NJ 07826; and a copy is available in On-Base.

Certified as a true copy of the  
Resolution adopted by the Board  
on the 12<sup>th</sup> day of August, 2015.

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Catherine M. Williams, Clerk  
Board of Chosen Freeholders  
County of Sussex

**RESOLUTION RE: APPROVAL OF GRANT MANAGEMENT PLAN FOR  
SMALL CITIES GRANT FOR A HOUSING  
REHABILITATION PROJECT TO REHABILITATE  
SUPPORTIVE HOUSING UNITS FOR LOW AND  
MODERATE INCOME CLIENTS OF SCARC, INC. IN  
SUSSEX COUNTY, NEW JERSEY**

**WHEREAS**, the Board of Chosen Freeholders (Board) has been notified of the State Fiscal Year 2016 Community Development Block Grant (CDBG) Small Cities Program Request for Proposals which includes \$2,250,000 of funding toward Housing Rehabilitation Fund category and SCARC's desire to apply for \$400,000 in funding to rehabilitate substandard housing units to occupy for use as supportive housing by developmentally disabled adults of low and moderate incomes; and

**WHEREAS**, the Board has successfully applied for Small Cities CDBG funding in the past as a cooperative partner with SCARC to provide improvements to SCARCs facilities; and

**WHEREAS**, the Board desires to apply for a grant for \$400,000; and

**WHEREAS**, the Board recognizes that a Grant Management Plan must be adopted in order to properly identify the responsible parties for overseeing and implementing the grant; and

**WHEREAS**, the Board has reviewed the Grant Management Plan submitted for the SCARC, Inc. Supportive Housing Rehabilitation Project.

**NOW, THEREFORE, BE IT RESOLVED** that the Freeholder Director and Clerk of the Board approve the above-referenced Grant Management Plan; and

**BE IT FURTHER RESOLVED** that copies of this Resolution and the attached application shall be provided to SCARC, Inc., c/o J. Caldwell & Associates, LLC, 122 Main Street Suite 104, Newton, NJ 07860; and Terence Schrider, Administrator, Small Cities CDBG Program, Division of Housing and Community Resources, New Jersey Department of Community Affairs, 101 South Broad Street, PO Box 811, Trenton, NJ, 08625-0811; and a copy is available in On-Base.

Certified as a true copy of the  
Resolution adopted by the  
Board of Chosen Freeholders  
on the 12<sup>th</sup> day of August, 2015

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Catherine M. Williams, Clerk  
Board of Chosen Freeholders  
County of Sussex

**RESOLUTION RE: SMALL CITIES CITIZEN PARTICIPATION PLAN**

**WHEREAS**, the County of Sussex is applying for a grant with the New Jersey Department of Community Affairs; and

**WHEREAS**, that Grant Agreement requires County of Sussex to comply with all federal regulations with respect to citizen participation; and

**WHEREAS**, the County of Sussex has reviewed the Citizen Participation Plan prepared for Small Cities CDBG grantees.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Sussex, State of New Jersey, that the Citizen Participation Plan developed by the New Jersey Department of Community Affairs, Small Cities CDBG Program, is adopted by the County of Sussex; and

**BE IT FURTHER RESOLVED** that the County of Sussex will follow all regulations set forth in that document throughout the term of the Grant Agreement cited above; and

**BE IT FURTHER RESOLVED** that copies of this Resolution shall be provided to New Jersey Small Cities CDBG Program, Division of Housing and Community Resources, New Jersey Department of Community Affairs, 101 South Broad Street, PO Box 811, Trenton, NJ 08625-0811; and a copy is available in On-Base.

Certified as a true copy of the  
Resolution adopted by the  
Board of Chosen Freeholders  
on the 12<sup>th</sup> day of August, 2015

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Catherine M. Williams, Clerk  
Board of Chosen Freeholders  
County of Sussex

## **RESOLUTION RE: FAIR HOUSING - STATEMENT OF ACTIONS**

**WHEREAS**, the County of Sussex is applying for a Fiscal Year 2016 Small Cities Community Development Block Grant from the New Jersey Department of Community Affairs (hereafter NJDCA) for the rehabilitation of SCARC, Inc. group homes to provide supportive housing for low income individuals with developmental disabilities; and

**WHEREAS**, the County of Sussex must make efforts to affirmatively further fair housing; and

**WHEREAS**, the County of Sussex has reviewed various actions that would be acceptable to the NJDCA and the U.S. Department of Housing and Urban Development (hereafter USHUD;) and

**WHEREAS**, the County of Sussex has made assurances that:

- (1) It will comply with the Housing and Community Development Act of 1974, as amended, and regulations issued thereto; and
- (2) It will comply with the Civil Rights Act of 1964, and the regulations issued thereto it; and
- (3) It will comply with the Fair Housing Act of 1968 and will affirmatively further fair housing; and
- (4) It will comply with the Age Discrimination Act of 1975 and with the Rehabilitation Act of 1973.

**NOW, THEREFORE, BE IT RESOLVED** that Eric K. Snyder, Planning Director, shall be designated as the Fair Housing Officer for the County of Sussex; and

**BE IT FURTHER RESOLVED** that the Fair Housing Officer shall contact the USHUD Regional Office of Housing and Equal Opportunity and the NJ Division on Civil Rights, inform those agencies of his/her appointment as Fair Housing Officer and request Fair Housing Information; and

**BE IT FURTHER RESOLVED** that the Fair Housing Officer shall provide fair housing advisory services and assistance and referral advice to persons requesting such assistance from the County of Sussex; and

**BE IT FURTHER RESOLVED** that the County of Sussex will publish in the local newspaper of record and post at the municipal hall (or County Administrative Center) a public notice announcing the appointment of the Fair Housing Officer and the availability of local fair housing advisory services.

Certified as a true copy  
of the Resolution Adopted  
by the Board of Chosen Freeholders  
on the 12<sup>th</sup> day of August, 2015

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Catherine M. Williams, Clerk  
Board of Chosen Freeholders  
County of Sussex

**RESOLUTION RE: ADOPTION OF HOUSING REHABILITATION POLICY  
AND PROCEDURES MANUAL**

**WHEREAS**, Sussex County has submitted an application for a Small Cities Community Development Program Housing Rehabilitation Fund Grant from the New Jersey Department of Community Affairs; and

**WHEREAS**, in accordance with application terms and conditions, it is necessary that the Governing Body of the County prepare and approve a Housing Rehabilitation Policy and Procedural Manual for submission to the Department of Community Affairs.

**NOW, THEREFORE, BE IT RESOLVED** that the Freeholder Director and Clerk of the Board approve the Housing Rehabilitation Policy and Procedural Manual for the Small Cities Program; and

**BE IT FURTHER RESOLVED** that copies of this Resolution and the attached manual shall be provided to SCARC, Inc., c/o J. Caldwell & Associates, LLC, 122 Main Street Suite 104, Newton, NJ 07860; and Terence Schrider, Administrator, Small Cities CDBG Program, Division of Housing and Community Resources, New Jersey Department of Community Affairs, 101 South Broad Street, PO Box 811, Trenton, NJ, 08625-0811; and a copy is available in On-Base.

Certified as a true copy of the  
Resolution adopted by the  
Board of Chosen Freeholders  
On the 12<sup>th</sup> day of August, 2015

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Catherine M. Williams, Clerk  
Board of Chosen Freeholders  
County of Sussex

**RESOLUTION RE: AWARD OF CONTRACT FOR MODERNIZATION OF  
CERTAIN SUSSEX COUNTY ELEVATORS**

**WHEREAS**, public bids were advertised for the Modernization of certain Sussex County Elevators on June 3, 2015 and publicly received by the Sussex County Bid Proposal Committee on June 30, 2015; and

**WHEREAS**, the bids received were reviewed by the Division of Facilities Management and the Purchasing Agent; and

**WHEREAS**, one (1) of the bid proposals received on June 30, 2015 was rejected as it did not provide proper signed documentation; and

**WHEREAS**, it has been recommended by the Division of Facilities Management that an award be made to the only responsible bidder, Standard Elevator Corporation, in the amount of \$531,100.00 for the Modernization of certain Sussex County Elevators; and

**WHEREAS**, the contract amount of \$531,100.00 covers the cost of the refurbishment of two (2) passenger elevators on the Keogh Dwyer Correctional Facility at the alternative shift work rate, interim maintenance and a one (1) year maintenance warranty (\$385,400.00); the refurbishment of one (1) elevator at the Administrative Center, interim maintenance and a one (1) year maintenance warranty (\$145,700.00);and

**WHEREAS**, the alternative shift work rate for the Keogh Dwyer Correctional Facility will automatically revert back to the standard refurbishment rate if work is not completed in the proposed six (6) week time frame; and

**WHEREAS**, the award of Contract for Full Coverage Maintenance for all Elevators not awarded for Modernization will be awarded under a separate resolution;

**WHEREAS**, the County Treasurer has certified that there is sufficient money in the budget for the awarding of said Contract.

**NOW, THEREFORE, BE IT RESOLVED** that upon recommendation of the Division of Facilities Management, the Sussex County Board of Chosen Freeholders does hereby award a Contract for the Modernization of certain Sussex County Elevators to the only responsible bidder, Standard Elevator Company in the amount of \$531,100.00; and

**BE IT FURTHER RESOLVED** that the Director and Clerk of the Board are hereby authorized and directed to execute said award of Contract; and

**BE IT FURTHER RESOLVED** that this Contract will be in effect from date of Contract award until the Contract is complete in accordance to the technical specification in the bid proposal; and

**BE IT FURTHER RESOLVED** that a certified copy of this Resolution be forwarded to Standard Elevator Corporation, 68 Union Avenue, Clifton, NJ 07011; and a copy is available in On-Base.

Certified as a true copy of a  
Resolution adopted by the Board  
on the 12<sup>th</sup> day of August, 2015.

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Catherine M. Williams, Clerk  
Board of Chosen Freeholders  
County of Sussex

**RESOLUTION RE: AWARD OF A FULL COVERAGE MAINTENANCE  
CONTRACT FOR ALL ELEVATORS NOT AWARDED FOR  
ELEVATOR MODERNIZATION**

**WHEREAS**, public bids were advertised for Full Coverage Maintenance Contract for all Elevators not awarded for Elevator Modernization on June 3, 2015 and publicly received by the Sussex County Bid Proposal Committee on June 30, 2015; and

**WHEREAS**, the bids received were reviewed by the Division of Facilities Management and the Purchasing Agent; and

**WHEREAS**, one (1) of the bid proposals received on June 30, 2015 was rejected as it did not provide proper signed documentation; and

**WHEREAS**, it has been recommended by the Division of Facilities Management that an award be made to the only responsible bidder, Standard Elevator Corporation, in the amount of \$23,180.00 for the Full Coverage Maintenance Contract for all Elevators not awarded for Elevator Modernization; and

**WHEREAS**, the contract amount of \$23,180.00 covers the cost of full maintenance on the following elevators in the County of Sussex; five (5) at the Judicial Center, two (2) at the Wheatsworth Facilities (public and material elevators), one (1) at the Historic Courthouse and a one-time allowance of spare parts of \$2,000.00; and

**WHEREAS**, the award of Contract for Elevator Modernization of specific elevations will be awarded under a separate resolution; and

**WHEREAS**, the County Treasurer has certified that there is sufficient money in the budget for the awarding of said Contract.

**NOW, THEREFORE, BE IT RESOLVED** that upon recommendation of the Division of Facilities Management, the Sussex County Board of Chosen Freeholders does hereby award a Contract for the Full Coverage Maintenance Contract for all Elevators not awarded for Elevator Modernization to the only responsible bidder, Standard Elevator Company in the amount of \$23,180.00; and

**BE IT FURTHER RESOLVED** that the Director and Clerk of the Board are hereby authorized and directed to execute said award of Contract; and

**BE IT FURTHER RESOLVED** that this Contract will be in effect from date of Contract award for a 12 month period ending 08/11/16, with the County reserving the right to extend said Contract for one additional and consecutive one year periods at the rates proposed in the bid; and

**BE IT FURTHER RESOLVED** that a certified copy of this Resolution be forwarded to Standard Elevator Corporation, 68 Union Avenue, Clifton, NJ 07011; and a copy is available in On-Base.

Certified as a true copy of a  
Resolution adopted by the Board  
on the 12<sup>th</sup> day of August, 2015.

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Catherine M. Williams, Clerk  
Board of Chosen Freeholders  
County of Sussex

**RESOLUTION RE: AWARD OF CONTRACT EXTENSION FOR SUPPLY AND DELIVERY OF NON-OEM AUTOMOTIVE AND LIGHT DUTY TRUCK PARTS**

**WHEREAS**, public bids were advertised for the Supply and Delivery of Non-OEM Automotive and Light Duty Truck Parts on August 5, 2014 and publicly received by the Sussex County Bid Proposal Committee on September 9, 2014; and

**WHEREAS**, the bids received were reviewed by County Counsel, the Office of Fleet Management, and the Purchasing Agent; and

**WHEREAS**, it was recommended by the Office of Fleet Management that an award be made to the only responsible bidder, Winters Auto Parts, Inc. at the discounts indicated in the bid proposal for the selected Non-OEM automotive parts; and

**WHEREAS**, the bid specifications allow for a Contract ending August 31, 2015 with the County reserving the right to renew and extend the Contract for a second consecutive one year period; and

**WHEREAS**, the Office of Fleet Management wishes to exercise this option and renew this Contract for the additional and consecutive one year period; and

**WHEREAS**, this Contract will be an open-ended contract with a minimum expenditure of \$500.00 and a maximum Contract amount of \$100,000.00; and

**WHEREAS**, the bidder, Winters Auto Parts, Inc. has notified the Office of Purchasing that the original price list from the first year of the Contract will be applied to the second year of the Contract; and

**WHEREAS**, all purchases under this Contract shall have funds above the minimum certified by the County Treasurer through an appropriately prepared and approved purchase requisition prior to the authorization of work to proceed; and

**WHEREAS**, all purchases in excess of the currently established bid threshold shall conform to the policy set up by this Board and have a separate authorizing Resolution prior to the issuance of a purchase order.

**NOW, THEREFORE, BE IT RESOLVED** that upon recommendation of the Office of Fleet Management, the Sussex County Board of Chosen Freeholders does hereby award a Contract Extension for the Supply and Delivery of Non-OEM Automotive and Light Duty Truck Parts to the only responsible bidder, Winters Auto Parts, Inc. at the discounts indicated in the bid proposal for the selected Non-OEM automotive parts tendered on September 9, 2014; and

**BE IT FURTHER RESOLVED** that the passage of this Resolution shall act as a Contract renewal document for all parties involved; and

**BE IT FURTHER RESOLVED** that this Contract will be in effect from date of Contract award until August 31, 2016; and

**BE IT FURTHER RESOLVED** the bidders have agreed to extend all bid prices to the date declared in their bid proposal to other municipalities and governmental entities of Sussex County.

**BE IT FURTHER RESOLVED** that a certified copy of this Resolution be forwarded to Winters Auto Parts, Inc., 84 East Main Street, Sussex, NJ 07461 and a copy is available in On-Base.

Certified as a true copy of a  
Resolution adopted by the Board  
on the 12th day of August, 2015.

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Catherine M. Williams, Clerk  
Board of Chosen Freeholders  
County of Sussex

**RESOLUTION RE: AWARDING A CONTRACT THROUGH THE COMPETITIVE CONTRACTING PROCESS FOR ANNUAL ON-CALL LAND SURVEYING SERVICES FOR VARIOUS COUNTY PUBLIC INFRASTRUCTURE PROJECTS**

**WHEREAS**, the Sussex County Division of Engineering is in need of a qualified and experienced Professional Land Surveyor capable of assisting the Engineering Division with various County public infrastructure projects and any general surveying on an as needed basis; and

**WHEREAS**, the State of New Jersey has, through the latest revision of the Local Public Contracts Law, recommended that local units of government follow the methodology authorized as competitive contracting (N.J.S.A. 40A:11-4.1) for advertising for any specialized goods, services, or professional services required by the government entity; and

**WHEREAS**, the County of Sussex advertised on April 24, 2015 and received on May 19, 2015 responses to a request for qualifications for Annual On-Call Land Surveying Services for Various County Public Infrastructure Projects; and

**WHEREAS**, upon review by the Division of Engineering Evaluation Committee, from a list of five (5) firms meeting the requirements of New Jersey State Statutes, three (3) companies were selected to submit formal proposals and pricing to the Evaluation Committee; and

**WHEREAS**, the required reports from the Evaluation Committee's review of the qualifications and proposals were submitted to the Board and it is recommended by the Department of Engineering and Planning, Division of Engineering, that a Contract be awarded to the best qualified respondent, Harold E. Pellow and Associates; and

**WHEREAS**, this Contract will be an open-ended Contract with no minimum expenditure amount and a maximum Contract amount of \$200,000; and

**WHEREAS**, all work performed under this Contract shall have funds certified by the County Treasurer through an appropriately prepared and approved purchase requisition prior to the authorization of work to proceed; and

**WHEREAS**, all requests for projects in excess of the currently established bid threshold shall have a separate authorizing Resolution prior to the issuance of a purchase order.

**NOW, THEREFORE, BE IT RESOLVED** that upon the recommendation of the Division of Engineering, the Board of Chosen Freeholders of the County of Sussex does hereby award a Contract for Annual On-Call Land Surveying Services for Various County Public Infrastructure Projects to Harold E. Pellow and Associates, in an amount not to exceed \$200,000 for the services described in the Request for Qualifications and Request for Proposals and the attached proposal response, all of which become part of the final Contract; and

**BE IT FURTHER RESOLVED** that the Director and Clerk of the Board are hereby authorized and directed to execute said Contract; and

**BE IT FURTHER RESOLVED** that this Contract will be in effect from September 12, 2015 until September 11, 2016 with the County reserving the right to extend said Contract according to the solicitation documents for new and old work authorized; and

**BE IT FURTHER RESOLVED** that the Clerk of the Board of Chosen Freeholders is directed to provide for the publication of this Resolution awarding said Contract, in summary form in the New Jersey Herald within 10 days from the adoption hereof; and

**BE IT FURTHER RESOLVED** that a copy of this Resolution, along with the Contract be forwarded to Harold E. Pellow and Associates, 17 Plains Road, Augusta, New Jersey 07822-2009; and a copy is available in On Base.

Certified as a true copy of a  
Resolution adopted by the Board  
on the 12th day of August, 2015.

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Catherine M. Williams, Clerk  
Board of Chosen Freeholders  
County of Sussex

**RESOLUTION RE: AWARD OF CONTRACT FOR GARBAGE  
REMOVAL FROM VARIOUS SUSSEX COUNTY  
BUILDINGS AND FACILITIES FOR THE DIVISION OF  
FACILITIES MANAGEMENT**

**WHEREAS**, public bids were advertised on May 26, 2015 and received on August 4, 2015 for Garbage Removal from Various Sussex County Buildings and Facilities for the Division of Facilities Management; and

**WHEREAS**, the bids received were reviewed by the Division of Facilities Management and the Purchasing Agent, and it was recommended by the Director of Facilities Management that an award be made to the only responsible bidder, Blue Diamond Disposal with the total amount of the Contract for the first year being approximately \$82,220.00; and

**WHEREAS**, the specifications allow for the Contract to be extended for two additional and consecutive one year periods; and

**WHEREAS**, the County Treasurer has certified that there are sufficient funds in the 2015 operating budget to award the 2015 portion of this Contract, with the balance subject to adequate funds being appropriated in future operating budget.

**NOW, THEREFORE, BE IT RESOLVED** that upon recommendation of the Director of Facilities Management, the Sussex County Board of Chosen Freeholders does hereby award a Contract for Garbage Removal from Various Sussex County Buildings and Facilities for the Division of Facilities Management to the only responsible bidder, Blue Diamond Disposal for the 2015 – 2016 Contract year in the approximate amount of \$ 82,220.00; and

**BE IT FURTHER RESOLVED** that this Contract will be in effect from September 1, 2015 until August 31, 2016 with the County reserving the right to extend said Contract for two (2) additional and consecutive one year periods; and

**BE IT FURTHER RESOLVED** that a certified copy of this Resolution be forwarded to Blue Diamond Disposal, P.O. Box 267, Succasunna, NJ 07876 and a copy is available in On-base.

Certified as a true copy of the  
Resolution adopted by the  
Board of Chosen Freeholders  
on the 12<sup>th</sup> day of August, 2015.

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Catherine M. Williams, Clerk  
Board of Chosen Freeholders  
County of Sussex

**RESOLUTION RE: AUTHORIZING CHANGE ORDER NO. 3 TO AN  
AGREEMENT BETWEEN THE COUNTY OF SUSSEX AND  
TRIMBOLI & PRUSINOWSKI, LLC, AS SPECIAL  
COUNSEL FOR THE COUNTY OF SUSSEX, STATE OF  
NEW JERSEY**

**WHEREAS**, the Board of Chosen Freeholders of the County of Sussex, through competitive contracting, retained the services of Trimboli & Prusinowski, LLC, through an Agreement authorized by formal Resolution adopted by the Board on January 16, 2013; and

**WHEREAS**, the initial appropriation for 2015 for the Legal Services was established as \$45,000.00; and

**WHEREAS**, there is presently a need for additional legal services relevant to on-going labor matters for the County of Sussex for the calendar year 2015; and

**WHEREAS**, Trimboli & Prusinowski, L.L.C., has the expertise and is currently working on behalf of the County of Sussex regarding labor matters; and

**WHEREAS**, the funds necessary to satisfy said services are available in Special Counsel (01-201-20-155-644) appropriations and have been certified by the Sussex County Treasurer as available.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Sussex, State of New Jersey, as follows:

1. The Agreement between the Board of Chosen Freeholders of Sussex County and Trimboli & Prusinowski, L.L.C., be and the same is hereby amended by increasing the amount of the Agreement from \$45,000.00 to \$65,000.00 for an increase of \$20,000.00 for the calendar year 2015.
2. A true copy of this Resolution, upon execution by Trimboli & Prusinowski, L.L.C., shall be and act as the Change Order authorizing the said Agreement addendum.
3. A notice of this action shall be printed once in the New Jersey Herald; and

**BE IT FURTHER RESOLVED** that certified copies of this Resolution shall be forwarded to James Prusinowski, Esq., Trimboli & Prusinowski, L.L.C., 268 South Street, Morristown, NJ 07960; and is available on On-Base.

Certified as a true copy of the  
Resolution adopted by the  
Board of Chosen Freeholders  
on the 12th day of August, 2015.

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Catherine M. Williams, Clerk  
Board of Chosen Freeholders  
County of Sussex

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James Prusinowski, Esq.  
Trimboli & Prusinowski, L.L.C.

**CAPITAL ORDINANCE APPROPRIATING \$2,470,100.00 TO BE RECEIVED FROM THE NEW JERSEY DEPARTMENT OF TRANSPORTATION'S FY2014 ANNUAL TRANSPORTATION PROGRAM (ATP) – COUNTY AID ALLOTMENT FOR THE REHABILITATION OF VARIOUS SUSSEX COUNTY ROADS AND BRIDGES, AND SUSSEX COUNTY RESURFACING PROGRAM**

**BE IT ORDAINED BY THE BOARD OF CHOSEN FREEHOLDERS OF THE COUNTY OF SUSSEX, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:**

Section 1.

(a) \$2,470,100.00 is hereby appropriated for the rehabilitation of various Sussex County roads and bridges, and Sussex County Resurfacing Program, including, but not limited to, those projects identified in the application submitted to New Jersey Department of Transportation and approved by the Board of Chosen Freeholders on January 15, 2014; and.

(b) The appropriation of \$2,470,100.00 shall be funded from the New Jersey Department of Transportation's FY2014 Annual Transportation Program (ATP) – County Aid allotment.

Section 2. The Capital Budget of the County of Sussex was adopted on May 13, 2015 and was prepared to conform with the provisions of this Capital Ordinance to be consistent herewith. The Resolutions in the form promulgated by the Local Finance Board showing full detail of the adopted Capital Budget is on file with the Clerk of the Board of Chosen Freeholders.

Section 3. This Capital Ordinance shall take effect after publication after final adoption, in the manner as provided by law.

**NOTICE OF PENDING ORDINANCE**

The Ordinance published herewith was introduced and passed upon First Reading at a meeting of the governing body of the County of Sussex, State of New Jersey, held on August 12, 2015. It will be further considered for final passage, after public hearing thereon, at a meeting of the governing body to be held in the Freeholder Meeting Room in the County Administrative Center, on September 9, 2015 at 5:00 P.M. and during the week prior to and up to and including the date of such meeting, copies of the said Ordinance will be made available at the Clerk of the Board's Office to the members of the general public who shall request same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate Seal of the County this 12<sup>th</sup> day of August, 2015.

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Catherine M. Williams, Clerk  
Board of Chosen Freeholders  
County of Sussex

**CAPITAL ORDINANCE APPROPRIATING \$2,470,100.00 TO BE RECEIVED FROM THE NEW JERSEY DEPARTMENT OF TRANSPORTATION'S FY2015 ANNUAL TRANSPORTATION PROGRAM (ATP) – COUNTY AID ALLOTMENT FOR THE REHABILITATION OF VARIOUS SUSSEX COUNTY ROADS AND BRIDGES, AND SUSSEX COUNTY RESURFACING PROGRAM**

**BE IT ORDAINED BY THE BOARD OF CHOSEN FREEHOLDERS OF THE COUNTY OF SUSSEX, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:**

Section 1.

(a) \$2,470,100.00 is hereby appropriated for the rehabilitation of various Sussex County roads and bridges, and Sussex County Resurfacing Program, including, but not limited to, those projects identified in the application submitted to New Jersey Department of Transportation and approved by the Board of Chosen Freeholders on January 14, 2015; and.

(b) The appropriation of \$2,470,100.00 shall be funded from the New Jersey Department of Transportation's FY2015 Annual Transportation Program (ATP) – County Aid allotment.

Section 2. The Capital Budget of the County of Sussex was adopted on May 13, 2015 and was prepared to conform with the provisions of this Capital Ordinance to be consistent herewith. The Resolutions in the form promulgated by the Local Finance Board showing full detail of the adopted Capital Budget is on file with the Clerk of the Board of Chosen Freeholders.

Section 3. This Capital Ordinance shall take effect after publication after final adoption, in the manner as provided by law.

**NOTICE OF PENDING ORDINANCE**

The Ordinance published herewith was introduced and passed upon First Reading at a meeting of the governing body of the County of Sussex, State of New Jersey, held on August 12, 2015. It will be further considered for final passage, after public hearing thereon, at a meeting of the governing body to be held in the Freeholder Meeting Room in the County Administrative Center, on September 9, 2015 at 5:00 P.M. and during the week prior to and up to and including the date of such meeting, copies of the said Ordinance will be made available at the Clerk of the Board's Office to the members of the general public who shall request same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate Seal of the County this 12<sup>th</sup> day of August, 2015.

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Catherine M. Williams, Clerk  
Board of Chosen Freeholders  
County of Sussex

**CAPITAL ORDINANCE APPROPRIATING \$1,000,000.00 TO BE RECEIVED FROM THE NEW JERSEY DEPARTMENT OF TRANSPORTATION'S FY2013 LOCAL BRIDGES FUTURE NEEDS (LBFN) PROGRAM FOR THE REHABILITATION OF SUSSEX COUNTY BRIDGE O-07 OGDENSBURG**

**BE IT ORDAINED BY THE BOARD OF CHOSEN FREEHOLDERS OF THE COUNTY OF SUSSEX, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:**

Section 1.

(a) \$1,000,000.00 is hereby appropriated for the rehabilitation of Sussex County Bridge O-07 Ogdensburg as identified in the revised application submitted to New Jersey Department of Transportation and approved by the Board of Chosen Freeholders on March 25, 2015; and.

(b) The appropriation of \$1,000,000.00 shall be funded from the New Jersey Department of Transportation's FY2013 Local Bridges Future Needs (LBFN) Program.

Section 2. The Capital Budget of the County of Sussex was adopted on May 13, 2015 and was prepared to conform with the provisions of this Capital Ordinance to be consistent herewith. The Resolutions in the form promulgated by the Local Finance Board showing full detail of the adopted Capital Budget is on file with the Clerk of the Board of Chosen Freeholders.

Section 3. This Capital Ordinance shall take effect after publication after final adoption, in the manner as provided by law.

**NOTICE OF PENDING ORDINANCE**

The Ordinance published herewith was introduced and passed upon First Reading at a meeting of the governing body of the County of Sussex, State of New Jersey, held on August 12, 2015. It will be further considered for final passage, after public hearing thereon, at a meeting of the governing body to be held in the Freeholder Meeting Room in the County Administrative Center, on September 9, 2015 at 5:00 P.M. and during the week prior to and up to and including the date of such meeting, copies of the said Ordinance will be made available at the Clerk of the Board's Office to the members of the general public who shall request same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate Seal of the County this 12<sup>th</sup> day of August, 2015.

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Catherine M. Williams, Clerk  
Board of Chosen Freeholders  
County of Sussex

**CAPITAL ORDINANCE APPROPRIATING \$1,000,000.00 TO BE RECEIVED FROM THE NEW JERSEY DEPARTMENT OF TRANSPORTATION'S FY2014 LOCAL BRIDGES FUTURE NEEDS (LBFN) PROGRAM FOR THE REHABILITATION OF SUSSEX COUNTY BRIDGE C-17 BYRAM**

**BE IT ORDAINED BY THE BOARD OF CHOSEN FREEHOLDERS OF THE COUNTY OF SUSSEX, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:**

Section 1.

(a) \$1,000,000.00 is hereby appropriated for the rehabilitation of Sussex County Bridge C-17 Byram as identified in the application submitted to New Jersey Department of Transportation and approved by the Board of Chosen Freeholders on January 29, 2014; and.

(b) The appropriation of \$1,000,000.00 shall be funded from the New Jersey Department of Transportation's FY2014 Local Bridges Future Needs (LBFN) Program.

Section 2. The Capital Budget of the County of Sussex was adopted on May 13, 2015 and was prepared to conform with the provisions of this Capital Ordinance to be consistent herewith. The Resolutions in the form promulgated by the Local Finance Board showing full detail of the adopted Capital Budget is on file with the Clerk of the Board of Chosen Freeholders.

Section 3. This Capital Ordinance shall take effect after publication after final adoption, in the manner as provided by law.

**NOTICE OF PENDING ORDINANCE**

The Ordinance published herewith was introduced and passed upon First Reading at a meeting of the governing body of the County of Sussex, State of New Jersey, held on August 12, 2015. It will be further considered for final passage, after public hearing thereon, at a meeting of the governing body to be held in the Freeholder Meeting Room in the County Administrative Center, on September 9, 2015 at 5:00 P.M. and during the week prior to and up to and including the date of such meeting, copies of the said Ordinance will be made available at the Clerk of the Board's Office to the members of the general public who shall request same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate Seal of the County this 12<sup>th</sup> day of August, 2015.

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Catherine M. Williams, Clerk  
Board of Chosen Freeholders  
County of Sussex