

FREEHOLDER MEETING OF FEBRUARY 5, 2020 AT 6:00PM
FREEHOLDER MEETING ROOM
REGULAR BUSINESS

Item

1. **CALL TO ORDER BY DIRECTOR**
2. **ROLL CALL**
3. **MOMENT OF SILENCE 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 3, 2020 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. **APPROVAL OF AGENDA**

MOTION to approve the Agenda:
(Voice vote)

6. **PROCLAMATIONS/CERTIFICATES/PRESENTATIONS**

- A. Proclamation recognizing February 7, 2020 as National Wear Red Day
- B. Proclamation in celebration of 100th Anniversary of Women's Suffrage

MOTION to Adopt the Proclamation A and B
(Voice Vote)

7. **PUBLIC HEARINGS – None**

8. PUBLIC SESSION FROM THE FLOOR

Comments are limited to 3 minutes or less and must only address issues regarding agenda items. Please state your name, and print your name and municipality on the sign in sheet.

MOTION to open the floor for public comment
(Voice Vote)

MOTION to close the floor for public comment
(Voice Vote)

9. FREEHOLDERS' COMMENTS

10. APPROVAL OF CONSENT AGENDA

- A. RESOLUTION RE:**
AUTHORIZING THE FILING AND EXECUTION OF THE CY 2020 JDAI (JDAI-20-IF-19) INNOVATIONS APPLICATION REVISION TO THE NEW JERSEY JUVENILE JUSTICE COMMISSION TO PROVIDE INNOVATIVE PROGRAMS FOR AT RISK YOUTH FROM JANUARY 1, 2020 TO DECEMBER 31, 2020 FOR A TOTAL AMOUNT OF \$34,454.00

- B. RESOLUTION RE:**
AUTHORIZATION TO EXECUTE AN AGREEMENT WITH VERNON TOWNSHIP FOR THE PROVISION OF TRANSPORTATION SERVICES TO SENIOR CITIZENS AND PEOPLE WITH DISABILITIES WHO RESIDE IN VERNON TOWNSHIP FOR THE PERIOD OF JANUARY 1, 2020 THROUGH DECEMBER 31, 2020 IN THE AMOUNT OF \$50,000.00

- C. RESOLUTION RE:**
AUTHORIZATION TO EXECUTE AN AGREEMENT WITH HARDYSTON TOWNSHIP FOR THE PROVISION OF TRANSPORTATION SERVICES TO SENIOR CITIZENS AND PEOPLE WITH DISABILITIES WHO RESIDE IN HARDYSTON TOWNSHIP FOR THE PERIOD OF JANUARY 1, 2020 THROUGH DECEMBER 31, 2020 IN THE AMOUNT OF \$17,000.00

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. If any Freeholder would like to remove an item to be considered separately, please do so now.

MOTION to approve the Consent Agenda A - C
(Roll call vote)

11. APPROVAL OF MINUTES

MOTION to approve the minutes

Regular Meeting – January 22, 2020

(Voice Vote)
Executive Session- January 22, 2020
(Voice Vote)

12. APPOINTMENTS AND/OR RESIGNATIONS

- A. RESOLUTION RE:**
DESIGNATING SUZANNAH GIVONE AS CLERK PRO TEM THROUGH DECEMBER 31, 2020
- B. RESOLUTION RE:**
REAPPOINTMENT OF DONALD R. PLOETNER, II AS CHAIRPERSON AND LISA CHAMMINGS AS VICE-CHAIRPERSON FOR THE SUSSEX COUNTY OPEN SPACE ADVISORY COMMITTEE FOR 2020

MOTION to adopt said Appointments A and B
(Roll Call Vote)

13. RESOLUTIONS

- A. RESOLUTION RE:**
PROVIDING TEMPORARY CLOSURE OF A PORTION OF CR 616 IN THE TOWN OF NEWTON FOR THE ST. PATRICK'S DAY PARADE
- B. RESOLUTION RE:**
AUTHORIZATION TO PROVIDE FOR THE PURCHASE OF GIS SERVICES TO CIVIL SOLUTIONS FROM JANUARY 1, 2020 THROUGH DECEMBER 31, 2020 IN AN AMOUNT NOT TO EXCEED \$125,000.00

MOTION to adopt said Resolution A and B
(Roll Call vote)

14. AWARDS OF CONTRACT/CHANGE ORDERS/BID - None

15. FINANCIAL

- A. INTRODUCTION FOR FIRST READING – ORDINANCE 001-2020**
AUTHORIZING CAP TO LIMIT COUNTY BUDGET APPROPRIATION INCREASE IN CY 2020 COUNTY BUDGET TO 3.5% OVER THE PREVIOUS YEAR'S FINAL APPROPRIATIONS SUBJECT TO CERTAIN EXCEPTIONS AND TO ESTABLISH AN APPROPRIATION CAP BANK

MOTION to adopt this Ordinance on first reading and authorize the Clerk to advertise this Ordinance as introduced for first reading, and also post same on the bulletin board in the lobby of the County Administrative Center, together with a Notice of Public Hearing stating that a hearing will be held on February 19, 2020 at 6:00 p.m. prior to final adoption of this Ordinance.
(Roll Call Vote)

16. **PERSONNEL**

**RESOLUTION RE:
AUTHORIZING PERSONNEL AGENDA OF February 5, 2020**

MOTION to adopt the Personnel Agenda
(Roll Call vote)

17. **ADMINISTRATIVE REPORT**

18. **COUNTY COUNSEL REPORT**

19. **UNFINISHED BUSINESS**

20. **NEW BUSINESS**

21. **PUBLIC SESSION FROM THE FLOOR**

Everyone is asked to keep their comments to 3 minutes. Please state your name and print name and municipality on sign in sheet.

MOTION to open the floor for public comment:
(Voice vote)

MOTION to close the floor for public comment and return to regular business:
(Voice vote)

22. **REMINDERS**

Please check the County's website at www.sussex.nj.us for meeting schedules.

23. **EXECUTIVE SESSION – (Closed Session)**

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 of 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;**

Negotiations with CWA 1032 Nonsupervisory
- (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.

BE IT FURTHER RESOLVED that the Board expects to/not to take formal action after returning from Executive Session except to adjourn the regular meeting.

MOTION to adopt the Executive Session Resolution and enter into Executive Session
(Voice vote)

MOTION to adjourn from Executive Session and return to Regular Business
(Voice vote)

24. ADJOURNMENT

MOTION to adjourn the meeting:
(Voice vote)

PROCLAMATION

WHEREAS, the **Sussex Warren Chronic Disease Coalition** celebrates the extraordinary progress in women's heart health and recognizes that more needs to be done in **Sussex County** to safeguard women's health for generations to come.

WHEREAS, Heart disease is among the leading causes of death among women.

WHEREAS, many women do not know that heart disease is a woman's problem and they do not take it seriously.

WHEREAS, the risk factors for heart disease are smoking, high blood pressure, high cholesterol and high triglyceride levels, overweight/obesity, physical inactivity, metabolic syndrome, diabetes and pre-diabetes, a family history of early heart disease, age, history of preeclampsia.

WHEREAS, women can take action to protect their heart health and prevent heart disease by taking steps to prevent and control the risk factors for the disease.

WHEREAS, keeping women healthy and promoting awareness of women's health issues, including heart disease, is an important responsibility and depends on the actions of many organizations and groups in our community.

WHEREAS, women's health remains a priority for families, communities, and government, and our commitment to keeping women healthy is stronger than ever.

WHEREAS, **The Heart Truth®** program and its **Red Dress®** symbol are building awareness of women's heart disease risk and empowering them to reduce their risk and prevent heart disease.

THEREFORE, **Sussex County** women need to take action to make heart health a priority for themselves and their families, become aware of their risk for heart disease, and take action to their heart health.

NOW, THEREFORE, BE IT RESOLVED, that the Sussex County Board of Chosen Freeholders do hereby proclaim February 2020 as "**American Heart Month**" and Friday, February 7, 2020 "**National Wear Red Day®**" in the County of Sussex, and encourages our citizens to support efforts to reduce heart disease and stroke in both women and men.

"National Wear Red Day"

BY ORDER OF THE BOARD OF CHOSEN FREEHOLDERS



Sylvia Petillo
Freeholder Director



Dawn Fantasia
Freeholder Deputy Director



Anthony Fasano
Freeholder



Josh Hertzberg
Freeholder



Herb Yardley
Freeholder



Teresa Lyons, Clerk Attest:



Dated: February 5, 2020

PROCLAMATION

Celebration of the 100th Anniversary of Women's Suffrage

WHEREAS, the year 2020 marks the 100th anniversary of the ratification of the 19th Amendment to the United States Constitution, guaranteeing and protecting women's right to vote; and

WHEREAS, this centennial offers an opportunity to commemorate a milestone of democracy; that the right of citizens of the United States to vote shall not be denied or abridged by the federal or state governments on account of gender; and

WHEREAS, New Jersey has had a long, storied history in the suffrage movement with New Jersey women playing a crucial role in pursuing the rights of women to vote; and

WHEREAS, in 1867 New Jersey residents Lucy Stone and Harry Blackwell organized the New Jersey Woman Suffrage Association (NJWSA), devoted to gaining women's suffrage; and

WHEREAS, in 1917 New Jersey suffragists Allison Turnbull Hopkins, Julia Hulburt, Beatrice Reynolds Kinkead, and Minnie D. Abbott picketed in front of the White House as part of the Silent Sentinels and subsequently were arrested and imprisoned; and

WHEREAS, on June 4, 1919 Congress passed the 19th Amendment guaranteeing all American women the right to vote; and

WHEREAS, on February 9, 1920, New Jersey became the 29th state to ratify the 19th Amendment granting women the right to vote; and

WHEREAS, shortly after the ratification of the 19th Amendment Margaret Laird and Jennie Van Ness were the first two women elected to the New Jersey Assembly in 1921 and in 1925 Rebecca Estelle Bourgeois Winston of Estell Manor was New Jersey's first woman mayor.

NOW, THEREFORE, BE IT RESOLVED in honor of the 100th Anniversary of the Ratification of the 19th Amendment, County of Sussex employees will voluntarily wear purple, one of the colors of the New Jersey Suffrage movement, on February 10.


BE IT FURTHER RESOLVED that the County of Sussex supports the efforts of New Jersey's Suffrage Centennial NJ Women Vote and strongly encourages local celebrations of this historic milestone.

BY ORDER OF THE BOARD OF CHOSEN FREEHOLDERS


Sylvia Petillo
Freeholder Director




Dawn Fantasia
Freeholder Deputy Director


Anthony Fasano
Freeholder


Josh Hertzberg
Freeholder


Herb Yardley
Freeholder


Teresa Lyons, Clerk Attest:

Dated: February 5, 2020

RESOLUTION RE: AUTHORIZING THE FILING AND EXECUTION OF THE CY 2020 JDAI (JDAI-20-IF-19) INNOVATIONS APPLICATION REVISION TO THE NEW JERSEY JUVENILE JUSTICE COMMISSION TO PROVIDE INNOVATIVE PROGRAMS FOR AT RISK YOUTH FROM JANUARY 1, 2020 TO DECEMBER 31, 2020 FOR A TOTAL AMOUNT OF \$34,454.00

WHEREAS, the CY 2020 JDAI Innovations funds were established within the New Jersey Juvenile Justice Commission; and

WHEREAS, the purpose of this grant program is to support alternative sanctions and services for juveniles adjudicated or charged as delinquent, and provide programs for the prevention of juvenile delinquency and reduce the number of youth detained in the juvenile detention center to target only those who require that level of sanction; and

WHEREAS, on July 24, 2019, the Sussex County Board of Chosen Freeholders authorized the filing and execution of a CY 2020 JDAI Innovations Application and Award Notice with the New Jersey Juvenile Justice Commission, in the amount of \$51,713.00; and

WHEREAS, the New Jersey Juvenile Justice Commission has requested a revision to the original Application related to the proposal for the Law Enforcement Education & Early Intervention Program, resulting in a reduction in the amount requested to \$34,454.00; and

WHEREAS, JDAI Innovations funds will be awarded to the County of Sussex, Department of Health and Human Services, Division of Community and Youth Services to administer the JDAI Innovations programs on behalf of the County; and

WHEREAS, such funds will provide the County with the ability to increase disposition options, develop alternative 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 JDAI Innovations Application and Budget Revision and execute an Award Notice with the New Jersey Juvenile Justice Commission in the amount of \$34,454.00 in Innovations funding for specific programs as outlined in the Innovations Application Revision; and sign any and all documents pertaining thereto; and

BE IT FURTHER RESOLVED that certified copies of this Resolution, one (1) original be sent to Kristen M. Turtur, Division of Community and Youth Services, One Spring Street, Newton, NJ 07860; a certified copy is available in On-Base.

Certified as a true copy of the
Resolution adopted by the Board
on the 5th day of February, 2020.

Teresa Lyons, Clerk
Board of Chosen Freeholders
County of Sussex, New Jersey

CY 2020
New Jersey Juvenile Detention Alternatives Initiative
Innovations Funding

Sussex County

BUDGET SUMMARY & NARRATIVE

Original or Revision: (check one) Original Budget
 Revised Budget*

Revision Date: 11/12/2019

***If the budget originally submitted is revised as a result of the review process or as a result of a future amendment/modification request made by the county, please use a formatting change such as shading, highlighting, or underlining to draw attention to all information that represents a change from the original budget or most recent revision. Information intended for deletion should in fact be deleted (i.e., do not use strikethroughs or other formatting to indicate intended deletions).*

Budget Summary

TOTAL INNOVATIONS FUNDING REQUESTED		\$ 34,454.00
5% COUNTY ADMINISTRATION		\$ 1,641.00
BALANCE FOR INNOVATIONS PROJECTS		\$ 32,813.00
Innovation Proposal #	Innovation Project Title	Funds Requested
1	<i>Probation Incentive Program</i>	\$ 5,250.00
2	<i>Law Enforcement Education & Intervention Program</i>	\$ 27,563.00
3		\$
INNOVATIONS PROJECT SUBTOTAL		\$ 32,813.00

* Up to 5% of the total award to the county may be used for administration costs. Any funds allocated for administrative costs shall be used to directly support the Youth Services Commission in administering the Innovations grant program.

* Up to 5% of the total of any sub-award from the county to a contracted provider can be used for/allocated to the provider's administrative costs.

Budget Narrative

Administration Costs Budget Narrative: If 5% is being allocated to support the YSC in administering the Innovations grant program, describe the specifics of how the administration funds will be used. If the funds will be used for staff, provide the name, title, and a description of the staff's role in the administration of the Innovation funds.

5% County Administration fee
5% Agency Provider Administration fee through the RFQ (process as part of PIP \$250 and LEE&I \$1,313)

Proposal # : 1 **Project Title:** Probation Incentive Program

Budget Narrative

The PIP Program will address success of the youth on probation as well as aim to increase communication and engagement between youth, families and probation officers. As youth continue to increase success and compliance they will have the opportunity to receive additional incentives while on probation. The program will have 4 components. The first component is family engagement, which will focus on increasing communication and collaboration between families of youth on probation to ultimately increase youth success. The second component is a general incentive piece that will address the needs and strengths of youth who have demonstrated success and compliance on probation. The third component is a special incentive component for youth at a higher risk of a violation. The incentive will be used as a motivational tool to achieve success and reduce the potential risk of future violations. An incentives grid will be utilized to identify the type of incentive a youth can receive which will be based on the individual level of compliance. The 4th incentive aims to increase pro-social and healthy community engagement by attending "group events" with other families.

Total Program Cost: \$5,000

Family Engagement Incentive: Each Incentive not to exceed \$100 Per Family, Families can receive multiple incentives at any given time.

Individual Incentive: Each incentive not to exceed \$100 per youth. Each Youth can receive multiple incentives throughout the year.

Special Incentive: Each Incentive not to exceed \$300 per youth. Youth can receive more than one incentive throughout the year.

Community Engagement: Events in the community to model positive and healthy behaviors and social interaction. These events can include "game nights" at the local college, bowling events, laser tag, etc. Each Incentive not to exceed \$150 per family.

Will provider/service be sought through an open competitive process (Yes/No)? If No, please explain process below^.

Yes, RFQ Process

Proposal # : 2 **Project Title:** Law Enforcement Education & Intervention Program

Budget Narrative

Sussex County is looking to increase and improve the bond between law enforcement and youth by focusing on youth diverted and enhancing the Stationhouse Adjustment Community Service requirements. Sussex County is dedicated to continuing and enhancing diversion programs for Sussex County Youth. As a part of the Stationhouse Adjustment Program, four Police departments in Sussex County with the highest number of arrests and the biggest potential for increased diversion rates, will facilitate one Community Service Engagement Events a month for youth on a SHA. To enhance the SHA program, the police departments will hold a Saturday Community Service event in their respective towns for youth in the SHA Program. This Saturday event will include a morning interactive session on the implications of justice system involvement and educational information on the impacts of certain offenses on their future, followed by a community service event. These events can range from a spring cleanup with the local community organizations, hosting a dance/dinner evening, participating in a local trunk or treat, and a public park cleanup day with BBQ lunch.

Community Service Events (SHA):

There will be a minimum of 10 events a year across the 4 different police departments. The total for each event will not exceed \$3,190 which includes

- a. Event Stipend: \$1,800 per event x 10 events = **\$18,000**
 - 1. Estimated 3 officers per event at a maximum of \$600 per officer
- b. Food: \$600 per event x 10 events= **\$6,000**
- c. Educational Component Supplies (Notebooks, pens, etc) = \$75 per event X 10 events = **\$750**
- d. Community Service Component Supplies (Work Gloves, Safety Vests, gardening supplies, mugs, trash bags, etc.): \$150 per event x 10 events = **\$1,500.00**

Stationhouse Adjustment Program total: \$26,250

Will provider/service be sought through an open competitive process (Yes/No)? If No, please explain process below^.

Yes

^ If this is a renewal proposal and an open competitive process was not followed, the explanation should include information regarding outcomes achieved and monitoring results to date, and any other supporting data, that collectively justify continued funding of the current provider.

**Resolution Summary
Authorizing Grant Application Revision**

RESOLUTION RE: AUTHORIZING THE FILING AND EXECUTION OF THE CY 2020 JDAI (JDAI-20-IF-19) INNOVATIONS APPLICATION REVISION TO THE NEW JERSEY JUVENILE JUSTICE COMMISSION TO PROVIDE INNOVATIVE PROGRAMS FOR AT RISK YOUTH FROM JANUARY 1, 2020 TO DECEMBER 31, 2020 FOR A TOTAL AMOUNT OF \$34,454.00

State/Federal (or other) Grantor Agency:
New Jersey Juvenile Justice Commission

County agency originating grant application: Department of Health and Human Services, Division of Community and Youth Services

Description of purpose of grant funds: These grant programs support sanctions and services for juveniles adjudicated or charged as delinquent, and provide programs for the prevention of juvenile delinquency.

Amount of grant funds awarded: \$ 34,454.00

County budget match: None.

% of funds used for salaries/benefits: TBD, portion for Kristen Turtur's salary/benefits

Will additional staff need to be hired? No.
If so, describe specific duties

Is this initial funding or has funding been received in the past? Funding has been received for 2017, 2018 and 2019. This funding requires no County match.

If funding has been received in prior years:

List amount of funding received and County match in last 3 years

2017: \$62,000.00

2018: \$62,000.00

2019: \$ 3,150.00

What are the reporting requirements?

Frequency of reports:

Quarterly

Approx. time necessary to complete reports:

3-4 hours

Staff person responsible for reporting:

Youth Services Coordinator

RESOLUTION RE: AUTHORIZATION TO EXECUTE AN AGREEMENT WITH VERNON TOWNSHIP FOR THE PROVISION OF TRANSPORTATION SERVICES TO SENIOR CITIZENS AND PEOPLE WITH DISABILITIES WHO RESIDE IN VERNON TOWNSHIP FOR THE PERIOD OF JANUARY 1, 2020 THROUGH DECEMBER 31, 2020 IN THE AMOUNT OF \$50,000.00

WHEREAS, the Township of Vernon has a need for transportation services for senior citizens and individuals with disabilities who reside in Vernon Township; and

WHEREAS, the County of Sussex provides transportation services through Skylands Ride/Office of Transit; and

WHEREAS, the County of Sussex and the Township of Vernon wish to enter into an Agreement for transportation services for 2020 in the amount of \$50,000.00.

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

1. That the Freeholder Director and Clerk of the Board are authorized to execute an Agreement and any other required documents pertaining thereto, with the Township of Vernon for the period of January 1, 2020 through December 31, 2020 in the amount of \$50,000.00 for the provision of transportation services to residents of Vernon Township.
2. That the Sussex County Board of Chosen Freeholders agrees to comply with all applicable Federal, State and local laws, rules and regulations in the provision of said service.
3. That certified copies of this Resolution, together with two signed Agreements be forwarded to Municipal Clerk, Township of Vernon, 21 Church Street, Vernon, New Jersey 07462; 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 5th day of February, 2020.

Teresa Lyons, Clerk
Board of Chosen Freeholders
County of Sussex

**Resolution Summary
Authorizing Grant Application**

RESOLUTION RE: AUTHORIZATION TO EXECUTE AN AGREEMENT WITH VERNON TOWNSHIP FOR THE PROVISION OF TRANSPORTATION SERVICES TO SENIOR CITIZENS AND PEOPLE WITH DISABILITIES WHO RESIDE IN VERNON TOWNSHIP FOR THE PERIOD OF JANUARY 1, 2020 THROUGH DECEMBER 31, 2020 IN THE AMOUNT OF \$50,000.00

State/Federal (or other) Grantor Agency:

Township of Vernon

County agency originating grant application:

Division of Community and Youth Services/Office of Transit

Description of purpose of grant funds: This is a one year Agreement between the Township of Vernon and the County of Sussex for transportation services for senior citizens and people with disabilities living in Vernon Township. This Agreement pays for 3,125 rides annually at \$16.00 per one-way trip for Vernon seniors and people with disabilities.

These funds are necessary to provide on-going transportation services for residents of Vernon Township. If this Agreement is not approved, it will limit Skylands Ride's ability to maintain necessary transportation services for senior citizens and people with disabilities in Vernon Township.

Amount of grant funds sought:

\$50,000.00 Annually

County budget match:

There is no match required by the County of Sussex.

% of funds used for salaries/benefits:

Reimbursement of Transit costs in general.

Will additional staff need to be hired?

If so, describe specific duties

No

Is this initial funding or has funding been received in the past?

Past funding has been received as this is an ongoing service for Vernon Township residents.

If funding has been received in prior years:

List amount of funding received and County match in last 3 years

In the last three years, \$50,000.00 has been received annually. There is no match required from the County of Sussex.

What are the reporting requirements?

Frequency of reports:

Approx. time necessary to complete reports:

Staff person responsible for reporting:

There are no reporting requirements.

County of Sussex
Sussex County Skylands Ride/Office of Transit
Transportation Service Agreement

WHEREAS, the County of Sussex (hereinafter the County) operates a coordinated, Countywide transportation system through Sussex County Skylands Ride/Office of Transit and is desirous of improving paratransit service coverage to the outlying areas of its geographic boundaries; and

WHEREAS, the Township of Vernon (hereinafter the Township) is desirous of securing transportation for its senior citizens and persons with disabilities (hereinafter the "Customer").

NOW, THEREFORE, in the consideration of the mutual covenants and conditions herein contained, the parties hereto covenant and agree to the following provisions:

1. This Agreement shall be in effect for the time period of January 1, 2020 through December 31, 2020.
2. This Agreement replaces all prior Agreements regarding paratransit services between the parties.
3. A. The Township agrees to provide funds in the amount not to exceed \$50,000.00 for Calendar Year 2020. The County will provide rides to passengers and charged to the Township at a rate of \$16.00 per passenger trip (one, one way trip) during 2020. Payment represents a portion of the costs associated with this service. The balance is subsidized by grant funds received by the County.

B. If the grant funding is reduced or eliminated, the services will be modified to reflect the reduction in income or the Township share can increase in order to maintain the level of service. The options must be exercised in writing 90 days prior to the termination of any contract period. The Township would be notified in writing by the Transit Director of any changes of this kind.

C. The County will invoice the Township monthly for services provided. A service report listing the trips provided for the month will be attached to the invoice. The trip listing will include the name and the address of each passenger. The names and addresses of the passengers will be provided after the County informs the passengers that this information is being released to the Township.

D. Payments shall be made monthly. The payments set forth represent the Township's Maintenance of Effort (MOE) certification under the New Jersey Senior Citizen and Disabled Resident Transportation Assistance Program (SCDRTAP).

- E. The cost of out of county trips for medical appointments shall be borne by the County. The costs associated with special event trips, both in and out of the county, shall be pre-approved and paid by the Township. Special trips should be submitted to the Transit Director with a minimum of 30 days advance notice.
- 4. A. The Township will be billed \$16.00 for each no-show after a Customer has three no-shows within 90 days (failure to board the vehicle after it has arrived). All customers are notified by the County after their second no-show in 90 days.
 - B. The Township will be billed \$16.00 for each cancellation if the Customer has six cancellations in one month (failure to notify the County one day in advance of the cancellation). All customers are notified by the County after their fifth cancellation in one month.
 - C. Whenever any customer is sent either a no-show or cancellation notice by the County, the Township will also be notified by email.
 - D. Weather-related cancellations do not count toward the total number of cancellations.
- 5. The County is responsible for all costs associated with the provision of this service, including but not limited to, drivers, vehicles, administration, insurance, maintenance, fuel, and radio communications.
 - 6. The County will develop all routing and scheduling based upon information supplied by the Township. Any revisions to the service delivery system will be arranged in writing by the Township Manager or designated representative and the County Transit Director or designated representative. The County will explore new marketing tools with the Township in an effort to improve program awareness.
 - 7. The intent of this Agreement is to provide transportation to eligible Township residents Monday through Friday. All trip requests from Township residents will be honored provided that proper scheduling procedures (i.e. calls are received by cut-off time) are followed. The service will operate over an 8 to 10 hour day, depending on the trip request load and pattern. No service will be provided on County holidays. Additionally, the County reserves the right to cancel service due to inclement weather. Cancellations will be broadcast on radio stations WNNJ and WSUS and will be posted on County website.

8. The scope of services outlined below will serve as a suggested guide of trip purposes:

- Local Errand Transportation (in county)
- Nutrition sites
- Shopping
- Medical appointments
- Banking
- Community services

9. The full range of paratransit services will be available to the eligible residents of the jurisdiction as described in the Sussex County Skylands Ride brochures and outlined on the County website. These services may be provided on a shuttle basis.
10. The Skylands Ride Program Coordinator and Supervisors may deny service to any person who is, in the opinion of Skylands Ride staff, disruptive and/or a danger to themselves and/or others or property. The Township will be notified of all such service denials for disruptive behavior in writing. Similarly, the County agrees to advise the Township in writing of any incidents involving Township clients.
11. This Agreement may be canceled by either party by providing ninety (90) days written notice. If the Township would like to terminate Agreement, notice shall be made in writing to Sussex County Skylands Ride, Transit Director, Sussex County Administrative Center, One Spring Street, Newton, NJ 07860. If the County wishes to terminate Agreement, written notice would be provided to the Township Manager or Designee.

In witness whereof, the parties hereto have caused this Agreement to be duly executed this day of , 2020.

For the Township of Vernon:

Signature

Name: _____ Title: Mayor

Date: _____

Attest By:

Signature

Name: _____ Title: Clerk

Date: _____

For the County of Sussex:

Signature

Name: Sylvia Petillo Title: Freeholder Director

Date: _____

Attest By:

Signature

Name: Teresa Lyons Title: Clerk of the Board

Date: _____

**RESOLUTION RE: AUTHORIZATION TO EXECUTE AN AGREEMENT WITH
HARDYSTON TOWNSHIP FOR THE PROVISION OF
TRANSPORTATION SERVICES TO SENIOR CITIZENS
AND PEOPLE WITH DISABILITIES WHO RESIDE IN
HARDYSTON TOWNSHIP FOR THE PERIOD OF
JANUARY 1, 2020 THROUGH DECEMBER 31, 2020 IN
THE AMOUNT OF \$17,000.00**

WHEREAS, the Township of Hardyston has a need for transportation services for senior citizens and individuals with disabilities who reside in Hardyston Township; and

WHEREAS, the County of Sussex provides transportation services through Skylands Ride/Office of Transit; and

WHEREAS, the County of Sussex and the Township of Hardyston wish to enter into an Agreement for transportation services for 2020 in the amount of \$17,000.

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

1. That the Freeholder Director and Clerk of the Board are authorized to execute an Agreement and any other required documents pertaining thereto, with the Township of Hardyston for the period of January 1, 2020 through December 31, 2020 in the amount of \$17,000.00 for the provision of transportation services to residents of Hardyston Township.
2. That the Sussex County Board of Chosen Freeholders agrees to comply with all applicable Federal, State and local laws, rules and regulations in the provision of said service.
3. That certified copies of this Resolution, together with two signed Agreements be forwarded to Municipal Clerk, Township of Hardyston, 149 Wheatsworth Road, Suite A, Hardyston, NJ 07419; 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 5th day of February, 2020.

Teresa Lyons, Clerk
Board of Chosen Freeholders
County of Sussex

**Resolution Summary
Authorizing Grant Application**

RESOLUTION RE: AUTHORIZATION TO EXECUTE AN AGREEMENT WITH HARDYSTON TOWNSHIP FOR THE PROVISION OF TRANSPORTATION SERVICES TO SENIOR CITIZENS AND PEOPLE WITH DISABILITIES WHO RESIDE IN HARDYSTON TOWNSHIP FOR THE PERIOD OF JANUARY 1, 2020 THROUGH DECEMBER 31, 2020 IN THE AMOUNT OF \$17,000.00

State/Federal (or other) Grantor Agency:
Township of Hardyston

County agency originating grant application:
Division of Community and Youth Services/Skylands Ride

Description of purpose of grant funds: This is an Agreement between the Township of Hardyston and the County of Sussex for transportation services for senior citizens and individuals with disabilities living in Hardyston Township. This Agreement pays for 1,062 rides at \$16.00 per one-way trip.

Amount of grant funds sought:
\$17,000.00 annually.

County budget match: N/A

% of funds used for salaries/benefits:
Reimbursement of Transit costs in general.

Will additional staff need to be hired? – N/A
If so, describe specific duties

Is this initial funding or has funding been received in the past?
Past funding has been received as this is an annual Agreement.

If funding has been received in prior years:
List amount of funding received and County match in last 3 years
In the last three years, \$17,000.00 has been received annually.

What are the reporting requirements?
Frequency of reports:
Approx. time necessary to complete reports:
Staff person responsible for reporting:
There are no reporting requirements.

County of Sussex
Sussex County Skylands Ride/Office of Transit
Transportation Service Agreement

WHEREAS, the County of Sussex (hereinafter the County) operates a coordinated, Countywide transportation system through Sussex County Skylands Ride/Office of Transit and is desirous of improving paratransit service coverage to the outlying areas of its geographic boundaries; and

WHEREAS, the Township of Hardyston (hereinafter the Township) is desirous of securing transportation for its senior citizens and persons with disabilities (hereinafter the "Customer").

NOW, THEREFORE, in the consideration of the mutual covenants and conditions herein contained, the parties hereto covenant and agree to the following provisions:

1. This Agreement shall be in effect for the time period of January 1, 2020 through December 31, 2020.
2. This Agreement replaces all prior Agreements regarding paratransit services between the parties.
3. A. The Township agrees to provide funds in the amount not to exceed \$17,000.00 for Calendar Year 2020. The County will provide rides to passengers and charged to the Township at a rate of \$16.00 per passenger trip (one, one way trip) during 2020. Payment represents a portion of the costs associated with this service. The balance is subsidized by grant funds received by the County.

B. If the grant funding is reduced or eliminated, the services will be modified to reflect the reduction in income or the Township share can increase in order to maintain the level of service. The options must be exercised in writing 90 days prior to the termination of any contract period. The Township would be notified in writing by the Transit Director of any changes of this kind.

C. The County will invoice the Township monthly for services provided. A service report listing the trips provided for the month will be attached to the invoice. The trip listing will include the name and the address of each passenger. The names and addresses of the passengers will be provided after the County informs the passengers that this information is being released to the Township.

- D. Payments shall be made monthly. The payments set forth represent the Township's Maintenance of Effort (MOE) certification under the New Jersey Senior Citizen and Disabled Resident Transportation Assistance Program (SCDRTAP).
 - E. The cost of out of county trips for medical appointments shall be borne by the County. The costs associated with special event trips, both in and out of the county, shall be pre-approved and paid by the Township. Special trips should be submitted to the Transit Director with a minimum of 30 days advance notice.
- 4. A. The Township will be billed \$16.00 for each no-show after a Customer has three no-shows within 90 days (failure to board the vehicle after it has arrived). All customers are notified by the County after their second no-show in 90 days.
 - B. The Township will be billed \$16.00 for each cancellation if the Customer has six cancellations in one month (failure to notify the County one day in advance of the cancellation). All customers are notified by the County after their fifth cancellation in one month.
 - C. Whenever any customer is sent either a no-show or cancellation notice by the County, the Township will also be notified by email.
 - D. Weather-related cancellations do not count toward the total number of cancellations.
- 5. The County is responsible for all costs associated with the provision of this service, including but not limited to, drivers, vehicles, administration, insurance, maintenance, fuel, and radio communications.
 - 6. The County will develop all routing and scheduling based upon information supplied by the Township. Any revisions to the service delivery system will be arranged in writing by the Township Manager or designated representative and the County Transit Director or designated representative. The County will explore new marketing tools with the Township in an effort to improve program awareness.
 - 7. The intent of this Agreement is to provide transportation to eligible Township residents Monday through Friday. All trip requests from Township residents will be honored provided that proper scheduling procedures (i.e. calls are received by cut-off time) are followed. The service will operate over an 8 to 10 hour day, depending on the trip request load and pattern. No service will be provided on County holidays. Additionally, the County reserves the right to cancel service due to

inclement weather. Cancellations will be broadcast on radio stations WNNJ and WSUS and will be posted on County website.

8. The scope of services outlined below will serve as a suggested guide of trip purposes:

- Local Errand Transportation (in county)
- Nutrition sites
- Shopping
- Medical appointments
- Banking
- Community services

9. The full range of paratransit services will be available to the eligible residents of the jurisdiction as described in the Sussex County Skylands Ride brochures and outlined on the County website. These services may be provided on a shuttle basis.
10. The Skylands Ride Program Coordinator and Supervisors may deny service to any person who is, in the opinion of Skylands Ride staff, disruptive and/or a danger to themselves and/or others or property. The Township will be notified of all such service denials for disruptive behavior in writing. Similarly, the County agrees to advise the Township in writing of any incidents involving Township clients.
11. This Agreement may be canceled by either party by providing ninety (90) days written notice. If the Township would like to terminate Agreement, notice can be made in writing to Sussex County Skylands Ride, Transit Director, Sussex County Administrative Center, One Spring Street, Newton, NJ 07860. If the County wishes to terminate Agreement, written notice would be provided to the Township Manager or Designee.

In witness whereof, the parties hereto have caused this Agreement to be duly executed this day of , 2020.

For the Township of Hardyston:

Signature

Name: _____ **Title: Mayor**

Date: _____

Attest By:

Signature

Name: _____ **Title: Clerk**

Date: _____

For the County of Sussex:

Signature

Name: Sylvia Petillo **Title: Freeholder Director**

Date: _____

Attest By:

Signature

Name: Teresa Lyons **Title: Clerk of the Board**

Date: _____

**RESOLUTION RE: DESIGNATING SUZANNAH GIVONE AS CLERK PRO
TEM THROUGH DECEMBER 31, 2020**

WHEREAS, the Sussex County Administrative Code outlines the duties and responsibilities of the Clerk of the Board in Section 2.9; and

WHEREAS, Section 2.9 (B) of the Administrative Code allows for a Deputy Clerk of the Board appointed by the Clerk of the Board with the advice and consent of the Board; and

WHEREAS, Suzannah Givone was authorized by the Board on August 14, 2019 to fulfill the duties and responsibilities as outlined in Section 2.9 (B) of the Administrative Code.

NOW, THEREFORE, BE IT RESOLVED by the Board of Chosen Freeholders of the County of Sussex hereby appoints Suzannah Givone to the position of Clerk Pro Tem through December 31, 2020; and

BE IT FURTHER RESOLVED that this shall be an annual appointment to be ratified at the Board of Chosen Freeholders' Reorganization Meeting.

Certified as a true copy of a
Resolution adopted by the Board of
Chosen Freeholders on January 22, 2020.

Teresa Lyons, Clerk
Board of Chosen Freeholders,
County of Sussex

**RESOLUTION RE: REAPPOINTMENT OF DONALD R. PLOETNER, II
AS CHAIRPERSON AND LISA CHAMMINGS AS
VICE-CHAIRPERSON FOR THE SUSSEX COUNTY
OPEN SPACE ADVISORY COMMITTEE FOR 2020**

WHEREAS, on March 27, 2002, the Sussex County Board of Chosen Freeholders appointed members to the Sussex County Open Space Advisory Committee; and

WHEREAS, the Open Space Advisory Committee reviews, prioritizes, and recommends to the Board of Chosen Freeholders, the funding of projects in the municipal/County category; and

WHEREAS, it is under the purview of the Board of Chosen Freeholders to designate a Chairperson and Vice-Chairperson from the Committee's membership.

NOW, THEREFORE, BE IT RESOLVED that the Sussex County Board of Chosen Freeholders does hereby desire to designate Donald R. Ploetner, II to serve as Chairperson, and Lisa Champlings to serve as Vice-Chairperson for the year 2020; and

Certified as a true copy of the
Resolution adopted by the
Board of Chosen Freeholders
on the 22nd day of January, 2020.

Teresa Lyons, Clerk
Board of Chosen Freeholders
County of Sussex

**RESOLUTION RE: PROVIDING TEMPORARY CLOSURE OF A PORTION OF
CR 616 IN THE TOWN OF NEWTON FOR THE ST.
PATRICK'S DAY PARADE**

WHEREAS, the Town of Newton has requested a temporary closure of a portion of CR 616 on March 21, 2020 for the purpose of conducting the St. Patrick's Day Parade; and

WHEREAS, N.J.S.A. 39:4-197.1 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 Town of Newton for the temporary closure of County Route 616; 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 closure of CR 616 in the Town of Newton on March 21, 2020 for purposes of allowing the St. Patrick's Day 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 Mr. Thomas S. Russo, Jr., Newton Town Manager, 39 Trinity Street, Newton, NJ 07860.

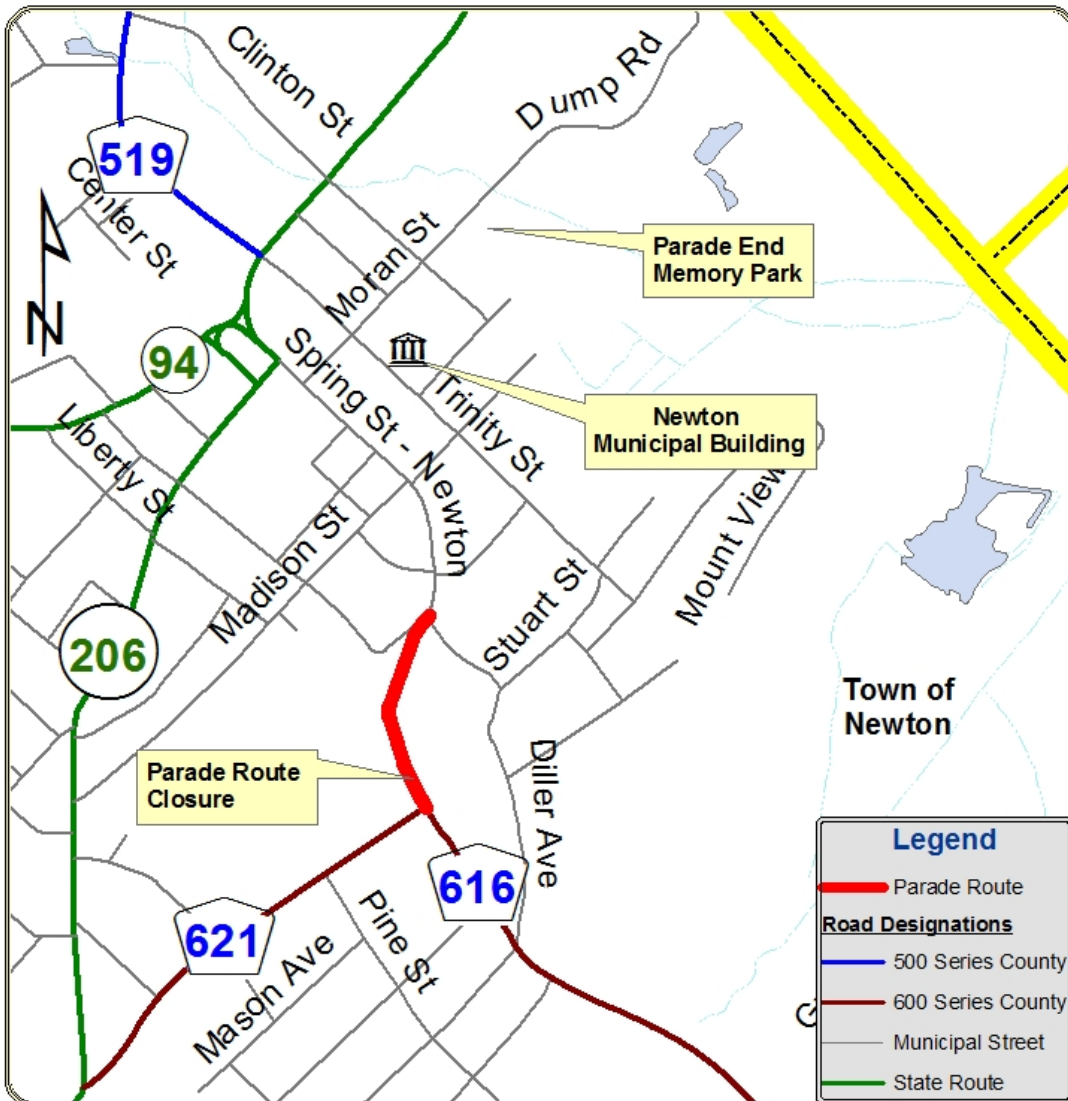
Certified as a true copy of the
Resolution adopted by the Board
on the 5th day of February, 2020.

Teresa Lyons, Clerk
Board of Chosen Freeholders
County of Sussex

RESOLUTION RE: PROVIDING TEMPORARY CLOSURE OF CR 616 IN THE TOWN OF NEWTON FOR THE ST. PATRICK'S DAY PARADE

Summary: The Town of Newton has requested the County authorize a Temporary Closure of CR 616 between Woodside Avenue and Spring Street in the Town of Newton. The requested closure is to occur on March 21, 2020 from 9:45 AM to 12:00 PM for County Route 616.

This resolution provides the needed authorization allowing for the Town's requested temporary closure of CR 616.



Mayor
Sandra Lee Diglio

Deputy Mayor
Daniel G. Flynn

Council Members
Matthew S. Dickson
Jason J. Schlaffer
Helen R. Le Frois



Town Manager
Thomas S. Russo, Jr.

Town Clerk
Lorraine A. Read

Telephone: (973) 383-3521
Facsimile: (973) 383-8961
39 Trinity Street
Newton, NJ 07860

January 10, 2020

William J. Koppenall, County Engineer
County of Sussex
One Spring Street
Newton, NJ 07860

Re: Road Closure Request

Dear Bill,

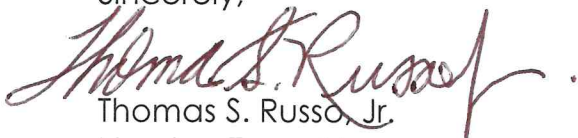
As you may have heard, the Newton Fire Department will be hosting the annual St. Patrick's Day Parade on March 21, 2020 to be held on Spring Street.

It is my understanding there are engineer's drawings used for the parade route in previous years on file in your office.

I am respectfully requesting permission for the closure of County Route 616 between Woodside Avenue and Halsted Street to be used as a staging area for various participant groups to line up. The closure would need to be from 9:45am to the parade conclusion at approximately Noon.

Thank you for your assistance and support.

Sincerely,


Thomas S. Russo, Jr.
Newton Town Manager

cc: B. Osborn, Police Chief
S. Verkon, Fire Chief
K. Williams, Community Dev. Director

RESOLUTION RE: AUTHORIZATION TO PROVIDE FOR THE PURCHASE OF GIS SERVICES TO CIVIL SOLUTIONS FROM JANUARY 1, 2020 THROUGH DECEMBER 31, 2020 IN AN AMOUNT NOT TO EXCEED \$125,000.00

WHEREAS, the Board of Chosen Freeholders established a Policy whereby all requests for projects that exceed the current bid threshold shall have a separate authorizing resolution prior to issuance of a purchase order; and

WHEREAS, the Office of Record Management, has determined that there is a need for GIS services to support the County's day to day operations and assist with the on-going development of GIS solution; and

WHEREAS, the Division of Purchase and Property of the New Jersey Department of the Treasury solicited competitive proposals with allowances for cooperative purchasing available to all public purchasing entities throughout the State of New Jersey; and

WHEREAS, Civil Solutions is an authorized supplier as approved by the State of New Jersey Division of Purchase and Property, and has been assigned contract number 19-TELE-00872, thereby affording the County, a member of the Cooperative, the opportunity of direct purchase without competitive bidding.

NOW, THEREFORE, BE IT RESOLVED that the Board of Chosen Freeholders does hereby authorize the execution and issuance of the necessary purchase order (Requisition # 93807,) \$43,000 to Civil Solutions for the purchase of GIS services for the County of Sussex in the amount not to exceed \$125,000.00; 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 budget accounts for said purpose.

Certified as a true copy of the
Resolution adopted by the
Board of Chosen Freeholders
on the 5th day of February, 2020.

Teresa Lyons, Clerk
Board of Chosen Freeholders
County of Sussex

CERTIFICATION RE: BUDGET APPROPRIATION FOR AWARDING OF CONTRACT

I, Elke Yetter, Treasurer, County of Sussex, hereby certify to the Clerk, Board of Chosen Freeholders that this certification is subject to adequate funds being appropriated in the 2020 County Budget appropriation entitled:

01-201-20-141-434 Office Of GIS – Unclassified Services \$43,000.00

Requisition # 93807

In the Initial Amount of \$43,000.00 with a Total Amount not to exceed \$125,000.00

Award of Contract:

GIS services to support the County's day to day operations and assist with the on-going development of GIS solution

TO: Civil Solutions
PO Box 579
Hammonton, NJ 08037

Elke Yetter, Treasurer

Dated: February 5, 2020

Resolution Summary Other

RESOLUTION RE: AUTHORIZATION TO PROVIDE FOR THE PURCHASE OF GIS SERVICES TO CIVIL SOLUTIONS FROM JANUARY 1, 2020 THROUGH DECEMBER 31, 2020 IN AN AMOUNT NOT TO EXCEED \$125,000.00

Description of Resolution:

This resolution is for authorization to provide for GIS services for the County of Sussex. These services will be provided by the New Jersey State Contract # 19-TELE-00872 held by Civil Solutions.

The County will continue to maintain the IT and Esri software environment for the production and deployment of GIS technology. The following are the key areas where Civil Solutions will provide GIS services to support the County's day-to-day operations and assist with the on-going development of GIS solutions:

- *Motorola Solutions, Inc. - Spillman 911 – GIS Location Data, Maintain & Update*
- *Manage the County's Enterprise GIS*
- *Support the County's Expanding Use of ArcGIS Online*
- *Assist with the integration of GIS with the County's eDcoument Repository*
- *Data Development and Parcel Maintenance*
- *Represent the County's GIS Program with State and Federal Agencies*
- *On-Site Presence*

RESOLUTION RE: AUTHORIZING CAP TO LIMIT COUNTY BUDGET APPROPRIATION INCREASE IN CY 2020 COUNTY BUDGET TO 3.5% OVER THE PREVIOUS YEAR'S FINAL APPROPRIATIONS SUBJECT TO CERTAIN EXCEPTIONS AND TO ESTABLISH AN APPROPRIATION CAP BANK

WHEREAS, the Local Government Cap Law, N.J.S.A. 40A:4-45.1 et seq., provides that in the preparation of its annual budget, a county shall limit any increase in said budget up to 2.5% unless authorized by resolution to increase it to 3.5% over the previous year's final appropriation subject to certain exceptions; and

WHEREAS, N.J.S.A. 40A:4-45.15b provides that a county may, when authorized by resolution, anticipate the difference between its actual final appropriations and the 3.5% percentage rate as a cap bank allowance in either of the next two succeeding years; and

WHEREAS, the Board of Chosen Freeholders of the County of Sussex finds it advisable and necessary to increase its CY 2020 County Budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of its citizens; and

WHEREAS, the Board of Chosen Freeholders hereby determines that a 1.0% increase in the budget for said year, amounting to \$676,496.66 in excess of the final County appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and

WHEREAS, the Board of Chosen Freeholders hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as a cap bank allowance in either of the next two succeeding years.

NOW, THEREFORE, BE IT RESOLVED by the Board of Chosen Freeholders of the County of Sussex, a majority of the full authorized membership of this governing body affirmatively concurring, that in the CY 2020 budget year, the County final appropriation levy of the County of Sussex shall, in accordance with this Resolution and N.J.S.A. 40A:4-45.14 be increased by 3.5%, amounting to \$2,367,738.31 and that the CY 2020 County Budget for the County of Sussex be approved and adopted in accordance with this Resolution; and

BE IT FURTHER RESOLVED that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as a cap bank allowance in either of the next two succeeding years; and

BE IT FURTHER RESOLVED that a certified copy of this Resolution as introduced be filed with the Director of the Division of Local Government Services within five (5) days of introduction; and

BE IT FURTHER RESOLVED that a certified copy of this Resolution upon final adoption, with the recorded vote included thereon, be filed with said Director within five (5) days after such adoption; and

BE IT FURTHER RESOLVED that certified copies of this Resolution are to be forwarded to: Director, Division of Local Government Services, P.O. Box 803, Trenton, NJ 08625-0803; and Raymond Sarinelli, County Auditor, Nisivoccia LLP, 200 Valley Road, Suite 300, Mt. Arlington, NJ 07856.

ADOPTED ON FIRST READING

Certified as a true copy of the Resolution adopted on First Reading by the Board of Chosen Freeholders on the 5th day of February, 2020.

Teresa Lyons, Clerk of the Board
Board of Chosen Freeholders
County of Sussex

ADOPTED ON SECOND READING

Certified as a true copy of the Resolution adopted on Second Reading by the Board of Chosen Freeholders on the 19th day of February, 2020.

Teresa Lyons, Clerk of the Board
Board of Chosen Freeholders
County of Sussex

NOTICE OF PENDING RESOLUTION

The notice 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 February 5, 2020. It will be further considered for final passage, after public hearing thereon, at a meeting of the governing body to be held in the Freeholders Meeting Room, in the County on February 19, 2020 at 6:00 P.M. and during the week prior to and up to and including the date of such meeting, copies of said Resolution will be made available at the Clerk of the Board's Office to members of the general public who shall request the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the County this 5th day of February, 2020.

(SEAL)

Teresa Lyons, Clerk of the
Board of Chosen Freeholders

STATEMENT

The resolution published herewith has been finally adopted on February 19, 2020.

(SEAL)

Teresa Lyons, Clerk of the
Board of Chosen Freeholders



RESOLUTION RE: AUTHORIZING CAP TO LIMIT COUNTY BUDGET APPROPRIATION INCREASE IN CY 2020 COUNTY BUDGET TO 3.5% OVER THE PREVIOUS YEAR'S FINAL APPROPRIATIONS SUBJECT TO CERTAIN EXCEPTIONS AND TO ESTABLISH AN APPROPRIATION CAP BANK

Summary

The County is required to conform to two tax levy "CAPs": the 2010 2% Tax Levy Cap and the 1977 Levy Cap.

The 1977 Levy Cap each year establishes a cost-of-living-allowance (COLA) up to 2.5% of the prior year tax levy less exceptions which a County Board of Chosen Freeholders is **allowed** to increase a budget for without additional approvals. State Statute allows for the COLA to be increased up to 3.5% if the governing body adopts a resolution. The amount not used in the 1977 Cap can be "banked" or used in the two succeeding years.

For 2020, the County has Cap Bank from 2018 of \$640,000.23 (which will expire if not used in 2020), and Cap Bank from 2019 of \$1,047,016.49 (which can be used in 2020 or 2021).

This resolution seeks to increase the final amount **allowable** to be raised by taxation in order to create "cap bank" for use in either the current year or two subsequent years' budgets. This resolution **does not indicate** that the amount to be raised in taxes will increase by 3.5%

For 2019, there was a 2.5% cost-of-living-allowance (COLA) which means the automatic "Cap" amount was \$1,691,241.65. This resolution provides for the additional 1.0% or \$676,496.66 for the maximum provided for, 3.5%, which amounts to \$2,367,738.31. If not utilized for the 2020 County Budget, it will be available for use in either the 2021 or 2022 budgets.

The Cap Bank provides flexibility to provide for appropriations in case of emergencies, unforeseen expenses or increased costs beyond the control of the County. For example, pension expenses may increase by 7%, the amount paid to the State for psychiatric hospitals might increase by 20% and health insurance might increase by 10% all in the same year. By having a Cap Bank, the budget is able to accommodate all of these increases without having to cut services in other areas. The Cap Bank is not intended to replace good fiscal practice or planning, but allows for increases when necessary.

2019

1977 Cap Exclusions Calculation

*The instructions can be found on the Instruction Tab of the workbook.			
County of:	Sussex	Municode:	1900
County Purpose Tax			93,879,442.00
CAP Base Adjustment			
Revised County Purpose Tax:			93,879,442.00
EXCEPTIONS:			
(Less:)			
	Debt Service		13,276,616.00
	Deferred Charges		2,062.00
	Emergency Appropriations		0.00
	Capital Improvements		500,000.00
	Matching Funds		631,000.00
	Authority - Share of Costs MUA		0.00
	County Welfare Board		1,402,564.00
	Special Services School District		0.00
	Vocational School		7,051,956.00
	Out of County Vocational School		0.00
	County College (Current Year)	4,020,000.00	
	Less County College (1992 Base)	1,997,248.00	
	Net County College		2,022,752.00
	Out of County College (Current Year)	225,000.00	
	Less Out of County College (1992 Base)	40,000.00	
	Net Out of County College		185,000.00
	Capital Lease Payments		
	9 1 1 Emergency Management Services		1,157,826.00
	Health Insurance		
	TOTAL EXCEPTIONS		26,229,776.00
	Amount on which 2.50% Cap is applied		67,649,666.00
	2.50% Cap Amount		1,691,241.65
	Allowable County Tax Before Additional Exceptions per (N.J.S. 40A:4-45.4)		69,340,907.65

2020 COLA

1% 676,496.66
70,017,404.31
 3.5% = 2,367,738.31

RESOLUTION RE: AUTHORIZING PERSONNEL AGENDA OF FEBRUARY 5, 2020

WHEREAS, in accordance with the Sussex County Hiring Policy the following personnel matters hereby require approval; and

WHEREAS, such matters have been reviewed by the Division of Employee Services and certified by the County Administrator and Chief Financial Officer (see attached)

NOW, THEREFORE BE IT RESOLVED;

Department	Title	Action	From and To
Prosecutor's Office	Sergeant of Investigator's	promotion	County Investigator II to Sergeant of Investigator's (A. Leone)
Prosecutor's Office	County Investigator II	promotion	County Investigator I to County Investigator II (E. Lewis)

Certified as a true copy of the Resolution adopted by the Board of Chosen Freeholders on the 5th day of February, 2020.

Teresa Lyons, Clerk
Board of Chosen Freeholders
County of Sussex