

MINUTES**FEBRUARY 13, 2019**

The Board of Chosen Freeholders of the County of Warren met in Regular Session in its offices in the Wayne Dumont, Jr. Administration Building, Belvidere, New Jersey on February 13, 2019 at 7:02 p.m.

The meeting was called to order by Director Sarnoski and upon roll call, the following members were present: Freeholder James Kern, III, Freeholder Richard Gardner and Freeholder Jason Sarnoski. Also attending were County Administrator Steve Marvin, County Engineer Bill Gleba, County Counsel Joe Bell, Fiscal Officer Kim Francisco and Deputy County Administrator Alex Lazorisak. County CFO Dan Olshefski was absent.

The Pledge of Allegiance was led by Director Sarnoski.

Mr. Sarnoski read the following statement: ***“ADEQUATE NOTICE OF THIS MEETING OF FEBRUARY 13, 2019 WAS GIVEN IN ACCORDANCE WITH THE OPEN PUBLIC MEETINGS ACT BY FORWARDING A SCHEDULE OF REGULAR MEETINGS OF THE BOARD OF CHOSEN FREEHOLDERS TO THE WARREN COUNTY CLERK, THE STAR-LEDGER, AND DAILY RECORD AND BY POSTING A COPY THEREOF ON THE BULLETIN BOARD IN THE OFFICE OF THE BOARD OF CHOSEN FREEHOLDERS. FORMAL ACTION MAY BE TAKEN BY THE BOARD OF CHOSEN FREEHOLDERS AT THIS MEETING. PUBLIC PARTICIPATION IS ENCOURAGED. IN ORDER TO ASSURE FULL PUBLIC PARTICIPATION, THOSE INDIVIDUALS WITH DISABILITIES WHO WISH TO ATTEND THE MEETING SHOULD SUBMIT ANY REQUESTS FOR SPECIAL ACCOMMODATION ONE WEEK IN ADVANCE.”***

On motion by Mr. Gardner, seconded by Mr. Kern, the minutes of the Budget Session of January 5, 2019 were approved.

Recorded vote: Mr. Kern yes, Mr. Gardner yes, Mr. Sarnoski yes

On motion by Mr. Gardner, seconded by Mr. Kern, the minutes of the Budget Session of January 12, 2019 were approved.

Recorded vote: Mr. Kern yes, Mr. Gardner yes, Mr. Sarnoski yes

On motion by Mr. Gardner, seconded by Mr. Kern, the minutes of the Budget Session of January 16, 2019 were approved.

Recorded vote: Mr. Kern yes, Mr. Gardner yes, Mr. Sarnoski yes

On motion by Mr. Gardner, seconded by Mr. Kern, the minutes of the Regular Session of January 23, 2019 were approved.

Recorded vote: Mr. Kern yes, Mr. Gardner yes, Mr. Sarnoski yes

On motion by Mr. Gardner, seconded by Mr. Kern, the minutes of the Executive Session of January 23, 2019 were approved.

Recorded vote: Mr. Kern yes, Mr. Gardner yes, Mr. Sarnoski yes

On motion by Mr. Gardner, seconded by Mr. Kern, the minutes of the Budget Session of January 26, 2019 were approved.

Recorded vote: Mr. Kern yes, Mr. Gardner yes, Mr. Sarnoski yes

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On motion by Mr. Sarnoski, seconded by Mr. Kern, the minutes of the Budget Session of January 19, 2019 were approved.

Recorded vote: Mr. Kern yes, Mr. Gardner abstain, Mr. Sarnoski yes

There were no comments on agenda items.

RESOLUTION 71-19

On motion by Mr. Kern, seconded by Mr. Gardner, the following resolution was adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held on February 13, 2019.

RESOLUTION TO PAY BILLS

Be and it is hereby resolved that Master Voucher Certificate **For Certification / Ratification for Payments No. 2019-4, 2019-5, and 2019-6, dated February 13, 2019**, in the amount of **\$7,330,382.41** including payrolls, allowances, bills and investments, is approved subject to the review of the vouchers by the Board of Chosen Freeholders.

2019-4	1/30/19	\$2,360,385.47	
2019-5	2/6/19	1,912,914.68	
2019-6	2/13/19	<u>437,160.48</u>	
TOTAL			\$4,710,460.63
Horizon BCBS-Feb	1/25/19	\$1,202,328.78	
PNC Bank Commercial Card	2/7/19	2,761.71	
Home Depot	2/1/19	<u>623.46</u>	
TOTAL-OTHER			1,205,713.95
Payroll (including fringe)	1/31/19	\$1,414,107.83	
Subsistence	1/31/19	<u>100.00</u>	
TOTAL WAGES, FRINGE, MEALS			<u>1,414,207.83</u>
GRAND TOTAL			<u>\$7,330,382.41</u>

I hereby certify the above to be a true copy of a resolution adopted by the Board of Chosen Freeholders of the County of Warren in a meeting held on February 13, 2019.

Steve Marvin, Clerk of the Board

Recorded vote: Mr. Kern yes, Mr. Gardner yes, Mr. Sarnoski yes

RESOLUTION 72-19

On motion by Mr. Gardner, seconded by Mr. Kern, the following resolution was adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held on February 13, 2019.

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A RESOLUTION APPROVING PARTICIPATION WITH THE STATE OF NEW JERSEY FEDERAL GRANT PROGRAM ADMINISTERED BY THE DIVISION OF CRIMINAL JUSTICE, DEPARTMENT OF LAW AND PUBLIC SAFETY

WHEREAS, Warren County wishes to apply for funding of approximately \$244,417 with a match of \$80,386 for an approximate project total cost of \$324,803 for a project under the State of New Jersey Victims of Crime Act Grant Program, VOCA V-24-16, and

WHEREAS, the Warren County Board of Chosen Freeholders has reviewed the accompanying application and has approved said request, and

WHEREAS, the project is a joint effort between the Department of Law and Public Safety and the Warren County Prosecutor's Office for the purpose described in the application;

THEREFORE, BE IT RESOLVED by the Warren County Board of Chosen Freeholders that

1. As a matter of public policy the Warren County Prosecutor's Office wishes to participate to the fullest extent possible with the Department of Law and Public Safety.
2. The Attorney General will receive funds on behalf of the applicant.
3. The Division of Criminal Justice shall be responsible for the receipt and review of the applications for said funds.
4. The Division of Criminal Justice shall initiate allocations to each applicant as authorized.

I hereby certify the above to be a true copy of a resolution adopted by the Board of Chosen Freeholders of the County of Warren in a meeting held on February 13, 2019.

Steve Marvin, Clerk of the Board

Recorded vote: Mr. Kern yes, Mr. Gardner yes, Mr. Sarnoski yes

RESOLUTION 73-19

On motion by Mr. Gardner, seconded by Mr. Kern, the following resolution was adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held on February 13, 2019.

RESOLUTION AUTHORIZING DIRECTOR OF THE BOARD TO EXECUTE AN APPLICATION TO THE VICTIMS OF CRIME ACT (VOCA) COUNTY OFFICE OF VICTIM WITNESS ADVOCACY GRANT PROGRAM BETWEEN THE DIVISION OF CRIMINAL JUSTICE, DEPARTMENT OF LAW AND PUBLIC SAFETY AND THE WARREN COUNTY PROSECUTOR'S OFFICE IN THE AMOUNT OF \$80,386 COUNTY SHARE AND \$244,417.00 FEDERAL SHARE FOR A TOTAL OF \$324,803.00 FOR THE PERIOD OF JULY 1, 2018 THROUGH JUNE 30, 2019

BE IT RESOLVED BY the Board of Chosen Freeholders of the County of Warren that the Director of the Board is authorized to execute an application for the Victims of Crime Act (VOCA V-24-16) County Office of Victim Witness Advocacy Grant Program between the NJ Division of Criminal Justice, Department of Law And Public Safety and the Warren County Prosecutor's Office in the amount of \$80,386.00 County Share and \$244,417.00 Federal Share for a total of \$324,803.00 for the period of July 1, 2018 through June 30, 2019.

I hereby certify the above to be a true copy of a resolution adopted by the Board of Chosen Freeholders of the County of Warren in a meeting held on February 13, 2019.

Steve Marvin, Clerk of the Board

Recorded vote: Mr. Kern yes, Mr. Gardner yes, Mr. Sarnoski yes

MINUTES**FEBRUARY 13, 2019****RESOLUTION 74-19**

On motion by Mr. Gardner, seconded by Mr. Kern, the following resolution was adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held on February 13, 2019.

RESOLUTION AUTHORIZING THE COUNTY OF WARREN TO ENTER INTO A SHELTER SHARING AGREEMENT WITH SPRINT SPECTRUM REALTY COMPANY, LLC ("SPRINT") AT A SITE LOCATED IN THE BOROUGH OF ALPHA

WHEREAS, the County of Warren, Department of Public Safety, has installed and operates radio communications equipment at a site located on Pursel Street, Alpha, NJ, 08865 under an existing lease with the Borough of Alpha to better serve public safety communications needs; and

WHEREAS, Sprint is operating a communications facility at a site located at 841 Pursel Street, Alpha, NJ, 08865 under an existing lease with the Borough of Alpha and has previously constructed a building there to shelter its radio and other communications equipment; and

WHEREAS, the County of Warren, Department of Public Safety, has been using this shelter to house its radio/communications equipment; and

WHEREAS, the County of Warren and Sprint endeavor to enter into an Agreement setting forth terms for an equitable sharing of costs associated with Installation and Use, Maintenance, Repair and Replacement, Cost Sharing, Terms and Termination, and Indemnification and Insurance, as well as any Miscellaneous items as referenced in the Agreement (see attached);

NOW, THEREFORE BE IT RESOLVED, that the Board of Chosen Freeholders of the County of Warren enters into the attached Agreement with Sprint Spectrum Realty Company, LLC to define the conditions for cost-sharing and other rights spelled out herein, and that the Director of the Board is hereby authorized to sign the attached document relative to his position in order to effectuate the Agreement.

I hereby certify the above to be a true copy of a resolution adopted by the Board of Chosen Freeholders of the County of Warren in a meeting held on February 13, 2019.

Steve Marvin, Clerk of the Board

Recorded vote: Mr. Kern yes, Mr. Gardner yes, Mr. Sarnoski yes

RESOLUTION 75-19

On motion by Mr. Gardner, seconded by Mr. Kern, the following resolution was adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held on February 13, 2019.

RESOLUTION APPROVING THE WARREN COUNTY DEPARTMENT OF HUMAN SERVICES APPLICATION FOR CY'19 SOCIAL SERVICES FOR THE HOMELESS FUNDING WITH THE NJ DEPARTMENT OF HUMAN SERVICES, TOTALING \$107,173 FOR THE PERIOD JANUARY 1, 2019 – DECEMBER 31, 2019; SUBJECT TO THE AVAILABILITY OF FUNDS

WHEREAS, the NJ Department of Human Services, Division of Family Development, has made Social Services for the Homeless funding available to Warren County totaling \$107,173 for the period January 1, 2019 through December 31, 2019; and

WHEREAS, the Warren County Department of Human Services, Division of Temporary Assistance and Social Services, has prepared a grant application to the NJ Department of Human Services for use of these funds.

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NOW, THEREFORE BE IT RESOLVED by the Warren County Board of Chosen Freeholders that the application for CY'19 Social Services for the Homeless funding (January 1, 2019 through December 31, 2019) to the NJ Department of Human Services for \$107,173 is approved subject to the availability of funds.

I hereby certify the above to be a true copy of a resolution adopted by the Board of Chosen Freeholders of the County of Warren in a meeting held on February 13, 2019.

Steve Marvin, Clerk of the Board

Recorded vote: Mr. Kern yes, Mr. Gardner yes, Mr. Sarnoski yes

RESOLUTION 76-19

On motion by Mr. Gardner, seconded by Mr. Kern, the following resolution was adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held on February 13, 2019.

RESOLUTION APPROVING THE USAGE OF A PORTION OF COUNTY ROUTE #615 (LONG BRIDGE ROAD), A PORTION OF COUNTY ROUTE #612 (ALLAMUCHY-JOHNSONBURG ROAD) & COUNTY ROUTE #668 (MAPLE LANE), ALLAMUCHY TOWNSHIP ON SATURDAY, APRIL 13, 2019 FOR THE SOMERSET WHEELMAN BICYCLE RIDE

WHEREAS, the Somerset Wheelmen Bicycle Club President has requested permission to use County Route #615 from Gibbs Road to County Route #612, County Route #612 from County Route #615 to County Route #668 and County Route #668, Allamuchy Township, on Saturday, April 13, 2019 from 8:00 A.M. to 10:00 A.M. for a cycling club ride.

NOW, THEREFORE, BE IT RESOLVED that the Board of Chosen Freeholders of the County of Warren does hereby approve the use of the noted portions of County Route #615, #612 & #668 in Allamuchy Township for the above mentioned event with the following conditions:

1. Approval of the event by Allamuchy Township as well as any other impacted municipal and/or county entity.
2. All barricades, detours and traffic control signs shall conform to the Manual on Uniform Traffic Control Devices.
3. Police supervision of any necessary traffic control of the roads and handling of safety shall be provided as necessary.

BE IT FURTHER RESOLVED that a copy of the resolution be forwarded to Allamuchy Township, Sussex County and Green Township.

I hereby certify the above to be a true copy of a resolution adopted by the Board of Chosen Freeholders of the County of Warren in a meeting held on February 13, 2019.

Steve Marvin, Clerk of the Board

Recorded vote: Mr. Kern yes, Mr. Gardner yes, Mr. Sarnoski yes

RESOLUTION 77-19

On motion by Mr. Gardner, seconded by Mr. Kern, the following resolution was adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held on February 13, 2019.

RESOLUTION APPROVING THE USAGE AND CLOSING OF A PORTION OF COUNTY ROUTE #610 (SWAYZE MILL ROAD) IN THE TOWNSHIP OF HOPE ON SATURDAY, MAY 18, 2019 FOR THE BILLIE MCKENNA'S FOUNDATION RUN FOR TOYS 5K

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WHEREAS, the Billie McKenna's Foundation has requested permission to use and close a portion of County Route #610 (Swayze Mill Road) in the Township of Hope on Saturday, May 18, 2019 from approximately 8:30 a.m. to 10:00 a.m. for a 5K Run fundraiser.

NOW, THEREFORE, BE IT RESOLVED that the Board of Chosen Freeholders of the County of Warren does hereby approve the use and closing of a portion of County Route #610, (Swayze Mill Road) from County Route #519 to Kostenbader Road in the Township of Hope for the above mentioned event from approximately 8:30 a.m. to 10:00 a.m. on Saturday, May 18, 2019, with the following conditions:

1. Approval of the event by Hope Township.
2. All barricades, detours, and traffic control signs shall conform to the Manual on Uniform Traffic Control Devices.
3. Police supervision of the barricading of the roads and handling of safety shall be provided.
4. Submission of a current effective insurance certificate naming Warren County as additionally insured with necessary coverages for review and approval.

I hereby certify the above to be a true copy of a resolution adopted by the Board of Chosen Freeholders of the County of Warren in a meeting held on February 13, 2019.

Steve Marvin, Clerk of the Board

Recorded vote: Mr. Kern yes, Mr. Gardner yes, Mr. Sarnoski yes

RESOLUTION 78-19

On motion by Mr. Gardner, seconded by Mr. Kern, the following resolution was adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held on February 13, 2019.

RESOLUTION AUTHORIZING THE COUNTY OF WARREN TO ENTER INTO A UTILITY AGREEMENT WITH THE OWNER OF LOT 7.02, BLOCK 47 IN WASHINGTON TOWNSHIP FOR THE CONSTRUCTION & MAINTENANCE OF A PRIVATE ELECTRIC TRANSMISSION LINE WITHIN THE RIGHT-OF-WAY OF COUNTY ROUTE #630 (WASHBURN AVENUE)

WHEREAS, Owner of Lot 7.02, Block 47 plans to have installed a private electric transmission line in the right-of-way of County Route #630 (Washburn Avenue) to service lot 7.02, Block 47 in Washington Township; and

WHEREAS, the County owns the right-of-way of County Route #630 (Washburn Avenue) in Washington Township; and

WHEREAS, the lot Owner and Warren County agree that the lot Owner shall own and be responsible for the construction and maintenance of the private electric transmission line; and

NOW, THEREFORE BE IT RESOLVED that the Board of Chosen Freeholders of the County of Warren in the State of New Jersey hereby approves the Utility Agreement between the Owner of Lot 7.02, Block 47 and the County of Warren for the construction and maintenance of the above private electric transmission line within the right-of-way of County Route #630 (Washburn Avenue) in Washington Township.

BE IT FURTHER RESOLVED that the Director and Clerk of the Board are hereby authorized and directed to execute said Agreement.

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I hereby certify the above to be a true copy of a resolution adopted by the Board of Chosen Freeholders of the County of Warren in a meeting held on February 13, 2019.

Steve Marvin, Clerk of the Board

Recorded vote: Mr. Kern yes, Mr. Gardner yes, Mr. Sarnoski yes

RESOLUTION 79-19

On motion by Mr. Kern, seconded by Mr. Gardner, the following resolution was adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held on February 13, 2019.

RESOLUTION RE: APPROVAL OF SPECIFICATION WC1913 AND AUTHORIZATION TO ADVERTISE FOR BIDS FOR THE RE-ROOF OF THE BELVIDERE ROAD DEPARTMENT GARAGE PROJECT FOR THE WARREN COUNTY DEPARTMENT OF PUBLIC WORKS

BE IT RESOLVED, that specification WC1913 for the Re-Roof of the Belvidere Road Department Garage for the Warren County Department of Public Works is hereby approved.

BE IT FURTHER RESOLVED, that the Director of Purchasing is hereby directed to advertise for bids for the above in The Star Ledger.

Funding for this contract will be provided in capital account 0418A504/5062 – Belvidere Garage Roof

I hereby certify the above to be a true copy of a resolution adopted by the Board of Chosen Freeholders of the County of Warren in a meeting held on February 13, 2019.

Steve Marvin, Clerk of the Board

Recorded vote: Mr. Kern yes, Mr. Gardner yes, Mr. Sarnoski yes

RESOLUTION 80-19

On motion by Mr. Gardner, seconded by Mr. Kern, the following resolution was adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held on February 13, 2019.

RESOLUTION RE: AWARD OF PROFESSIONAL SERVICES AGREEMENT WC1918R FOR PROFESSIONAL ENVIRONMENTAL SERVICES FOR FOUR PROPERTIES IN THE FEMA MITIGATION PROJECT FOR THE WARREN COUNTY DEPARTMENT OF PUBLIC SAFETY TO SLACK ENVIRONMENTAL SERVICES OF KENILWORTH, NEW JERSEY IN THE TOTAL AMOUNT NOT TO EXCEED \$25,825.00

WHEREAS, there exists a need for the professional services of an Environmental Remediation Firm for professional Environmental Services for four properties in the FEMA Mitigation Project for the Warren County Department of Public Safety; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-5 et. seq.) requires that a resolution authorizing the award of contracts for "professional services" without competitive bids and the contract itself must be available for public inspection; and

WHEREAS, this contract is awarded in accordance with N.J.S.A.19:44A-20.4, as a non-fair and open contract;

WHEREAS, Warren County has received all necessary documentation to allow award of this contract including the Business Entity Disclosure Certification, Certificate of Compliance with Campaign Contribution Law and the Determination of Value and these forms are on file; and

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WHEREAS, the Director of Purchasing has certified that this contract meets the statute and regulations governing the award of such contracts; and

WHEREAS, adequate funds are available in grant account F72515351/5029 – Hazard Mitigation Grant, and certified by the County Chief Financial Officer,

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

1. The agreement between the Board of Chosen Freeholders of the County of Warren and Slack Environmental Services, of Kenilworth, New Jersey, for professional services for the above project, in the amount not to exceed \$25,825.00 per letter of agreement currently on file in the Office of the Director of Purchasing, be made part of this resolution by reference and approved and entered into by the Board on behalf of the County of Warren.
2. The Director is hereby authorized to execute said letter of Agreement by signing same.
3. This contract is awarded without competitive bidding as a Professional Service under the provisions of the Local Public Contracts Law (N.J.S.A.40A:11-5(1)(a)(i) because the services are to be performed by a person or persons authorized by law to practice a recognized profession.
4. A notice of this action shall be published in the Star Ledger, as required by law, within ten days of its adoption.

I hereby certify the above to be a true copy of a resolution adopted by the Board of Chosen Freeholders of the County of Warren in a meeting held on February 13, 2019.

Steve Marvin, Clerk of the Board

Recorded vote: Mr. Kern yes, Mr. Gardner yes, Mr. Sarnoski yes

RESOLUTION 81-19

On motion by Mr. Gardner, seconded by Mr. Kern, the following resolution was adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held on February 13, 2019.

**RESOLUTION RE: AWARD OF PROFESSIONAL SERVICES AGREEMENT WC1915R FOR
PROFESSIONAL ARCHITECTURAL SERVICES FOR THE REHABILITATION OF
SHIPPEN MANOR FOR THE WARREN COUNTY DEPARTMENT OF PUBLIC WORKS
TO ECLECTIC ARCHITECTURE LLC, OF PHILLIPSBURG, NEW JERSEY
IN THE TOTAL AMOUNT NOT TO EXCEED \$38,900.00**

WHEREAS, there exists a need for the professional services of an Architect for professional architectural Services for the rehabilitation of Shippen Manor for the Warren County Department of Public Works; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-5 et. seq.) requires that a resolution authorizing the award of contracts for "professional services" without competitive bids and the contract itself must be available for public inspection; and

WHEREAS, this contract is awarded in accordance with N.J.S.A.19:44A-20.4, as a non-fair and open contract;

WHEREAS, Warren County has received all necessary documentation to allow award of this contract including the Business Entity Disclosure Certification, Certificate of Compliance with Campaign Contribution Law and the Determination of Value and these forms are on file; and

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WHEREAS, the Director of Purchasing has certified that this contract meets the statute and regulations governing the award of such contracts; and

WHEREAS, adequate funds are available in budget account 03892/5100 – Open Space Operating Expenses, and certified by the County Chief Financial Officer,

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

1. The agreement between the Board of Chosen Freeholders of the County of Warren and Eclectic Architecture LLC, of Phillipsburg, New Jersey, for professional services for the above project, in the amount not to exceed \$38,900.00 per letter of agreement currently on file in the Office of the Director of Purchasing, be made part of this resolution by reference and approved and entered into by the Board on behalf of the County of Warren.
2. The Director is hereby authorized to execute said letter of Agreement by signing same.
3. This contract is awarded without competitive bidding as a Professional Service under the provisions of the Local Public Contracts Law (N.J.S.A.40A:11-5(1)(a)(i) because the services are to be performed by a person or persons authorized by law to practice a recognized profession.
4. A notice of this action shall be published in the Star Ledger, as required by law, within ten days of its adoption.

I hereby certify the above to be a true copy of a resolution adopted by the Board of Chosen Freeholders of the County of Warren in a meeting held on February 13, 2019.

Steve Marvin, Clerk of the Board

Recorded vote: Mr. Kern yes, Mr. Gardner yes, Mr. Sarnoski yes

RESOLUTION 82-19

On motion by Mr. Gardner, seconded by Mr. Kern, the following resolution was adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held on February 13, 2019.

RESOLUTION RE: AWARD TO ISSUE PURCHASE ORDERS TO ALLIED OIL, LLC T/A ALLIED OIL CO., UNDER THE HUNTERDON COUNTY EDUCATIONAL SERVICES COMMISSION COOPERATIVE PURCHASING PROGRAM, CONTRACT #HCESC-FUEL-18-19, FOR #2 FUEL OIL, A FIXED MARK UP OF \$.0921 PER GALLON AN APPROXIMATE ANNUAL CONTRACT AMOUNT OF \$400,000.00

BE IT RESOLVED, that the purchasing department is authorized to issue purchase orders for #2 fuel oil and diesel fuel for the Warren County Road Department, and the Warren County Buildings & Grounds Department and is hereby awarded to...**Griffith-Allied Oil, Hillsborough, NJ**...in the approximate amount of...**\$400,000.00** at the prices established under the Hunterdon County Educational Services Commission Cooperative Purchasing Program, Contract #HCESC-Fuel-18-19

Funding for this contract has been provided in budget accounts 014600/5074 – Gasoline – Gasoline and Diesel Fuel and 013511/5074 – Bldgs & Grds Heating Fuel

I hereby certify the above to be a true copy of a resolution adopted by the Board of Chosen Freeholders of the County of Warren in a meeting held on February 13, 2019.

Steve Marvin, Clerk of the Board

Recorded vote: Mr. Kern yes, Mr. Gardner yes, Mr. Sarnoski yes

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On motion by Mr. Gardner, seconded by Mr. Kern, the following resolution was adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held on February 13, 2019.

RESOLUTION RE: AUTHORIZATION TO ISSUE PURCHASE ORDERS TO ALLIED OIL, LLC T/A ALLIED OIL CO., UNDER THE MORRIS COUNTY COOPERATIVE CONTRACT #1, FOR UNLEADED GASOLINE, A FIXED MARK UP OF \$.0975 PER GALLON AN APPROXIMATE ANNUAL CONTRACT AMOUNT OF \$400,000.00

BE IT RESOLVED, that the purchasing department is authorized to issue purchase orders for unleaded gasoline for the Warren County Road Department, and the Warren County Buildings & Grounds Department and is hereby awarded to...**Allied Oil, LLC t/a Allied Oil Co., Hillsborough, NJ**...in the approximate amount of...**\$400,000.00** at the prices established under Morris County Cooperative Contract #1

Funding for this contract has been provided in budget accounts 014600/5074 – Gasoline – Gasoline and Diesel Fuel and 013511/5074 – Bldgs & Grds Heating Fuel

I hereby certify the above to be a true copy of a resolution adopted by the Board of Chosen Freeholders of the County of Warren in a meeting held on February 13, 2019.

Steve Marvin, Clerk of the Board

Recorded vote: Mr. Kern yes, Mr. Gardner yes, Mr. Sarnoski yes

RESOLUTION 84-19

On motion by Mr. Gardner, seconded by Mr. Kern, the following resolution was adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held on February 13, 2019.

RESOLUTION RE: AUTHORIZATION TO ISSUE A PURCHASE ORDER TO J. FLETCHER CREAMER & SON, INC., FOR GUIDE RAIL REPLACEMENT AND INSTALLATION AT VARIOUS LOCATIONS, UNDER THE MORRIS COUNTY COOP CONTRACT #26, FOR THE WARREN COUNTY ENGINEERING DEPARTMENT IN THE ESTIMATED CONTRACT AMOUNT OF \$150,000.00

BE IT RESOLVED, that the purchasing department is authorized to issue a purchase order for guide rail replacement and installation at various locations for the Warren County Engineering Department and is hereby awarded to...**J. Fletcher Creamer & Son, Inc., Hackensack, New Jersey** in the estimated amount of...**\$150,000.00** at the prices established under the Morris County Cooperative Contract #26

Funding for this contract has been provided in capital account 0417A210/5063 – Guide Rail Replacement and 0415A308/5064 – Bridge Design Materials

I hereby certify the above to be a true copy of a resolution adopted by the Board of Chosen Freeholders of the County of Warren in a meeting held on February 13, 2019.

Steve Marvin, Clerk of the Board

Recorded vote: Mr. Kern yes, Mr. Gardner yes, Mr. Sarnoski yes

RESOLUTION 85-19

On motion by Mr. Gardner, seconded by Mr. Kern, the following resolution was adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held on February 13, 2019.

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RESOLUTION RE: AUTHORIZATION TO ISSUE A PURCHASE ORDER TO J. FLETCHER CREAMER & SON, INC., FOR GUIDE RAIL REPLACEMENT AND INSTALLATION AT VARIOUS LOCATIONS, UNDER THE MORRIS COUNTY COOP CONTRACT #26, FOR THE WARREN COUNTY ROAD DEPARTMENT IN THE ESTIMATED CONTRACT AMOUNT OF \$50,000.00

BE IT RESOLVED, that the purchasing department is authorized to issue a purchase order for guide rail replacement and installation at various locations for the Warren County Road Department and is hereby awarded to...**J. Fletcher Creamer & Son, Inc., Hackensack, New Jersey** in the estimated amount of...**\$50,000.00** at the prices established under the Morris County Cooperative Contract #26

Funding for this contract has been provided in capital account 0415A206/5063 – BST Microsurfacing and 0416A209/5063 – Road Design Materials

I hereby certify the above to be a true copy of a resolution adopted by the Board of Chosen Freeholders of the County of Warren in a meeting held on February 13, 2019.

Steve Marvin, Clerk of the Board

Recorded vote: Mr. Kern yes, Mr. Gardner yes, Mr. Sarnoski yes

RESOLUTION 86-19

On motion by Mr. Gardner, seconded by Mr. Kern, the following resolution was adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held on February 13, 2019.

RESOLUTION RE: AUTHORIZATION TO ISSUE A PURCHASE ORDER TO ALLSTATE OFFICE INTERIORS FOR CARPETING AND INSTALLATION FOR VARIOUS COUNTY BUILDINGS, UNDER NEW JERSEY STATE CONTRACT A81754 COVERING FLOORING, IN THE TOTAL CONTRACT AMOUNT OF \$47,544.58

BE IT RESOLVED, that the purchasing department is authorized to issue a purchase order for carpeting and installation for various Warren County Buildings and this purchase is hereby awarded to...**Allstate Office Interiors, Hamilton, New Jersey** in the amount of...**\$47,544.58** at the prices established under New Jersey State Contract #A81754

Funding for this contract has been provided in capital accounts 0413A507/5062 – Carpet Replacement Buildings, 0414A511/5062 – Carpet Replacement Buildings, 0417A507/5062 – Annual Carpet Replacement and 0418A510/5062 – Carpet Replacement Reserve

I hereby certify the above to be a true copy of a resolution adopted by the Board of Chosen Freeholders of the County of Warren in a meeting held on February 13, 2019.

Steve Marvin, Clerk of the Board

Recorded vote: Mr. Kern yes, Mr. Gardner yes, Mr. Sarnoski yes

RESOLUTION 87-19

On motion by Mr. Gardner, seconded by Mr. Kern, the following resolution was adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held on February 13, 2019.

RESOLUTION RE: AUTHORIZATION TO ISSUE A PURCHASE ORDER TO DELL COMPUTER CORP., INC., FOR A VLA OFFICE PRO PLUS 2019, COMPUTERS UNDER NEW JERSEY STATE CONTRACT #M0003 89850 COVERING COMPUTER EQUIPMENT AND ASSOCIATED PRODUCTS FOR THE

MINUTES**FEBRUARY 13, 2019****WARREN COUNTY INFORMATION SYSTEMS DEPARTMENT IN THE TOTAL AMOUNT OF
\$27,040.50**

BE IT RESOLVED, that the purchasing department is authorized to issue a purchase order for VLA Office Pro Plus 2019 for the Warren County Information Systems Department and is hereby awarded to...**Dell Computer Corp., Austin, Texas** in the amount of...**\$27,040.50** at the prices established under New Jersey State Contract #M0003 89850

Funding for this contract is provided in grant account S83455401/5100 – TASS PC Allocation Grant

I hereby certify the above to be a true copy of a resolution adopted by the Board of Chosen Freeholders of the County of Warren in a meeting held on February 13, 2019.

Steve Marvin, Clerk of the Board

Recorded vote: Mr. Kern yes, Mr. Gardner yes, Mr. Sarnoski yes

RESOLUTION 88-19

On motion by Mr. Gardner, seconded by Mr. Kern, the following resolution was adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held on February 13, 2019.

RESOLUTION AWARDING CONTRACT #WC1707FO-7 TO FRENCH & PARRELLO ASSOCIATES FOR ENGINEERING SERVICES FOR THE SUBSURFACE SOIL EXPLORATION FOR THE DESIGN OF WARREN COUNTY CULVERT #11040, COUNTY ROUTE #608 (SILVER LAKE ROAD), OVER TRIBUTARY TO BEAVER BROOK, HOPE TOWNSHIP, IN THE AMOUNT OF \$8,290.00

WHEREAS, the County has received Qualification Statements for Contract #WC1707FO for Bridge and Culvert Survey, Design, and Permitting; and

WHEREAS, this contract is awarded in accordance with N.J.S.A.19:44A-20.4, as a fair and open contract; and

WHEREAS, engineering services for subsurface soil exploration is needed for the design of Warren County Culvert #11040, County Route #608 (Silver Lake Road), over Tributary to Beaver Brook, Hope Township; and

WHEREAS, the proposal submitted by French & Parrello Associates meets the needs of the program, price and other factors considered in the amount of \$8,290.00; and

WHEREAS, adequate funds are available in account 0413A302 5064 and 0414A301 5064 certified by the County Chief Financial Officer.

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

1. The agreement between the Board of Chosen Freeholders of the County of Warren and French & Parrello Associates of Hackettstown, N.J. for professional services for the above project in the amount of \$8,290.00, currently on file in the Office of the County Engineer, be made a part of this resolution by reference and approved and entered into by the Board on behalf of the County of Warren.
2. The Director is hereby authorized to execute said letter of agreement by signing same.
3. A notice of this action shall be published in the Star Ledger.

I hereby certify the above to be a true copy of a resolution adopted by the Board of Chosen Freeholders of the County of Warren in a meeting held on February 13, 2019.

Steve Marvin, Clerk of the Board

Recorded vote: Mr. Kern yes, Mr. Gardner yes, Mr. Sarnoski yes

MINUTES**FEBRUARY 13, 2019****RESOLUTION 89-19**

On motion by Mr. Gardner, seconded by Mr. Kern, the following resolution was adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held on February 13, 2019.

RESOLUTION APPROVING CONTRACT MODIFICATION #3 FOR CONTRACT #WC1081FO-6 WITH JOHNSON, MIRMIRAN & THOMPSON, INC. FOR ENGINEERING SERVICES FOR THE REHABILITATION OF WARREN COUNTY CULVERT #15017, COUNTY ROUTE #519 OVER THE LOPATCONG CREEK, (AT RAILROAD UNDERPASS) LOPATCONG TOWNSHIP FOR A NET INCREASE OF \$18,300.00 AND A REVISED CONTRACT AMOUNT OF \$276,700.00

WHEREAS, Johnson, Mirmiran & Thompson, Inc. was awarded a contract for Engineering Services for the Rehabilitation of Warren County Culvert #15017, County Route #519 over the Lopatcong Creek, (at Railroad Underpass) Lopatcong Township in the revised amount of \$258,400.00; and

WHEREAS, this contract was awarded in accordance with N.J.S.A.19:44A-20.4, as a fair and open contract; and

WHEREAS, final design, preparation of final contract documents, construction support services and shop drawing review are needed for a net increase of \$18,300.00; and

WHEREAS, adequate funds are available in accounts 0413A305 5064, 0414A301 5064 and 0416A304 5064 and certified by the County Chief Financial Officer.

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

1. Hereby approve Contract Modification #3 for the above project for a net increase of \$18,300.00 and a revised contract amount of \$276,700.00.
2. The Director is hereby authorized to execute said letter of agreement by signing same.
3. A notice of this action shall be published in the Star Ledger.

I hereby certify the above to be a true copy of a resolution adopted by the Board of Chosen Freeholders of the County of Warren in a meeting held on February 13, 2019.

Steve Marvin, Clerk of the Board

Recorded vote: Mr. Kern yes, Mr. Gardner yes, Mr. Sarnoski yes

RESOLUTION 90-19

On motion by Mr. Kern, seconded by Mr. Gardner, the following resolution was adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held on February 13, 2019.

RESOLUTION CREATING A FULL-TIME POSITION OF ADVOCATE VICTIM WITNESS PROGRAM, CLASSIFIED, AND ABOLISHING A PART-TIME POSITION OF PROGRAM COORDINATOR, MENTAL HEALTH, CLASSIFIED, WITHIN THE WARREN COUNTY PROSECUTOR'S OFFICE

BE IT RESOLVED by the Warren County Board of Chosen Freeholders that a full-time position of *Advocate Victim Witness Program*, classified, is created within the Warren County Prosecutor's Office, to ensure the efficiency and effectiveness of operations; and

BE IT FURTHER RESOLVED that a part-time position of *Program Coordinator, Mental Health*, classified, be abolished; and

BE IT FURTHER RESOLVED that the newly created position of *Advocate Victim Witness Program* is established in the Elected, Unclassified, Managerial and Confidential Employees group at a salary of \$43,000 and made February 21, 2019.

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NOW, THEREFORE BE IT RESOLVED BE IT FURTHER RESOLVED by the Warren County Board of Chosen Freeholders that the title of *Advocate Victim Witness Program* will remain in effect contingent on the continuation of grant funding and terminate immediately upon cessation of said funding.

I hereby certify the above to be a true copy of a resolution adopted by the Board of Chosen Freeholders of the County of Warren in a meeting held on February 13, 2019.

Steve Marvin, Clerk of the Board

Recorded vote: Mr. Kern yes, Mr. Gardner yes, Mr. Sarnoski yes

REPORTS AND COMMENTS

County Counsel Joe Bell said he had a few matters for Executive Session relative to contracts, litigation, and acquisition of property.

County Engineer Bill Gleba reported on several NJ DOT developments. He had attended a public information session held in Greenwich regarding the Route 173 bridge replacement project; they are on pace to close the road starting in March. Alternating traffic staging was to be set up for bridge construction on Route 94 in Blirstown in a few days. Some drainage improvement work on Route 22 westbound in Phillipsburg is coming in the spring.

County Planner Dave Dech said he had received a letter from the Musconetcong River Management Council regarding voting membership, seeking Freeholder confirmation that Mr. Dech would remain as primary voting member, and Albert Krouse as alternate. The Board agreed.

Regarding the Warren Heritage Scenic Byway, the group proposed extensions at its last meeting. On one end, it currently ends at the intersection of the Route 57 and Mountain Avenue in Hackettstown; the recommendation was to extend it along Mountain Avenue to Route 604 to Waterloo Village. At the opposite end, the recommendation was to continue down Route 57, turn left onto Route 519 South to Route 122 in Pohatcong, and end at Union Square in Phillipsburg. The concept was to have two definitive endpoints of the byway, taking in the historic Morris Canal and tying both ends of the county together. If the Freeholders endorse the idea, Mr. Dech requested they pass a resolution for him to forward to the NJ DOT Scenic Byways coordinator, along with an application.

Mr. Sarnoski asked if this would help with the intersection of Routes 519 and 57, as this would be making it more visible. "Good question," said Mr. Dech. He couldn't say if it would necessarily help, but thought it couldn't hurt, as they are trying to improve safety.

Mr. Dech noted that the Scenic Byway designation places a restriction on electronic billboards along the highway, but it does not mandate taking any existing ones down. Municipalities involved will have to sign on to the plan as well. Lopatcong Township has not signed on to be part of the Scenic Byway. The first leg originally began at the intersection of Routes 22 and 57 and continued northbound on Route 57. This proposed plan would eliminate the section of Route 57 from Route 22 to Route 519. Mr. Dech thought that was where Lopatcong had an objection, as it went through its commercial district.

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Mr. Gardner noted that from Liberty Road down to Route 519 is all Farmland Preserved, so it shouldn't be an issue. "I think it's a good idea," he said.

For the final item of his report, Mr. Dech said since the retirement of former Recycling Coordinator Victor Camporine, he would be happy to take on the role if the Board agreed. He would have to take four classes at Rutgers to become certified. The Freeholders said that was fine.

In the County CFO's absence, Mr. Francisco reported that the department has been busy getting the budget introduction together, double-checking the CAP calculations, and will be ready next week for budget introduction on February 27, followed by adoption on March 27.

Further, all IRS recording requirements have been met, and the office is currently working on its ACH reporting, due March 31. "Great; thank you," said Mr. Sarnoski.

County Administrator Steve Marvin said he would be happy to answer any questions on the position vacancy report, but it contained nothing out of the ordinary.

FREEHOLDER COMMENTS

Mr. Kern said he had sent out a "high level overview" of what he expects the proposed Warren County Transparency and Technology Task Force to accomplish, along with a list of individuals he would like to have serve, who range in age, background and employment. "It's a good mix of people who live in our county, from all corners of it," he said. The goals include evaluating what we are already doing, and ways we can improve with respect to our implementation of different technologies and media. "A lot of the tools that are out there are free," he said.

He suggested a bi-monthly meeting schedule, at least to start, with a report to the Board with recommendations in six months. Mr. Kern did not intend for this task force to have any authority; it would be an advisory capacity. Mr. Sarnoski agreed with the third goal, to recommend policies and procedures for county employees to follow, but suggested taking it a step further; to actually put policies and procedures in place and make it very clear what information is to be disseminated and who delivers it. Mr. Kern agreed, saying he had already discussed this with Public Information Officer Art Charlton, that there has to be a single point of contact; we do not want too many entities communicating on behalf of the county.

The Freeholders agreed keeping messages under control was important. Mr. Gardner mentioned a memo from Andrew Kinsey regarding ADA compliance, and municipalities encountering problems. "We've got to make sure that anything that we do is tightly controlled and basically operated by a few people," Mr. Gardner said. "Absolutely," said Mr. Kern.

After a brief discussion regarding how to take this action - establishing a committee which does not have underlying statutory authority - it was decided to do a simple motion and second, with the stated mission on the record as submitted by Mr. Kern.

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On motion by Mr. Sarnoski, seconded by Mr. Gardner, the Board of Chosen Freeholders authorized the formation of a **WARREN COUNTY TRANSPARENCY AND TECHNOLOGY TASK FORCE** with the following Mission: To implement and incorporate new technologies to provide the most transparent government possible for County residents.

Stated goals are as follows:

1. Review all current websites and social media platforms for all County departments and agencies.
2. Review workflows for publications of reports, documents, plans, meeting minutes and other materials onto County websites.
3. Recommend policies and procedures to County employees and agencies on how to message and coordinate information publication online.
4. Review County and agency meeting times and locations.

Timeframe: Report to be completed within six months to Warren County Freeholders.

Members: Along with Mr. Kern, the following individuals expressed interest in serving: Christine Rusin, Lori Ciesla, Harry Zikas, Holly Mackey, Art Charlton, Bob Sidie and Shawn Buskirk.

Recorded vote: Mr. Kern yes, Mr. Gardner yes, Mr. Sarnoski yes

Mr. Kern was happy to see two members of the newly formed task force in attendance: County Clerk Holly Mackey and Christine Rusin of Hope. He thanked all for their support in this endeavor. Mr. Kern also looked forward to attending his first Economic Development Committee meeting as liaison the following morning.

Mr. Gardner reported having spent some time with Hackettstown BID Director Jim Sheldon earlier in the day, learning about an interesting proposal for a new farm market in town, but there is more to go to firm it up.

Mr. Gardner said he had attended the Ag Convention in Atlantic City, encountering Senate President Steve Sweeney, who continued to push for his proposed "Path to Progress" legislation in an effort to curb school administration costs. Mr. Gardner hoped to prepare a resolution of support, saying it was "high time" for something to be done.

The O'Dowd property was scheduled for auction in a couple of weeks, and Mr. Gardner thought it should bring a reasonably good price, considering its high percentage of Class 1 soils.

Mr. Sarnoski announced the third Annual ParkFest at Bread Lock Park coming up on Saturday, June 8, and read a press release with some details of the festival's origins and activities.

Having heard from NJAC Executive Director John Donnadio regarding joining a Regional County Association, Mr. Sarnoski wondered if this would entail an additional fee, and was unclear on its purpose, but said NJAC does a great job in general. He thought this seemed like the former 5-County Coalition (which became the 6-County Coalition before disbanding). Mr. Marvin did not think there would be a fee, but thought the concept was "kind of an odd set-up". Mr. Gardner said he would find out more details.

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Regarding the Hackettstown BID, Mr. Sarnoski said all of our BIDs are doing quite well. He had recently presented some certificates of merit to Washington BID honorees, and said it was one of the best turnouts he had seen there in a long time. He noted that he and Mr. Kern would be speaking regarding economic development at the 2019 mayoral reception event for the Lehigh Valley Chamber of Commerce, which also represents Phillipsburg.

Mr. Gardner said the economy is picking up, but we are still capped, and downtown Washington simply does not have enough foot traffic and economic foundation to support some of these nice shops, and we see them fall by the wayside. He wanted to see the dual appraisal process reinstated for properties in the Highlands. Mr. Sarnoski asked if the farmers would be affected by the "rain tax". "Everybody will," said Mr. Gardner. Mr. Kern said he thought it had to be implemented by the municipality. Mr. Marvin thought it was based on impervious surface calculations. Along with the \$15/hour minimum wage, Mr. Sarnoski said it was very unfriendly to businesses and detrimental to economic development.

Lastly, Mr. Sarnoski said we should soon have an agreement with ShopRite in Washington to have a library drop box. They want a one-year agreement to indemnify them, which is in the works between the attorneys.

Under Closing Public Comments, Stan Prater of JCP&L apprised the Board that the company will be hosting its annual orientation for substation line careers at Raritan Valley Community College from 6-8 p.m. on February 21. He intended to send a flyer to Art Charlton to put on the County website. They still conduct classes in Phillipsburg as well.

There were no comments or questions from the press.

RESOLUTION 91-19

On motion by Mr. Gardner, seconded by Mr. Kern, the following resolution was adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held on February 13, 2019.

A RESOLUTION AUTHORIZING EXECUTIVE SESSION OF THE WARREN COUNTY BOARD OF CHOSEN FREEHOLDERS PROVIDING FOR A MEETING NOT OPEN TO THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS OF THE NEW JERSEY OPEN PUBLIC MEETINGS ACT, N.J.S.A. 10:4-12 at 7:33 p.m.

WHEREAS, the Warren County Board of Chosen Freeholders is subject to certain requirements of the *Open Public Meetings Act, N.J.S.A. 10:4-6, et seq.*, and

WHEREAS, the *Open Public Meetings Act, N.J.S.A. 10:4-12*, provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by Resolution, and

NOW, THEREFORE, BE IT RESOLVED that this Board hereby excludes the public in order to discuss such matters. The general nature of the subjects to be discussed are as follows:

(1) *Matters Relating to Litigation, Negotiations and Attorney-Client Privilege*: Items to be discussed include: Status of various litigation: AJSC Rivas decision Re: Courtroom 2, Status of Prosecutors Motion for reconsideration, Status of W.M./C.C./R.M. Litigation, Billing PCFA Re: Subdivisions. Action Re: Bastedo eviction from county property, Appraisers Report Re: Tilcon Acquisition at PCFA, Discussions with Phillipsburg Re: Library Collection Refund.

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(2) *Matters Relating to Collective Bargaining:* Items to be discussed include: Status of CWA 1071-TASS Negotiations and Unfair Labor Practice, County's last, best, final offer. Mediation scheduled.

BE IT FURTHER RESOLVED that the Board shall disclose to the public, as soon as practicable, the contents of the discussions after the final disposition of the matters discussed.

I hereby certify the above to be a true copy of a resolution adopted by the Board of Chosen Freeholders of the County of Warren in a meeting held on February 13, 2019.

Steve Marvin, Clerk of the Board

Recorded vote: Mr. Kern yes, Mr. Gardner yes, Mr. Sarnoski yes

On motion by Gardner, seconded by Mr. Kern, the Board adjourned Executive Session and returned to Open Session at 7:56 p.m.

Recorded vote: Mr. Kern yes, Mr. Gardner yes, Mr. Sarnoski yes

On motion by Mr. Kern, seconded by Mr. Gardner, and there being no further business before the Board at this time, the meeting was adjourned at 7:56 p.m.

ATTESTED TO:

Steve Marvin, Clerk of the Board