

CORRESPONDENCE PACKET



SONYA G. HARRIS

Clerk

Atlantic County
Board of Chosen Freeholders

RECEIVED
SALEM COUNTY
BOARD OF FREEHOLDERS

2018 MAY 29 AM 11: 42

CLERK OF THE BOARD

Stillwater Building
201 Shore Road
Northfield, New Jersey 08225
(609) 645-5909
Fax: (609) 645-5922

May 24, 2018

Dear Ladies and Gentlemen:

Please find enclosed Resolution No. 241 - 2018, adopted by the Atlantic County Board of Chosen Freeholders at a meeting on May 22, 2018.

Resolution urging Governor Murphy and the New Jersey State Legislature to properly allocate "911 System and Emergency Trust Fund Account (FUND)" monies to county and municipal 911 centers as required under federal law.

Thank you in advance for your consideration.

Sincerely,

Sonya G. Harris
Clerk of the Board

Enclosure



County of Atlantic, New Jersey



Resolution No.: 241

Approved as to Form and Legality

Roger C. Steedle

Roger C. Steedle, Legislative Counsel

Submitted By:

Richard R. Dase

Freeholder Sponsor

RESOLUTION URGING GOVERNOR MURPHY AND THE NEW JERSEY STATE LEGISLATURE TO PROPERLY ALLOCATE "911 SYSTEM AND EMERGENCY TRUST FUND ACCOUNT (FUND)" MONIES TO COUNTY AND MUNICIPAL 911 CENTERS AS REQUIRED UNDER FEDERAL LAW

WHEREAS, the State of New Jersey collects annually from consumers approximately \$120.0 million in telecommunication surcharges as "911 System & Emergency Response Fees (Fees)" and deposits those monies into the Fund; and

WHEREAS, the State of New Jersey has collected over \$1.25 billion in fees since 2006 with only 11% of Fund monies being spent on eligible expenses under "NET 911 Act of 2008 (H.R. 3403)" as reported by the State to the Federal Communications Commission (FCC); and

WHEREAS, since 2009 the State of New Jersey has failed to provide funding for eligible expenses to local 911 centers operated by counties and municipalities across the State and has instead diverted Fund dollars to ineligible expenses such as funding for the State's Department of Law and Public Safety; and

WHEREAS, since 2009, Atlantic County has received no money from the State Fund, having only received \$20,000 in 2007 and \$25,000 in 2008; and

I, Sonya G. Harris, Clerk of the Board of Chosen Freeholders of the County of Atlantic, State of New Jersey, do hereby certify that the foregoing is a correct and true copy of a resolution adopted by the Board at a meeting duly held

on the 22nd day of May 2018

Signed *Sonya G. Harris*
Clerk of the Board

RECORD OF VOTE															
FREEHOLDER	MOVED	SECOND	YES	NO	ABS	REC	AB	FREEHOLDER	MOVED	SECOND	YES	NO	ABS	REC	AB
BENNETT			✓					GATTO	✓		✓				
BERTINO		✓	✓					KERN			✓				
COURSEY			✓					RISLEY			✓				
DASE			✓					FORMICA, Chairman			✓				
FITZPATRICK			✓												
			ABS - Abstain				REC - Recuse				AB - Absent				



WHEREAS, counties and municipalities handle the vast majority of 911 service requests through local "Public Safety Answering Points (PSAP)" and have come to inequitably rely on the collection of local property taxpayer dollars to improve, operate and maintain 911 systems; and

WHEREAS, FCC Commissioner Michael O'Reilly recently commented "*it is unconscionable that some states divert fees collected for legitimate and needed 911 communication capabilities to unrelated purposes, threatening the public's safety for short-term budget relief.*" The Commissioner recommended three potential solutions to prevent states from siphoning 911 monies. The first recommendation would prohibit diverting states, such as New Jersey, from imposing 911 fees on interstate calls as the FCC maintains sole jurisdiction over interstate communication services. The second recommendation would prevent communication providers from including misrepresentations or inaccurate information on consumer bills. The Commissioner pointed out that the collection of funds above what should be spent directly on 911 services is by definition misleading to consumers. The final recommendation would ban diverting states from serving on FCC advisory committees; and

WHEREAS, in addition to the above FCC actions, Congress has the power to address the misappropriation of 911 fees by either enacting tougher laws or forcing states to comply with FCC guidelines by leveraging federal grant and funding programs. With this in mind, NJAC's Board of Directors charged the Association with forming a committee to develop a strategic action plan that would require the State to properly allocate 911 Fund monies to county and municipal 911 centers. The Committee will meet later next month, and will make recommendations to NJAC's Board of Directors at its meeting on June 23rd. NJAC is also encouraging all twenty-one counties to adopt a resolution urging State leaders to properly dedicate 911 fees.

WHEREAS, NJAC and the New Jersey Wireless Association (NJWA) have been meeting with legislators concerning the fact that the State of New Jersey has once again failed to properly allocate "911 System and Emergency Trust Fund Account" (Fund) monies to county and municipal 911 centers as recommended by federal law; and

WHEREAS, the State of New Jersey should comply with federal law and restore critical Fund monies to county and municipal 911 centers to operate, maintain and construct effective, efficient and contemporary 911 systems;

NOW, THEREFORE, BE IT RESOLVED that the Board of Chosen Freeholders of the County of Atlantic hereby urges Governor Murphy and the New Jersey State Legislature to properly allocate 911 System and Emergency Trust Fund Account (Fund) monies to county and municipal 911 centers as required under federal law.

County of Atlantic, New Jersey



Resolution No.: 241

BE IT FURTHER RESOLVED that certified copies of this Resolution be forwarded to Congressman Frank LoBiondo, Governor Murphy, the President of the New Jersey State Senate Steve Sweeney, the Speaker of the General Assembly Craig Coughlin, District 1, 2, 8 and 9 Legislative Teams and the Clerks of the Board of Chosen Freeholders in all twenty-one counties in the State of New Jersey.

BOARD of CHOSEN FREEHOLDERS

COUNTY of CAPE MAY

4 Moore Road

Cape May Court House, N.J. 08210-1654

Phone: 856-824-1665 Fax: 465-6189

Website: www.cape-may-county.gov

GERALD M. THORNTON, Director
*Administration,
Revenue & Finance,
Emergency Management*

LEONARD C. DESIDERIO
VICE-DIRECTOR
Public Safety

E. MARIE HAYES
*Tourism & Public Information,
Public Offices and Transportation*

RECEIVED
SALEM COUNTY
BOARD OF FREEHOLDERS

May 29
2018 APR 19 AM 11:41

CLERK OF THE BOARD



WILL MOREY
*Planning, Education,
Engineering and
Economic Development*

JEFFREY L. PIERSON
*Health and
Human Services*

Elizabeth Bozzelli
Clerk of the Board

May 24, 2018

Hon. Philip D. Murphy
Governor of New Jersey
State House, 125 West State Street
P.O. Box 001
Trenton, NJ 08625

Loretta Weinberg
Senate Majority Leader
545 Cedar Lane
Teaneck, NJ 07666

Hon. Stephen M. Sweeney
Senate President
935 Kings Highway, Ste 400
West Deptford, NJ 08086

Thomas H. Kean, Jr.
Senate Minority Leader
425 North Avenue East, Ste C
Westfield, NJ 07090

Dear Sirs & Madam:

Enclosed for your information, please find Resolution No. 441 -18 which was adopted by the Cape May County Board of Chosen Freeholders at its May 22, 2018 Public Meeting.

This Resolution is in opposition of proposed legislation to require Counties to adopt the name of "County Commissioner" replacing the name "County Freeholder".

Very truly yours,


Elizabeth Bozzelli
Clerk of the Board

EB/dd

Encl.

cc: All Boards of Chosen Freeholders
NJ Association of Counties ✓

**BOARD OF CHOSEN FREEHOLDERS
CAPE MAY COUNTY, NEW JERSEY
RESOLUTION**

No. 441-18

**RESOLUTION IN OPPOSITION OF PROPOSED LEGISLATION TO REQUIRE
COUNTIES TO ADOPT THE NAME OF "COUNTY COMMISSIONER"
REPLACING THE NAME "COUNTY FREEHOLDER"**

WHEREAS, since the County of Cape May was founded in 1692, the Members of the Governing Body have been elected to the Office of the Board of Chosen Freeholders; and

WHEREAS, the term Freeholder dates back to the 15th century English law, and at the time, the title referred to any land-owner whose property was not encumbered by a mortgage or lien; and

WHEREAS, while New Jersey was still a British colony, the term "Chosen Freeholder" was used to identify a Freeholder who was elected or appointed from their town to represent the interests of the people of their town in county government; and

WHEREAS, after New Jersey declared itself an independent State from Great Britain in 1776, the State of New Jersey was unique in that all people, regardless of race or gender who met the other criteria could and did vote; and

WHEREAS, the development of a "Board of Chosen Freeholders" was a major step in the self-government of the people of New Jersey Counties over the will of the king distributed to the subjects through magistrates or colonial officials; and

WHEREAS, in 1807, for reasons none other than party politics, the state's legislature ignored the constitution and took the vote away from women and people of color; and

WHEREAS, the Cape May County Board of Chosen Freeholders strongly believes that this effort to abolish the term Freeholder is part of a larger, ongoing effort to purge from American history anything from our past considered offensive to the values of modern society; and

WHEREAS, rather than ignoring the past, or pretending it didn't exist, Cape May County has consistently striven to improve our future by acknowledging both the good and bad actions of our history in an effort to ensure a better future for all; and

WHEREAS, requiring counties to adopt the name Commissioner would result in confusion with the many types of commissioners already in existence from those serving on various other government bodies such as public libraries, cultured agencies and boards; and

**BOARD OF CHOSEN FREEHOLDERS
CAPE MAY COUNTY, NEW JERSEY
RESOLUTION**

No. 441-18

WHEREAS, in addition to attempting to change history, there is also a cost factor involved in changing the name of the governing body of the County. Signs on County buildings, parks, trucks, stationary and other areas would be necessary. Use of taxpayer dollars in an effort to erase history for no other reason than political correctness is, in the opinion of this Board, misuse of funds.

NOW, THEREFORE, BE IT RESOLVED that the **BOARD OF CHOSEN FREEHOLDERS** of the **COUNTY OF CAPE MAY, STATE OF NEW JERSEY** hereby strongly oppose the proposed legislation that would require counties to adopt the name of "County Commissioner" replacing the name "County Freeholder".

BE IT FURTHER RESOLVED the **MEMBERS OF THE CAPE MAY COUNTY BOARD OF CHOSEN FREEHOLDERS** believes this change would do little to increase public awareness of County government and would, in effect, erase centuries of County history.

BE IT FURTHER RESOLVED that certified copies of this Resolution shall be forwarded to the Office of Governor Phil Murphy, Senate President, Stephen M. Sweeney, Senate Majority Leader, Loretta Weinberg, Senate Minority Leader, Thomas H. Kean, Jr., Assembly Speaker, Craig J. Coughlin, Assembly Majority Leader, Louis D. Greenwald, Assembly Minority Leader, Jon M. Bramnick, Members of the 9th, 10th, 12th, and 30th Legislative Districts, Senator Joseph Pennacchio, Senator Jeff Van Drew, the Boards of Chosen Freeholders of all 20 Counties and the New Jersey Association of Counties.

STATEMENT

This Resolution is in opposition of proposed legislation to require counties to adopt

THE BOARD OF CHOSEN FREEHOLDERS
OF THE
COUNTY OF MONMOUTH

THOMAS A. ARNONE
DIRECTOR

LILLIAN G. BERRY
DEPUTY DIRECTOR

JOHN P. CURLEY
PAT IMPREVEDUTO
GERARD P. SCHARFENBERGER Ph.D.



MARION MASNICK
CLERK OF THE BOARD

HALL OF RECORDS
1 EAST MAIN STREET
FREEHOLD, NEW JERSEY 07728

TELEPHONE: 732-431-7387
FAX: 732-431-6519
EMAIL: marion.masnick@co.monmouth.nj.us

TRANSMITTAL LETTER

May 25, 2018

Governor Phil Murphy
President of NJ Senate, Steve Sweeney
General Assembly Speaker, Craig Coughlin
Monmouth County Legislative Delegation
NJ Boards of Chosen Freeholders

Re: Resolution opposing proposed Senate Bill 402 and Assembly Bill 2157 renaming the Board of Chosen Freeholders to the Board of County Commissioners

Hon. Ladies & Gentlemen:

Enclosed please find a copy of the above certified resolution adopted by the Monmouth County Board of Chosen Freeholders at its Regular Public Meeting of May 24, 2018.

Sincerely Yours,

A handwritten signature in cursive script that reads 'Marion Masnick'.

Marion Masnick
Clerk of the Board

MM: sct
Enclosure(s)

"SEPTEMBER 2d, 1609 THIS IS A VERY GOOD LAND TO FALL IN WITH AND A PLEASANT LAND TO SEE."

Entry in the log of Henry Hudson's Ship Half Moon made after the Dutch Explorer became the first European to come ashore in what was later known as Monmouth County

Monmouth County Board of Chosen Freeholders

Freeholder Meeting Venue:

Date: May 24, 2018 - 3:00 PM

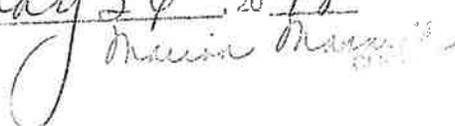
Location: Hall of Records
 Freeholder's Meeting Room
 1 East Main Street
 Freehold, NJ 07728

Agenda: Resolution opposing proposed Senate Bill 402 and Assembly Bill 2157 renaming the Board of Chosen Freeholders to the Board of County Commissioners

Official Document #	Res# 2018-0453						
Meeting Date	05/24/2018						
Introduced Date	05/24/2018						
Adopted Date	05/24/2018						
Agenda Item	13						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Scharfenberger	<				<		
Imprevuduto	<				<		
Curley	<			<	<		
Burry	<		<		<		
Arnone	<				<		

CERTIFICATION

I HEREBY CERTIFY THE ABOVE TO BE A TRUE COPY OF A RESOLUTION ADOPTED BY THE BOARD OF CHOSEN FREEHOLDERS OF THE COUNTY OF MONMOUTH AT A MEETING HELD

May 24, 2018


Administrator

RESOLUTION OPPOSING PROPOSED SENATE BILL 402 AND ASSEMBLY BILL
2157 RENAMING THE BOARD OF CHOSEN FREEHOLDERS TO THE
BOARD OF COUNTY COMMISSIONERS

WHEREAS, in the State of New Jersey, the Board of Chosen Freeholders are responsible for the managing, controlling and the governing of property, finances and affairs of a County; and

WHEREAS, proposed Senate Bill 402 and Assembly Bill 2157 ("Legislation") would require all Counties in the State to rename the "Board of Chosen Freeholders" to the "Board of County Commissioners"; and

WHEREAS, the Board of Chosen Freeholders of the County of Monmouth strongly opposes the proposed Legislation as it would cause confusion and an unnecessary financial burden on each of the Counties to change all County letterheads, stationary, all other writings including signage on buildings, parks and vehicles and any County websites; and

WHEREAS, the Board of Chosen Freeholders of the County of Monmouth believes that identifying the Freeholders as "County Commissioners" would cause confusion to members of the public as other entities throughout the County and State identify their members as Commissioners including but not limited to the Tax Board, Library Commission, Board of Recreation and the Shade Tree Commission; and

WHEREAS, the historical significance of the term "Freeholder" is unique to the State of New Jersey and allows

Introduced on: May 24, 2018
Adopted on: May 24, 2018
Official Resolution#: 2018-0453

this level of Government to be clearly identified as no other level of our government utilizes this term, which cannot be said for the term of "Commissioner"; and

WHEREAS, the Board of Chosen Freeholders are charged with the duty to maintain fiscal responsibility on behalf of the taxpayers of Monmouth County and having to expend time and any funds to initiate an unnecessary name change is not responsible during these difficult financial times.

NOW, THEREFORE, BE IT RESOLVED that the Board of Chosen Freeholders of the County of Monmouth strongly opposes proposed Senate Bill 402 and Assembly Bill 2157 renaming the Board of Chosen Freeholders to the "Board of County Commissioners".

BE IT FURTHER RESOLVED that the Board strongly urges the Legislature to reconsider their position on this issue.

BE IT FURTHER RESOLVED that the Clerk forward a certified true copy of this resolution to the Governor of the State of New Jersey; the President of the New Jersey State Senate; the Speaker of the General Assembly; the Monmouth County Legislative Delegation, the New Jersey Association of Counties and all other Boards of Chosen Freeholders.

RECEIVED
SALEM COUNTY
BOARD OF FREEHOLDERS

2018 JUN -4 AM 8:51

CLERK OF THE BOARD

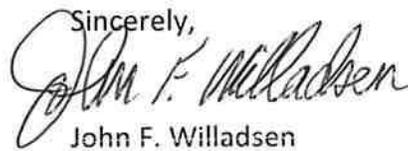
June 1, 2018

Brenda Banks
Clerk of the Board
Salem County Board of Chosen Freeholders
110 Fifth Street
Salem, NJ 08079

Dear Brenda,

It is with regret that effective June 30, 2018 that I tender my resignation as the Chief Financial Officer.

It has been a pleasure and a great learning experience serving as the Chief Financial Officer for the County of Salem. I am grateful for the opportunity to serve the County I have called home for my entire life.

Sincerely,

John F. Willadsen



NEW JERSEY GENERAL ASSEMBLY

BETTYLOU DECROCE
ASSEMBLYWOMAN
ASSISTANT MINORITY LEADER
26TH DISTRICT
MORRIS • ESSEX • PASSAIC
90 EAST HALSEY ROAD, SUITE 380
PARSIPPANY, NJ 07054
(862) 701-5156 • FAX (862) 701-5159
aswdecroce@njleg.org

COMMITTEES
FINANCIAL INSTITUTIONS & INSURANCE
TRANSPORTATION & INDEPENDENT AUTHORITIES
SCIENCE, INNOVATION & TECHNOLOGY
INTERGOVERNMENTAL RELATIONS COMMISSION
JOINT COMMITTEE ON PUBLIC SCHOOLS
PRETRIAL SERVICES REVIEW COMMISSION
MANUFACTURING CAUCUS

Salem County Board of Chosen Freeholders
110 Fifth Street
Salem, NJ 08079

Dear Board of Chosen Freeholders:

It has been brought to my attention that there is a misunderstanding between my bill, A2157, and Senator Pennacchio's bill, S-402. My bill permits the board of chosen freeholders to change the title to "Board of County Commissioners" and "Freeholder" and "Chosen Freeholder" to "County Commissioner" and "Chosen Freeholder" to "County Commissioner".

My legislation is not a companion to Senator Joseph Pennacchio's (S402). The difference between Senator Pennacchio's bill and mine is significant and has been possibly overlooked. Senator Pennacchio's version "requires" the title change from "Chosen Freeholder" to "County Commissioner", my legislation gives the county freeholder boards the option it is not a requirement or mandate.

Specifically, it states that "This bill provides that county boards of chosen freeholder may adopt a resolution to replace the terms "freeholder" and "chosen freeholder" with "commissioner" and "county commissioner". My legislation allows the freeholder boards the option of changing the title. It is not, nor did I intend it to be, a mandated change. Further, I will not amend the language of A2157 to become identical to S402.

I hope this helps to clarify the distinction between the two pieces of legislation.

Sincerely,

BettyLou DeCroce

Assistant Minority Leader

RECEIVED
SALEM COUNTY
BOARD OF FREEHOLDERS
2018 JUN -4 AM 9:01
CLERK OF THE BOARD

Banks, Brenda

From: DeCastro, Melissa
Sent: Thursday, May 31, 2018 11:49 AM
To: Banks, Brenda
Cc: Ridgway, Jeffrey
Subject: Fwd: Resignation from Salem Community College Board of Trustees

----- Forwarded message -----

From: Robert Carter <[REDACTED]>
Date: May 9, 2018 10:23 AM
Subject: Resignation from Salem Community College Board of Trustees
To: "DeCastro, Melissa" <Melissa.DeCastro@salemcountynj.gov>
G...@...<[REDACTED]>

9 May 2018
2428 Crossing Way
Wayne NJ 07470

Dear Freeholder Director Decastro:

With regret I tender my resignation as a trustee of Salem Community College Board of Trustees. This Friday, May 11, will be the closing on sale of my house in Pennsville. After that I would have no claim to being a resident of Salem County, and hence would be ineligible to be a trustee of SCC. No trustee appointee should leave such a loose end for others to untangle; resignation is the right thing for me to do now.

Nevertheless, I want to thank you and other Salem County Freeholders for the confidence you placed in me with an appointment and reappointment, and for your support of SCC. It was an uplifting experience to serve as a Salem Community College Trustee, working with multiple chairpersons, multiple presidents and the very impressive Salem County residents who served as other trustees.

I want to express appreciation for the Salem County culture that emanates up from the citizen grass roots and from the Freeholders down. As I return to another world, I notice those virtues of Salem County that I had come to take for granted. These include genuine patriotism, an unhurried respect for others, and a spirit of volunteerism that pervades county institutions such as SCC Board of Trustees, Salem County Humane Society, Salem American Legion Band, Rotary Club and others I had the pleasure of experiencing in Salem County. As a 2005 arrival in Salem County, my dream retirement destination, I especially appreciated the openness of that culture to someone with a different life's experience.

I should answer the obvious question: Why move to Wayne? By random chance, both our children live nearby, and grandchildren who are 8 and 10 years old. My wife and I intend to transplant some Salem County family values and to accomplish family togetherness by moving.

Please let me know if you need a snail-mail version of this resignation letter. I didn't want you to receive my tender after I had sold my house; we have had very short notice of the closing.

Sincerely,
Rob Carter



RECEIVED
SALEM COUNTY
BOARD OF FREEHOLDERS

2018 JUN -4 AM 9:19

State of New Jersey

PERK OF THE BOARD

DEPARTMENT OF TRANSPORTATION
P.O. Box 600
Trenton, New Jersey 08625-0600

PHILIP D. MURPHY
Governor

DIANE GUTIERREZ-SCACCETTI
Acting Commissioner

SHEILA Y. OLIVER
Lt. Governor

May 15, 2018

Re: Safe Routes to School
Request for Applications

Dear Prospective Applicant:

On behalf of Governor Philip D. Murphy, I am pleased to announce that applications are being accepted for the 2018 Safe Routes to School Program (SRTS). The SRTS program is funded through the Federal Highway Administration's Federal aid Program and is being administered by the New Jersey Department of Transportation (NJDOT), in partnership with the North Jersey Transportation Planning Authority (NJTPA), the Delaware Valley Regional Planning Commission (DVRPC), and the South Jersey Transportation Planning Organization (SJTPO).

The objectives of the SRTS Program are:

- To enable and encourage children, including those with disabilities, to walk and bicycle to school;
- To make bicycling and walking to school a safer and more appealing transportation alternative, thereby encouraging a healthy and active lifestyle from an early age; and
- To facilitate the development and implementation of projects and activities that will improve safety and reduce traffic, fuel consumption, and air pollution in the vicinity of New Jersey's primary and middle schools (Grades K-8).

Projects must be located within two miles of a school that serves students in grades K-8. Funding for the 2018 SRTS Program will be available for the construction of infrastructure projects only. Infrastructure projects may include the installation of sidewalks, crosswalks, bike lanes, multi-use paths, traffic calming measures, and other means to ensure the ease and safety of children walking or biking to school.

For this solicitation, Urban Aid Communities determined by the Department of Community Affairs, and municipalities containing Schools Development Authority (SDA) Districts outlined by the Educational Facilities Construction and Financing Act, may apply for design as well as construction funds.

Any municipality, school district, or county is eligible to apply for funding. Non-profit organizations are eligible to apply for this solicitation provided the entity is responsible for the administration of local transportation safety programs. Examples include a nonprofit entity responsible for: a local program implementing construction, planning, and design of infrastructure-related projects and systems that will provide safe routes for non-drivers, including children, older adults, and individuals with disabilities to access daily needs.

As with all federally funded programs, the funds will be disbursed on a reimbursement basis. The award of SRTS grants will be contingent upon the recipient's ability to comply with all applicable federal financial management, project implementation, and oversight regulations. Before applying, applicants should assess their capability to comply with state and federal requirements for the administration of federal-aid highway grants set forth in Title 23 - Highways, and OMB requirements related to administrative requirements (2 CFR Part 200, 2 CFR Part 215), cost principles, and audit requirements (2 CFR Part 200) for federal awards.

Public rights-of-way and facilities are required to be accessible for all users through the statutes regardless of funding source. Recipients of federal and state grants will be required to comply with the provisions of Title II of the Americans with Disabilities Act of 1990 (ADA) and Section 504 of the Rehabilitation Act of 1973.

In 2015, the NJDOT launched a new program, the SRTS Design Assistance Program, which is meant to provide consultant engineering services to assist Local Public Agencies (LPAs) with the development of plans, specifications, and estimates for their SRTS projects. Recipients of the 2018 SRTS grant solicitation will be eligible to participate in the program. The program was developed by NJDOT as part of the Federal Highway Administration's Every Day Counts (EDC) initiative and is intended to shorten time, reduce costs, and improve quality in the delivery of SRTS projects.

Applications for the SRTS Program are due on or before Thursday, August 23, 2018 and must be submitted online through NJDOT SAGE at:

<https://njsage.intelligrants.com/Login2.aspx?APP THEME=NJSAGE>

Additional information on the SRTS Program is available at:

<http://www.state.nj.us/transportation/business/localaid/srts.shtm>

I recommend that you consult your Local Aid District Office and your corresponding Metropolitan Planning Organization for assistance in preparing applications for this program. Contact information is included.

Please take advantage of this opportunity to improve the safety of New Jersey's school children. I encourage you to submit your application.

Sincerely,



Diane Gutierrez-Scaccetti
Acting Commissioner

Enclosure

CONTACT INFORMATION

NJDOT Division of Local Aid and Economic Development

District 1

Roxbury Corporate Center
200 Stierli Court
Mount Arlington, NJ 07856
Phone: (973) 601-6700
Fax: (973) 601-6709
Morris, Passaic, Sussex,
and Warren Counties

District 2

153 Halsey Street -5th floor
Newark, NJ 07102
Phone: (973) 877-1500
Fax: (973) 648-4547
Bergen, Essex, Hudson,
and Union Counties

District 3

New Jersey Department of Transportation
District 3 Bureau of Local Aid
P.O. Box 600
Trenton, NJ 08625
Phone: (609) 530-5371
Fax (609) 530-8044
Hunterdon, Mercer, Middlesex, Monmouth,
Ocean, and Somerset Counties

District 4

1 Executive Campus
Route 70 West, 3rd Floor
Cherry Hill, NJ 08054
Phone: (856) 486-6618
Fax (856) 486-6771
Atlantic, Burlington, Camden,
Cape May, Cumberland, Gloucester, and Salem
Counties

Metropolitan Planning Organizations

North Jersey Transportation Planning Authority (NJTPA)

One Newark Center
17th floor
Newark, NJ 07102
Phone: (973) 639-8400
Fax: (973) 639-1953
Bergen, Essex, Hudson, Hunterdon, Middlesex, Monmouth, Morris, Ocean, Passaic,
Somerset, Sussex, Union, and Warren Counties, and the Cities of Jersey City and Newark

Delaware Valley Regional Planning Commission (DVRPC)

Mr. John J. Coscia Jr.
190 North Independence Mall West
Philadelphia, PA 19106
Phone: (215) 592-1800
Fax: (215) 592-9125
Burlington, Camden, Gloucester, and Mercer Counties

South Jersey Transportation Planning Organization (SJTPO)

782 South Brewster Road, Unit B6
Vineland, NJ 08360
Phone: (856) 794-1941
Fax: (856) 794-2549
Atlantic, Cape May, Cumberland, and Salem



PHILIP D. MURPHY
GOVERNOR

SHEILA Y. OLIVER
LT. GOVERNOR

State of New Jersey
Department of Human Services

Division of Aging Services

P.O. Box 807
Trenton, N.J. 08625-0807

CAROLE JOHNSON
COMMISSIONER

April 23, 2018

Ms. Rebecca Ferguson, Executive Director
Salem County Office on Aging
110 Fifth Street
Suite 900
Salem, NJ 08079

At the request of our office, the office of auditing (OOA) undertook a review of specified aspects of the Area Agency on Aging (AAA) Area Plan Contract (APC) funding in association with APCs executed between DoAS and the Salem County Office on Aging, including staffing and the availability and use of Federal and State funding under the APCs.

During this review, the OOA identified an underlying weakness in the administration of the AAA APC contracts resulting in delays in sub-recipient vendor payments. It was noted that payments to sub-recipients were significantly delayed in 2017 because a temporary budget was not established in January 2017 in the APC account in the County's accounting system as had been the case in previous years. Furthermore, it was noted that this weakness was, in large part, worsened by inadequate communication between the Salem County's Treasurer's Office and the Office on Aging.

The Office of Program Integrity and Accountability has completed the audit of the Salem County's Office on Aging. Attached is a copy of the final report. The Area Plan Contract (APC) numbers under review are DOAS-16-AAA-013 and DOAS-17-AAA-011 and contract periods audited were from January 1, 2016 through August 31, 2017.

The audit identified several findings that require responses from your office. The following is a summary of those findings:

Finding 1: Salem County has not demonstrated the ability to establish a temporary budget for the Area Plan Contract in the County's financial accounting system in a timely manner. As result the Office on Aging was unable to continue to operate and pay sub-recipient vendors for services being provided on timely manner.

Recommendation: Salem County should apply a consistent procedure to establish an APC budget (emergency or temporary as required) at the beginning of each year. This will enable the County to continue to operate in the New Year and pay sub recipient vendors for services being provided on a timely bases.

Finding 2: The lines of communications between the Salem County's Treasury Office and the Office on Aging are inadequate in all areas and not uncommon or limited to finding 1.

Recommendation: All lines of communications between the Salem County Treasury's Office and the Salem County Office on Aging must be evaluated and improved.

Finding 3: APC funds were comingled with other Grants and funds maintain in the Salem County current bank account. APC funds were difficult to identify and reconcile.

Recommendation: The Salem County Treasurer's Office and Office on Aging should jointly review and revise or supplement the bank reconciliation process to easily identify the APC component of the cash balance and any related reconciling items. During the evaluation, the possibility of establishing a separate bank account for the APC funds may be considered, specifically if/how it could facilitate an easy reconciliation of the fund balance and any differences between Edmunds Financial Software System.

A corrective action plan outlining the steps taken by the county to address these findings must be submitted to the DoAS by May 15, 2018.

If you have any questions, please contact Anthony Garofalo at 609-588-6529.

Bruce Sutton



Chief Contract Administration Section
Division of Aging Services

Attachment

c: Tina Zsenak, Assistant Director
Rita Shade, Director, Health and Human Services
Donna Carr, Finance Officer, Salem County Office on Aging
File

**DEPARTMENT OF HUMAN SERVICES
DIVISION OF AGING SERVICES
AREA AGENCY ON AGING (AAA) AREA PLAN CONTRACT (APC)
SALEM COUNTY OFFICE ON AGING
CONTRACT NUMBERS DOAS-16-AAA-013 AND DOAS-17-AAA-011
JANUARY 1, 2016 TO AUGUST 31, 2017**

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**NEW JERSEY
DEPARTMENT OF HUMAN SERVICES**

**INDEPENDENT ACCOUNTANT'S NON-AUDIT REPORT
DIVISION OF AGING SERVICES
AREA AGENCY ON AGING (AAA) AREA PLAN CONTRACT (APC)
SALEM COUNTY OFFICE ON AGING
CONTRACT NUMBERS DOAS-16-AAA-013 AND DOAS-17-AAA-011
JANUARY 1, 2016 TO AUGUST 31, 2017**

**OFFICE OF AUDITING
REPORT NUMBER S18-17**

**DEPARTMENT OF HUMAN SERVICES
DIVISION OF AGING SERVICES
AREA AGENCY ON AGING (AAA) AREA PLAN CONTRACT (APC)
SALEM COUNTY OFFICE ON AGING
CONTRACT NUMBERS DOAS-16-AAA-013 AND DOAS-17-AAA-011
JANUARY 1, 2016 TO AUGUST 31, 2017**

Summary

At the request of the Department of Human Services, Division of Aging Services (DoAS), the Office of Auditing undertook a review of specified aspects of Area Agency on Aging (AAA) Area Plan Contract (APC) funding in association with APCs executed between DoAS and the Salem County Office on Aging, including staffing and the availability and use of Federal and State funding under the APCs.

During this review, we identified an underlying weakness in the administration of the AAA APC contracts resulting in delays in sub-recipient vendor payments. It was noted that payments to sub-recipients were significantly delayed in 2017 because a temporary budget was not established in January 2017 in the Area Plan Grant account in the County's accounting system as had been the case in previous years. Furthermore, it was noted that this weakness was, in large part, worsened by inadequate communication between the Salem County's Treasurer's Office and Office on Aging.

Background

The Division of Aging Services is New Jersey's State Unit on Aging (SUA) and is responsible for developing and implementing a State Plan on Aging. DoAS receives federal funds under the Older Americans Act, and part of its responsibility as SUA is to designate and administer New Jersey's 21 county-based Area Agencies on Aging. The responsibilities and functions of each AAA are set forth in fully executed Area Plan Contracts. The APCs are reviewed, approved and managed using NJ SAGE (System for Administering Grants Electronically). Services funded and available through the AAA APCs generally include, but are not necessarily limited to information and assistance, outreach, transportation, case management, homemaker, visiting nurse, respite, telephone reassurance, hospice, escorted transportation, adult day care, legal assistance, education, caregiver support, and meal delivery. These services are mainly provided via subcontracts with third party service providers (sub-recipient vendors). Sub-recipient vendors enter services delivered and billed in the Social Assistance Management System (SAMS). The AAA covering the County of Salem is Salem County Office on Aging. DoAS requested this review due to information it received concerning delays in payments by the Salem County Office on Aging to sub-recipient vendors.

**DEPARTMENT OF HUMAN SERVICES
DIVISION OF AGING SERVICES
AREA AGENCY ON AGING (AAA) AREA PLAN CONTRACT (APC)
SALEM COUNTY OFFICE ON AGING
CONTRACT NUMBERS DOAS-16-AAA-013 AND DOAS-17-AAA-011
JANUARY 1, 2016 TO AUGUST 31, 2017**

Objectives

The primary objectives of this review were as follows:

I. Compliance with staffing requirements

- Determine if the AAA has sufficient staffing, including a full-time Executive Director.

II. Availability and use of Federal and State funding under the Area Plan Contract

- Determine if funding accounts are properly set up in order to segregate and track the different deposits and payments for the various programs in the county, specifically the APC funding.
- Determine if APC funding was properly included in the counties budget submission to DCA.
- Determine if payments to vendors were delayed in 2016 and/or 2017, and if so why.
- Determine if funds were being obligated properly based upon contracts executed for each sub-recipient covered under the APC.
- Determine if APC funds are being used for APC services and administration only, and not being used for other purposes.
- Determine if APC funds are readily available to the AAA upon payment from the State.

Scope

The Office of Auditing has completed a review of Salem County Office on Aging in connection with its Area Agency on Aging (AAA) Area Plan Contract (APC) funding for the period January 1, 2016 to August 31, 2017. This funding is associated with APC Contract Number DOAS-16-AAA-013 for the period January 1, 2016 to December 31, 2016 and APC Contract Number DOAS-17-AAA-011 for the period January 1, 2017 to December 31, 2017.

This engagement was performed in accordance with non-audit standards established by the Department of Human Services, Office of Auditing. We did not audit and accordingly, do not express an opinion or any other form of assurance on those areas reviewed in association with AAA APC Contract Numbers DOAS-16-AAA-013 and DOAS-17-AAA-011.

**DEPARTMENT OF HUMAN SERVICES
DIVISION OF AGING SERVICES
AREA AGENCY ON AGING (AAA) AREA PLAN CONTRACT (APC)
SALEM COUNTY OFFICE ON AGING
CONTRACT NUMBERS DOAS-16-AAA-013 AND DOAS-17-AAA-011
JANUARY 1, 2016 TO AUGUST 31, 2017**

Methodology

In order to accomplish the objectives of this review, we performed the following procedures:

- Reviewed the following legislation, DoAS policies, Salem County policies, and other related contract documentation: 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; 45 CFR 75 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for HHS Awards; DCA Information Memorandum 91-5, III-4 Responsibilities of Area Agencies on Aging; N.J.A.C. 5:30-5.1 to 5.5 Encumbrance Accounting and Certification of Availability of Funds; DHSS Policies and Procedures for the Administration of Area Plan Contract Programs and Services; DHS DoAS 2016 and 2017 Administrative Requirements of Area Agencies on Aging; Salem County Purchasing Department Purchasing Procedures Policy Manual; Salem County Area Plan Contract Sub-recipient Agreements.
- Interviewed pertinent Salem County Treasurer's Office and Salem County Office on Aging personnel regarding their job responsibilities specifically related to the management of Area Plan Contract funds and vendor payments to contract sub-recipients.
- Tested APC funding payments from NJ Department of Treasury to Salem County bank account and revenue in accounting records.
- Reviewed Salem County Budget Account Status, specifically the inclusion of AAA APC funding.
- Summarized and reviewed Payment Requisitions and Payment Vouchers for all sub-recipients of the Area Plan Contract Grant to determine billing and payment process.
- Selected a sample of two (2) disbursements from each of the sub-recipient payment summaries and performed the following attribute testing: verified to approved Purchase Order; verified to supporting documentation (vendor invoices, etc.); determined that expense is allowable and charged to the proper line item and program; traced to the Agency General Ledger; traced to the bank statement.

The results of our review are reflected in the Conclusion - Summary of Results and Recommendations section of this report.

**DEPARTMENT OF HUMAN SERVICES
DIVISION OF AGING SERVICES
AREA AGENCY ON AGING (AAA) AREA PLAN CONTRACT (APC)
SALEM COUNTY OFFICE ON AGING
CONTRACT NUMBERS DOAS-16-AAA-013 AND DOAS-17-AAA-011
JANUARY 1, 2016 TO AUGUST 31, 2017**

Conclusion – Summary of Results and Recommendations

I. Compliance with staffing requirements

- Determine if the AAA has sufficient staffing, including a full-time Executive Director.

Results:

During the review period, the Office on Aging was in compliance with staffing requirements set forth in DCA Information Memorandum 91-5, III-4 Responsibilities of Area Agencies on Aging, in that its staff included an Assistant Executive Director, Program Coordinators, I&A staff, Nurses, and Fiscal Supervisor of Accounts. However, the Executive Director retired in April 2016 and a full-time replacement was not hired until after the review period, in November 2017. During the interim period of approximately 19 months without a full-time Executive Director, the Director of Salem County's Health & Human Services oversaw the operations of the Office of Aging in addition to her Department-level responsibilities.

II. Availability and use of Federal and State funding under the Area Plan Contract

- Determine if funding accounts are properly set up in order to segregate and track the different deposits and payments for the various programs in the county, specifically the APC funding.

Results:

Funding accounts for the Area Plan Grant were set-up in the County of Salem's Edmunds Financial Software System in general ledger account series G-02-41-700-16B-300 through 319. Additionally, supplementary accounting records were maintained by the Office on Aging on Excel spreadsheets to track the APC funding by program and sub-recipient as applicable.

**DEPARTMENT OF HUMAN SERVICES
DIVISION OF AGING SERVICES
AREA AGENCY ON AGING (AAA) AREA PLAN CONTRACT (APC)
SALEM COUNTY OFFICE ON AGING
CONTRACT NUMBERS DOAS-16-AAA-013 AND DOAS-17-AAA-011
JANUARY 1, 2016 TO AUGUST 31, 2017**

Conclusion – Summary of Results and Recommendations

II. Availability and use of Federal and State funding under the Area Plan Contract (continued)

- Determine if funding accounts are properly set up in order to segregate and track the different deposits and payments for the various programs in the county, specifically the APC funding. (continued)

Results: (continued)

We previously tested the proper accounting and reporting of APC expenditures by Salem County Office of Aging in an agreed-upon procedures (AUP) review for the contract year immediately preceding this review period and issued our AUP Report Number S18-16 on 8/25/17, with no exceptions noted. We also performed certain tests of receipts and disbursements during this review, as described in the Methodology section of this report above, and noted no exceptions in the accounting for APC funding.

- Determine if APC funding was properly included in the counties budget submission to DCA.

Results:

We reviewed the county-wide budgets and noted the following Revenue was included for the Area Plan Grant:

- 2016 budget - Anticipated 2016 of \$836,952 and Anticipated/Realized 2015 of \$970,458
- 2017 budget – Anticipated 2017 of \$837,775 and Anticipated/Realized 2016 of \$984,428.

Although the APC funding was properly included in the counties budget submission to DCA, it was posted to the Area Plan Grant account in Salem County's Edmunds Financial Software System differently for the years 2016 and 2017. The funding budgeted for the 2016 and 2017 Area Plan Grants were traced to respective contract year "Budget Account Status/Transaction Audit Trail Including Requisition Items" report in Salem County's Edmunds Financial Software System as follows:

- 2016 account – Temporary Budget posted 1/25/16 of \$836,952 (Note – there were also 3 budget change items posted during the year, 2 of which netted to \$0 and the 3rd increased the budget to \$984,428)
- 2017 account – Adopted Budget posted 6/22/17 of \$837,775.

**DEPARTMENT OF HUMAN SERVICES
DIVISION OF AGING SERVICES
AREA AGENCY ON AGING (AAA) AREA PLAN CONTRACT (APC)
SALEM COUNTY OFFICE ON AGING
CONTRACT NUMBERS DOAS-16-AAA-013 AND DOAS-17-AAA-011
JANUARY 1, 2016 TO AUGUST 31, 2017**

Conclusion – Summary of Results and Recommendations

II. Availability and use of Federal and State funding under the Area Plan Contract (continued)

- Determine if APC funding was properly included in the counties budget submission to DCA. (continued)

Results: (continued)

The methodology of posting a temporary budget in January 2016 allowed Blanket Purchase Orders to be processed to immediately obligate funds for contracted sub-recipient vendors, thus enabling payments to be made to vendors in a timely manner during 2016. Conversely, the methodology of not posting a temporary budget in January 2017 and waiting to post the approved budget in June 2017 precluded the timely obligation of funds for contracted sub-recipient vendors and their eventual payment during 2017. (See sections below regarding vendor payments and fund obligations)

The Salem County Office on Aging provided documentation wherein it questioned the Salem County Treasurer's Office in an email dated 2/13/17 why funds were not temporarily budgeted in January 2017 as had historically been the case in prior years. The Office on Aging stated that the Treasurer's Office did not respond to this email and explain why a temporary budget was not established; rather the Treasurer's Office simply informed them when the approved budget was posted in an email dated 6/22/17. The Office of Aging indicated that this lack of adequate communication with the Treasurer's Office was not uncommon or limited to this one instance.

Recommendation:

Salem County should apply a consistent procedure to establish an Area Plan Grant budget (emergency or temporary as required) at the beginning of each year so that the Office on Aging can continue to operate and pay sub-recipient service providers in a timely manner.

Additionally, lines of communication between the Salem County Treasurer's Office and the Office of Aging should be evaluated and improved as necessary.

- Determine if payments to vendors were delayed in 2016 and/or 2017, and if so why.

Results:

We summarized and reviewed payments to all sub-recipients of the Area Plan Contract for 2016, with no discrepancies noted.

**DEPARTMENT OF HUMAN SERVICES
DIVISION OF AGING SERVICES
AREA AGENCY ON AGING (AAA) AREA PLAN CONTRACT (APC)
SALEM COUNTY OFFICE ON AGING
CONTRACT NUMBERS DOAS-16-AAA-013 AND DOAS-17-AAA-011
JANUARY 1, 2016 TO AUGUST 31, 2017**

Conclusion – Summary of Results and Recommendations

II. Availability and use of Federal and State funding under the Area Plan Contract (continued)

- Determine if payments to vendors were delayed in 2016 and/or 2017, and if so why. (continued)

Results: (continued)

We summarized and reviewed payments to all sub-recipients of the Area Plan Contract for 2017, and noted significant delays in payment. Seven (7) of the eight (8) APC sub-recipients were not paid in a timely manner. Generally, monthly services delivered and billed per the Social Assistance Management System (SAMS) for the months of January through June were not paid until August 2017. The total amount of the late payments for the period January through May was \$120,498 (services delivered and billed in June and paid in August were not included in this late payment total).

When questioned about late payments, the Salem County Treasurer's Office stated that it obligated the funds as soon as it received the Purchase Order Requisitions from the Office on Aging and payments were made shortly thereafter. At no point in our conversations did the Treasurer's Office state the lack of temporary budget was a contributing factor, only that the available funds were posted to the Area Plan Contract when the budget was approved. However, when questioned about the delay in the Purchase Order Requisitions, the Office on Aging stated that it could not process any such requisitions without the funds first being budgeted, through the Treasurer's Office, in the Area Plan Grant line item, as required in Salem County policy and the Edmunds Financial Software System. These contrasting explanations serve as another example of the breakdown in communication between the Salem County Treasurer's Office and Office on Aging.

Based upon our discussions with Salem County Treasurer's Office and Office on Aging, and a review of county purchasing policy and financial software, it appears the fundamental reason that vendor payments were delayed was that funds were not budgeted for the Area Plan Grant during the first half of 2017 even though the funds were received from the state and available for payment (see budget section above and fund availability section below).

**DEPARTMENT OF HUMAN SERVICES
DIVISION OF AGING SERVICES
AREA AGENCY ON AGING (AAA) AREA PLAN CONTRACT (APC)
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CONTRACT NUMBERS DOAS-16-AAA-013 AND DOAS-17-AAA-011
JANUARY 1, 2016 TO AUGUST 31, 2017**

Conclusion – Summary of Results and Recommendations

II. Availability and use of Federal and State funding under the Area Plan Contract (continued)

- Determine if payments to vendors were delayed in 2016 and/or 2017, and if so why. (continued)

Recommendation:

Same recommendation as that in the budget section above.

- Determine if funds were being obligated properly based upon contracts executed for each sub-recipient covered under the APC.

Results:

We reviewed contract agreements between the Office on Aging and sub-recipients under the Area Plan Contract. Generally, requisitions for Purchase Orders (Individual and/or Blanket) for vendor payments are prepared by the Office on Aging based on the executed contracts and sent to the Treasurer's Office. The Treasurer's Office then approves and issues the Purchase Orders. At that point the designated funds are obligated for payment to the APC sub-recipient vendors via an update to the Budget Detail in the Edmunds Financial Software System.

For the contract year 2016, funds were obligated for the APC sub-recipients through Blanket Purchase Orders processed in January 2016 for all contracts in place at that point, and an additional Blanket Purchase Order processed in July 2016 for a newly executed contract. The total contracts for the year amounted to \$450,884 and the total Blanket Purchase Orders amounted to 448,565.

For the contract year 2017, funds were obligated for the APC sub-recipients through a combination of Individual Purchase Orders and Blanket Purchase Orders processed mainly during the months of June 2017 to August 2017. The total contracts for the year amounted to \$454,084 and the total Individual and Blanket Purchase Orders amounted to \$443,166 through the end of the review period on 8/31/17.

Obligations were delayed in 2017 because a temporary budget was not established in January 2017 as had been the cases in previous years. (See budget and vendor payments sections above for additional details)

**DEPARTMENT OF HUMAN SERVICES
DIVISION OF AGING SERVICES
AREA AGENCY ON AGING (AAA) AREA PLAN CONTRACT (APC)
SALEM COUNTY OFFICE ON AGING
CONTRACT NUMBERS DOAS-16-AAA-013 AND DOAS-17-AAA-011
JANUARY 1, 2016 TO AUGUST 31, 2017**

Conclusion – Summary of Results and Recommendations

II. Availability and use of Federal and State funding under the Area Plan Contract (continued)

- Determine if funds were being obligated properly based upon contracts executed for each sub-recipient covered under the APC. (continued)

Recommendation:

Same recommendation as that in the budget section above.

- Determine if APC funds are being used for APC services and administration only, and not being used for other purposes.

Results:

We reviewed the Area Plan Grant in the Salem County's Edmunds Financial Software System, the supplementary accounting records maintained by the Office on Aging and the bank account where the APC funds were deposited/maintained, and were unable to definitively determine APC funds were being used for APC services and administration only, and not being used for other purposes at any given time, particularly during 2017.

APC funds are comingled with other Grants and funds maintained in the Salem County Current Account bank account (Fulton Bank of New Jersey), and the specific nature of outstanding checks and/or other reconciling items included on the Current Account bank reconciliation could not be easily identified to a specific grant or fund, including the Area Plan Grant. The Office of Aging stated that it has discussed the challenges of reconciling its APC accounting records and the Edmunds Financial Software System and the difficulty in determining a true available cash balance on hand with the Treasurer's Office in the past, with no apparent solution determined.

Additionally, controls over the proper use of available APC funding received and deposited in the County's Current Account were diminished by not establishing a budget and related obligations in the Area Plan Grant in the Edmunds Financial Software System. Therefore, from January 1, 2017 until the budget was established and funds obligated to the Area Plan Grant in June through August 2017, the actual funding received and deposited in the bank could have possibly been used for purposes other than the Area Plan Grant and not be readily detected.

**DEPARTMENT OF HUMAN SERVICES
DIVISION OF AGING SERVICES
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SALEM COUNTY OFFICE ON AGING
CONTRACT NUMBERS DOAS-16-AAA-013 AND DOAS-17-AAA-011
JANUARY 1, 2016 TO AUGUST 31, 2017**

Conclusion – Summary of Results and Recommendations

II. Availability and use of Federal and State funding under the Area Plan Contract (continued)

- Determine if APC funds are being used for APC services and administration only, and not being used for other purposes. (continued)

Recommendation:

The Salem County Treasurer's Office and Office of Aging should jointly review and revise or supplement the bank reconciliation process to easily identify the Area Plan Grant component of the cash balance and any related reconciling items. During this evaluation, the possibility of establishing a separate bank account for the Area Plan Grant funds may be considered, specifically if/how it could facilitate an easy reconciliation of the fund balance and any differences between Edmunds Financial Software System and Office on Aging ledgers and records.

Additionally, the possibility of APC funding being used for other non-APC purposes would be mitigated by the timely budgeting and obligation of those funds in the Edmunds Financial Software System, as recommended in the budget section above.

- Determine if APC funds are readily available to the AAA upon payment from the State.

Results:

We traced APC funding payments from NJ Department of Treasury to the Salem County accounting records and bank account, with no exceptions noted. For the 2016 contract, \$814,758 was received during 2016 and \$21,465 was received in 2017 for a total of \$836,223 available funds. For the 2017 contract, \$288,306 was received as of 3/30/17; no additional funding was received through the end of the review period on 8/31/17.

During 2016, the funds received and deposited by Salem County were readily available for use by the Office of Aging. However, during 2017, the funds received and deposited by Salem County were not readily available for use by the Office of Aging due to budget/obligation issues noted above.

Recommendation:

Same recommendation as that in the budget section above.

This report is intended solely for the information and use of management of the new Jersey Department of Human Services, Division of Aging Services and is not intended to be and should not be used by anyone other than this specified party.

Mark E. Talbot

Mark E. Talbot, CPA
Director
Office of Auditing

March 2, 2018

Susan M. Coan
Interim President
Atlantic City Electric Region

5100 Harding Highway
Mays Landing, NJ 08330

609.625.5864 – Telephone
609.625.5274 – Facsimile

susan.coan@atlanticcityelectric.com

June 4, 2018

Mr. Cordy Taylor, Vice Chair
Salem County Economic Development Council
98 Market Street
Salem, NJ 08079

Dear Cordy:

I am writing to inform you that effective immediately, I am resigning from the council due to increased responsibilities associated with my new position as Interim Region President for Atlantic City Electric.

Thank you for allowing me to be part of this dedicated team, and I wish you all continued success!

Sincerely,



Susan M. Coan
Interim Region President

cc: Kathy Mills



MANNINGTON

RECEIVED
SALEM COUNTY
BOARD OF FREEHOLDERS

Nancy L. Kowanick

Executive Secretary - Corporate
75 Mannington Mills Road
P.O. Box 30
Salem, NJ 08079
856.339.5934
nancy_kowanick@mannington.com

2018 JUN 11 AM 11: 58

CLERK OF THE BOARD

June 8, 2018

Brenda Banks
County of Salem
"First Responder Dinner"
110 Fifth Street
Salem, NJ 08079

Dear Brenda:

Enclosed please find Mannington's 2018 sponsorship towards the "First Responder Appreciation Dinner Dance" in the amount of \$1,000. This will include 2 tickets to the event as well as Mannington Mills recognition as a sponsor.

I will email you the Mannington Mills logo as well as the names of attendees once confirmed.

I trust you will find the enclosure satisfactory. If you have any questions, please do not hesitate to contact me.

Sincerely,

Nancy

Nancy L. Kowanick,
Executive Secretary

encl



The Board of Chosen Freeholders
County of Hunterdon
State of New Jersey

71 Main Street, Administration Bldg #1, First Floor
PO Box 2900
Flemington, New Jersey 08822-2900
Phone: (908) 788-1102
Email: freeholders@co.hunterdon.nj.us

Denise B. Doolan, Clerk of the Board
Dana A. Gootman, Deputy Clerk of the Board

MEMORANDUM

TO: All New Jersey Boards of Chosen Freeholders
FROM: Denise B. Doolan, Clerk of the Board
DATE: June 06, 2018
RE: Support of proposed Senate Bill S-233, to improve School Bus Safety

Enclosed you will find a copy of the above referenced resolution which was adopted by the Hunterdon County Board of Chosen Freeholders at their meeting on June 06, 2018.

This resolution is being sent to you for information purposes only so that you may be aware of action taken by the Board of Chosen Freeholders of the County of Hunterdon supposing proposed Senate Bill S-233.

Should you have any questions, please do not hesitate to contact me.

With kind regards.

dbd

Enclosure

RECEIVED
SALEM COUNTY
BOARD OF FREEHOLDERS
JUN 11 AM 11:57
CLERK OF THE BOARD

**STATE OF NEW JERSEY
COUNTY OF HUNTERDON**

RESOLUTION

WHEREAS, our nation's school bus fleet is 2½ times the size of all other forms of mass transportation combined, while each school day, more than 25 million American children ride in these buses to and from school, according to the National Association for Pupil Transportation; and

WHEREAS, under current New Jersey law, school buses are required to be equipped with only lap belts; and

WHEREAS, proposed Senate Bill S-233, sponsored by Senator Sam Thompson, would improve school bus safety, including advancing new recommendations by the National Transportation Safety Board that all new school buses be equipped with three-point, lap-shoulder seat belts; and

WHEREAS, this bill shall take effect immediately and shall be applicable to school buses manufactured on or after the 180th day following enactment;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Chosen Freeholders of Hunterdon County does hereby support proposed Senate Bill 233; and

BE IT FURTHER RESOLVED, the Board of Chosen Freeholders of Hunterdon County does hereby call upon its representatives in the State Legislature to support the adoption of bill S-233; and

BE IT FURTHER RESOLVED, that a copy of this Resolution shall be sent to the Office of the Governor, Senator Sam Thompson, the Commissioner of the New Jersey Department of Transportation, the Commissioner of the New Jersey Department of Education, the President of the Senate, the Speaker of the Assembly, the Chairman of the Senate Education Committee, Hunterdon County's Legislative Delegation, all Hunterdon County Municipalities, the New Jersey School Board Association, the New Jersey Association of Counties, and the New Jersey League of Municipalities.

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
J. Mathew Holt, Director			X			
Suzanne Legay, Deputy Director	X		X			
John E. Lanza, Freeholder		X	X			
John W. King, Freeholder			X			
Shaun Van Doren, Freeholder			X			

ADOPTED June 05, 2018


Denise B. Doolan, CLERK

THE BOARD OF CHOSEN FREEHOLDERS
OF THE
COUNTY OF MONMOUTH

THOMAS A. ARNONE
DIRECTOR

LILLIAN G. BURRY
DEPUTY DIRECTOR

JOHN P. CURLEY
PAT IMPREVEDUTO
GERARD P. SCHARFENBERGER Ph.D.



MARION MASNICK
CLERK OF THE BOARD

HALL OF RECORDS
1 EAST MAIN STREET
FREEHOLD, NEW JERSEY 07728

TELEPHONE: 732-431-7387
FAX: 732-431-6519
EMAIL: marion.masnick@co.monmouth.nj.us

TRANSMITTAL LETTER

April 12, 2018

Governor Phil Murphy
President of NJ Senate, Steve Sweeney
General Assembly Speaker, Craig Coughlin
NJ Boards of Chosen Freeholders
Monmouth County Legislative Delegation
All New Jersey Municipalities
Executive Director of NJ Transit
Jersey Central Power & Light

**Re: Resolution requesting support from New Jersey Transit regarding
Judge Gail Cookson's decision on the JCP&L Reliability Project**

Hon. Ladies & Gentlemen:

Enclosed please find a copy of the above certified resolution adopted by the Monmouth County Board of Chosen Freeholders at its Regular Public Meeting of April 11, 2018.

Sincerely Yours,

A handwritten signature in cursive script that reads 'Marion Masnick'.

Marion Masnick
Clerk of the Board

MM: sct
Enclosure(s)



"SEPTEMBER 24, 1609 THIS IS A VERY GOOD LAND TO FALL IN WITH AND A PLEASANT LAND TO SEE."

Entry in the log of Henry Hudson's Ship Half Moon made after the Dutch Explorer became
the first European to come ashore in what was later known as Monmouth County

Monmouth County Board of Chosen Freeholders

Freeholder Meeting Venue:

Date: Apr 11, 2018 - 5:00 PM

Location: Hall of Records
 Freeholder's Meeting Room
 1 E. Main Street
 Freehold, NJ 07728

Agenda: Resolution requesting support from New Jersey Transit regarding Judge Gail Cookson's decision on the JCP&L Reliability Project

Official Document #	Res# 2018-0313						
Meeting Date	04/11/2018						
Introduced Date	04/11/2018						
Adopted Date	04/11/2018						
Agenda Item	13						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Scharfenberger	<			<	<		
Impreveduto	<				<		
Curley	<				<		
Burry	<		<		<		
Arnone	<				<		

CERTIFICATION

I HEREBY CERTIFY THE ABOVE TO BE A TRUE COPY OF A RESOLUTION ADOPTED BY THE BOARD OF CHOSEN FREEHOLDERS OF THE COUNTY OF MONMOUTH AT A MEETING HELD

April 11, 2018

Maria Masquil
 CLERK

County Counsel

RESOLUTION REQUESTING SUPPORT FROM NEW JERSEY TRANSIT
REGARDING JUDGE GAIL COOKSON'S DECISION
ON THE JCP&L RELIABILITY PROJECT

WHEREAS, Jersey Central Power & Light Company ("JCP&L") announced plans for a 230 kilovolt transmission line with 140 foot high monopoles along the New Jersey Transit right-of-way running through portions of the County of Monmouth, known as the JCP&L Reliability Project ("Project"); and

WHEREAS, a similar project was proposed by JCP&L in 1989, but was withdrawn in the face of overwhelming opposition; and

WHEREAS, the Board of Chosen Freeholders of the County of Monmouth has serious concerns related to the health, safety and aesthetics of JCP&L's recent plan; and

WHEREAS, it is the ruling by Judge Gail Cookson that JCP&L has not met its burden of proof; and

WHEREAS, the utility also failed to give much more than "little or no consideration" to alternative corridors and ignored non-transmission solutions entirely.

NOW, THEREFORE, BE IT RESOLVED that the Board of Chosen Freeholders of the County of Monmouth formally requests the full support from New Jersey Transit to abide by Judge Cookson's decision; and

BE IT FURTHER RESOLVED that a copy of this resolution shall be sent to the Executive Director of New Jersey Transit,

Introduced on: April 11, 2018
Adopted on: April 11, 2018
Official Resolution#: 2018-0313

urging New Jersey Transit to not grant an easement to JCP&L for the proposed Reliability Project; and

BE IT FURTHER RESOLVED that the Clerk forward a certified true copy of this resolution to the Governor of the State of New Jersey; President of the New Jersey State Senate; the Speaker of the General Assembly; Monmouth County Legislative Delegation; all Monmouth County municipalities; Executive Director of New Jersey Transit; Jersey Central Power & Light Company; County Administrator; County Counsel; and all other Boards of Chosen Freeholders.

Introduced on: April 11, 2018
Adopted on: April 11, 2018
Official Resolution#: 2018-0313

THE BOARD OF CHOSEN FREEHOLDERS
OF THE
COUNTY OF MONMOUTH

THOMAS A. ARNONE
DIRECTOR

LILLIAN G. BURRY
DEPUTY DIRECTOR

JOHN P. CURLEY
PAT IMPREVEDUTO
GERARD P. SCHARFENBERGER Ph.D.



MARION MASNICK
CLERK OF THE BOARD

HALL OF RECORDS
1 EAST MAIN STREET
FREEHOLD, NEW JERSEY 07728

TELEPHONE: 732-431-7387
FAX: 732-431-6519
EMAIL: marion.masnick@co.monmouth.nj.us

TRANSMITTAL LETTER

April 12, 2018

Governor Phil Murphy
President of NJ Senate, Steve Sweeney
General Assembly Speaker, Craig Coughlin
NJ Boards of Chosen Freeholders
Monmouth County Legislative Delegation
All New Jersey Municipalities
Commissioner of NJ BPU, Diane Solomon
Executive Director of NJ Transit
Jersey Central Power & Light

**Re: Resolution requesting support from the New Jersey Board of
Public Utilities regarding Judge Gail Cookson's decision on the JCP&L
Reliability Project**

Hon. Ladies & Gentlemen:

Enclosed please find a copy of the above certified resolution adopted by the Monmouth County Board of Chosen Freeholders at its Regular Public Meeting of April 11, 2018.

Sincerely Yours,

A handwritten signature in cursive script that reads 'Marion Masnick'.

Marion Masnick
Clerk of the Board

MM: sct
Enclosure(s)



"SEPTEMBER 2d, 1609 THIS IS A VERY GOOD LAND TO FALL IN WITH AND A PLEASANT LAND TO SEE."

Entry in the log of Henry Hudson's Ship Half Moon made after the Dutch Explorer became
the first European to come ashore in what was later known as Monmouth County

Monmouth County Board of Chosen Freeholders

Freeholder Meeting Venue:

Date: Apr 11, 2018 - 5:00 PM

Location: Hall of Records
 Freeholder's Meeting Room
 1 E. Main Street
 Freehold, NJ 07728

Agenda: Resolution requesting support from the New Jersey Board of Public Utilities regarding Judge Gail Cookson's decision on the JCP&L Reliability Project

Official Document #	Res# 2018-0312						
Meeting Date	04/11/2018						
Introduced Date	04/11/2018						
Adopted Date	04/11/2018						
Agenda Item	12						
FREEHOLDER	PRES.	ABS.	MOVE	SEC.	AYE	NAY	ABST.
Scharfenberger	✓			✓	✓		
Impreveduto	✓				✓		
Curley	✓				✓		
Burry	✓		✓		✓		
Arnone	✓				✓		

CERTIFICATION

I HEREBY CERTIFY THE ABOVE TO BE A TRUE COPY OF A RESOLUTION ADOPTED BY THE BOARD OF CHOSEN FREEHOLDERS OF THE COUNTY OF MONMOUTH AT A MEETING HELD

April 11, 2018
Maura M...
 CLERK