



## Board of Chosen Freeholders

### REGULAR MEETING MINUTES

October 7, 2020

Salem County Olde Courthouse, 104 Market Street, Salem, New Jersey

**Call to Order:** Director, Ben Laury, called the meeting to order at 6:00 pm.

**Invocation:** Director Laury offered the Invocation.

**Pledge of Allegiance:** Director Laury asked all present to join in the Pledge of Allegiance.

**Statement Regarding Open Public Meetings Act:** Read by Stacy Pennington, Clerk of the Board.

**Adequate notice pursuant to the Open Public Meetings Act has been given of this meeting:**

1. By forwarding notice to the South Jersey Times and Elmer Times Co.; and
2. By posting notice on the bulletin board in the Salem County Courthouse and the Fifth Street Office Complex; and
3. By filing notice in the Offices of the Salem County Clerk and the Clerk of the Board all having been done at least 48 hours in advance.

### Attendance Roll Call:

Freeholder	Present	Absent
Director Benjamin Laury	X	
Deputy Director Scott Griscom	X	
Freeholder Charles Hassler	X	
Freeholder Gordon Ostrum, Jr.	X	
Freeholder Lee Ware	X	

A quorum was present.

### Minutes:

Dispense with the reading of the minutes of the September 16, 202 Regular Meeting. Minutes are to be received, approved, and recorded in the Minute Book.

Freeholder	Motion	Second	Aye	Nay	Abstain	Absent
Freeholder Ostrum			X			
Freeholder Hassler		X	X			
Freeholder Ware			X			
Deputy Director Griscom	X		X			
Director Laury			X			

Hand vote: passed 5-0

**Special Recognition: B. Harold Smick, Jr. – Cultural & Heritage Commission**

B. Harold Smick Jr. has retired from the Cultural & Heritage Commission and is being recognized as Chairman Emeritus. Director Laury noted all Mr. Smick has done for the county and offered congratulations. Freeholder Lee Ware will present Mr. Smick with the Proclamation at his home in the near future.

**Presentation: NJ State Dept. of Community Affairs – Shared Services**

Mr. Rick Richardella (in-person) and Mr. Nic Platt (via phone) of the NJ Dept of Community Affairs, Division of Local Government Services gave a presentation on the benefits of shared services. A copy of their presentation is attached.

**Waiver of the Rules:**

A9 Resolution Awarding a Contract for A Consultant to Prepare High-Level feasibility Study for Unification of Salem County School Districts

Freeholder	Motion	Second	Aye	Nay	Abstain	Absent
Freeholder Ostrum		X	X			
Freeholder Hassler	X		X			
Freeholder Ware			X			
Deputy Director Griscom			X			
Director Laury			X			

Hand vote: passed 5-0

**Public Hearings & Adoptions: None****Correspondence:**

Freeholder	Motion	Second	Aye	Nay	Abstain	Absent
Freeholder Ostrum			X			
Freeholder Hassler			X			
Freeholder Ware		X	X			
Deputy Director Griscom	X		X			
Director Laury			X			

Hand vote: passed 5-0

**A. General:**

1. Resolution from the Township of Blairstown Opposing the Exclusive Use of Mail-In Ballots
2. Resolution from the Monmouth County Board of Chosen Freeholders Urging the Legislature to Prevent Funds From Being Diverted from the Clean Communities Fund
3. Letter of thanks from SSSD & SCVTSD for our partnership in the construction project.
4. Resolution from the Township of White Opposing the Exclusive Use of Mail-In Ballots
5. Resolution from the Township of Frelinghuysen Opposing the Exclusive Use of Mail-In Ballots
6. Resolution from the Borough of Franklin Council Opposing the Exclusive Use of Mail-In Ballots

7. Resolution from Monmouth County Board of Chosen Freeholders Petitioning the State to Appoint a Representative from the Monmouth/Ocean County Area to the State Board of Public Utilities
8. Resolution from the Township of Frelinghuysen Opposing Reallocation From the State Recycling Fund
9. Letter from Congressman Van Drew's Office that the Freeholders for opposing the closure of Fort Mott State Park

**B. Committee/ Commission Minutes and Reports:**

1. SCIA September Meeting Minutes

**Payment of Bills and Claims**

Freeholder	Motion	Second	Aye	Nay	Abstain	Absent
Freeholder Ostrum			X			
Freeholder Hassler		X	X			
Freeholder Ware			X			
Deputy Director Griscom	X		X			
Director Laury			X			

Hand vote: passed 5-0

**Treasurer's Report:** None

**Resolutions:**

**A. ADMINISTRATIVE COMMITTEE: - Laury, Griscom**

- A1 Resolution Appointing Members to the Salem Community College Board of Trustees
- A2 Resolution Authorizing Change Order No.1 to the Contract for Supplying One New Self-Contained Breather Apparatus Filling Station for the Salem County Office of Emergency Management
- A3 Resolution Authorizing the Use of Competitive Contracting for Providing Three Healthcare Shuttles for Transportation to Salem County Senior Residents 60 Years of Age or Older, Persons with a Disability Under 60 and General Population in a Designated Rural Area Pursuant to NJSA 40A:11-4.1
- A4 Resolution for Check Cancellations
- A5 Resolution Authorizing an Application to the Center for Tech and Civic Life for Funding the Covid-19 Election Response Grants – County Clerk
- A6 Resolution Authorizing an Application to the Center for Tech and Civic Life for Funding the Covid-19 Election Response Grants – Board of Election
- A7 Resolution Authorizing a Memorandum of Agreement Between the County of Salem and the Communication Workers of America Local 1085
- A8 Resolution Authorizing a Direct Inmate Housing Contract Between the County of Cumberland for Housing Cumberland County Adult Male and Female Inmates at the Salem County Jail

**A9 Resolution Awarding a Contract for A Consultant to Prepare High-Level Feasibility Study for Unification of Salem County School Districts**

<b>Freeholder</b>	<b>Motion</b>	<b>Second</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Freeholder Ostrum		X	X			
Freeholder Hassler			X			
Freeholder Ware			X			
Deputy Director Griscom	X		X			
Director Laury			X			

Hand vote: passed 5-0

**B. AGRICULTURAL/ TOURISM COMMITTEE – Ware, Griscom: None**

**C. ECONOMIC DEVELOPMENT/ PUBLIC WORKS COMMITTEE – Hassler, Ostrum**

- C1 Resolution Approving Engineering Scope Change Order No. 2 for Professional Services Agreement Soil and Groundwater Remediation Fenwick Building, City of Salem for the County of Salem
- C2 Resolution Renewing a Contract for the Removal of Beam Guide Rail and Installation of Beam Guide Rail at Various Locations Throughout the County of Salem

<b>Freeholder</b>	<b>Motion</b>	<b>Second</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Freeholder Ostrum		X	X			
Freeholder Hassler	X		X			
Freeholder Ware			X			
Deputy Director Griscom			X			
Director Laury			X			

Hand vote: passed 5-0

**D. HEALTH/ HUMAN SERVICES/ EDUCATION COMMITTEE – Ostrum, Ware**

- D1 Resolution Authorizing an Agreement with the Governor's Council on Alcoholism and Drug Abuse for the Municipal Alliance to Prevent Alcoholism and Drug Abuse for October 1, 2020 to June 30, 2021
- D2 Resolution Authorizing the Grant Application for the 2021 Comprehensive Alcoholism and Drug Abuse Services Contract
- D3 Resolution to Accept and Execute a Grant from the State of New Jersey for the 2020-2021 Local Core Capacity Infrastructure for Bioterrorism Preparedness
- D4 Resolution Authorizing the Execution of a Memorandum of Agreement Between the County of Salem, the Salem County Department of Health and Human Services and the Salem Medical Center
- D5 Resolution Authorizing Freeholder Director and Clerk for the Board of Chosen Freeholders for the County of Salem to Sign the 2020-2021 County Environmental Health Act Grant Application

- D6 Resolution Amending the Hepatitis A Grant (COVID)
- D7 Resolution Acknowledging the Standardized Board Resolution Form from the New Jersey Department of Human Services for the Medicare Improvements for Patients and Providers Act (MIPPA Grant)
- D8 Resolution Supporting the Salem County Office on Aging and Disabilities to Accept the Salem County Health and Wellness Foundation Grant for the Match Portion to the 5311 Rural/Non-Urbanized Grant Provided by NJ Transit Corporation
- D9 Resolution Authorizing the Filing of an Application to NJ Transit Corporation on Behalf of the Salem County Office on Aging and Disabilities for the 2021 Rural 5311/Non-Urbanized Transportation Grant
- D10 Resolution Acknowledging the Business Associate Agreement from the New Jersey Department of Human Services for the Medicare Improvements for Patients and Providers Act (MIPPA Grant)
- D11 Resolution Approving the Submission of an Application to New Jersey Department of Human Services Division of Aging Services for Medicare Insurance Patients and Providers Act (MIPPA Grant)

Freeholder	Motion	Second	Aye	Nay	Abstain	Absent
Freeholder Ostrum	X		X			
Freeholder Hassler			X			
Freeholder Ware		X	X			
Deputy Director Griscom			X			
Director Laury			X			

Hand vote: passed 5-0

**E. PUBLIC SAFETY COMMITTEE – Griscom, Ostrum**

- E1 Resolution Authorizing a Grant Application Submission to the State of New Jersey Department of Law and Public Safety by the Prosecutor's Office for Operation Helping Hand Reimbursement Grant Funding [Grant No. FYOHH-17-2020]
- E2 Resolution Approving Submission of a Grant Application by the Prosecutor's Office for State of New Jersey Grant Programs Administered by the Department of Law and Public Safety, Division of Administration, Pursuant to the Violence Against Women Act (VAWA) [VAWA-47-19]
- E3 Resolution Approving Submission of a Grant Application by the Prosecutor's Office for State of New Jersey Grant Programs Administered by the Department of Law and Public Safety, Division of Administration, Pursuant to the Violence Against Women Act (VAWA) [VAWA-47-18]
- E4 Resolution Authorizing an Application to the Office of Homeland Security and Preparedness for Funding the FFY20 Homeland Security Grant Program
- E5 Resolution to Accept and Execute a Grant from the Office of Homeland Security and Preparedness for the County of Salem
- E6 Resolution Authorizing a Grant Application for a Project Lifesaver International Grant from Alzheimer's Foundation of America for the Sheriff's Office

- E7 Resolution Extending a Contract with the Department of Military and Veterans' Affairs for the Provision of Transportation Services for Veterans for the Period September 30, 2020 through December 31, 2020

Freeholder	Motion	Second	Aye	Nay	Abstain	Absent
Freeholder Ostrum		X	X			
Freeholder Hassler			X			
Freeholder Ware			X			
Deputy Director Griscom	X		X			
Director Laury			X			

Hand vote: passed 5-0

**F. CHAPTER 159 TO INSERT REVENUE IN THE BUDGET:**

- F1 Resolution Providing for the Insertion of Any Special Item of Revenue in the Budget Pursuant to NJSA 40A:4-87 Chapter 159, P.L. 1948 – Hepatitis A Grant (COVID)
- F2 Resolution Providing for the Insertion of Any Special Item of Revenue in the Budget Pursuant to NJSA 40A:4-87 Chapter 159, P.L. 1948 – FFY20 Homeland Security Grant Program
- F3 Resolution Providing for the Insertion of Any Special Item of Revenue in the Budget Pursuant to NJSA 40A:4-87 Chapter 159, P.L. 1948 – Local Core Capacity Infrastructure for Bioterrorism Preparedness
- F4 Resolution Providing for the Insertion of Any Special Item of Revenue in the Budget Pursuant to NJSA 40A:4-87 Chapter 159, P.L. 1948-Municipal Alliance to Prevent Alcoholism and Drug Abuse
- F5 Resolution Providing for the Insertion of Any Special Item of Revenue in the Budget Pursuant to NJSA 40A:4-87 Chapter 159, P.L. 1948 – Veterans' Transportation

Freeholder	Motion	Second	Aye	Nay	Abstain	Absent
Freeholder Ostrum			X			
Freeholder Hassler			X			
Freeholder Ware		X	X			
Deputy Director Griscom	X		X			
Director Laury			X			

Hand vote: passed 5-0

**Freeholder Old Business: None**

**Freeholder New Business: None**

**Freeholder Public Announcements:**

Freeholder Charlie Hassler spoke about the general election process.

- It was a NJ State decision to use paper ballots, not a county decision.
- Please sign your ballot and mail it in.
- In addition, drop boxes around the county can be utilized to drop off your ballot. Ballots can also be dropped off at the Board of Elections in 110 Fifth Street, Salem, NJ.
- Certain polling places will be open around the county on Election Day. Ballots can be dropped there. Machine voting will be available for residents with disabilities only, if requested.
- All votes will be counted.

Freeholder Hassler further noted that this process is not intended to trick anybody. The County Clerk and Board of Elections employees are good people working hard to make this process run smoothly.

Director Laury echoed Freeholder Hasslers sentiments and noted, again, that all votes will be counted and that all votes count.

Director Laury the recognized some attendees tonight: Patty Bomba from Carneys Point; attorney Joe DiNicola; Stacy Pennington, COB has her daughter Olivia and friend Gary visiting from Florida; Anthony Musumeci from Oldmans Township Committee; Christina from the Elmer Times; and the Sheriff Officers running security.

**Public Comment (Agenda items or other County Business)**

Anyone wishing to speak please speak clearly and state your name and address for the record. Each speaker will have **FOUR MINUTES** to speak. The Clerk of the Board (COB) will keep track of the time for each speaker. When addressing questions concerning personnel issues with the County of Salem no names will be used at any time.

Patty Bomba, Carney’s Point – Ms. Bomba asked all to keep the family of Tom Mason (Cultural & Heritage Commission) in thought and prayer. His granddaughter was murdered. There will be a candlelight vigil on 10/8/2020 in Riverview Beach Park. Please bring your own candle and facemask.

Next, Ms. Bomba also congratulated all associated with planning the Disability Awareness Day event. The drive-in event was a very creative way to handle the pandemic situation and still have this event. She thanked Director Laury for speaking about the challenges of dealing with disabilities. She thanked Freeholder Hassler for presenting the Crusader Award and for always being there.

Lastly, Ms. Bomba noted that Habitat for Humanity was selling 50/50 tickets as a fundraiser.

Director Laury also announced two events for Saturday, October 10, 2020:

- Elmer Grange – BBQ Chicken take-out Dinner take-out
- Alloway Ruritans – Chicken Pot Pie take-out dinner at the Municipal Bldg.

**Executive Closed Session (if needed)**

G1 Resolution Authorizing Executive Session County of Salem

1. Matters Relating to Litigation, Negotiations and the Attorney-Client Privilege.
2. Matters Relating to the Employment Relationship

Freeholder	Motion	Second	Aye	Nay	Abstain	Absent
Freeholder Ostrum			X			
Freeholder Hassler	X		X			
Freeholder Ware		X	X			
Deputy Director Griscom			X			
Director Laury			X			

Hand vote: passed 5-0

**Close Executive Session**

<b>Freeholder</b>	<b>Motion</b>	<b>Second</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Freeholder Ostrum		X	X			
Freeholder Hassler			X			
Freeholder Ware	X		X			
Deputy Director Griscom			X			
Director Laury			X			

Hand vote: passed 5-0

**Adjournment:**

<b>Freeholder</b>	<b>Motion</b>	<b>Second</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Freeholder Ostrum			X			
Freeholder Hassler	X		X			
Freeholder Ware			X			
Deputy Director Griscom		X	X			
Director Laury			X			

Hand vote: passed 5-0

**Next Meeting Date**

October 21, 2020

Regular Meeting 6:00 PM Meeting

Penns Grove Municipal Building Penns Grove, New Jersey 08079





# Division of Local Government Services

**Department of Community Affairs  
Salem County  
October 7, 2020**

**Lt. Governor Sheila Oliver**  
Commissioner

**Melanie Walter**  
Director of Local Government Services

**Nic Platt & Jordan Glatt**  
Shared Services Czars



## The Shared Service Czars

- ❑ **Nicolas Platt** - a former Mayor of Harding Township and currently serves on the Township Committee, formed a 5 Town Joint Municipal Court, which is among the most effective in the State of New Jersey, demonstrating extraordinary savings and superior performance. Those towns include Madison, Chatham Township, Chatham Borough, Morris Township and Harding;
- ❑ **Jordan Glatt** - is Director of Strategic Partnerships at the Community Foundation of New Jersey (CFNJ) where he works with corporations, entrepreneurs, and families to design charitable vehicles that deliver impact in New Jersey communities. Mr. Glatt is a former two-term Mayor of Summit. As Mayor, he worked with the towns in his immediate neighborhood to cut costs to his taxpayers while maintaining a high level of essential services.

## Is it Time to Expand Shared Services?

- Due to the recent public health emergency, COVID-19, many NJ municipalities are reaching a “Tipping Point” due to the emerging economic uncertainty
- Taxpayer Concerns
- Increasing budgetary pressure caused by escalating demand for essential services and other non-discretionary spending
- Reduce existing redundant layers of administration and bureaucracy
- Potential for efficiencies, and better performance while producing cost savings



resources  
ethics  
streamlining  
ADMINISTRATION  
PRACTICES  
TRAINING  
government queries  
CERTIFIED POSITIONS SUPPORT

## Purpose of Presentation

- Illustrate how the Murphy Administration's commitment to Shared Services is saving tax dollars for New Jersey residents
- Identify the most efficient and effective way to deliver services to municipalities
- Demonstrate how shared service efficiencies optimize cost savings while safeguarding the integrity of an operating environment



## Common Shared Service Concepts

- Facility Sharing
- Capital Sharing
- Key Position Sharing
- Departmental Merger
- Contracted Services
- ***Counties can play a critical role here either as a service provider or a matchmaker.***

**Shared Service Agreements by Year**

<b>Year</b>	<b>Total Shared Service Agreements</b>	<b>Shared Service Agreement Increase</b>	<b>Shared Service Agreement Percentage (%) Increase</b>
<b>2014</b>	103		
<b>2015</b>	114	11	11%
<b>2016</b>	197	83	73%
<b>2017</b>	397	200	102%
<b>2018</b>	614	217	55%
<b>2019</b>	906*	292	48%
<b>2020</b>	328 (as of 7/31/2020)		

*\* Approximate 780% increase from year 2014*



# SALEM COUNTY

**Population 62,385 (2019)**

**Number of Municipalities: 15**

**Number of Shared Services on file with DLGS: 2019 – 6**

2020 – 4 thus far

**County Lead Shared Services**

Salem County/Pennsville SA – QPA Services

**Top Frequently Shared Services:**

Joint Municipal Court

Solid Waste and Recycling Services

**Top Cost-Saving Shared Services:**

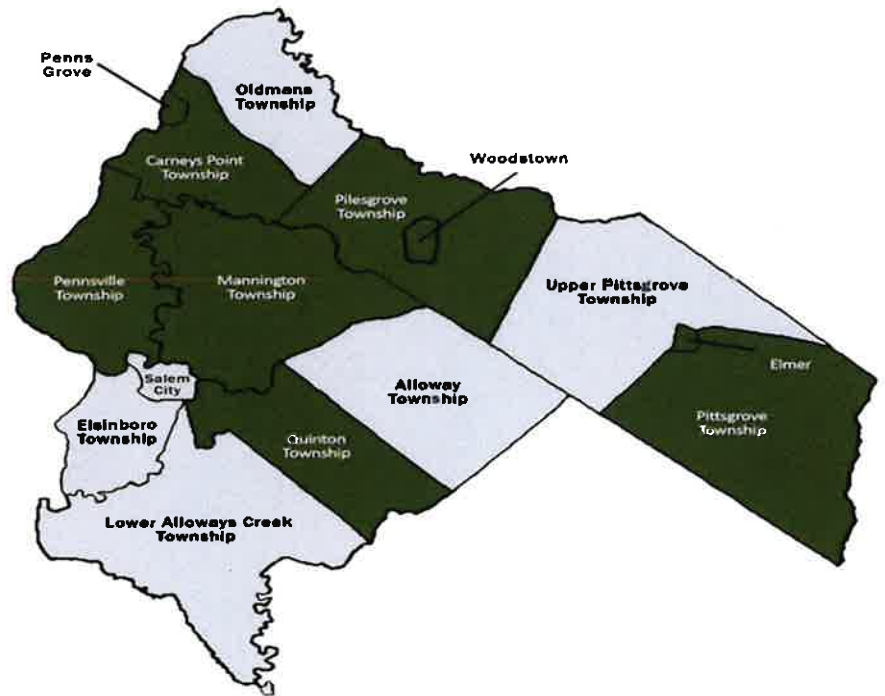
Carneys Point/Pennsville - Joint Municipal Court \$560,750

Mid-Salem County Municipal Court/Mannington/Oldmans - Shared Court \$241,479

Lower Alloways

Creek/Mannington/Oldmans – Trash & Recycling Services

\$116,220





## **LEAP GRANTS AVAILABLE FOR SHARED SERVICES**

LEAP is comprised of three primary components:

- ✓ Challenge Grants
- ✓ Implementation Grants
- ✓ County Coordinator Fellowship Grants



## LEAP AND SHARED SERVICES

### Challenge Grants

- Allocate funds to the most compelling projects in potentially each of New Jersey's twenty-one counties, affording municipalities, authorities, and counties the opportunity to compete for grant funding to support efficiency-generating shared services
- This grant program is designed to promote innovation among peer communities and counties across New Jersey, and challenge municipalities and counties to collaborate on more extensive partnerships that produce shared services of greater significance than is customary. Local units are invited to compete for a share of \$150,000



## LEAP AND SHARED SERVICES

### Implementation Grants

- Allocate funds to help cover costs associated with shared services implementation - including one-time reimbursable costs for project completion or transition support
- This grant program also provides for reimbursement of costs associated with school consolidation and countywide school district studies that support the creation of meaningful and implementable regionalization plans. K-12 regionalization and countywide school district studies are given priority
- Local units are invited to apply for a share of the costs of implementation for shared service projects
- Local Units are invited to apply for a share of costs for school consolidation studies

## LEAP AND SHARED SERVICES

### County Coordinator Fellowship Grants

- Allocate \$50,000 to each county for the purpose of hiring a fellow to work full time for the county and work with each local unit within the county to identify and advance shared service opportunities
- Each New Jersey county is encouraged to apply for a \$50,000 grant for the purpose of funding a one-year full time fellowship position
- For the 2020 funding cycle, 6 counties applied for and were awarded grant funds to hire a fellow who will participate in a 2-day orientation/training program to be administered by DLGS/Local Assistance Bureau

## LEAP SUCCESS STORIES

- Local governments entities awarded 2020 LEAP Grant funding include: Chesterfield, Dennis, Lambertville, North Wildwood, Sussex/Morris Sheriff's office jail consolidation, Roxbury/Mine Hill/Chester/Mt. Arlington (BOE), Chester/Mendham/Chester Borough Shared Court, Woolwich Police and Municipal Court, Pinelands Regional School District, Roosevelt School District, Salem School District, Bergen, Hudson and Passaic Medical Examiners Office Study and Atlantic, Cumberland, Gloucester, Ocean, Passaic and Union Counties for Fellowships
- Stay Tuned for more information about the next round of LEAP Grant Funding information coming this fall
- Interested parties can contact DLGS for support or assistance regarding LEAP Grant funds at [DLGS.LeanGrant@dca.nj.gov](mailto:DLGS.LeanGrant@dca.nj.gov) or shared services by emailing or [SharedServices@nj.gov](mailto:SharedServices@nj.gov) or by calling 609-292-6858



## HOW CAN WE HELP?

- Conduct Studies
- Provide political support for tough decisions
- Grant funds (as described on previous pages)
- Mentorship through the process
- Announcing successes

**SHARED SERVICES WEB SITE: <https://www.nj.gov/dca/services/sharedservices.html>**



## CONTACT US

Local Assistance Bureau:

[Richard.Richardella@dca.nj.gov](mailto:Richard.Richardella@dca.nj.gov)

Nicolas Platt: 917-974-9100

Jordan Glatt: 201-650-6869

[SharedServices@nj.gov](mailto:SharedServices@nj.gov) (goes to all)



# QUESTIONS?



RESOURCES ADMINISTRATION CERTIFIED POSITIONS SUPPORT