



## Board of Chosen Freeholders

### REGULAR MEETING MINUTES

October 3, 2018

6:30 PM

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

- I. **Call to Order** Freeholder Director Melissa DeCastro called the meeting to order at 6:33 PM.
- II. **Invocation:** Director DeCastro called upon Reverend Kurt Terhune, Alloway Baptist Church, Alloway, NJ to provide the invocation and thanked him for joining them. Reverend Terhune participated in the National Day of Prayer earlier this year.
- III. **Pledge of Allegiance:** Director DeCastro called upon Joseph Hannagan, Director of Veterans Affairs to lead the Pledge of Allegiance.

#### IV. Statement Regarding Open Public Meetings Act

Clerk of the Board, Brenda Banks, stated that adequate notice pursuant to the Open Public Meetings Act has been given of this meeting:

##### **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, Fifth Street 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.

#### V. Attendance Roll Call

Freeholder	Present	Absent
Freeholder Lee Ware	X	
Deputy Director Charles Hassler	X	
Freeholder Benjamin Laury	X	
Freeholder Scott Griscom	X	
Director Melissa DeCastro	X	

#### VI. Minutes

Motion was made and seconded to dispense with the reading of the minutes of the September 19, 2018 Regular Meeting. Minutes are to be received, approved, and recorded in the Minute Book. No discussion followed. Motion Carried by a roll call vote.

Freeholder	Motion	Second	Aye	Nay	Abstain	Absent
Freeholder Lee Ware		X	X			
Deputy Director Charles Hassler	X		X			
Freeholder Benjamin Laury			X			
Freeholder Scott Griscom			X			
Director Melissa DeCastro			X			

**VII. Special Recognition:**

Proclamation Recognizing Knock Out Opioid Abuse Day October 6, 2018 – Director DeCastro called upon Freeholder Ben Laury and Gabrielle Heyel to come forward to accept the Proclamation. Freeholder Laury stated Opioid addiction is an epidemic. The County has taken proactive steps by hosting NARCAN meetings which are open to 25 people at a time. The attendees take home kits. This is important if you have a loved one or a friend who is addicted. He thanked Gabrielle for what she does. Gabrielle stated she works in the Woodstown High School. She, Woodstown High School students, and the Pittsgrove Municipal Alliance will be hanging door knockers and informational sheets on the doors throughout the community to recognize this day.

Proclamation Declaring October 10, 2018 as Put the Brakes on Fatalities Day in Salem County – Director DeCastro called upon Freeholder Scott Griscom to present the Proclamation to the Sheriff's Office representative. Freeholder Griscom stated there are bad statistics for fatalities. There were 37,461 fatalities nationally in 2016 and the leading cause of death for young people ages 15 to 34. In New Jersey there were 604 individuals who lost lives in traffic crashes in 2016. This day is to bring attention, awareness, and the importance to be safe. Sheriff's Officer Sean Henderson thanked the Freeholders for acknowledging this day as it is a big issue nationally and locally. He noted the importance to drive safely, no texting and driving, as well as any kind of distractive driving. He recommended obeying the speed limit and laws. There will be road department signs throughout the County with a safety message. He asked all residents to be safe when driving.

Director DeCastro stated the Freeholders are wearing Pink to recognize Breast Cancer Awareness Month.

**VIII. Presentation – No presentation**

**IX. Waiver of the Rules - No Waiver of the Rules**

**X. Correspondence:**

**A. General:**

1. Email from NJ Transit regarding NJT-18-067 PTC Service Adjustments for October 2018 Final.
2. Lower Alloways Creek Resolution 2018-87 Expressing the Township Committee's Concern at the Closing of Buckhorn Road Bridge and Urging the Salem and Cumberland County Freeholders to Work together to have the Bridge Repaired or Replaced.
3. Letter from Salem County Improvement Authority Solid Waste Division regarding the Authority's support for incorporating the Finlaw Building into the plans for the Court Facilities Expansion.
4. Letter from Stand Up for Salem pledging their support for the potential expanded judicial campus in the City of Salem and asking the Freeholder Board to consider future options for the courthouse and related facilities and using existing underutilized buildings close to the current courthouse.
5. Letter from Salem Community College regarding the future of the Finlaw Building and the possibility incorporate and utilize existing structures to meet contemporary judiciary needs on a modern justice campus.
6. Letter from the Office on Aging Director regarding the Area Plan Grant Funding Award Recommendations for the 2019-2021 funding.

7. Letter from the Office on Aging Assistant Director regarding the Area Plan Grant Funding Award Recommendations for the 2019-2021 for nutrition meals.
8. Letter from the Mayor of Salem City regarding the Finlaw Building and the upcoming courthouse expansion project requesting to include the Finlaw Building in the dialogue for consideration.
9. Notice from New Jersey Department of Transportation of a Public Information Center for the improvement of Route 40 between E. Wilson Avenue and Route 77 in Woodstown Borough, Pilesgrove Township, and Upper Pittsgrove Township, Salem County, to be held at the Woodstown High School Auditorium, October 3, 2018, 6:00 PM to 8:00 PM.
10. Letter to Salem County Engineer's Office copying the Board of Chosen Freeholders regarding the Pittsgrove Township Parvin State Park Appreciation Committee, Inc. safety improvement needed on Parvin Mill Road and the Pittsgrove Township Committee's support of the contents.

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

1. Salem County Public Works September 4, 2018 Meeting Minutes.

Motion was made and seconded to accept and file the correspondence and minutes, and to be made part of the minutes. No discussion followed. Motion Carried by a roll call vote.

Freeholder	Motion	Second	Aye	Nay	Abstain	Absent
Freeholder Lee Ware		X	X			
Deputy Director Charles Hassler	X		X			
Freeholder Benjamin Laury			X			
Freeholder Scott Griscom			X			
Director Melissa DeCastro			X			

**XI. PUBLIC HEARINGS & ADOPTIONS:**

Director DeCastro called upon Clerk of the Board Banks to read the Ordinance by Title.

Ordinance No. 2018-003

An Ordinance of the Board of Chosen Freeholders of the County of Salem, New Jersey, Appropriating the Sum of \$275,000 from the Capital Improvement Fund for the Completion of Various Capital Improvements and the Acquisition of Various Capital Equipment

1. Director DeCastro asked for a Motion to Open Public Hearing. Motion was made, seconded. No discussion. Motion Carried by a roll call vote.

Freeholder	Motion	Second	Aye	Nay	Abstain	Absent
Freeholder Lee Ware		X	X			
Deputy Director Charles Hassler	X		X			
Freeholder Benjamin Laury			X			
Freeholder Scott Griscom			X			
Director Melissa DeCastro			X			

2. No public spoke.
3. Director DeCastro asked for a Motion to Close Public Hearing. Motion was made and seconded. No discussion followed. Motion Carried by a roll call vote.

Freeholder	Motion	Second	Aye	Nay	Abstain	Absent
Freeholder Lee Ware		X	X			
Deputy Director Charles Hassler	X		X			
Freeholder Benjamin Laury			X			
Freeholder Scott Griscom			X			
Director Melissa DeCastro			X			

4. Director DeCastro asked the boards pleasure. There was a Motion and a second to Adopt Ordinance No. 2018-003. No discussion followed. Motion Carried by a roll call vote.
5. Roll Call Vote

Freeholder	Motion	Second	Aye	Nay	Abstain	Absent
Freeholder Lee Ware		X	X			
Deputy Director Charles Hassler	X		X			
Freeholder Benjamin Laury			X			
Freeholder Scott Griscom			X			
Director Melissa DeCastro			X			

## XII. Payment of Bills and Claims

A motion was made and seconded that all bills and claims, when audited and properly signed, be paid and charged to their respective accounts. No discussion followed. Motion Carried by a roll call vote.

Freeholder	Motion	Second	Aye	Nay	Abstain	Absent
Freeholder Lee Ware		X	X			
Deputy Director Charles Hassler	X		X			
Freeholder Benjamin Laury			X			
Freeholder Scott Griscom			X			
Director Melissa DeCastro			X			

## XIII. Treasurer's Report – August 2018

Motion was made and seconded to accept the Treasurer's August 2018 report. No discussion followed. Motion Carried by a roll call vote.

Freeholder	Motion	Second	Aye	Nay	Abstain	Absent
Freeholder Lee Ware		X	X			
Deputy Director Charles Hassler	X		X			
Freeholder Benjamin Laury			X			
Freeholder Scott Griscom			X			
Director Melissa DeCastro			X			

## XIV. Resolutions:

Director Melissa DeCastro asked if any Freeholders wanted any Resolutions read separately this evening, no resolution was asked to be read separately. She called upon Clerk Brenda Banks to read the Resolutions by title.

**A. ADMINISTRATIVE COMMITTEE – DeCastro, Hassler**

Resolution 2018-323: Resolution Certifying the Review of the 2017 Annual Audit

A motion was made and seconded to adopt the above resolution. No discussion followed. The Motion Carried by a roll call vote.

<b>Freeholder</b>	<b>Motion</b>	<b>Second</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Freeholder Lee Ware		X	X			
Deputy Director Charles Hassler	X		X			
Freeholder Benjamin Laury			X			
Freeholder Scott Griscom			X			
Director Melissa DeCastro			X			

**B. AGRICULTURAL/ TOURISM COMMITTEE – Ware, Laury**

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

Resolution 2018-324: Resolution Prohibiting Normal Traffic East Main Street, County Road #675 in the Borough of Penns Grove, Salem County Penns Grove High School Homecoming Parade

Resolution 2018-325: Resolution Prohibiting Normal Traffic East Main Street, County Road #675, West Main Street, County Road #675, State Street, County Road #634 in the Borough of Penns Grove, County of Salem “Unite for the Fight” Walk/ Run

Resolution 2018-326: Resolution Authorizing Execution of Federal Aid Agreement No. 08-DT-BLA-777 for Centerton Traffic Signal Improvements in Pittsgrove Township for the County of Salem

Resolution 2018-327: Resolution Approving an Agreement Pursuant to the Uniform Shared Services Act with Alloway Township for Installation of Solar Powered Flashing Speed Radar Signs at the Intersection of North and South Greenwich Street, County Road #540 and Main Street, County Road #581

Resolution 2018-328: Resolution Approving an Agreement with the New Jersey Department of Transportation for Replacement of Centerton Bridge, County Bridge #1701-235 Local Bridge Future Needs Program for Fiscal Year 2018

A motion was made and seconded to adopt the above five resolutions. Deputy Director Hassler commented that the Unite to Fight Run is for Breast Cancer Awareness as the name could cause alarm if they did not know the purpose. No further discussion followed. The Motion Carried by a roll call vote.

<b>Freeholder</b>	<b>Motion</b>	<b>Second</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Freeholder Lee Ware		X	X			
Deputy Director Charles Hassler	X		X			
Freeholder Benjamin Laury			X			
Freeholder Scott Griscom			X			
Director Melissa DeCastro			X			

**D. HEALTH/ HUMAN SERVICES/ EDUCATION COMMITTEE – Laury, DeCastro**

Resolution 2018-329: Resolution Awarding a Contract to the Senior Care Centers of America for Providing Adult Day Services – Medical Title III B to the Disabled and/or Elderly Residents of Salem County Under the Older Americans Act – Area Plan Grant

Resolution 2018-330: Resolution Awarding a Contract to the Senior Care Centers of America for Providing Caregiver Adult Day Services – Medical E to the Disabled and/or elderly residents of Salem County Under the Older Americans Act – Area Plan Grant

Resolution 2018-331 Resolution Awarding a Contract to South Jersey Legal Services, Inc., for Providing Legal Services to the Disabled and/or Elderly Residents of Salem County Under the Older Americans Act – Area Plan Grant

Resolution 2018-332: Resolution Rejecting Proposals Submitted for Providing Services and Programs for Salem County Residents 60 Years of Age or Older and Limited Disabled Residents Under the Area Plan Grant of the Older Americans Act (Housekeeping Title IIIB Programs)

Resolution 2018-333: Resolution Rejecting Proposals Submitted for Providing Services and Programs for Salem County Residents 60 Years of Age or Older and Limited Disabled Residents Under the Area Plan Grant of the Older Americans Act (Congregate Nutrition Title IIIC Programs)

Resolution 2018-334: Resolution Rejecting Proposals Submitted for Providing Services and Programs for Salem County Residents 60 Years of Age or Older and Limited Disabled Residents Under the Area Plan Grant of the Older Americans Act (Spanish Outreach – Title IIIB Programs)

Resolution 2018-335: Resolution Awarding a Contract for Medical Director for Salem County Department of Health for the County of Salem

A motion was made and seconded to adopt the above seven resolutions. No discussion followed. Motion Carried by a roll call vote.

Freeholder	Motion	Second	Aye	Nay	Abstain	Absent
Freeholder Lee Ware		X	X			
Deputy Director Charles Hassler			X			
Freeholder Benjamin Laury	X		X			
Freeholder Scott Griscom			X			
Director Melissa DeCastro			X			

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

Resolution 2018-336: Resolution Adopting the Salem County Youth Services Commission Comprehensive Plan Update and Grant Application 2019

Resolution 2018-337: Resolution Supporting an Application to the Office of Homeland Security and Preparedness for Funding the FFY18 Homeland Security Grant Program

Resolution 2018-338: Resolution Approving Participation with the State of New Jersey Grant Programs Administered by the Department of Law and Public Safety, Division of Criminal Justice, State Office of Victim-Witness Advocacy (V-20-16)

A motion was made and seconded to adopt the above three resolutions. No discussion followed. Motion Carried by a roll call vote.

Freeholder	Motion	Second	Aye	Nay	Abstain	Absent
Freeholder Lee Ware		X	X			
Deputy Director Charles Hassler			X			
Freeholder Benjamin Laury			X			
Freeholder Scott Griscom	X		X			
Director Melissa DeCastro			X			

**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 (FFY18 State Homeland Security Program)

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 (FY 2018 Local Bridge Future Needs Program)

A motion was made and seconded to adopt the above two resolutions. No discussion followed.  
Motion Carried by a roll call vote.

Freeholder	Motion	Second	Aye	Nay	Abstain	Absent
Freeholder Lee Ware		X	X			
Deputy Director Charles Hassler	X		X			
Freeholder Benjamin Laury			X			
Freeholder Scott Griscom			X			
Director Melissa DeCastro			X			

**IX. Freeholder Old Business – None.**

**X. Freeholder New Business** – Deputy Director Hassler made a motion to hold and advertise for a special meeting to be held on October 12, 2:00 PM to discuss the courthouse. Motion was seconded. Director DeCastro stated it is a good idea to have all Freeholders present to discuss the Courthouse and to do that we must follow the sunshine law and advertise. Freeholder Laury asked if the meeting was open or closed. Director DeCastro and Deputy Director Hassler both stated open to the public. Director DeCastro stated this allows every Freeholder the opportunity to be present to hear the information. Freeholder Griscom indicated the meeting allows input with the Sheriff’s Office and Architect, as well as, listen to what is needed. County Counsel clarified that there would be no action by the Board at that meeting will be a meeting for Freeholders to listen to the discussions, Freeholders agreed. No further discussion. Motion Carried by a roll call vote.

Freeholder	Motion	Second	Aye	Nay	Abstain	Absent
Freeholder Lee Ware		X	X			
Deputy Director Charles Hassler	X		X			
Freeholder Benjamin Laury			X			
Freeholder Scott Griscom			X			
Director Melissa DeCastro			X			

**XI. Freeholder Public Announcements**

Freeholder Laury: announced the County offers programs for those on Medicare, stated the Pantry Stretcher has been successful. Mid Atlantic has been filling the number of slots open. They have also hosted Vegetable Share days at Queen Apostles Church on Tuesdays, from 11 AM-2PM. The Disability Awareness Day will be on October 11<sup>th</sup> at the Grove. Freeholder Laury stated the transportation through Mid Atlantic has been going great, they are transporting for jobs, shopping trips, and medical trips.

The Arts & Bloom events will be coming up and in October there is the Halloween parade in Alloway.

Director DeCastro stated the Freeholders have a full schedule on Friday as they are going to support Salem County Women's Service Annual Dinner and First Responder Appreciation Dinner. There is also a ghost tour taking place on Friday.

Director DeCastro shared that she was invited to Washington, DC last week on Thursday. The topic was Rural Counties as a means to learn from one another. She sat next to the individual who is head of Meals on Wheels. Discussions included rural healthcare. She is thankful U.S. Senator Booker invited Salem County to be a part of the discussion.

**XII. Executive Closed Session (if needed)**

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

**Warren Weiting, Alloway:** Stated officer's jobs are tough. Alloway has a problem with everyone speeding. He used to walk to school, now things are different and he is hesitant for his granddaughter to walk to school. Blue lives matter too.

**XIV. Adjournment:** Motion was made by Deputy Director Hassler to adjourn the meeting, seconded by Freeholder Ware, no discussion. Meeting adjourned at 7:02 PM by a voice vote.

**Next Meeting Date**

Wednesday, October 17, 2018  
Regular Meeting 6:30 PM Meeting  
Salem County Olde Courthouse, 104 Market Street, Salem, New Jersey 08079

Respectfully Submitted,

Brenda P. Banks