



MINUTES

Board of Chosen Freeholders
County of Sussex
One Spring Street
Newton, New Jersey 07860

**SPECIAL MEETING SUSSEX COUNTY BOARD OF FREEHOLDERS
FRIDAY, SEPTEMBER 7, 2018
9:30 AM
FREEHOLDER MEETING ROOM
ORDER OF BUSINESS -DRAFT**

Item

1. **CALL TO ORDER BY DIRECTOR**

2. **ROLL CALL:**

Present: Freeholders Lazzaro, Petillo, Rose and Yardley. Freeholder Graham was tardy and arrived at 10:25 AM. Also present County Administrator Poff and County Counsel Kelly.

3. **MOMENT OF SILENCE AND SALUTE TO THE FLAG –** Led by Freeholder Director Rose

4. **PUBLIC STATEMENT** Read into the record by Freeholder Director

"Pursuant to the Open Public Meetings Act, Chapter 231, P.L. 1975 Adequate Notice as defined by Section 3D of Chapter 231, P.L. 1975, has been made by regular mail, such notice being submitted on June 13, 2018 from the Administrative Center of the County of Sussex, located at One Spring Street, Newton, New Jersey to the following:

New Jersey Herald WSUS Radio
New Jersey Sunday Herald WNNJ Radio
Star Ledger

and is also posted on the bulletin board maintained in the Administrative Center for public announcements and has been submitted to the Sussex County Clerk in compliance with said Act."

5. **APPROVAL OF AGENDA**

Motion: Freeholder Yardley

Second: Freeholder Lazzaro

Voice vote: All Members present voted in the affirmative.

6. **WELCOME**

Freeholder Director Rose welcomed all Municipal Officials and introduced today's Presenters:
Sandy Myers, District Manager Sussex County Soil Conservation District
Christine Florio, Division Director, Department of Health and Human Services
Page Lockburner, Office of Mosquito Control
Will Porter, Library Director
Bill Koppenaal, County Engineer
Melissa Rockwell, Tax Administrator
Elke Yetter, Treasurer

Refreshments are served in the Executive Conference Room.

7. **PRESENTATIONS:**

A. Sussex County Soil Conservation District Manager – Sandy Myers

Ms. Myers thanked the Freeholders for today's invitation for she has only been with the Office two months and today gives her an opportunity to introduce herself and explain the role her Office. First point of clarification is that the District Office is not a County function. New Jersey has 15 Soil Conservation Districts that implement the New Jersey Soil Erosion and Sediment Control Act which governs certain aspects of new development. Questions were posed by Officials from Vernon, Montague and Fredon regarding ongoing municipal issues. Response from the Dais is the importance of local enforcement via municipal ordinance. In closing Ms. Myers noted that there is a Board Vacancy at the District and anyone interested to serve to visit the District website www.sussesscd.org

One suggestion from a Municipal Official is that because there is so much soil movement in the County and the roads are being impacted by load weight and traffic that the Sheriff Office have a Section whereby Officers can be trained to enforce load weight and that County purchase portable weight scale station. Local municipal Police Departments are not trained and municipalities are not able to afford the cost of the weigh station.

10:05 AM – Christine Florio

Folders containing handouts pertaining to the Division were reviewed which included:

- Campaign to Change Direction regarding Mental Health
- Adult Protective Services
- Flu Vaccine and Pneumococcal Vaccine Clinics
- Senior Services Programs
- Skylands Transit – September 18 at Noon is Annual Public Meeting. Please share this information with Staff and Residents.
- Veteran Services
- Contact Sheet for all Divisions within the Department of Health and Human Services
- Human Services Resource Guide

Ms. Florio emphasized that the County is here to help. Please inform Municipal Staff of our Services and Resources and please share with Residents. County personnel can attend municipal events and we encourage that you share this information on your municipal web sites.

10: 15 AM Ms. Page Lockburner, Office of Mosquito Control

General questions were posed and Ms. Lockburner encourages both municipal officials and residents to report any and all activity and contact office with any questions. The Office is frequently out on the road and meeting with a municipal official or group is very possible.

10:20 AM – Library Director Will Porter

Mr. Porter has been with the County Library one year and it is exciting times. With the passage last year of the New Jersey Library Bond Referendum, Sussex County has been looking to the future. A recent and successful survey demonstrated where our Patrons want to go with Library Resources. We have begun to make some changes which includes expanding hours, looking to improve general appearances and comforts to the Library branches. The Library Systems includes the Main Library, Dennis Branch, Dorothy Henry Branch, Franklin Branch, Louise Childs Branch and Sussex-Wantage Branch. [10:25 AM Freeholder Graham joins the meeting.]

Today's library is open 24/7 with eLibrary where access to eBooks digital magazines, online services and research. One only needs a Library card, which can be applied for in person or online. Libraries have become Community Hubs, offering programs and children and adults, career connection services, genealogy are just a few examples of what we offer. New is a Banner Creation program available to residents and municipalities. The Library partners with County Departments and Agencies to offer our facilities for programs. The thought that the internet was going to put Libraries out of business is false. Libraries have seen increased foot traffic in both good and bad economic times.

Freeholder Graham commented how he frequently uses the eBooks during his business travel. It is fast and easy access to reading material and does not require him to visit the local branch.

Time is 10:35 AM – Bill Koppenaal, County Engineer

A handout was provided and points highlighted included:

- How to contact the County regarding Road and Bridge Request Service or Questions. Mr. Koppenaal suggested that Municipalities put a link on their web sites to this Service Request portal.
- Ongoing Sign Fabrication Shared Service with several municipalities
- An understanding of Road Opening Permit and Work within the County Right of Way. Road Opening Permit Application is available on the County Web Site.
- Project Awareness: Public Notices are distributed to all interested parties; Project Notices are maintained on the County Web Site under Engineering.
- Project Coordination: Please inform the County of all local projects. Perhaps we can work in tandem and improve County road/bridge at time of your municipal project. Plus knowing of local projects help us to prevent encroaching on your completed projects.
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Questions raised were regarding Truck Load Limits. Particular concern was raised by Montague Township regarding trucks coming into the Town via Port Jervis NY. It was recommended that the Township contact Port Jervis about imposing a weight limit for it will reduce local deliveries. Another question regarding the traffic signal at Hicks/Newton Sparta Road was answered which is there are no immediate plans. Issue is the lack of interest by a developer for the locale.

11:05 AM – Melisa Rockwell, Tax Board Administrator and joined today with John Fierro, President County Tax Board.

The County Tax Board is an independent office of the County overseen directly by the State Division of Taxation. Members of the County Board are appointed by the Governor. Board size is depending on County population. Sussex County is a five member board. There are currently two vacancies. The Board is to secure all property taxation uniformly. The office performs administrative and appellate duties and is considered quasi-judicial. Ms. Rockwell works closely with municipal Tax Assessors. Average County Tax Ratio is mid 90%.

11:10 AM – Elke Yetter, County Treasurer

New Treasurer as of July. The Department of Finance and Library Services is made up of two divisions, Finance and Library Services, as well as three offices:

Office of Budget Management, Office of Fiscal Management and Office of Treasury.

11:13 AM – Freeholder Rose indicated this concludes today's presentations. Reminded guests there are vacancies on several County Boards and if there is interest please contact the County Administrator.

Floor was opened for final question or comments.

Representative from Vernon suggest municipalities would benefit with shared service for Records Retention. Gone are the days of the PARIS Grant, but now that the County has digitized most records, perhaps assistance could be extended to the municipalities.

Mayor Rubenstein, Byram suggested the consideration of a Municipal Shared Services Forum. Granted the County like municipalities are working with less Staff but perhaps achieve an economy of scale.

Time is 11:20 AM Recess

8. **PUBLIC HEARINGS – NONE**

9. **PUBLIC SESSION FROM THE FLOOR - Time is 11:25 AM**

Please Note: Everyone is asked to keep their comments to 5 minutes or less and only address issues regarding agenda items followed by a 3 minute response time from the Freeholder Board. Please state your name, and print your name and municipality on the sign in sheet.

Motion to Open Public Session – Freeholder Petillo

Second: Freeholder Lazzaro

Voice Vote: All Members present voted in the affirmative.

No Comments

Motion to Close Public Session: Freeholder Lazzaro

Second: Freeholder Petillo

Voice Vote: All Members present voted in the affirmative.

10. **FREEHOLDERS' COMMENTS** - NONE

11. **APPROVAL OF CONSENT AGENDA** – NONE

12. **APPROVAL OF MINUTES – NONE**
13. **APPOINTMENT AND/OR RESIGNATIONS – NONE**
14. **RESOLUTIONS - NONE**
15. **AWARDS OF CONTRACT/CHANGE ORDER/BID – NONE**
16. **PERSONNEL – NONE**
17. **ADMINISTRATIVE REPORT -NONE**
18. **COUNTY COUNSEL - NONE**
19. **UNFINISHED BUSINESS – NONE**
20. **NEW BUSINESS – NONE**

21. **PUBLIC SESSION FROM THE FLOOR**

Please Note: Everyone is asked to keep their comments to 5 minutes or less and only address issues regarding agenda items followed by a 3 minute response time from the Freeholder Board. Please state your name, and print your name and municipality on the sign in sheet.

Motion to Open the Public Session: Freeholder Graham
Second: Freeholder Petillo
Voice Vote: All Members present voted in the affirmative.

No Comments.

Motion to close the Public Session: Freeholder Graham
Second: Freeholder Petillo
Voice Vote: All Members present voted in the affirmative.

22. **REMINDERS**

Upcoming Freeholder Meetings
September 12, 2018 7:00 PM at County Administrative Building
September 20, 2018 9:00 AM Joint Meeting at Sussex County Vocational High School
September 26, 2018 7:00 PM at County Administrative Building

23. **ADJOURNMENT**

Time is 11:25 AM
Motion to adjourn: Freeholder Lazzaro
Second: Freeholder Petillo
Voice Vote: All Members voted in the affirmative.

Respectfully submitted,

Teri Lyons, Clerk

