

**MINUTES OF A CAUCUS MEETING OF THE BOARD OF COUNTY COMMISSIONERS,
HELD IN THE COUNTY ADMINISTRATION BUILDING, 4 MOORE ROAD, CAPE MAY
COURT HOUSE, NEW JERSEY ON TUESDAY, JANUARY 12, 2021 AT 3:00 P.M.**

Deputy Clerk Doyle called the meeting to order. The following members answered roll call:

Commissioner Hayes-Present (1)
Commissioners Morey, Pierson and Thornton- Virtual access (3)
Commissioner Desiderio-Absent (1) arrived in person 3:17 p.m.

Statement of the Director:

“This is a notice read pursuant to the requirements of the “Open Public Meetings Act.” At least 48 hours advance notice of this meeting has been provided by posting of the same in writing on the bulletin boards in the County Administration Building, and the County Clerk’s Office and mailing a copy of the notice to the Cape May County Herald and the Atlantic City Press and filing the same with the County Clerk, all being done on Wednesday, January 6, 2021.”

Moment of Silence

Flag Salute- Led by Freeholder Pierson.

Agenda Items

Discussion:

1. Allison Hansen-Purchasing Report

Ms. Hansen detailed awards, extensions, or changes to contracts, and competitive contracting of the following resolutions: Res. Nos. 28-21, 29-21, 30-21, 31-21, 32-21, 33-21, 35-21 and 44-21.

Res. 28-21 authorizing Agreement with Jersey Cape Diagnostic, Training and Opportunity Center to provide Recyclable Materials Pickup Service for County of Cape May Facilities in the amount of \$58,812.00.

Res. 29-21 appointing Public Agency Compliance Officer in accordance with N.J.A.C. 17:27-3.2.

Res. 30-21 constituting an Agreement with certain State and National Contract Vendors for 2021.

Res. 31-21 authorizing on-going public sale of surplus property and vehicles through contracted online auction service.

Res. 32-21 awarding Contract No. C0-239 to Seneca Mineral Company to furnish and deliver Sodium Formate to County of Cape May.

Res. 33-21 awarding Contract No. C0-241 to Richard E. Pierson Materials Corp. and Contract No. C0-242 to Seashore Asphalt Corp. to furnish and deliver Rip Rap Stone for Cape May County.

Res. 35-21 authorizing Consent to Assignment of Contract No. C9-235 with Daytop Village of New Jersey, Inc. to Acenda, Inc.

January 12, 2021, (Continued)

Res. 44-21 authorizing Change Order No. 3 to Contract No. C0-70 with R. Wilkinson & Sons Construction for Safari Café in the amount of \$30,115.56.

2. Robert Church-Engineer's Update

The following resolutions on the agenda to be authorized during the Regular Meeting of Board tonight were acknowledged and/or discussed by Mr. Church.

Res. 48-21 approving contract documents for 2021 Miscellaneous Drainage Improvements I on an As-Needed Basis throughout Cape May County and authorizing the Clerk of the Board to advertise for bids for same.

Res. 49-21 amending Resolution No. 873-20 and authorizing the execution of an Assignment of Contract between the County of Cape May and Total Control Systems, Inc. to Marchetti Bros., LLC, DBA Total Control Systems.

Res. 50-21 authorizing application for Road Opening Permit to Arthur R. Henry, Inc. for Bayshore Road (CR603), Township of Lower.

Res. 51-21 authorizing application for Road Opening Permit to New Jersey American Water Company for the intersection of Mechanic Street (CR615) and Magnolia Drive (CR673), Township of Middle.

3. Commissioner Discussions

Acting Administrator Kevin Lare- Mr. Lare reminded the Commissioners of the sequence of events which followed the temporary budget adoption. It had been approved at the reorganization meeting, with 26% of the proposed 2021 budget loaded into Edmunds financial system. Brittany Smith, CFO expected to close out the 2020 year by Friday. Commerce would then open as per the usual to all departments. They should have access to their budgets by Friday or Tuesday of next week, he informed. He continued, detailing the capital budget, repeating what was forewarned, that the capital budget would be larger this year. A large chunk of the capital monies would be frontloaded in the temporary budget, so that big-ticket items could be ordered right away. The larger purchases tended to take much longer for delivery, he explained.

He provided the Commissioners an update on the proposed Zoo Education Building. The design of the building had been advertised by way of RFP. It was to be located right out front of the main entrance of the Park & Zoo. Because an annex building for the Sheriff's officers who patrolled the Park & Zoo grounds had been requested previously, the decision was made to provide a separate space for the sheriff and his staff in the new Zoo Education Building, combining two projects into one. Once construction estimates came back, the figures would be presented to the Board. Another existing Sheriff's Annex building located on Crest Haven Rd. would be demolished due to its age and poor condition. Staff from that location would be relocated to the Correctional facility.

Mr. Lare commented Kevin Thomas and the Health Department staff were doing a great job with their plan and process for distributing the COVID vaccine. More information would be forthcoming.

January 12, 2021, (Continued)

Additional facts, plus positive helpful messaging was planned to be released to the public, such as how to go about getting vaccinated. The vaccination timeline was dependent on the state getting the doses to the county.

Commissioner Morey- Relative to the budget and departments, Mr. Morey discussed Nancy Mauro's retirement and departure from her position as Administrator of Public Works. A replacement for Nancy had been contemplated, along with a plan to separate Public Works and Engineering. During budget hearings a recommendation was made to separate the two departments. The team agreed it would be beneficial to separate. Administrator Lare indicated now would be a good time to do it and it would be beneficial in general. Nancy Mauro detailed her recommendation to separate. The Public Works Director would be handling the administrative items for that department and employees. An office manager would be assigned to the Engineering Department. An engineer from existing staff members would become the new office manager.

Commissioner Pierson-Mr. Pierson advised Richard E. Pierson Materials Corp. in Res. No. 33-21 was no relation to him.

Commissioner Hayes- Ms. Hayes thanked Commissioner Desiderio, Director Runyon and Sheriff Nolan for exploring the idea to combine the education building with sheriff's office space.

Commissioner Desiderio- Mr. Desiderio agreed with the concept to combine the education building with the sheriff's office space.

Commissioner Thornton- Nothing to discuss.

Moved by Mr. Desiderio seconded by Ms. Hayes to adjourn the caucus. Roll call: Freeholder Desiderio, Hayes, Pierson and Thornton (AYE-4) (NAYE-None) (ABSTAIN-None) (ABSENT-One). Carried.

Caucus adjourned at 3:25 p.m.

Clerk of the Board