

# ATLANTIC COUNTY BOARD OF COUNTY COMMISSIONERS

Stillwater Building  
201 Shore Road, Northfield, New Jersey 08225  
and via Microsoft Teams Video Conferencing

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## Minutes of Meeting January 16, 2024

### CALL TO ORDER

A regular meeting of the Atlantic County Board of County Commissioners was called to order by Chairwoman Maureen Kern at 4:00 p.m., Eastern Standard Time, on the above-mentioned date, in the Stillwater Building located at 201 Shore Road, Northfield, NJ and via Microsoft Teams video conferencing.

### OPEN PUBLIC MEETING STATEMENT

Statement of Open Public Meeting Compliance: Pursuant to the Open Public Meetings Act, Chairwoman Kern announced that adequate notice of this meeting, as required by said Act, has been published in *The Press of Atlantic City* and mailed to *The Hammonton Gazette*; posted on the bulletin boards at 1333 Atlantic Avenue, Atlantic City, the Stillwater Building, 201 Shore Road, Northfield and the County Clerk's Office in Mays Landing.

### PRAYER, MOMENT OF SILENCE AND FLAG SALUTE

Commissioner Parker offered the prayer followed by the flag salute led by Chairwoman Kern. A moment of silence was held for William Gatto, Rev. Dr. Ben Logan and Rev. Dr. Joseph Corbitt.

### ROLL CALL

The following roll call was recorded: PRESENT: Balles, Bertino, Byrnes, Coursey, Dase, Gatto, Parker, Risley and Kern. ABSENT: None.

A quorum was present.

### MINUTES OF MEETING December 19, 2023

Commissioner Gatto moved and Commissioner Balles seconded a motion to adopt and dispense with the reading of the December 19, 2023 minutes.

The above-mentioned motion was adopted by the following roll call: AYES: Balles, Bertino, Coursey, Dase, Gatto, Parker, Risley and Kern. NAYS: None. ABSTAINED: Byrnes.

### MINUTES OF MEETING January 2, 2024

Commissioner Risley moved and Commissioner Gatto seconded a motion to adopt and dispense with the reading of the January 2, 2024 minutes.

The above-mentioned motion was adopted by the following roll call: AYES: Balles, Bertino, Byrnes, Coursey, Dase, Gatto, Parker, Risley and Kern. NAYS: None.

### PRESENTATIONS

Atlantic County 2024 Budget Message by Atlantic County Executive Dennis Levinson.

Reverend Dr. Martin Luther King Jr. Community Spirit Award presented to Leslie White-Coursey by Atlantic County Executive Dennis Levinson.

### RESOLUTION NO. 13 Amending Resolution No. 513 (9-19-23), a grant for the Older Americans Act 2023 Area Plan Contract

Commissioner Coursey moved and Commissioner Gatto seconded a motion amending Resolution No. 513 adopted on September 19, 2023, a grant from the New Jersey Department of Human Services, Division of Aging Services for the Older Americans Act 2023 Area Plan Contract for a net increase of \$5,788.00 and a total program amount not to exceed \$4,863,031.00 for the period commencing January 1, 2023 and terminating December 31, 2023.

The above-mentioned motion was adopted by the following roll call:  
AYES: Balles, Bertino, Byrnes, Coursey, Dase, Gatto, Parker, Risley and Kern. NAYS: None.

**RESOLUTION NO. 14**  
**Grant application and acceptance for the 2024 Social Services for the Homeless Grant**

Commissioner Coursey moved and Commissioner Gatto seconded a motion authorizing a grant application and acceptance from the State of New Jersey, Department of Human Services, Division of Family Development for the 2024 Social Services for the Homeless Grant for an amount not to exceed \$606,100.00 for the period commencing January 1, 2024 and terminating December 31, 2024.

The above-mentioned motion was adopted by the following roll call:  
AYES: Balles, Bertino, Byrnes, Coursey, Dase, Gatto, Parker, Risley and Kern. NAYS: None.

**RESOLUTION NO. 15**  
**Grant application and acceptance for the SFY 2024 Law Enforcement Officers Training and Equipment Fund (LEOTEF) Grant**

Commissioner Balles moved and Commissioner Dase seconded a motion authorizing a grant application and acceptance from the State of New Jersey, Department of Law and Public Safety, Office of the Attorney General for the SFY 2024 Law Enforcement Officers Training and Equipment Fund (LEOTEF) Grant for an amount not to exceed \$9,322.59 for the term commencing July 1, 2023 and terminating on June 30, 2024.

The above-mentioned motion was adopted by the following roll call:  
AYES: Balles, Bertino, Byrnes, Coursey, Dase, Gatto, Parker, Risley and Kern. NAYS: None.

**RESOLUTION NO. 16**  
**Professional services agreement to conduct a feasibility study for a centralized call center and dispatch center for fire and EMS**

Commissioner Risley moved and Commissioner Bertino seconded a motion authorizing a professional services agreement with ADCOMM Engineering, LLC to conduct a feasibility study for a centralized call center and dispatch center for fire and EMS for an amount not to exceed \$137,289.00 from notice of award to July 31, 2024.

The above-mentioned motion was adopted by the following roll call:  
AYES: Balles, Bertino, Byrnes, Coursey, Dase, Gatto, Parker, Risley and Kern. NAYS: None.

**RESOLUTION NO. 17**  
**Professional services agreement for the provision of an Employee Assistance Program**

Commissioner Risley moved and Commissioner Gatto seconded a motion authorizing a professional services agreement with Deer Oaks EAP Services, LLC for the provision of an Employee Assistance Program for an amount not to exceed \$27,000.00 for the period beginning January 1, 2024 and ending December 31, 2024.

The above-mentioned motion was adopted by the following roll call:  
AYES: Balles, Bertino, Byrnes, Coursey, Dase, Gatto, Parker, Risley and Kern. NAYS: None.

**RESOLUTION NO. 18**  
**Renewal competitive contract for the provision of homeless consultant services**

Commissioner Bertino moved and Commissioner Gatto seconded a motion authorizing a renewal competitive contract with Monarch Housing Associates, Inc. for the provision of homeless consultant services for an amount not to exceed \$53,000.00 for the term commencing January 1, 2024 and terminating December 31, 2024.

The above-mentioned motion was adopted by the following roll call:  
AYES: Balles, Bertino, Byrnes, Coursey, Dase, Gatto, Parker, Risley and Kern. NAYS: None.

**RESOLUTION NO. 19**  
**Renewal competitive contracts for the provision of homecare services under the Homemaker/Division of Welfare and Statewide Respite Care Grant Programs**

Commissioner Coursey moved and Commissioner Gatto seconded a motion authorizing renewal competitive contracts with various vendors for the provision of homecare services under the Homemaker/Division of Welfare and Statewide Respite Care Grant Programs for an amount not to exceed \$405,000.00 for a one-year period commencing January 1, 2024 and terminating December 31, 2024.

The above-mentioned motion was adopted by the following roll call: AYES: Balles, Bertino, Byrnes, Coursey, Dase, Gatto, Parker, Risley and Kern. NAYS: None.

**RESOLUTION NO. 20**  
**Competitive contract to provide a HEDS Step Down Program**

Commissioner Balles moved and Commissioner Gatto seconded a motion authorizing a competitive contract with Jewish Family Services to provide a HEDS Step Down Program for an amount not to exceed \$102,000.00 for the term commencing from notice of award and terminating March 31, 2024.

The above-mentioned motion was adopted by the following roll call: AYES: Balles, Bertino, Byrnes, Coursey, Dase, Gatto, Parker, Risley and Kern. NAYS: None.

**RESOLUTION NO. 21**  
**Bid contract for a helicopter rental for mosquito surveillance**

Commissioner Gatto moved and Commissioner Dase seconded a motion authorizing a bid contract with Allen Chorman and Son, Inc. for a helicopter rental for mosquito surveillance for an amount not to exceed \$143,500.00 for the period commencing from notice of award and terminating December 31, 2024.

The above-mentioned motion was adopted by the following roll call: AYES: Balles, Bertino, Byrnes, Coursey, Dase, Gatto, Parker, Risley and Kern. NAYS: None.

**RESOLUTION NO. 22**  
**Renewal bid contract for the leasing of sixty-five (65) electric and/or gas-powered golf carts, one (1) beverage cart and up to two (2) utility vehicles for use at Green Tree Golf Course**

Commissioner Coursey moved and Commissioner Gatto seconded a motion authorizing a renewal bid contract with Golf Car Specialties for the leasing of sixty-five (65) electric and/or gas-powered golf carts, one (1) beverage cart and up to two (2) utility vehicles for use at Green Tree Golf Course for an amount not to exceed \$45,930.00 for the period commencing June 1, 2024 and terminating May 31, 2025.

The above-mentioned motion was adopted by the following roll call: AYES: Balles, Bertino, Byrnes, Coursey, Dase, Gatto, Parker, Risley and Kern. NAYS: None.

**RESOLUTION NO. 23**  
**Change order contract for the installation of a Clean Agent Fire Suppression System at the Sheriff's Office**

Commissioner Gatto moved and Commissioner Dase seconded a motion authorizing Change order no. 1, a contract with Rich Fire Protection for the installation of a Clean Agent Fire Suppression System at the Sheriff's Office for a net increase of \$40,000.00 and a total amendatory amount not to exceed \$380,472.00.

The above-mentioned motion was adopted by the following roll call: AYES: Balles, Bertino, Byrnes, Coursey, Dase, Gatto, Parker, Risley and Kern. NAYS: None.

**RESOLUTION NO. 24**  
**Commodity resale agreement for the resale of road salt and/or brine**

Commissioner Coursey moved and Commissioner Gatto seconded a motion authorizing a commodity resale agreement with the City of Estell Manor for the resale of road salt and/or brine at no cost for the term commencing August 26, 2021 and terminating August 25, 2026.

The above-mentioned motion was adopted by the following roll call: AYES: Balles, Bertino, Byrnes, Coursey, Dase, Gatto, Parker, Risley and Kern. NAYS: None.

**RESOLUTION NO. 25**  
**Keystone Purchasing Network (KPN) National Cooperative contract to furnish, deliver and install modular buildings at Harborfields Detention Center**

Commissioner Coursey moved and Commissioner Gatto seconded a motion authorizing a Keystone Purchasing Network (KPN) National Cooperative contract with Modular Genius, Inc. to furnish, deliver and install modular buildings at Harborfields Detention Center for an amount not to exceed \$387,599.83 for the term commencing from notice of award and terminating February 28, 2024.

The above-mentioned motion was adopted by the following roll call: AYES: Balles, Bertino, Byrnes, Coursey, Dase, Gatto, Parker, Risley and Kern. NAYS: None.

**RESOLUTION NO. 26**  
**Shared services agreement for the purchase of trailers for educational services at Harborfields Detention Center**

Commissioner Coursey moved and Commissioner Gatto seconded a motion authorizing a shared services agreement with the New Jersey Juvenile Justice Commission for the purchase of trailers for educational services at Harborfields Detention Center for an amount not to exceed \$300,000.00 for a term commencing January 1, 2024 and terminating December 31, 2024.

The above-mentioned motion was adopted by the following roll call: AYES: Balles, Bertino, Byrnes, Coursey, Dase, Gatto, Parker, Risley and Kern. NAYS: None.

**RESOLUTION NO. 27**  
**Alternate method contract to provide administrative and/or special project support to Administration**

Commissioner Coursey moved and Commissioner Gatto seconded a motion authorizing an alternate method contract with South Jersey Consultants, LLC to provide administrative and/or special project support to Administration for an amount not to exceed \$85,000.00 for the one-year period commencing January 1, 2024 and terminating December 31, 2024.

The above-mentioned motion was adopted by the following roll call: AYES: Balles, Bertino, Byrnes, Coursey, Dase, Gatto, Parker, Risley and Kern. NAYS: None.

**RESOLUTION NO. 28**  
**Interlocal agreement to be used for the 2023 salaries of Cooperative Extension Service staff members**

Commissioner Coursey moved and Commissioner Gatto seconded a motion authorizing an interlocal agreement with Rutgers, The State University of New Jersey to be used for the 2023 salaries of Cooperative Extension Service staff members for an amount not to exceed \$265,609.00 for the period from January 1, 2023 through December 31, 2023.

The above-mentioned motion was adopted by the following roll call: AYES: Balles, Bertino, Byrnes, Coursey, Dase, Gatto, Parker, Risley and Kern. NAYS: None.

**RESOLUTION NO. 29**  
**Interlocal agreement to be used for the 2024 salaries of Cooperative Extension Service staff members**

Commissioner Risley moved and Commissioner Gatto seconded a motion authorizing an interlocal agreement with Rutgers, The State University of New Jersey to be used for the 2024 salaries of Cooperative Extension Service staff members for an amount not to exceed \$304,243.00 for the period from January 1, 2024 through December 31, 2024.

The above-mentioned motion was adopted by the following roll call: AYES: Balles, Bertino, Byrnes, Coursey, Dase, Gatto, Parker, Risley and Kern. NAYS: None.

**RESOLUTION NO. 30**  
**Agreement concerning the installation and operation of emergency pre-emption equipment to expedite the movement of emergency vehicles at intersections in the City of Absecon**

Commissioner Coursey moved and Commissioner Gatto seconded a motion authorizing an agreement with the City of Absecon and the New Jersey Department of Transportation concerning the installation and operation of emergency pre-emption equipment to expedite the movement of emergency vehicles at intersections in the City of Absecon.

The above-mentioned motion was adopted by the following roll call: AYES: Balles, Bertino, Byrnes, Coursey, Dase, Gatto, Parker, Risley and Kern. NAYS: None.

**RESOLUTION NO. 31**  
**Alternate method contract to provide maintenance services for the Abacus and Admin/AP software for the Department of Family and Community Development**

Commissioner Coursey moved and Commissioner Gatto seconded a motion authorizing an alternate method contract with Synergex International Corporation to provide maintenance services for the Abacus and Admin/AP software for the Department of Family and Community Development for an amount not to exceed \$54,225.60 for the one-year period commencing January 1, 2024 and terminating December 31, 2024.

The above-mentioned motion was adopted by the following roll call: AYES: Balles, Bertino, Byrnes, Coursey, Dase, Gatto, Parker, Risley and Kern. NAYS: None.

**RESOLUTION NO. 32**  
**Alternate method contract to provide annual software maintenance service for InfoShare records management used by the Prosecutor's Office**

Commissioner Coursey moved and Commissioner Gatto seconded a motion authorizing an alternate method contract with Computer Square, Inc. to provide annual software maintenance service for InfoShare records management used by the Prosecutor's Office for an amount not to exceed \$57,100.00 for the term commencing January 1, 2024 and terminating December 31, 2024.

The above-mentioned motion was adopted by the following roll call: AYES: Balles, Bertino, Byrnes, Coursey, Dase, Gatto, Parker, Risley and Kern. NAYS: None.

**RESOLUTION NO. 33**  
**Amending Resolution No. 709 (12-19-23), a renewal competitive contract for the provision of medical and health care services to inmates of the Atlantic County Justice Facility and Harborfields Juvenile Detention Center**

Commissioner Balles moved and Commissioner Gatto seconded a motion amending Resolution No. 709 adopted on December 19, 2023, a renewal competitive contract with CFG Health Systems, LLC for the provision of medical and health care services to inmates of the Atlantic County Justice Facility and Harborfields Juvenile Detention Center for a net increase of \$216,838.00 and a total amendatory amount not to exceed \$8,843,069.00 for the term commencing January 1, 2024 and terminating December 31, 2024.

The above-mentioned motion was adopted by the following roll call: AYES: Balles, Bertino, Byrnes, Coursey, Dase, Gatto, Parker, Risley and Kern. NAYS: None.

**MOTION TO COMBINE AND ADOPT RESOLUTION NOS. 34 AND 35**

Commissioner Coursey moved and Commissioner Gatto seconded a motion to combine and adopt Resolutions Nos. 34 and 35.

**RESOLUTION NO. 34**  
**Appointment to the Atlantic County Workforce Development Board**

Appointment of L. Minnett Santiago to the Atlantic County Workforce Development Board for a term to expire on June 30, 2027.

**RESOLUTION NO. 35**  
**Reappointments to the Atlantic County Senior Citizens Advisory Board**

Reappointment of Robert Greene, Mamie G. Jackson, Mary Beth Lewis and Sabrena T. McDaniel Brandon to the Atlantic County Senior Citizens Advisory Board for a term to expire on January 31, 2027.

The above-mentioned motion was adopted by the following roll call: AYES: Balles, Bertino, Byrnes, Coursey, Dase, Gatto, Parker, Risley and Kern. NAYS: None.

**WRITTEN COMMUNICATIONS AND PETITIONS** Written communications and petitions were received by this office from December 20, 2023 through January 16, 2024.

Commissioner Bertino requested a cursory review of the Atlantic County Insurance Commission.

Chairwoman Kern suggested the County Code Review Committee review the bylaws of the Insurance Commission and any other Commissions or Boards.

Commissioner Coursey agrees with Commissioner Bertino to review the processes of the Insurance Commission.

**REPORTS OF SPECIAL COMMITTEES OF THE BOARD**

Commissioner Gatto stated at the end of last year the budget sub-committee discussed salary increases for the Board and Commissioner staff. A salary Ordinance was passed in 2022 but was not implemented.

Commissioner Coursey concurred the salary increase is necessary and warranted for the staff. Health benefits for the Board were taken away from the Commissioners with no salary increase since 1990. The union employees are happy with the recent negotiations for salary increases in their contracts.

Commissioner Risley announced the South Jersey Economic Development District's audit report received the highest rating of an "unmodified opinion." The finances are excellent but they are still searching for a new Executive Director.

**UNFINISHED BUSINESS**

There was no unfinished business.

**NEW BUSINESS**

There was no new business.

**PUBLIC COMMENTS**

Chairwoman Kern opened the meeting to the public at 5:29 p.m.

Keith Fernandez, resident of Buena Vista Township offered the services of his company, Automated Lawn Services, a fully electric lawn care solution for commercial properties.

There being no further comments, Chairwoman Kern closed the public portion at 5:31 p.m.

**GOOD OF THE ORDER**

There were no comments for the good of the order.

**ADJOURNMENT**

Chairwoman Kern entertained a motion to adjourn the meeting. Commissioner Coursey moved and Commissioner Gatto seconded a motion to adjourn the Commissioners' meeting. The motion was unanimously passed. The meeting was adjourned at 5:31 p.m.

Submitted by,

Tara Silipena  
Clerk of the Board