

Passaic County Board of Chosen Freeholders

OFFICE OF THE
PASSAIC COUNTY FREEHOLDERS

Assad R. Akhter
John W. Bartlett
Theodore O. Best, Jr.
Terry Duffy
Bruce James
Cassandra "Sandi" Lazzara
Pasquale "Pat" Lepore

401 Grand Street
Paterson, New Jersey 07505
Tel: 973-881-4402
Fax: 973-742-3746

Anthony J. De Nova III
Administrator
William J. Pascrell, III, Esq.
County Counsel
Louis E. Imhof, III, RMC
Clerk Of The Board



Meeting Venue

Date: Jan 04, 2018 - 2:30 PM

Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

- A. Clerk Call the Passaic County Board of Chosen Freeholders
181st. Re-Organizational Meeting to Order
- B. Clerk Announcement of the Open Public Meeting Law
- C. Clerk Flag Salute
- D. Clerk Invocation
- E. MC Introduction of the Honorable Ernest M. Caposela, A.J.S.C
New Jersey Superior Court, Passaic Vicinage
- F. Clerk For the record as Clerk of the Board I am in receipt of
the certified Oaths of Office for Freeholders Akhter, Best and James
for 3 Year Terms beginning January 1, 2018 thru December 31, 2020
- G. MC Roll Call
 - 1. Akhter
 - 2. Bartlett
 - 3. Best

4. Duffy
5. James
6. Lazzara
7. Lepore

H. Clerk May I have a Nomination for Director for the Year 2018

1. Freeholder Nomination for Director
2. Freeholder Second the Nomination

I. Clerk Are there any other nominations?

J. Clerk May I have a motion to close nominations

1. Freeholder Moves to close nominations
2. Freeholder Second
3. Clerk Roll Call: Akhter, Bartlett, Best, Duffy, James, Lazzara, Lepore

K. Clerk Motion to vote upon the nomination for Freeholder Director

1. Freeholder Moves to vote upon the nomination for Freeholder Director
2. Freeholder Second
3. Clerk Roll Call: Akhter, Bartlett, Best, Duffy, James, Lazzara, Lepore

L. Clerk May I have nomination for Deputy Director for the Year 2018

1. Freeholder Nomination for Freeholder Deputy Director
2. Freeholder Second the nomination

M. Clerk Are there any other nominations?

N. Clerk Motion to close nominations

1. Freeholder Moves to close nominations
2. Freeholder Second
3. Clerk Roll Call: Akhter, Bartlett, Best, Duffy, James, Lazzara, Lepore

- O. Clerk Motion to vote upon the nomination of Freeholder Deputy Director
 - 1. Freeholder Moves to vote upon the nomination for Freeholder Deputy Director
 - 2. Freeholder Second
 - 3. Clerk Roll Call: Akhter, Bartlett, Best, Duffy, James, Lazzara, Lepore

- P. MC Administer the Oath of Allegiance to the Freeholder Deputy Director

- Q. MC Administer the Oath of Allegiance to the Freeholder Director

- R. Director Motion to Open the Public Portion
 - 1. Roll Call: Akhter, Bartlett, Best, Duffy, James, Lazzara, Lepore
 - 2. Director Motion to Close the Public Portion
 - 3. Roll Call: Akhter, Bartlett, Best, Duffy, James, Lazzara, Lepore

- S. "Consent Agenda"
 - 1. RESOLUTION ESTABLISHING THE DATES FOR CONFERENCE AND REGULAR MEETINGS FOR THE YEAR 2018, ALL AS NOTED IN THE RESOLUTION.
 - 2. TEMPORARY CURRENT BUDGET FOR 2018, ALL AS NOTED IN THE RESOLUTION
 - 3. TEMPORARY GRANT BUDGET FOR 2018, ALL AS NOTED IN THE RESOLUTION
 - 4. AUTHORIZING APPROPRIATIONS FOR THE PERIOD JANUARY, 2018 TO DECEMBER 31, 2018 BY THE COUNTY OF PASSAIC, ALL AS NOTED IN THE RESOLUTION
 - 5. AUTHORIZING REIMBURSEMENT OF PETTY CASH FUNDS TO RESPECTIVE COUNTY DEPARTMENTS, ALL AS NOTED IN THE RESOLUTION
 - 6. CASH MANAGEMENT PLAN OF THE COUNTY OF PASSAIC, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION
 - 7. RESOLUTION ADOPTING THE PASSAIC COUNTY ADMINISTRATIVE CODE, ALL AS NOTED IN THE RESOLUTION.
 - 8. RESOLUTION APPOINTING THE BOARD'S LEGISLATIVE DELEGATES TO THE NEW JERSEY ASSOCIATION OF COUNTIES ("NJAC"), ALL AS NOTED IN THE RESOLUTION.

9. RESOLUTION APPOINTING FREEHOLDERS TO THE CAMP HOPE COMMISSION, ALL AS NOTED IN THE RESOLUTION.
10. RESOLUTION APPOINTING FREEHOLDERS TO THE PASSAIC COUNTY BOARD OF SOCIAL SERVICES, ALL AS NOTED IN THE RESOLUTION.
11. RESOLUTION APPOINTING MEMBERS TO THE NORTH JERSEY TRANSPORTATION PLANNING AUTHORITY, ALL AS NOTED IN THE RESOLUTION.
12. RESOLUTION APPOINTING FREEHOLDERS TO THE PASSAIC COUNTY PLANNING BOARD, ALL AS NOTED IN THE RESOLUTION.
13. RESOLUTION APPOINTING A FREEHOLDER LIAISON TO THE BOARD OF MANAGERS OF PREAKNESS HEALTHCARE CENTER, ALL AS NOTED IN THE RESOLUTION.
14. RESOLUTION APPOINTING A FREEHOLDER TO THE HUMAN SERVICES ADVISORY COMMITTEE, ALL AS NOTED IN THE RESOLUTION.
15. RESOLUTION APPOINTING THE BOARD'S REPRESENTATIVE TO THE OFFICE OF EMERGENCY MANAGEMENT, ALL AS NOTED IN THE RESOLUTION.
16. RESOLUTION APPOINTING THE BOARD'S REPRESENTATIVE TO THE OPEN SPACE AND FARMLAND PRESERVATION TRUST FUND ADVISORY COMMITTEE, ALL AS NOTED IN THE RESOLUTION.
17. RESOLUTION APPOINTING MEMBERS TO THE BOARD OF SCHOOL ESTIMATE OF THE PASSAIC COUNTY COMMUNITY COLLEGE, ALL AS NOTED IN THE RESOLUTION.
18. RESOLUTION APPOINTING MEMBERS TO THE BOARD OF SCHOOL ESTIMATE OF THE PASSAIC COUNTY TECHNICAL INSTITUTE, ALL AS NOTED IN THE RESOLUTION.
19. RESOLUTION APPOINTING A FREEHOLDER LIAISON TO THE YOUTH SERVICES COMMISSION, ALL AS NOTED IN THE RESOLUTION.
20. RESOLUTION ADOPTING THE BY-LAWS OF THE PASSAIC COUNTY BOARD OF CHOSEN FREEHOLDERS, ALL AS NOTED IN THE RESOLUTION.
21. RESOLUTION APPOINTING STEVEN D. WIELKOTZ, CPA, RMA, OF THE FIRM OF FERRAIOLI, WIELKOTZ, CERULLO & CUVA, P.A. TO CONDUCT THE ANNUAL AUDIT OF THE RECORDS OF THE COUNTY OF PASSAIC FOR THE YEAR 2018 AND TO PROVIDE OTHER ACCOUNTING SERVICES FOR A BASE FEE OF \$107,000.00 WITH OTHER SERVICES TO BE BILLED PURSUANT TO THE TERMS CONTAINED IN THE SUBMITTED PROPOSAL, ALL AS NOTED IN THE RESOLUTION.

**RESOLUTION ESTABLISHING THE DATES FOR CONFERENCE
AND REGULAR MEETINGS FOR THE YEAR 2018**

WHEREAS it is necessary for the Board of Chosen Freeholders to establish a schedule of its regular and conference meetings for the year 2018;

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that it hereby establishes the following dates for conference and regular meetings for the year 2018, with conference meetings commencing at 5:30 p.m. and regular meetings commencing at 6:00 p.m., all to be held in the Freeholder Meeting Room, Passaic County Administration Building, 401 Grand Street, Second Floor, Paterson, New Jersey, except as otherwise noted below:

Tuesday January 23, 2018

Tuesday February 13, 2018

Tuesday February 27, 2018

Tuesday March 13, 2018

Tuesday March 27, 2018

Tuesday April 10, 2018

Tuesday April 24, 2018

William Paterson University
Wayne, New Jersey 07470

Tuesday May 8, 2018

Tuesday May 22, 2018

Tuesday June 12, 2018

Tuesday June 26, 2018

Tuesday July 17, 2018 **(Third Tuesday of the month)**
Passaic County Community College
Wanaque Campus, 500 Union Ave.
Haskell, New Jersey 07420

Tuesday August 14, 2018

Tuesday September 11, 2018 Passaic County Community
College Public Safety Academy
300 Oldham Road, Wayne, NJ

Tuesday September 25, 2018

Tuesday October 9, 2018 Montclair State University
Little Falls, New Jersey

Tuesday October 23, 2018

Tuesday November 20, 2018 **(3rd Tuesday of the month)**

Tuesday December 11, 2018

Thursday December 27, 2018 **Meeting begins at 10:00 a.m.**

BE IT FURTHER RESOLVED that the Clerk to the Board be and hereby is authorized and directed to take the necessary action to notice the aforesaid meetings in compliance with the provisions of the Open Public Meetings Act, N.J.S.A. 10:4-6, et seq.

January 4, 2018

COUNTY OF PASSAIC

STATE OF NEW JERSEY

Resolution: TEMPORARY CURRENT BUDGET FOR 2018

BE IT RESOLVED, by the Board of Chosen Freeholders of the County of Passaic that the schedule attached is hereby adopted as the Temporary Current Budget of the County of Passaic for the County of Passaic year 2018: and

WHEREAS, N.J.S. 40A:4-19 provides for the total of appropriations so made shall not exceed 26.25% of total appropriations of the preceding year (2017) budget.

TEMPORARY CURRENT BUDGET FOR 2018

General Government

Board of Freeholders	20-101	
Salaries & Wage		95,000.00
Other Expenses		15,000.00
County Administrator	20-102	
Salaries & Wage		160,000.00
Other Expenses		75,000.00
Finance Department	20-103	
Salaries & Wage		345,000.00
Other Expenses		125,000.00
Other Expenses- Insurance		800.00
Other Expenses- Payroll Processing		75,000.00
County Counsel	20-104	
Salaries & Wage		325,000.00
Other Expenses		15,000.00
County Adjuster	20-104	
Salaries & Wage		80,000.00
Other Expenses		22,000.00
Clerk of the Board	20-105	
Salaries & Wage		125,000.00
Other Expenses		5,000.00
State & National Assoc. of County Officials	20-105	11,373.00

Personnel	20-106	
Salaries & Wage		140,000.00
Other Expenses		19,000.00
County Clerk	20-107	
Salaries & Wage		200,000.00
Other Expenses		6,000.00
Elections - County Clerk	20-107	
Other Expenses		75,000.00
County Register	20-108	
Salaries & Wage		350,000.00
Other Expenses		75,000.00
Photostat Department	20-108	
Other Expenses		10,000.00
Prosecutor's Office	20-109	
Salaries & Wage		5,500,000.00
Other Expenses		145,000.00
County Police Radio	20-110	3,000.00
Purchasing Department	20-111	
Salaries & Wage		225,000.00
Other Expenses		12,000.00
Bulk Purchasing	20-111	35,000.00
MIS	20-111	
Other Expenses		250,000.00
Buildings & Grounds	20-112	
Salaries & Wage		2,000,000.00
Other Expenses		1,125,000.00
Other Expenses- Parking		125,000.00
Other Expenses- Welfare Board		20,000.00
Other Expenses- Preakness		30,000.00
Postage		75,000.00
Surrogate	20-115	
Salaries & Wage		325,000.00
Other Expenses		15,000.00
<u>General Insurance</u>		
Hospitalization, Medical & Dental	20-120	17,400,000.00
Group Life	20-120	10,000.00
Surety Bond Premiums	20-120	1,500.00
Worker's Compensation	20-120	150,000.00
Other Insurance	20-120	500,000.00

Liability Insurance	20-120	150,000.00
Prescription Plan	20-120	7,000,000.00
Dental Plan	20-120	200,000.00

Total General Government:	37,645,673.00
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Regulation

Sheriff's Office	22-130	
Salaries & Wage		3,225,000.00
Other Expenses		75,000.00
Weights & Measures	22-133	
Salaries & Wage		185,000.00
Other Expenses		2,500.00
Board of Taxation	22-135	
Salaries & Wage		130,000.00
Other Expenses		5,000.00
Indigents	22-137	
Other Expenses		13,000.00
Board of Elections	22-139	
Salaries & Wage		195,000.00
Other Expenses		50,000.00
Superintendent of Elections	22-141	
Salaries & Wage		435,000.00
Other Expenses		125,000.00
Emergency Management	22-145	
Salaries & Wage		80,000.00
Other Expenses		2,000.00
Planning Board	22-147	
Salaries & Wage		155,000.00
Other Expenses		8,000.00
Economic Development	20-113	
Salaries & Wage		60,000.00
Other Expenses		5,000.00

Total Regulation:	4,750,500.00
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Correctional & Penal

Jail & Workhouse	25-157	
Salaries & Wage		10,700,000.00
Salaries & Wage		3,600,000.00
Other Expenses		1,040,000.00

Other Expenses - Re-Entry	50,000.00
Other Expenses - Medical	1,400,000.00

Total Correctional & Penal:	16,790,000.00
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Roads & Bridges

Roads & Bridges	26-151	
Salaries & Wage		350,000.00
Other Expenses		550,000.00

County Engineer	26-153	
Salaries & Wage		275,000.00
Other Expenses		5,000.00

Total Roads & Bridges:	1,180,000.00
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Health & Welfare

Mental Health Board	27-162	
Salaries & Wage		65,000.00

Drug Addiction Program	27-162	
Salaries & Wage		8,000.00

County Welfare Board	27-166	
Administration		5,250,000.00
Supplement Security Income		475,000.00
Aid to Dependent Children		525,000.00

Department of Youth Service	27-170	
Salaries & Wage		75,000.00
Other Expenses		1,400,000.00
Other Expenses- Medical		400,000.00

Preakness Hospital	27-172	
Salaries & Wage		8,625,000.00
Other Expenses		2,000,000.00

Camp Hope	27-174	
Salaries & Wage		135,000.00
Other Expenses		20,000.00

Office On Aging	27-176	
Salaries & Wage		50,000.00
Other Expenses		12,000.00

Adult Day Care	27-176	
Salaries & Wage		25,000.00
Other Expenses		3,000.00

Health Department	27-180	
Salaries & Wage		300,000.00
Other Expenses		11,000.00
Mosquito	27-180	
Salaries & Wage		200,000.00
Other Expenses		15,000.00
Total Health & Welfare:		19,594,000.00

Recreational

Passaic County Parks & Recreation Department	28-198	
Salaries & Wage		400,000.00
Other Expenses		73,000.00
Golf Course	28-198	
Salaries & Wage		360,000.00
Other Expenses		220,000.00
Cultural & Historic Affairs	28-198	
Salaries & Wage		38,000.00
Other Expenses		9,000.00
Total Parks & Recreational:		1,100,000.00

Educational

County Superintendent of Schools	29-190	
Salaries & Wage		150,000.00
Other Expenses		6,000.00
Passaic County Vocational School	29-192	2,500,000.00
County Extension Service		
Salaries & Wage	29-194	25,000.00
Other Expenses		30,000.00
Passaic County Community College	29-196	4,250,000.00
Reimbursement for Residents attending out of County 2 year College	29-196	50,000.00
Total Educational:		7,011,000.00

Unclassified

Purchase of Equipment	30-201	25,000.00
Sick Leave	30-202	200,000.00

Para-Transit	30-205	
Salaries & Wage		30,000.00
Other Expenses		15,000.00
Police Academy	30-206	
Salaries & Wage		190,000.00
Other Expenses		25,000.00
Debt Service Fees	30-215	15,000.00
Gasoline	31-220	300,000.00
Telephone & Telegraph	31-221	250,000.00
Natural Gas & Electric	31-222	1,350,000.00
Water	31-224	290,000.00
Garbage	31-225	110,000.00
Street Lighting	31-226	150,000.00
	Total Unclassified:	<u>2,950,000.00</u>
Contingent	35-230	<u>15,000.00</u>
P.E.R.S. DCRP	36-471	30,000.00
COUNTY PENSION & RETIREMENT FUND		800,000.00
F.I.C.A.	36-472	3,500,000.00
F.I.C.A. Bd of Social Services		900,000.00
N.J.S.U.I.	36-473	175,000.00
	Total Statutory Expenditures:	<u>5,405,000.00</u>
TOTAL TEMPORARY BUDGET		<u>96,441,173.00</u>

This resolution was requested by:
Richard Cahill
CHIEF FINANCIAL OFFICER

January 4, 2018

COUNTY OF PASSAIC

STATE OF NEW JERSEY

Resolution: TEMPORARY CURRENT GRANT BUDGET FOR 2018

BE IT RESOLVED, by the Board of Chosen Freholders of the County of Passaic that the schedule attached is hereby adopted as the Temporary Grant Budget of the County of Passaic for the County of Passaic year 2018: and

Cultural & Historic Affairs

Dey Mansion Garden Restoration Project 100,000.00

Total Administration: 100,000.00

Health

2018 CEHA Grant Award Fiscal Year 173,030.00

Total Health: 173,030.00

Human Services

Alcohol/Drug Abuse Grant 746,406.00

Family Court Services 278,149.00

State Community Partnership (JJC) 500,656.00

Juvenile Detention Alternatives Innovations Funding 124,000.00

Total Human Services: 1,649,211.00

Office On Aging

Aging Area Plan Gant 1,756,686.00

Aging Area Nutrition 2,762,922.00

Casino 1,841,561.00

Total Office On Aging: 6,361,169.00

TOTAL TEMPORARY GRANT BUDGET 8,283,410.00

This resolution was requested by:
Richard Cahill
CHIEF FINANCIAL OFFICER
January 4, 2018

**RESOLUTION AUTHORIZING APPROPRIATIONS FOR THE
PERIOD JANUARY, 2018 TO DECEMBER 31, 2018 BY THE
COUNTY OF PASSAIC**

WHEREAS, N.J.S. 40A:4-19 provides that where any contract, commitment or payments are to be made prior to final adoption of the 2018 budget, temporary appropriations shall be made for the purpose and amounts required in the manner and time therein provided, and;

WHEREAS, the date of this resolution is within the first 30 days of the fiscal year, and;

WHEREAS, principal and interest on debt service will be due on various dates from January 1, 2018 to December 31, 2018, inclusive, on sundry bonds issued and outstanding:

NOW, THEREFORE BE IT RESOLVED that the following appropriations be made to cover debt service for the period from January 1, 2018 to December 31, 2018, inclusive:

	<u>Account</u>	<u>Amount</u>
1. PAYMENT BOND PRINCIPAL	45-920	
a. COUNTY COLLEGE BONDS		\$4,000,000
b. STATE AID COLLEGE BONDS		2,000,000
c. VOCATIONAL SCHOOL BONDS		2,360,000
d. OTHER BONDS		18,300,000
2. INTEREST ON BONDS	45-930	
a. COUNTY COLLEGE BONDS		\$ 600,000
b. STATE AID COLLEGE BONDS		375,000
c. VOCATIONAL SCHOOL BONDS		1,525,000
d. OTHER BONDS		6,600,000
3. PASSAIC COUNTY UTILITIES AUTHORITY	45-936	4,150,000
4. GREEN TRUST LOAN PROGRAM	45-937	49,550
5. PCIA LOANS	45-939	
Loan Repayment for Principal and Interest		
i. Prosecutor's Building		441,000
ii. Preakness Healthcare Center		5,600,000

This resolution was requested by:

Richard Cahill
Chief Financial Officer

Dated: January 4, 2018

**RESOLUTION AUTHORIZING REIMBURSEMENT OF
PETTY CASH FUNDS TO RESPECTIVE COUNTY
DEPARTMENTS**

WHEREAS Petty Cash Funds have been authorized for the use of various departments and in accordance with the State Department regulations all such accounts were deposited with the Director of Finance as of December 31, 2017;

NOW, THEREFORE BE IT RESOLVED that the Director of Finance be and he is hereby authorized to reissue the following Petty Cash Funds:

Director of Finance	\$200.00
Road Department	\$100.00
Prosecutor's Office	\$15,000.00
Preakness Healthcare Center	\$250.00

This resolution was requested by:

Richard Cahill
Chief Financial Officer

Reviewed by:

ANTHONY DE NOVA
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND
LEGALITY:

WILLIAM J. PASCRELL, II
COUNTY COUNSEL

Dated: January 4, 2018

RC:

RESOLUTION: CASH MANAGEMENT PLAN OF THE COUNTY OF PASSAIC, NEW JERSEY

WHEREAS Chapter 148.P.L. 1997 requires the Chief Financial Officer to prepare a Cash Management Plan; and

WHEREAS this plan should also be in compliance with N.J.S.A.40A:5-1 et seq.; and

BE IT FURTHER RESOLVED by the Governing Body that two (2) certified copies of this resolution be filed with the Director of the Division of Local Government Services.

I. STATEMENT OF PURPOSE.

This Cash Management Plan (the "Plan") is prepared pursuant to the provisions of N.J.S.A.40A:5-14 in order to set forth the basis for the deposits (Deposits") and investment (Permitted Investments") of certain Public Funds of the County of Passaic, (the County) pending the use of such funds for the intended purposes. The Plan is intended to assure that all public funds identified herein are deposited in interest bearing Deposits or otherwise invested in Permitted Investments hereinafter referred to. The intent of the Plan is to provide that the decisions made with regard to the Deposits and the Permitted Investments will be done to insure the safety, the liquidity (regarding its availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to insure that any Deposit or Permitted Investment matures within the time period that approximates the prospective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments. All investments shall be made on a competitive basis insofar as practicable.

II. IDENTIFICATION OF FUNDS AND ACCOUNTS TO BE COVERED BY THE PLAN.

A. The Plan is intended to cover the deposit and/or investment of the following funds accounts of the County:

- Liability Insurance Fund
- Current Fund
- Capital Fund
- Dedicated Trust Funds (Motor Vehicle, Register and others)
- Worker's Compensation Fund
- Other Trust Funds

- Open Space Trust Fund
- Self-Insurance Fund
- Community Development Grant Fund
- Confiscated Trust Funds
- Dedicated Health Trust

III. DESIGNATION OF OFFICIALS OF THE COUNTY AUTHORIZED TO MAKE DEPOSITS AND INVESTMENTS UNDER THE PLAN.

The Finance Director (Chief Financial Officer) of the County the “Designated Official” is hereby authorized and directed to deposit and/or invest the funds referred to in the Plan and shall thereafter be relieved of any liability for loss of such moneys due to insolvency or closing of any depository designated by, or the decrease in value of any investment authorized, by the Cash Management Plan.

IV. DESIGNATION OF DEPOSITORIES.

The following banks and financial institutions are hereby designated as

Depositories for the Deposit of all public funds referred to in the Plan, including any certificates of Deposit, which are not otherwise invested in Permitted Investments as provided for in this Plan:

- Wells Fargo National Bank
- PNC Bank N/A
- Highlands State Bank
- TD Bank
- Sussex Bank
- Valley National Bank
- Lakeland Bank
- Bank of New York

Designation of Depositories. (cont’d)

V. DESIGNATION OF BROKERAGE FIRMS AND DEALERS WITH WHOM THE DESIGNATED OFFICIALS MAY DEAL.

The following brokerage firms and/or dealers and other institutions are hereby designated as firms with whom the Designated Official of the County referred to in this Plan may deal for purposes of buying and selling securities identified in this Plan as Permitted Investments or otherwise providing for Deposits.

- None at this time

VI. AUTHORIZED INVESTMENTS.

- A. Except as otherwise specifically provided for herein, the Designated Official is hereby authorized to invest the public funds covered by this Plan, to the extent not otherwise held in Deposits, in the following Permitted Investments:
- (1) Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;
 - (2) Government money market mutual funds;
 - (3) Any obligation that a federal agency or federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or external factor,
 - (4) Bonds or other obligations of the Local Unit or bonds or other obligations of school districts of which the Local Unit is a part or within which the school district is located;
 - (5) Bonds or other obligations, having a maturity date not more than 397 from the date purchase, approved by the Division of Investment of the Department of the Treasury for investment by Local Units;
 - (6) Local government investment pools;
 - (7) Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c.281 (C.52:18A-90.4); or
 - (8) Agreements for the repurchase of fully collateralized securities if;
 - (a) the underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection a;
 - (b) the custody of collateral is transferred to a third party;
 - (c) the maturity of the agreement is not more than 30 days;

- (d) the underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970, c.236 (C.17:9-41); and
 - (c) a master repurchase agreement providing for the custody and security of collateral is executed.
- B. Any investments not purchased and redeemed directly from the issuer, government money market mutual fund, local government investment pool, or the State of New Jersey Cash Management Fund, shall be purchased and redeemed through the use of a national of State bank located within this State or other financial intermediary through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P.L. 1997, c.93 (C.49:3-56) and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealers who makes primary markets in U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government Securities.

For purpose of the above language, the terms “government money market mutual fund” and “local government investment pool” shall have the following definitions:

Government Money Market Mutual. An investment company or investment trust:

- (a) which is registered with the Securities and Exchange Commission under the “Investment Company Act of 1940, “ 15 U.S.C. sec. 80a-1 et seq., and operated in accordance with 17 C.F.R. sec. 270.2a-7.
- (b) the portfolio of which is limited to U.S. Government securities that meet the definition of any eligible security pursuant to 17 C.F.R. sec.270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities; in which direct investment may be pursuant to paragraphs (1) and (3) of subsection (a) of this section and
- (c) which has:

- (i) attained the highest ranking or the highest letter and numerical rating of a nationally recognized statistical rating organization; or
 - (ii) retained an investment advisor registered or exempt from registration with Securities and Exchange Commission pursuant to the "Investment Advisor Act of 1940, "15 U.S.C. sec.80b-1 et seq., with experience investing in U.S. Government securities for at least the most recent past 60 months and with assets under management in excess of \$500 million.
- (d) which does not permit investments in instruments that: are subject to high price volatility with changing market conditions; cannot reasonably be expected, at the time of interest rate adjustment, to have value that approximates their par value; or utilize an index that does not support a stable net asset value.

Local Government Investment Pool. An investment pool:

- (a) which is managed in accordance with 17 C.F.R. sec.270.2a-7;
- (b) which is rated in the highest category by a nationally recognized statistical rating organization;
- (c) which is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. sec.270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities. Same as Money Market;
- (d) which is in compliance with rules adopted pursuant to the "Administrative Procedure Act," P.L. 1968,c.410 (c.52:14B-1 et seq.) by the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements, and other provisions deemed necessary by the board to provide for the safety, liquidity and yield of the investments;

- (e) which does not permit investments in instruments that: are subject to high price volatility with changing market conditions; cannot reasonably be expected, at the time of interest rate adjustment, to have a market value that approximates their par value; or utilize an index that does not support a stable net asset value; and
- (f) which purchases and redeems investments directly from the issuer, government money market mutual fund, or the State of New Jersey Cash Management Fund, or through the use of a national or State bank located within this State, or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P.L. 1967 c.9 (C.49:3-56) and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government securities.

Any official involved in the designation of depositories or in the authorization for investments as permitted pursuant to section 8 of P.L. 1977, c396(C.40A:5-15.1), or any combination of the proceeding, or the selection of any entity seeking to sell any investment to the local unit who has a material business or personal relationship with the organization shall disclose that relationship to the governing body of the local unit and to the Local Finance Board or a county or municipal ethics board, as appropriate.

**VII. SAFEKEEPING CUSTODY PAYMENT AND
ACKNOWLEDGEMENT OF RECEIPT OF PLAN.**

To the extent that any Deposit or Permitted Investment involves a document or security which is not physically held by the County, then such instrument or security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the County of Passaic to assure that there is no unauthorized use of the funds or the Permitted Investments or Deposits. Purchase of any Permitted Investments

that involve securities shall be executed by a “delivery versus payment” method to insure that such Permitted Investments are either received by the County or by a third party custodian prior to or upon the release of the County’s funds.

To assure that all parties with whom the County deals either by way of Deposits or Permitted Investments are aware of the authority and the limits set forth in this Plan, all such parties shall be supplied with a copy of this Plan in writing and all such parties shall acknowledge the receipt of that Plan in writing, a copy of which shall be on file with the Designated Official referred to in Section III above.

VIII. REPORTING REQUIREMENTS.

Annually, the County will summarize in its Annual Financial Statement a list of all of its deposits and investments. Additionally, upon request of the governing body, the Designated Official(s) referred to in Section III hereof shall supply to the governing body of the County a written report of any Deposits or Permitted Investments made pursuant to this Plan, which shall include, at a minimum, the following information:

- A. The name of any institution holding funds of the County as Deposit or Permitted Investment.
- B. The amount of securities or Deposits purchased or sold during the immediately preceding month.
- C. The class or type of securities purchased or Deposits made.
- D. The book value of such Deposits or Permitted Investments.
- E. The earned income on such Deposits or Permitted Investments.
- F. The fees incurred to undertake such Deposits or Permitted Investments.
- G. The market value of all Deposits or Permitted Investments as of the end of the immediately preceding month.
- H. All other information which may be deemed reasonable from time to time by the governing body of the County.

IX. TERM OF PLAN.

This Plan shall be in effect from January 1, 2018 to December 31, 2018.
Attached to this

Plan is a resolution of the governing body of the County approving this Plan for such period of time. The Plan may be amended from time to time.

Respectfully submitted by:

Richard Cahill
Chief Financial Officer
Dated: January 4, 2018

**RESOLUTION ADOPTING THE
PASSAIC COUNTY ADMINISTRATIVE CODE**

BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that it hereby adopts for the calendar year 2018, the terms and provisions set forth in the Passaic County Administrative Code, as amended by said Board of Chosen Freeholders.

January 4, 2018

**RESOLUTION APPOINTING THE BOARD'S LEGISLATIVE
DELEGATES TO THE NEW JERSEY ASSOCIATION OF
COUNTIES ("NJAC")**

BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that County Administrator Anthony J. DeNova be and hereby is appointed as the Board's Legislative Delegate to the New Jersey Association of Counties ("NJAC") for the year 2018; and

BE IT FURTHER RESOLVED that Freeholder John W. Bartlett be and hereby is appointed as the Board's Alternate Legislative Delegate to NJAC for the Year 2018;

BE IT FURTHER RESOLVED that Freeholder Assad R. Akhter be and hereby is appointed as the Board's Second Alternate Legislative Delegate to NJAC for the Year 2018.

January 4, 2018

**RESOLUTION APPOINTING FREEHOLDERS
TO THE CAMP HOPE COMMISSION**

BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that Freeholder Terry Duffy and Freeholder Bruce James be and hereby are appointed to the Camp Hope Commission, each for a term of one (1) year, effective immediately and terminating on December 31, 2018.

Dated: January 4, 2018

**RESOLUTION APPOINTING FREEHOLDERS TO THE PASSAIC
COUNTY BOARD OF SOCIAL SERVICES**

BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that Freeholder Bruce James and Freeholder Assad R. Akhter, be and hereby are appointed to the Passaic County Board of Social Services, for a term effective immediately and terminating on December 31, 2018.

Dated: January 4, 2018

**RESOLUTION APPOINTING MEMBERS TO THE NORTH
JERSEY TRANSPORTATION PLANNING AUTHORITY**

BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that Freeholder John W. Bartlett be and hereby is appointed to the North Jersey Transportation Planning Authority (NJTPA) for a term of one (1) year, effective immediately and terminating on December 31, 2018; and

BE IT FURTHER RESOLVED that Freeholder Assad R. Akhter be and hereby is appointed as the Alternate Member of the NJTPA for a term of one (1) year, effective immediately and terminating on December 31, 2018.

January 4, 2018

**RESOLUTION APPOINTING FREEHOLDERS TO
THE PASSAIC COUNTY PLANNING BOARD**

BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that Freeholder Terry Duffy be and hereby is appointed as a member of the Passaic County Planning Board, for a term of one (1) year, effective immediately and terminating on December 31, 2018; and

BE IT FURTHER RESOLVED that Freeholder Theodore O. Best be and is hereby appointed as the Freeholder Alternate member of the Passaic County Planning Board for a term of one (1) year, effective immediately and terminating on December 31, 2018.

January 4, 2018

**RESOLUTION APPOINTING A FREEHOLDER LIAISON TO THE
BOARD OF MANAGERS OF PREAKNESS HEALTHCARE
CENTER**

BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that Freeholder Bruce James be and hereby is appointed as liaison to the Board of Managers of Preakness Healthcare Center, for a term of one (1) year, effective immediately and terminating on December 31, 2018.

January 4, 2018

**RESOLUTION APPOINTING A FREEHOLDER TO THE
HUMAN SERVICES ADVISORY COMMITTEE**

BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that Freeholder Cassandra “Sandi” Lazzara be and hereby is appointed as liaison to the Human Services Advisory Council, for a term of one (1) year, effective immediately and terminating on December 31, 2018.

January 4, 2018

**RESOLUTION APPOINTING THE BOARD'S REPRESENTATIVE
TO THE OFFICE OF EMERGENCY MANAGEMENT**

BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that Freeholder Bruce James be and hereby is appointed as the Board's representative to the Office of Emergency Management for a term of one (1) year effective immediately and terminating on December 31, 2018.

January 4, 2018

**RESOLUTION APPOINTING THE BOARD'S REPRESENTATIVE
TO THE OPEN SPACE AND FARMLAND PRESERVATION TRUST
FUND ADVISORY COMMITTEE**

BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that Freeholder Assad R. Akhter be and hereby is appointed as the Board's representative to the Open Space and Farmland Preservation Trust Fund Advisory Committee for a term of one (1) year, effective immediately and terminating on December 31, 2018.

January 4, 2018

**RESOLUTION APPOINTING MEMBERS TO THE BOARD OF
SCHOOL ESTIMATE OF THE PASSAIC COUNTY COMMUNITY
COLLEGE**

BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that Freeholder Pat Lepore and Freeholder Assad R. Akhter be and hereby are appointed as members of the Board of School Estimate of the Passaic County Community College, for a term of one (1) year, effective immediately and terminating on December 31, 2018.

January 4, 2018

**RESOLUTION APPOINTING MEMBERS TO THE BOARD OF
SCHOOL ESTIMATE OF THE PASSAIC COUNTY TECHNICAL
INSTITUTE**

BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that Freeholder Pat Lepore and Freeholder John W. Bartlett be and hereby are appointed as members of the Board of School Estimate of the Passaic County Technical Institute, for a term of one (1) year, effective immediately and terminating on December 31, 2018.

January 4, 2018

**RESOLUTION APPOINTING A FREEHOLDER LIAISON TO THE
YOUTH SERVICES COMMISSION**

BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that Freeholder Theodore O. Best be and hereby is appointed as liaison to the Youth Services Commission, for a term of one (1) year, effective immediately and terminating on December 31, 2018.

January 4, 2018

**RESOLUTION ADOPTING THE BY-LAWS OF THE
PASSAIC COUNTY BOARD OF CHOSEN
FREEHOLDERS**

BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that it hereby adopts for the calendar year 2018, the attached by-laws of the Board of Chosen Freeholders of the County of Passaic.

January 4, 2018

RESOLUTION APPOINTING STEVEN D. WIELKOTZ, CPA, RMA, OF THE FIRM OF FERRAIOLI, WIELKOTZ, CERULLO & CUVA, P.A. TO CONDUCT THE ANNUAL AUDIT OF THE RECORDS OF THE COUNTY OF PASSAIC FOR THE YEAR 2018 AND TO PROVIDE OTHER ACCOUNTING SERVICES FOR A BASE FEE OF \$107,000.00 WITH OTHER SERVICES TO BE BILLED PURSUANT TO THE TERMS CONTAINED IN THE SUBMITTED PROPOSAL

WHEREAS there exists a need for a Registered Municipal Accountant to conduct the audit of the records of the County of Passaic for the year 2018, and to provide other accounting services all to be conducted in accordance with the regulations of the State of New Jersey, Department of Community Affairs, Division of Local Government Finance; and

WHEREAS the County of Passaic did issue a public solicitation for these services in accordance with “Fair and Open” procedures as established in the “Pay-to-Play” Law, N.J.S.A. 19:44A-20.4, et seq.; and

WHEREAS the Board of Chosen Freeholders (the “Board”) did previously establish a Evaluation and Review Committee consisting of the three members of the Administration and Finance Committee by resolution dated February 14, 2006 (R-06-97); and

WHEREAS the County received responses to its Request for Qualifications on November 14, 2017 (RFQ-18-006); and

WHEREAS the tally sheet and supporting documents were subsequently reviewed, and the Board is desirous of awarding said contract for Auditing Services to Steven D. Wielkocz, CPA, RMA, of the firm of Ferraioli, Wielkocz, Cerullo & Cuva, P.A., in the base amount of \$107,000.00 for the statutory audit with other services to be billed pursuant to the terms contained in the submitted proposal; and

WHEREAS the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., requires that notice with respect to contracts for professional services awarded without competitive bids must be publicly advertised, and that the contract itself be made available for public inspection; and

WHEREAS this award is subject to an appropriations being made in the 2018 Annual Budget for the applicable fees for the required services;

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that Steven D. Wielkotz, CPA, RMA, of the firm of Ferraioli, Wielkotz, Cerullo & Cuva, P.A. be and hereby is appointed to conduct the audit of the records of the County of Passaic for the year 2018 and to provide other accounting services for a base fee of \$107,000.00 for the statutory audit, with other services to be billed pursuant to the terms contained in the referenced proposal; and

BE IT FURTHER RESOLVED that the Director and Clerk of the said Board are hereby authorized to execute the necessary agreement pursuant to effectuate the Contract on behalf of the County of Passaic; and

BE IT FURTHER RESOLVED that the Contract is awarded under the “Fair and Open” procedures established in accordance with the “Pay-to-Play” Law, N.J.S.A. 19:44A-20.4, 35, et seq., in that the contract is otherwise exempt from formal bidding as a “Professional Service” pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-5 (1) (a); and

BE IT FURTHER RESOLVED that a Notice of this action be published in the North Jersey Herald and News.

Dated: January 4, 2018

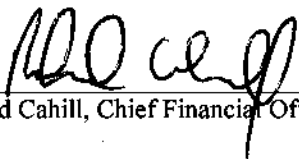
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$107,000.00

-APPROPRIATION: 8-01-20-103-003-233

PURPOSE: Resolution authorizing the award of contract to Steven Wielkotz and the firm of Ferraioli, Wielkotz Cerullo & Cuva to conduct the 2018 Annual Audit.


Richard Cahill, Chief Financial Officer

DATED: January 4, 2018

RC:fr



**County of Passaic
Administration Building**

401 Grand Street • Paterson, New Jersey 07505-2023

RICHARD CAHILL
Director

**ACCOUNTS PAYABLE
PAYROLL**

DEPARTMENT OF FINANCE

Room 439

TEL: (973) 881-4440

FAX: (973) 881-0196

To: Michael Marinello

From: Rich Cahill

A handwritten signature in black ink, appearing to be "Rich Cahill".

Date: 11/17/2017

Re: RFQ 18-006 Audit Services

A request for Qualifications for Auditing Services was issued and a response was received from:

Ferraioli, Wielkotz, Cerullo & Cova, P.A. (FWCC)

It appears that FWCC has the required qualifications to provide the requested audit services.

It is recommended that a contract for these services be awarded to FWCC.