

County of Passaic

Board of County Commissioners



OFFICE OF COUNTY COMMISSIONERS

Director Pasquale "Pat" Lepore
Deputy Director John W. Bartlett
Orlando Cruz
Terry Duffy
Nicolino Gallo
Bruce James
Cassandra "Sandi" Lazzara

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

Matthew P. Jordan, Esq.
Administrator
Nadege D. Allwaters, Esq.
County Counsel
Louis E. Imhof, RMC
Clerk Of The Board

Date: Dec 12, 2023 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING A SHARED SERVICES AGREEMENT BETWEEN THE COUNTY OF PASSAIC AND THE TOWNSHIP OF WEST MILFORD TO SHARE A CHIEF REGISTERED ENVIRONMENTAL HEALTH SPECIALIST, PURSUANT TO N.J.S.A. 40A:65-1, ET SEQ.

THIS RESOLUTION WAS REQUESTED BY:
HEALTH

REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

Official Resolution#	
Meeting Date	12/12/2023
Introduced Date	12/7/2023
Adopted Date	
Agenda Item	27.
CAF#	
Purchase Req. #	
Result	

Health and Human Services

COMMITTEE NAME

RESOLUTION AUTHORIZING A SHARED SERVICES AGREEMENT BETWEEN THE COUNTY OF PASSAIC AND THE TOWNSHIP OF WEST MILFORD TO SHARE A CHIEF REGISTERED ENVIRONMENTAL HEALTH SPECIALIST, PURSUANT TO N.J.S.A. 40A:65-1, ET SEQ.

WHEREAS, the County of Passaic (the “County”) is a government body incorporated pursuant to N.J.S.A. 40:18-1, et seq. and vested with all rights contained therein; and

WHEREAS, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners for the County of Passaic (hereinafter the “Board”) are vested with managing the property, finances, and affairs of the County; and

WHEREAS, the Department of Health Services (hereafter “Department”) is responsible for protecting and promoting the health of approximately 510,000 residents of the County; and

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq., authorizes the County to enter into an agreement with any other local unit or units to provide or receive any service that each local unit participating in the agreement is empowered to provide or receive within its own jurisdiction; and

WHEREAS, it is the responsibility of a Registered Environmental Health Specialist to enforce public health laws, conduct inspections, investigations, and educational outreach activities; and

WHEREAS, the Department is requesting that the County enter into a Public Health Shared Services Agreement (copy attached) with the Township of West Milford, whereby the County provides to the Township of West Milford a Chief Registered Environmental Health Specialist to oversee public health issues in West Milford, for a period beginning July 1, 2023 through December 31, 2023; and

WHEREAS, under this agreement, the County will be reimbursed by Township of West Milford for the salary of the Chief Registered Environmental Health Specialist, prorated by the days this employee serves West Milford, with the expectation that this employee will serve West Milford three to four days per week and shall not exceed Thirty Thousand (\$30,000.00) Dollars; and

WHEREAS, this matter was discussed at the December 6, 2023, meeting of the Health and Human Services Committee and is being recommended to the Board for approval; and

NOW, THEREFORE, LET IT BE RESOLVED, pursuant to N.J.S.A. 40A:65-1, et seq., the Board of County Commissioners of the County of Passaic (hereafter “the County”) hereby authorizes the shared services agreement between the County and the Township of West Milford, whereby the County provides to the Township of West Milford a Chief Registered Environmental Health Specialist to oversee public health issues in West Milford, for a period beginning July 1, 2023, through December 31, 2023, in an amount not to exceed Thirty Thousand (\$30,000.00) Dollars.

LET IT BE FURTHER RESOLVED, that pursuant to N.J.S.A. 40A:65-(b) a copy of the shared services agreement shall be filed, for informational purposes, with the Division of Local Government Services.

LET IT BE FURTHER RESOLVED, that the Clerk to the Board, County Counsel, and Director of the Board are authorized to take any other action necessary to carry out the purposes of this Resolution.

ADDENDUM – PUBLIC HEALTH SHARED SERVICES AGREEMENT

THIS ADDENDUM, made on this ____ day of _____, 2023,
between the:

County of Passaic (hereafter “County”) with its principal place of business at 401 Grand Street, Paterson, New Jersey 07505; and the **Township of West Milford** (hereafter “Township”) with its principal place of business at 1480 Union Valley Road, West Milford, New Jersey 07480.

W I T N E S S E T H :

WHEREAS, N.J.S.A. 40A:65-1, et seq., also known as the Uniform Shared Services and Consolidation Act (“Act”) promotes the broad use of shared services to reduce local expenses funded by property taxpayers; and

WHEREAS, the County and Township entered into a shared services agreement whereby the County furnish health services to the Township as set forth in N.J.S.A. 26:3A2-1, et seq., for a term beginning October 1, 2019 and expiring September 30, 2024; and

WHEREAS, the Township is in need of the services of a Chief Registered Environmental Health Specialist to monitor the functions of the Registered Environmental Health Specialists and support personnel employed in the Health Department; and

WHEREAS, the Chief Registered Environmental Health Specialist would also be able to conduct inspections, investigations and educational outreach activities; and

WHEREAS, the Township requires the services of a Chief Registered Environmental Health Specialist for three to four days per week; and

WHEREAS, the County is willing and able to supply the services of a Chief Registered Environmental Health Specialist for the period of July 1, 2023 through December 31, 2023; and

WHEREAS, the Township will reimburse the County for the prorated salary of the Chief Registered Environmental Health Specialist based on the number of days assigned to the Township; and

WHEREAS, this Agreement shall not exceed Thirty Thousand (\$30,000.00) Dollars;

NOW, THEREFORE, in consideration of the mutual terms herein, the County and the Township agree as follows:

1. All of the heretofore recitals are incorporated herein by reference and made a part hereof;
2. The County will furnish the Township with a Chief Registered Environmental Health Specialist to monitor the functions of the Registered Environmental Health Specialists and support personnel employed in the Health Department as well as conduct inspections, investigations, and educational outreach activities.

3. The Township requires the services of a Chief Registered Environmental Health Specialist for three to four days per week, and the Township will reimburse the County for the prorated salary based on the number of days assigned to the Township, in an amount not to exceed Thirty Thousand (\$30,000.00) Dollars.

4. This Addendum shall be in effect for the period of July 1, 2023 through December 31, 2023, and with no option to extend the Agreement.

5. All other terms and conditions of the shared services agreement between the County and Township shall remain status quo.

6. By the signatures below, the County and Township execute this Addendum and confirm that they are mutually bound by and fully authorized and empowered to enter and bind their organization by all provisions contained therein.

IN WITNESS of the foregoing provisions, the Parties have executed and delivered this Addendum as of the date set forth below:

Attest:

COUNTY OF PASSAIC

Louis E. Imhof
Clerk, Board of Chosen Freeholders
DATED:

Pasquale Lepore
Director, Board of Chosen Freeholders
DATED:

As to form and legality:

Nadege D. Allwaters, Esq.
Passaic County Counsel
DATED:

Attest:

TOWNSHIP OF WEST MILFORD

William Senande
Municipal Clerk
DATED:

Michele Dale
Mayor
DATED:

Township of West Milford
Passaic County, New Jersey

~ Resolution 2023 – 231 ~

RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, STATE OF NEW JERSEY AUTHORIZING AN ADDENDUM TO RESOLUTION 2023-047 ADOPTED JANUARY 4, 2023 TO THE SHARED SERVICES AGREEMENT WITH THE COUNTY OF PASSAIC FOR THE SERVICES OF A CHIEF REGISTERED ENVIRONMENTAL HEALTH SPECIALIST FOR THE PERIOD OF JULY 1, 2023 THROUGH DECEMBER 31, 2023

WHEREAS, the Township is in need of the services of a Chief Registered Environmental Health Specialist to monitor the functions of the Registered Environmental Health Specialists and support personnel employed in the Health Department; and

WHEREAS, the Chief Registered Environmental Health Specialist would also be able to conduct inspections, investigations and educational outreach activities; and

WHEREAS, the Township requires the services of a Chief Registered Environmental Health Specialist for three to four days per week; and

WHEREAS, the County of Passaic is willing and able to supply the services of a Chief Registered Environmental Health Specialist for the period of July 1, 2023 through December 31, 2023; and

WHEREAS, this Addendum to the current Shared Services Agreement with the County of Passaic for a Chief REHS shall be effective for a term beginning July 1, 2023 and expiring December 31, 2023 with the mutual option to extend the Addendum for additional periods; and

WHEREAS, the Township will reimburse the County for the prorated salary of the Chief Registered Environmental Health Specialist based on the number of days assigned to the Township; and

WHEREAS, this Agreement shall not exceed \$30,000; and

WHEREAS, the Chief Financial Officer has certified as to the availability of funds in account number 01-201-47-500-201.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of West Milford hereby authorize the Addendum with the County of Passaic for Shared Services for the services of a Chief Registered Environmental Health Specialist for the period of July 1, 2023 through December 31, 2023.

NOW THEREFORE, BE IT RESOLVED that this resolution serves as the Addendum to the Shared Services Agreement with the County of Passaic and that the REHS services offered are extended in an amount not to exceed \$30,000.00

Adopted: June 14, 2023

Adopted this 14th day of June, 2023
and certified as a true copy of an original



William Senande, Township Clerk