

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director John W. Bartlett  
 Deputy Director Cassandra "Sandi" Lazzara  
 Orlando Cruz  
 Terry Duffy  
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 Bruce James  
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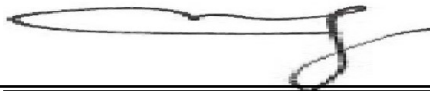
Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof, RMC  
 Clerk Of The Board

Date: Feb 02, 2024 - 12:00 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.

<b>Official Resolution#</b>	
Meeting Date	2/2/2024
Introduced Date	1/18/2024
Adopted Date	
Agenda Item	16.
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**, the Chief Registered Environmental Health Specialist (hereafter “REHS”) will manage REHS staff and all staff involved in the enforcement of relevant public health laws within the Township of West Milford and will also 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 REHS to oversee public health issues in West Milford, for a period beginning January 1, 2024 through June 30, 2024; and

**WHEREAS**, under this agreement, the County will be reimbursed by Township of West Milford for the salary of the Chief REHS, 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 January 16, 2024, 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 January 1, 2024 through June 30, 2024, 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.

JDP

January 23, 2024

**ADDENDUM – PUBLIC HEALTH SHARED SERVICES AGREEMENT**

**THIS ADDENDUM**, made on this \_\_\_\_ day of \_\_\_\_\_, 2024,  
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.

**WITNESSETH:**

**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 January 1, 2024 through June 30, 2024; 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 January 1, 2024 through June 30, 2024, 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:**

\_\_\_\_\_  
John Bartlett  
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 2024 – 055 ~**

**RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, STATE OF NEW JERSEY AUTHORIZING A SHARED SERVICES AGREEMENT WITH THE COUNTY OF PASSAIC FOR THE SERVICES OF A CHIEF REGISTERED ENVIRONMENTAL HEALTH SPECIALIST FOR THE PERIOD OF JANUARY 1, 2024 THROUGH JUNE 30, 2024**

**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 January 1, 2024 through June 30, 2024; and

**WHEREAS**, the Township Administrator and County/Township Health Officer recommends entering into the Shared Services Agreement with the County of Passaic; 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.

**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 Shared Services Agreement with the County of Passaic for the services of a Chief Registered Environmental Health Specialist for the period of January 1, 2024 through June 30, 2024.

Adopted: January 3, 2024

Adopted this 3<sup>rd</sup> day of January, 2024  
and certified as a true copy of an original

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William Senande, Township Clerk