

**INTERLOCAL SERVICES AGREEMENT FOR SERVICES OF  
EMERGENCY MANAGEMENT COORDINATOR BETWEEN THE TOWNSHIP  
OF FRELINGHUYSEN AND THE TOWNSHIP OF GREEN**

**THIS AGREEMENT** made this <sup>18<sup>th</sup></sup> day of *Dec*, 2014 by and between:

**THE TOWNSHIP OF FRELINGHUYSEN**, a municipality of the State of New Jersey, with its principal offices located at 210 Route 661, P.O. Box 417, Johnsonburg, New Jersey 07846, hereinafter referred to as "Frelinghuysen;" and

**THE TOWNSHIP OF GREEN**, a municipality of the State of New Jersey, with its principal offices located at 150 Kennedy Road, P.O. Box 65, Tranquility, New Jersey 07879, hereinafter referred to as "Green." Frelinghuysen and Green are referred to collectively herein as the "Municipalities."

**WITNESSETH:**

**WHEREAS**, Frelinghuysen currently employs the services of an Emergency Management Coordinator, pursuant to N.J.S.A., App. A:9-40.1 et seq., and

**WHEREAS**, N.J.S.A. App. A:9-40.1 permits municipalities to enter into shared services agreements pursuant to N.J.S.A. 40A:65-1 et seq. to allow an Emergency Management Coordinator to serve two or more municipalities; and

**WHEREAS**, Green desires to contract with Frelinghuysen for the furnishing of the services of an Emergency Management Coordinator for a period of three (3) years pursuant to N.J.S.A. App A:9-40.1 et seq. and N.J.S.A. 40A:65-1 et seq.

**NOW, THEREFORE**, in consideration of the mutual covenants and agreements herein contained, Frelinghuysen and Green hereby agree as follows:

1. Frelinghuysen currently employs the services of an Emergency Management Coordinator. The municipalities agree that Frelinghuysen shall also appoint a Deputy Emergency Management Coordinator, who shall be assigned to serve as the Emergency Management Coordinator for the Township of Green under this Agreement. It is the municipalities understanding that Mr. Kenneth Lang shall be appointed by Frelinghuysen to be the Deputy Emergency Management Coordinator, who shall provide the Emergency Management Coordinator services for Green. Green shall appoint Mr. Lang as Green's Emergency Management Coordinator, pursuant to N.J.S.A. App. A:9-40.1 et seq. and the terms of this Agreement.

2. The Emergency Management Coordinator rendering services to Green will be required to complete all training and fulfill all duties required by New Jersey Law for the position of Municipal Emergency Management Coordinator, including the planning, activating, coordinating and conduct of emergency management operations within Green, as well as participation in all required activities with the Counties of Warren and Sussex and State of New Jersey.

3. This Agreement shall be effective as of January 1, 2015 and remain in effect for a period of three (3) years terminating on December 31, 2017, unless terminated sooner by either party as specifically authorized herein. Both Frelinghuysen and Green retain the right to terminate this Agreement early by giving sixty (60) days written notice, delivered to the other party at their respective Municipal Buildings. Although the parties may negotiate successive agreements for the provision of continued Emergency Management Coordinator services, this Agreement shall

automatically terminate after three (3) years, with or without notice from either of the parties.

4. Green shall pay to Frelinghuysen the annual sum of \$2,200.00 for Emergency Management Coordinator services, including salary, travel, training, and professional dues and which shall be paid in equal quarterly installments due on the 1<sup>st</sup> day of February, May, August and November of each year of this Agreement.

5. During the term of this Agreement, Green shall provide the Deputy Emergency Management Coordinator with sufficient space, lap top computer, cell phone, and office supplies as necessary, for use at the Green Township Municipal Building. All records regarding the Emergency Management operations of each municipality shall be retained solely in the offices of that municipality.

6. During the term of this Agreement, Frelinghuysen shall provide worker's compensation insurance coverage and public official liability coverage for the Emergency Management Coordinator rendering services to Green.

7. Frelinghuysen and Green further agree that each party will indemnify and hold the other harmless from any and all liability and claims for damages or injury caused by, or resulting from, the negligent acts, errors or omissions of that party or that party's agents, officers, employees or assigns, arising out of the provision of services set forth in this Agreement, provided it is determined by a Court of competent jurisdiction that the one party is solely responsible for such liability. In the event it is determined by said Court that both parties are responsible for such liability, then each party's liability shall be that level of proportional liability determined by the Court.

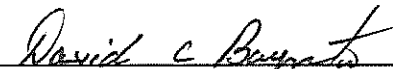
8. Pursuant to the mandate of N.J.S.A. App. A:9-40.1, Green shall notify the State Emergency Management Coordinator that Frelinghuysen and Green have entered into this Agreement.

**IN WITNESS WHEREOF**, the parties hereto have caused these presents to be signed by their corporate officers and their proper corporate seals to affixed hereto the day and year as indicated in the acknowledgement attached hereto and made a part hereof.

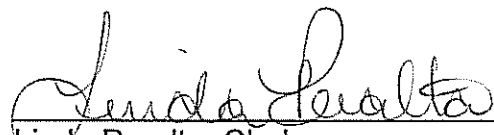
ATTEST:

  
\_\_\_\_\_  
Brenda Kleber, Clerk

TOWNSHIP OF FRELINGHUYSEN

  
\_\_\_\_\_  
David Boynton, Mayor

ATTEST:

  
\_\_\_\_\_  
Linda Peralta, Clerk

TOWNSHIP OF GREEN

  
\_\_\_\_\_  
Margaret "Peg" Phillips, Deputy Mayor

Frelinghuysen - Green Office of  
Emergency Management

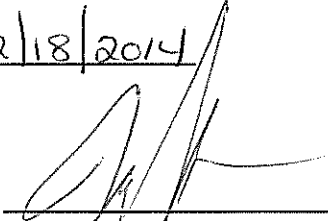
Shared Services Emergency Operational  
Overview

Updated January 2015

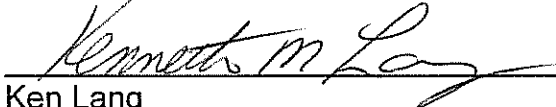
**STATEMENT OF APPROVAL**

The content of this document meets the approval of the Emergency Management Coordinator of the Frelinghuysen - Green Office of Emergency Management, the Deputy Emergency Management Coordinator, and the Mayors of both Frelinghuysen and Green Townships.

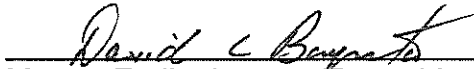
Approval Date: 12/18/2014



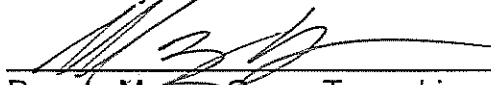
\_\_\_\_\_  
Emergency Management Coordinator  
Nick Pachnos



\_\_\_\_\_  
Ken Lang  
Deputy Emergency Management Coordinator



\_\_\_\_\_  
Mayor, Frelinghuysen Township  
David Boynton



\_\_\_\_\_  
Deputy Mayor, Green Township  
Margaret Phillips

## **EOP DISTRIBUTION LIST**

- Frelinghuysen and Green Township Mayors
- Emergency Management Coordinator
- Deputy Emergency Management Coordinator(s)
- New Jersey State Police - North Region OEM
- Warren County Office of Emergency Management
- Sussex County Office of Emergency Management
- Municipal Clerk's Offices in Green and Frelinghuysen

## II. AUTHORITIES AND REFERENCES

### A. Laws, Ordinances, Regulations, Resolutions and Directives

State: NJ Office of Emergency Management Directives (61, 73, 74, 77, 84, 96, 100, 101, 102, 103 and 104.)

N.J.S.A A: 9-40.1, 40A:65-1

Section 8 of P.L. 1953, c438

County: None

Municipal: Emergency Management Council Resolution 7/20/92.

Resolution for the appointment of the Emergency Management Coordinator. 1/2/97 (BPA-1)

## III. PURPOSE

- A. The Uniform Shared Services and Consolidation Act permits a mayor to appoint a municipal coordinator from among the residents of contiguous municipalities that are subject to a shared services agreement pursuant to the "Uniform Shared Services and Consolidation Act".
- B. Frelinghuysen and Green Townships have agreed to consolidate the Office of Emergency Management, forming the Frelinghuysen-Green Office of Emergency Management
- C. The purpose Shared Services Emergency Operational Overview is to define the roles and responsibilities within the Frelinghuysen-Green Office of Emergency Management.

## IV. SITUATION

- A. The Frelinghuysen and Green Township Office Emergency Management will merge under the auspices of the Uniform Shared Services and Consolidation Act, forming the Frelinghuysen-Green Office of Emergency Management.
- B. The Frelinghuysen-Green Office of Emergency Management will provide Emergency Management Coordination to both Frelinghuysen and Green Townships.
- C. The Frelinghuysen-Green Office of Emergency Management will consolidate budgets, operational plans and emergency response as appropriate to facilitate the essential emergency services to both Frelinghuysen and Green Townships.



- D. The Emergency Management Coordinator (EMC) of Frelinghuysen Township will serve as the Coordinator of the Frelinghuysen-Green Office of Emergency Management and continue as the Emergency Management Coordinator for Frelinghuysen Township.
- E. The Deputy Coordinator of the Frelinghuysen-Green Office of Emergency Management (DEMC) will also serve as the Emergency Management Coordinator for Green Township.
- F. The EMC and DEMC of the Frelinghuysen-Green Office of Emergency Management will supervise 2 Deputy Emergency Management Coordinators from each respective town. The Green and Frelinghuysen DEMC's will assume the duties of EMC of their respective towns whenever the EMCs are not available. Additionally, the DEMCs will assist the EMC's as needed and as outlined within specific EOPs and related annexes
- G. The Frelinghuysen-Green Office of Emergency Management is responsible for the completion the Emergency Operational Plans (EOPs) and related annexes as required by the State of New Jersey for both Frelinghuysen and Green Townships.
- H. Frelinghuysen and Green Township will continue to maintain separate Emergency Operational Plans (EOPs) and related annexes. Those plans will be kept within their respective townships. Each township will provide office space as necessary to complete the duties required of each EMC.
- I. The Frelinghuysen EMC will continue to report to and attend meetings of the Warren County Office of Emergency Management and the Green EMC will do the same for the Sussex County Office of Emergency Management as required.

## RECALL DUTY ROSTER

Nick Pachnos (H) 908-684-0535  
EMC Frelinghuysen-Green OEM (C) 908-256-6355  
EMC Frelinghuysen OEM

Ken Lang (H) 908-684-3395  
DEMC Frelinghuysen-Green OEM (C) 908-892-7678  
EMC Green OEM

Ralf Irizarry (H) 908-362-1708  
DEMC Frelinghuysen OEM (C) 908-894-2976

Watson Perigo (H) 973-579-0157  
DEMC Green Township OEM (C) 862-268-0824