

**DIVISION OF LOCAL GOVERNMENT SERVICES**

**SHARED SERVICES AGREEMENT**

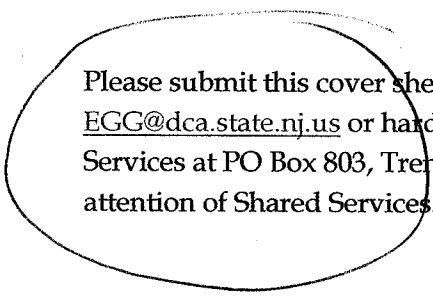
**COVER SHEET**

PROVIDER: Middlesex County COUNTY: Middlesex  
Bd. of Health  
RECIPIENT: North Brunswick COUNTY: Middlesex

BRIEF DESCRIPTION OF SERVICE:

EFFECTIVE DATE: 1-1-14

EXPIRATION DATE: 12-31-15



Please submit this cover sheet with shared service agreement either via email to [EGG@dca.state.nj.us](mailto:EGG@dca.state.nj.us) or hard copies may be mailed to the Division of Local Government Services at PO Box 803, Trenton, NJ 08625-0803. Mailed correspondence should be sent to the attention of Shared Services.

RESOLUTION# 329-12.13

RESOLUTION OF THE TOWNSHIP OF NORTH BRUNSWICK  
AUTHORIZING A SHARED SERVICES AGREEMENT WITH  
MIDDLESEX COUNTY PUBLIC HEALTH DEPARTMENT  
FOR HEALTH AND ENVIRONMENTAL SERVICES

**WHEREAS**, pursuant to the Shared Services Act, N.J.S.A. 40A:65-1 et seq., municipalities within the State of New Jersey are permitted to enter into agreements with other local units of government, including County agencies, for the provision of services; and

**WHEREAS**, the County of Middlesex Public Health Department offers health and environmental services of a technical and professional nature to municipalities operating under a Shared Services Agreement; and

**WHEREAS**, North Brunswick Township has previously used the County of Middlesex Public Health Department to carry out various public activities and is desirous of continuing services provided; and

**WHEREAS**, the current Shared Services Agreement will expire on December 31, 2013 and the County of Middlesex Public Health Department has offered to continue such service for a two (2) year term, commencing January 1, 2014 and continuing until December 31, 2015; and

**WHEREAS**, the County of Middlesex Public Health Department has offered a rate of \$88,401.75 for 2014 and the rate of \$90,169.78 for 2015; and


**WHEREAS**, the Chief Financial Officer certified that Forty-Four Thousand Two Hundred Dollars and Eighty-Seven Cents (\$44,200.87) is available for this purpose in the FY 2014 under account number 4-01-28-330-000-139, and the balance will be available subject to appropriation in the FY2015 and FY2016.

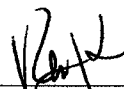
**NOW THEREFORE BE IT RESOLVED**, on the 2nd day of December 2013, the Township Council of the Township of North Brunswick, County of Middlesex, State of New Jersey, hereby authorizes:


1. The Mayor or Business Administrator to execute a Shared Service Agreement with the County of Middlesex Public Health Department to provide health and environmental services at a rate of \$88,401.75 for 2014 and the rate of \$90,169.78 for 2015;
2. Prior to execution of Shared Services agreement, the Township Attorney is authorized to review the agreement as to form; and
3. Said agreement shall commence January 1, 2014 and continue until December 31, 2015 unless either party exercises its right to terminate the agreement in accordance with the agreement.

I, Kala Sriranganathan Chief Financial Officer, certify that \$44,200.87 is available for this purpose in the FY 2014 Budget in Account # 4-01-28-330-000-139, and the balance will be available subject to appropriation in the FY 2015 and FY 2016 budgets.

  
 Kala Sriranganathan  
 Chief Financial Officer

  
 Lou Ann Benson  
 Director of Parks, Recreation and  
 Community Services


  
 Robert Lombard  
 Business Administrator

  
 Ronald Gordon  
 Township Attorney

**ROLL CALL:**

NAME	YES	NO	ABSTAIN	NOTES
MS. NARRA	✓			
MS. NICOLA	✓			
MR. ANDREWS	✓			
MR. CORBIN	A			
MR. SOCIO 2	✓			
MR. DAVIS 1	✓			
MAYOR WOMACK				

I hereby certify the foregoing to be a true copy of a resolution adopted by the North Brunswick Township Council at the meeting held on 2nd day of December, 2013.

  
 Lisa Russo  
 Township Clerk

C: Lou Ann Benson  
 L. Russo → Shared Services  
 R. Corbin  
 K. Sriranganathan

THIS CONTRACT entered into this 1<sup>st</sup> day of January 2014,  
between the COUNTY OF MIDDLESEX, a municipal corporation of the State of New Jersey, having its principal office at One John F. Kennedy Square, New Brunswick, New Jersey, hereinafter referred to as the "COUNTY" and the TOWNSHIP OF NORTH BRUNSWICK having its principal office at 710 Hermann Road, North Brunswick, New Jersey, in the County of Middlesex and the State of New Jersey, hereinafter referred to as the "MUNICIPALITY",

WITNESSETH:

WHEREAS, the County has created the Middlesex County Office of Health Services pursuant to N.J.S.A. 26:3A2-1 et seq., to provide an array of public health services; and

WHEREAS, the Municipality is desirous of contracting with the County for furnishing by the County to the Municipality health services of a technical and professional nature as more fully set forth below; and

WHEREAS, the parties to this contract are authorized to contract for said services pursuant to N.J.S.A. 40:8A-1 et seq.;

NOW, THEREFORE, in consideration of the mutual promises, covenants, agreements and other considerations between the parties, the parties do hereby mutually covenant and agree as follows:

1. The County shall provide properly licensed personnel within the territorial jurisdiction of the Municipality, to carry out the following public health activities:
  - a. ADMINISTRATION

- b. HEALTH EDUCATION
- c. COUNTY ENVIRONMENTAL HEALTH ACT (CEHA)  
ENVIRONMENTAL PROGRAMS
  - Air Pollution Inspections
  - Water Pollution Inspections
  - Noise Pollution Inspections
  - Solid Waste Inspections
  - GIS Recording Activities
  - Pesticide Program
  - Hazardous Materials Response
  - Hazardous Materials Billback and Cost Recovery Program
  - Occupational Health Services
- d. PUBLIC HEALTH NURSING
  - Reportable Diseases and Investigation
  - Public Health Clinic Services
  - Tuberculosis Control
  - Rape Crisis Intervention Center
  - Maternal Health
  - Adult Health Services
  - Flu Clinics
  - Child Health Conferences
  - Childhood Lead Poisoning Prevention Program
  - School Immunization Audits
  - Special Child Health Services
- e. PUBLIC HEALTH INSPECTION
  - Retail Food Inspection Program
  - Foodborne Illness Investigations
  - Public Health Complaint Investigations
  - Recreational Bathing Inspections
  - Public Kennel and Pet Shop Inspections
  - Body Art Inspections
  - Rabies Specimen Transportation to State Lab
- f. EPIDEMIOLOGY AND BIOTERRORISM
  - Epidemiology and Disease Surveillance
  - Bioterrorism Planning
  - Practice Standards
  - Health Education/Risk Communication
  - Local Information Network and Communications System  
(LINCS) Monitoring

2. All of the above mentioned activities shall be provided in accordance with the Public Health Practice Standards of Performance for Local Boards of Health in New Jersey as set forth at N.J.A.C. Title 8 Chapter 52.
3. In addition to the above public health services, the County will continue to provide specialized grant services.
4. The term of this contract shall be for two (2) years commencing on January 1, 2014, and terminating on December 31, 2015, unless terminated earlier as provided for hereinafter.
5. The base cost for the provision of the aforesaid health services shall be as follows:

2014 - \$88,401.75  
2015 - \$90,169.78

It is understood that the costs as set forth above, reflects the actual cost to the County to provide the health services.

6. Should the Municipality utilize the early termination procedures set forth in Paragraph 10, then in that event, the Municipality shall pay to the County any increases in the cost to the County to provide said services in the year of termination. Said payment shall be made by the Municipality within thirty (30) days from the receipt from the County of a statement of such additional costs.

7. The Municipality shall designate during the life of this contract, the Director of the County Office of Health Services as the Health Officer of the (City, Town, Township, Borough) of North Brunswick, who shall be its general agent for the enforcement of the local health ordinances and the laws, rules and regulations of the

New Jersey Health Department.

8. The Director of the County Office of Health Services shall supervise and direct all public health activities and health employees of the Municipality.

9. Said Director or his representative shall attend the monthly meetings of the local Board of Health and shall report to the Committee on Health of the Board of Chosen Freeholders at least annually. Copies of said report shall be furnished to the Municipality.

10. This contract may be terminated by either of the parties, upon written notice by the party desiring to terminate said contract. Such notice shall be given no later than 120 days prior to January 1st of each contract year.

11. The contract shall be subject to the approval of the State Commissioner of Health.

12. During the period that the County Office of Health Services provides health services as set forth above, any State Aid received by the Municipality for such health services shall be paid to the County of Middlesex.

13. The obligations of the County and Municipality are subject to the availability and appropriation of funds.

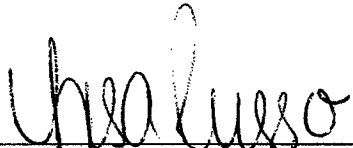
14. This agreement and any amendments hereto, shall be subject to the formal approval by the Board of Chosen Freeholders and the Municipal Council.

IN WITNESS WHEREOF, the County of Middlesex has caused this instrument to be signed by the Director of the Board of Chosen Freeholders attested by the Clerk of said Board, and its corporate seal to be hereunto affixed pursuant to a resolution of said Board passed for that purpose and said Municipality of North Brunswick, caused its proper officers to execute the same, pursuant to an ordinance passed for that purpose the day and year first written above.

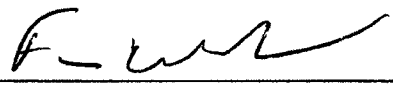
ATTEST:

COUNTY OF MIDDLESEX

\_\_\_\_\_  
Margaret E. Pemberton, RMC  
Clerk of the Board

  
\_\_\_\_\_  
Municipal Clerk

By: \_\_\_\_\_  
Ronald G. Rios  
Freeholder Director

By:   
\_\_\_\_\_  
, Mayor





Ronald G. Rios  
*Freeholder Director*

Blanquita B. Valenti  
*Deputy Director*

Kenneth Arrwood  
Carol Barrett Bellante  
Charles Kenny  
H. James Polos  
Charles E. Tomaro  
*Freeholders*

H. James Polos  
*Chairperson, Public Safety and  
Health Committee*

John A. Pulomena  
*County Administrator*

Joseph W. Krisza  
*Department Head*

Lester Jones  
*Director*

**COUNTY OF MIDDLESEX  
DEPARTMENT OF PUBLIC SAFETY AND HEALTH**

**Office of Health Services**

November 18, 2013

Ms. Lisa Russo, Municipal Clerk  
Township of North Brunswick  
710 Hermann Road  
North Brunswick, New Jersey 08902

RE: Public Health Interlocal Service Contract

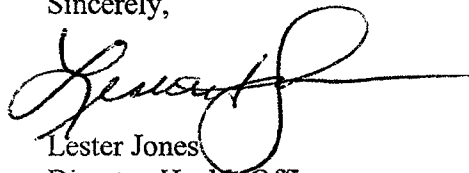
Dear Ms. Russo:

Enclosed please find four original Interlocal Service Contracts for your municipality. This contract will continue to provide public health services and programs to your community for the period of January 1, 2014, through December 31, 2015. The amount of the contract for this period will be \$88,401.75 for 2014 and \$90,169.78 for 2015.

Please have your governing body execute the enclosures and return to me in the envelope provided so I may request a formal Resolution from the Middlesex County Board of Chosen Freeholders.

Thank you for your cooperation in this matter.

Sincerely,

  
Lester Jones  
Director-Health Officer

LJ/pk  
Enclosures

**Middlesex County... "The Greatest County in the Land"**

www.co.middlesex.nj.us · 75 Bayard Street, New Brunswick, NJ 08901 · 732-745-3100