

**BOARD OF COUNTY COMMISSIONERS  
OF THE COUNTY OF WARREN**

WAYNE DUMONT, JR. ADMINISTRATION BUILDING  
165 COUNTY ROAD 519 SOUTH  
BELVIDERE, NJ 07823-1949



ALEX J. LAZORISAK  
COUNTY ADMINISTRATOR

Telephone: 908-475-6500  
Fax: 908-475-6528

February 22, 2021

*Rec'd 3/2/21  
CJD*

Craig Dunwell, Mayor  
Alpha Municipal Building  
1001 East Boulevard  
Alpha, NJ 08865

Re: Warren County Public Works Shared Services Agreement

Dear Honorable Mayor Dunwell and Governing Body:

At their Regular Meeting of January 27, 2021, the Warren County Board of County Commissioners approved Resolution 57-21 authorizing a Shared Services Agreement with Warren County municipalities for utilization of the County's Public Works equipment and employees. A copy of resolution, a form of Shared Services Agreement and a list of the available equipment with operator and hourly rates is attached for your review.

If the Municipality wishes to enter into the Shared Services Agreement, please execute accordingly and return the Agreement along with an adopted resolution from the Municipality to the Warren County Commissioners' Office, Wayne Dumont, Jr. Administration Building, 165 Route 519, Belvidere, NJ 07823. Upon execution and filing with the County, your named point of contact may coordinate with the Warren County Road Supervisor John Tate for requests and scheduling.

Thank you in advance for your cooperation and continued working relationship.

Very truly yours,  
Handwritten signature of Alex J. Lazorisak in black ink.

Alex J. Lazorisak  
County Administrator/Public Works Director

AL/tlm

Encs.

cc: Warren County Board of County Commissioners  
John Tate, Warren County Road Supervisor

THE BOARD OF COUNTY COMMISSIONERS  
OF THE COUNTY OF WARREN  
Wayne Dumont, Jr. Administration Building  
165 County Route 519 South  
Belvidere, NJ 07823

RESOLUTION 57-21

On motion by Lori Ciesla, seconded by Jason Sarnoski, the following resolution was adopted by the Board of County Commissioners of the County of Warren at a meeting held January 27, 2021.

**RESOLUTION AUTHORIZING MASTER PUBLIC WORKS SHARED SERVICES  
AGREEMENT FOR SHARING PUBLIC WORKS EQUIPMENT BETWEEN WARREN  
COUNTY MUNICIPALITIES AND THE  
COUNTY OF WARREN**

**WHEREAS**, County of Warren municipalities may be desirous of utilizing public works equipment and public works employees provided by the County to provide public works services, general maintenance and related services; and

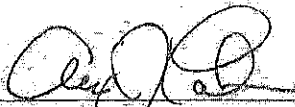
**WHEREAS**, the County of Warren is desirous of providing those services to the County of Warren municipalities in accordance with the terms of an agreement, a copy of which is on file with the Clerk of the Board; and

**WHEREAS**, the Uniform Shared Services & Consolidation Act (N.J.S.A. 40A:65-1 et seq.) empowers the County of Warren and the County of Warren municipalities to enter into such an agreement;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of County Commissioners of the County of Warren does hereby authorize the Director and Clerk of the Board to execute agreements to provide the services to the County of Warren municipalities as described in said agreements.

**RECORDED VOTE:** Ms. Ciesla yes, Mr. Sarnoski yes, Mr. Kern yes

I hereby certify the above to be a true copy of a resolution adopted by the Board of County Commissioners of the County of Warren on the date above mentioned.

  
\_\_\_\_\_  
Alex J. Lazorisak

Clerk

[E1]

**WARREN COUNTY SHARED SERVICES AGREEMENT  
FOR SHARING WARREN COUNTY DEPARTMENT OF PUBLIC WORKS – ROAD  
DIVISION EQUIPMENT AND PERSONNEL BETWEEN WARREN COUNTY  
MUNICIPALITIES AND THE COUNTY OF WARREN**

**AGREEMENT**

**AGREEMENT**, made this 1 day of January, 2021 by and between the County of Warren, Wayne Dumont, Jr. Administration Building, 165 Route 519 South, Belvidere, New Jersey 07823 (hereinafter referred to as the "County") and any municipality in Warren County that adopts a similar Warren County Department of Public Works -- Road Division Shared Services Agreement Resolution, hereinafter referred to as the "Designated Municipalities".

**WITNESSETH:**

**WHEREAS**, Warren County is desirous of occasionally sharing County DPW equipment and County DPW personnel with the municipalities in accordance with the terms of this Agreement; and

**WHEREAS**, the Uniform Shared Services & Consolidation Act (N.J.S.A. 40A:65-1 et seq.) authorizes and empowers the County to enter into the Agreement.

**NOW, THEREFORE, BE IT AGREED AS FOLLOWS:**

1. Scope of Services

The County agrees to occasionally lend equipment from the County to municipalities during emergencies, as backup in case of breakdowns, as secondary support equipment for extra large projects and for efficiency and effectiveness of operations

The equipment that the County is willing to lend is listed in "Schedule A" which is attached to the Agreement. The fees for lending this equipment and/or utilizing County employees are listed on "Schedule A".

The County reserves the right to update the "Schedule A" on a yearly basis to adjust equipment and hourly rates accordingly.

It must be clearly understood by all parties concerned that the County equipment must be available for County projects whenever needed. Therefore, the equipment listed on "Schedule A" attached will only be available whenever not in use or scheduled to be used for a County project and then, it will only be made available at the sole discretion of the County Supervisor of Roads.

2. Term

This Agreement shall extend from **January 1, 2021** to **December 31, 2024**. Either party may cancel this Agreement upon thirty (30) days' written notice to others.

3. Compensation

The County will be paid and the Municipality will pay the County of Warren for equipment and personnel rental services at an hourly rate for time and type of equipment provided based upon the fee schedule which is attached as Schedule A. The Equipment Return Inspection Sheet shall be completed after the completion of any project so the County can provide an itemized bill to the Municipality along with a signed voucher on a monthly basis. The Municipality agrees to promptly process the County's vouchers for payment and to pay all bills within forty-five (45) days of submission by the County.

The common billable measurement will be hourly, broken down into half-hours for both equipment and personnel. However, at the discretion of the County Supervisor of Roads, charges may be rounded to half-day (4 hours) or full-day (8 hours) charge.

4. Contact Person

The Municipality agrees to appoint a person to act as a liaison to serve as the Contact Person with the County in order to support and facilitate the orderly and efficient distribution of equipment requests and related information to the County Supervisor of Roads. An attached Equipment/Personnel Request Form shall be submitted by the Municipal Contact Person for scheduling purposes to the County Supervisor of Roads.

5. Effective Date

This Agreement shall become effective upon passage of any authorizing resolution by the Municipality.

6. Level of Service

The County agrees to provide all services in a professional and workmanlike manner.

7. Power and Authority of County

The County, in performing the services under this contract, shall have full power and authority to undertake any ancillary operation reasonably necessary or convenient to carry out its duties, responsibilities and obligations under the contract.

8. Other Agreements

The County reserves the right to enter into any other contracts with other public or private entities for the performance of any services which may be included within the scope of services provided in this Agreement.

9. Dispute of Payment

In the event of any dispute as to the amount to be paid under the terms of this Agreement, the full amount to be paid in accordance with paragraph 3 shall be paid.

10. Indemnification

Each municipality and the County hereby indemnifies and holds the other harmless against all losses, claims or liabilities of any kind (including reasonable attorney's fees and costs) for personal injury or property damages arising out of the actions taken by either party pursuant to this Agreement.

11. Insurance

During the term of this Agreement, the County will keep in force at its expense, (i) public liability insurance including contractual liability, with carriers authorized to do business in New Jersey with minimum limits of \$1,000,000.00 on account of bodily injuries or death of one person and \$1,000,000.00 on account of bodily injuries or death of more than one person as the result of any one accident or disaster; and (ii) property damage insurance for loss or damage of \$100,000.00. The Municipality shall provide the County with a Certificate of Insurance naming the County as additional insured and stating that said policy cannot be cancelled except on thirty (30) days' notice to the County.

12. Miscellaneous

This Agreement may only be modified in writing, duly authorized, signed and forwarded to the Mayor of each Municipality. All notices, statements or other documents required by this Agreement shall be hand-delivered or mailed to the following addresses:

FOR THE MUNICIPALITY:

Township of Allamuchy:

292 Alphanso Road, PO Box A, Allamuchy, NJ 07820

Borough of Alpha:

1001 East Boulevard, Alpha, NJ 08865

Town of Belvidere:

691 Water Street, Belvidere, NJ 07823

Township of Blairstown:

106 Route 94, Blairstown, NJ 07825

Township of Franklin:

2093 Route 57, PO Box 547, Broadway, NJ 08808-5803

Township of Frelinghuysen:

210 Main Street, Johnsonburg, NJ 07846

Township of Greenwich:

321 Greenwich Street, Stewartsville, NJ 08886

Town of Hackettstown:

215 Stiger Street, Hackettstown, NJ 07840

Township of Hardwick:

40 Spring Valley Road, Hardwick, NJ 07825

Township of Harmony:

3003 Belvidere Road, Phillipsburg, NJ 08865

Township of Hope:

PO Box 284, 407 Hope-Great Meadows Road, Hope, NJ 07844

Township of Independence:

286-B Route 46, PO Box 164, Great Meadows, NJ 07838

Township of Knowlton:

628 Route 94, Columbia, NJ 07832

Township of Liberty:

349 Mountain Lake Road, Great Meadows, NJ 07838-9727

Township of Lopatcong:

232 S. Third Street, Morris Park, Phillipsburg, NJ 08865

Township of Mansfield:

100 Port Murray Road, Port Murray, NJ 07865

Township of Oxford:

11 Green Street, Oxford, NJ 07863

Town of Phillipsburg:

120 Filmore Street, Phillipsburg, NJ 08865

Township of Pohatcong:

50 Municipal Drive, Phillipsburg, NJ 08865

Borough of Washington:

100 Belvidere Avenue, Washington, NJ 07882-1426

Township of Washington:

211 State Route 31 North, Washington, NJ 07882

Township of White:

555 CR 519, Belvidere, NJ 07823

FOR THE COUNTY:

Warren County Department of Public Works – Road Division

John P. Tate, Sr., County Supervisor of Roads

185 County Route 519, South

Belvidere, NJ 07823-1931

13. Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the State of New Jersey.

14. Entire Agreement

This Agreement sets forth the entire understanding of the parties hereto with respect to the transactions contemplated herein. No change or modification of this Agreement shall be valid unless the same shall be in writing and approved by the Warren County Board of County Commissioners.

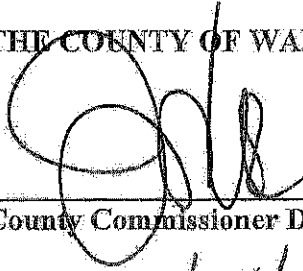
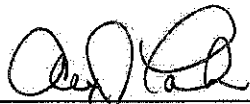
15. Severability

If any clause, sentence, paragraph, section or part of this Agreement shall be adjudged to be invalid by any Court of competent jurisdiction, such judgment shall not affect, impair or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, section or part thereof directly involved in the controversy in which such judgment shall have been rendered.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first above written.

ATTEST:

THE COUNTY OF WARREN



County Administrator

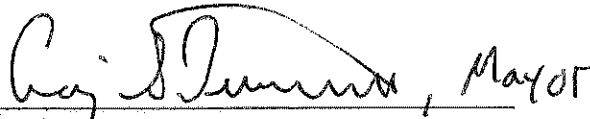
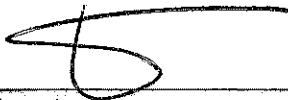
County Commissioner Director

Date: 2/24/21

Date: 2/24/21

ATTEST:

Borough of Alpha  
NAME OF MUNICIPALITY



Signature

Signature

Date: 3/24/21

Date: 3/26/21

# ATTACHMENT "A"

## 2021 Warren County Vehicle Equipment List

### For Municipal Shared Service

Equipment Description	Year	Rate w/Operator	Without Operator
1. Single Axle 6/8 Yd. Dump Truck	2008	\$93.20 Per Hour	\$57.70 Per Hour
2. Mason Dump F-550 3/4 Yd.	2003	\$59.50 Per Hour	\$27.00 Per Hour
3. Pick Up Truck F-350 4X4	2008	\$57.95 Per Hour	\$27.00 Per Hour
4. Tandem Axle Dump Truck 16/18 Yd.	1999	\$114.75 Per Hour	\$77.25 Per Hour
5. Gradall Excavator	2004	\$120.00 Per Hour	\$80.00 Per Hour
6. Backhoe 1.5 Cu. Yd. Bucket	2000	\$83.50 Per Hour	\$43.50 Per Hour
7. Front Wheel Loader 2.5 Cu.Yd. Bucket	2007	\$86.25 Per Hour	\$46.25 Per Hour
8. Elgin Sweeper	2007	\$91.50 Per Hour	Must Have Operator
9. Johnson Sweeper	2015	\$120.75 Per Hour	Must Have Operator
10. Oil and Chip Spreader	1996	\$80.00 Per Hour	Must Have Operators
1 Dump Man @ \$38.00 Per Hour			
1 Gate Man @ \$38.00 Per Hour			
1 Pneumatic Roller w/Operator \$57.50 Per Hour			
11. Pneumatic Roller	2004	\$54.57 Per Hour	\$20.00 Per Hour
12. 1 Ton Roller	1990	\$55.07 Per Hour	\$20.00 Per Hour
13. 5-7 Ton Roller	1988	\$62.57 Per Hour	\$25.00 Per Hour
14. Miller Power Curber	1994	\$39.10 Per Hour	\$32.00 Per Hour
15. Ingersoll Air Compressor	1995	\$47.00 Per Hour	\$15.00 Per Hour
16. Graco Lazer IV 3900 Paint Striper	2011	\$23.25 Per Hour	\$20.00 Per Hour
17. Crafcro Super Shot 250 Crack Sealer Without Material	2001	\$45.00 Per Hour	\$35.95 Per Hour
18. Brush Chipper	1999	\$62.00 Per Hour	\$30.00 Per Hour
19. Roadside Tractor Mower	2005	\$105.00 Per Hour	\$43.00 Per Hour
20. Tractor Boom Flail	1991	\$75.00 Per Hour	\$40.00 Per Hour
21. Trail King Flatbed Sliding Trailer	1999	\$46.95 Per Hour	\$15.00 Per Hour



<b>Equipment Description</b>	<b>Year</b>	<b>Rate w/Operator</b>	<b>Without Operator</b>
22. General 1 Ton Capacity Trailer	1981	\$52.00 Per Hour	\$20.00 Per Hour
23. Haulmark Trailer Enclosed 6X12' - 7' High	2002	\$48.00 Per Hour	\$15.10 Per Hour
24. Custom 24' Low Boy Trailer 20 Ton	1987	\$60.00 Per Hour	\$26.75 Per Hour
25. Stump Grinder	2001	\$81.80 Per Hour	\$46.30 Per Hour
26. Welding Truck	1991	\$78.50 Per Hour	Must Have Operator
27. Wash Down Recycler (Includes Material)			
Located at Hope/Blairstown and Belvidere Garages			\$15.00 Per Hour
MUCT BE SCHEDULED ON TUESDAY OR THURSDAY			
28. Muller Concrete Mixer	1980	\$52.12 Per Hour	\$20.50 Per Hour
29. Hyster Fork Lift 2 Ton Capacity	2008	\$46.00 Per Hour	\$13.50 Per Hour
30. Water Truck for Dust Control (900 Gallon)	2009	\$147.75 Per Hour	\$78.15 Per Hour

Rev. 12/31/2020

2021

Shared Services

Oil and Chip Spreader

1996

\$90.00 Per Hour

Must Have  
Operators

1 Dump Man @ \$38.00 Per Hour

1 Gate Man @ \$38.00 Per Hour

1 Pneumatic Roller w/Operator \$57.50 Per Hour



# Department of Public Works Road Division

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## Equipment Request Form

Municipality: \_\_\_\_\_ Date: \_\_\_\_\_

Person Requesting Equipment: \_\_\_\_\_

Phone #: \_\_\_\_\_ Fax: \_\_\_\_\_

Purpose: \_\_\_\_\_  
\_\_\_\_\_

Equipment Requested:

Date of Request: \_\_\_\_\_

From: \_\_\_\_\_

To: \_\_\_\_\_

Distribution Location: Garage- \_\_\_\_\_ Time: \_\_\_\_\_

Delivery Location: \_\_\_\_\_ Time: \_\_\_\_\_

**NOTE: FOR DAMAGES TO ANY EQUIPMENT SIGNED OUT (IT WILL BE) THE MUNICIPALITIES RESPONSIBILITY TO REIMBURSE THE COUNTY FOR REPAIRS**

\_\_\_\_\_  
Signature of Municipal Authority

\_\_\_\_\_  
Signature of County Supervisor of Roads

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# Department of Public Works Road Division

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## Equipment Return Inspection Form

EQUIPMENT PICKED-UP OR RETURNED: \_\_\_\_\_

MUNICIPALITY RECEIVED FROM: \_\_\_\_\_

EQUIPMENT CONDITION: \_\_\_\_\_

EXPLANATION OF DAMAGES IF ANY: \_\_\_\_\_

RETURNED BY: \_\_\_\_\_

DATE: \_\_\_\_\_

INSPECTED BY: \_\_\_\_\_

(PLEASE PRINT)

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

\_\_\_\_\_  
County Supervisor of Roads

\_\_\_\_\_  
Date