

County Counsel

RESOLUTION AUTHORIZING THE DIRECTOR OF THE BOARD OF CHOSEN  
FREEHOLDERS TO EXECUTE A CY 2011 COUNTY SALARY REIMBURSEMENT  
AGREEMENT BETWEEN THE COUNTY OF MONMOUTH AND RUTGERS  
COOPERATIVE EXTENSION (RCE) RUTGERS, THE STATE UNIVERSITY OF  
NEW JERSEY FOR PROFESSIONAL EDUCATIONAL SERVICES

WHEREAS, the County of Monmouth and RCE provide a Cooperative Extension program as mandated by state and federal law and outlined in the Memorandum of Understandings between the two aforementioned parties for the residents of the County of Monmouth in the areas of agriculture and resource management, marine and coastal sciences, family and community health sciences, and 4-H youth development and other related programming such as aquaculture and fisheries, Expanded Food Nutrition Education program, Food Stamp Nutrition Education Program, etc., which may be pertinent to address specific County needs, the parties agree to enter into a Salary Reimbursement Agreement; and

WHEREAS, the contributions made by the County of Monmouth for professional education services is described on the attached Salary Reimbursement Agreement and Addendum; and

WHEREAS, the agreement period is January 1, 2011 through December 31, 2011; and

WHEREAS, the Monmouth County Board of Chosen Freeholders is desirous of entering into the aforementioned Salary Reimbursement Agreement with RCE.

NOW, THEREFORE, BE IT RESOLVED by the Monmouth County Board of Chosen Freeholders that the aforementioned agreement be and the same is hereby approved and authorized.

BE IT FURTHER RESOLVED that the Director of the Monmouth County Board of Chosen Freeholders be and he is hereby authorized to execute the attached Salary Reimbursement Agreement and any and all other such documents as may be necessary to secure said services.

BE IT FURTHER RESOLVED that the attached certification of the Chief Financial Officer has been filed with the Clerk of the Board, stating that funds are available in the 2011 budget, in the following line items(s) and amounts(s)

<u>Line Item</u>	<u>Amount</u>
1-01-29-396-050-600	\$85,677.00

BE IT FURTHER RESOLVED that the Clerk forward a certified true copy of this resolution with attachments to the County Administrator, County Counsel, Rutgers Cooperative Extension and Monmouth County Cooperative Extension.

Pursuant to N.J.S.A. 40A:4-57, N.J.A.C. 5:34-5 and any other applicable requirement, I, CRAIG R. MARSHALL, Director of Finance of the County of Monmouth hereby certify that there are available sufficient uncommitted appropriations in the 2011 County Budget to award a contract in the sum of \$85,677.00 with:

Rutgers Cooperative Extension (RCE)  
Rutgers, The State University of  
New Jersey

for:

A CY 2011 County salary  
reimbursement agreement for  
professional educational services

in appropriation(s) as follows:


1-01-29-396-050-600

Contract Period: January 1, 2011 through December 31, 2011

Contract Amount: \$85,677.00

Amount Certified: \$85,677.00

Date: June 23, 2011

  
CRAIG R. MARSHALL  
DIRECTOR OF FINANCE

**2011 SALARY REIMBURSEMENT AGREEMENT**  
**BETWEEN**  
**THE COUNTY OF MONMOUTH**  
**AND**  
**RUTGERS COOPERATIVE EXTENSION**  
**RUTGERS, THE STATE UNIVERSITY OF NEW JERSEY**

This agreement is made this 23<sup>rd</sup> day of June 2011, between Rutgers Cooperative Extension, headquartered at the New Jersey Agricultural Experiment Station, part of Rutgers, The State University of New Jersey, hereinafter referred to as RCE, party of the first part, and the County of Monmouth, hereinafter referred to as COUNTY, party of the second part, for the period of January 1, 2011 through December 31, 2011.

To provide a Cooperative Extension program as authorized by state and federal law and outlined in the Memorandum of Understanding between the two aforementioned parties for the residents of the County of Monmouth in the areas of agriculture and resource management, family and community health sciences, and 4-H youth development and other related programming such as marine fisheries, water quality and aquaculture, Expanded Food Nutrition Education Program, NJ Supplemental Nutrition Assistance Program, *etc.*, which may be pertinent to address specific county needs, the parties agree to the following:

- a. RCE will provide the percentage as indicated on the Salary Addendum, of the salaries/wages of the faculty and professional staff involved and 100% of Rutgers University fringe benefits. RCE will also provide subject matter resources such as state specialist subject area research support and publications for the Cooperative Extension program planned and implemented within the County of Monmouth. RCE faculty and professional staff located in the

COUNTY are permitted to assume programmatic roles on a reciprocal trade arrangement with neighboring counties or regions with approval from the COUNTY.

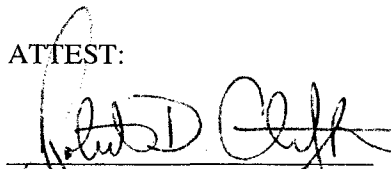
- b. The COUNTY will reimburse RCE the salaries/wages indicated on the Salary Addendum, estimated at a maximum of \$85,677.00 for the period of January 1, 2011 to December 31, 2011. Should employment of any RCE employee listed on the Salary Addendum cease, RCE may request from the COUNTY, in writing, authorization to utilize remaining COUNTY funds for a part-time temporary employee, or employees, in the programmatic area(s) in Monmouth County, and such authorization will only be valid if granted in writing by the COUNTY.
- c. The COUNTY will not pay for any portion of any salary increases or bonuses granted to the RCE staff identified in the Salary Addendum for the period of January 1, 2011 through December 31, 2011.
- d. For the period of January 1, 2011 through December 31, 2011, the COUNTY has allocated an amount not to exceed \$461,402.00 for RCE operations; this amount includes a maximum allocation of \$85,677.00 for the RCE salaries/wages identified in the Salary Addendum. The County recognizes that a budget savings would be realized if the planned retirement of a certain COUNTY employee assigned to the RCE office occurs. Should such employee not retire, the COUNTY will deduct up to \$13,762.00 from the RCE office budget to ensure that the maximum budget amount allocated by the COUNTY for RCE operations does not exceed \$461,402.00.

e. RCE will pay its RCE employees in accordance with its established payroll policies and practices, and will then bill the COUNTY quarterly for reimbursement at one-fourth of the salary/wage allocations identified in the Salary Addendum. Each of the first 3 quarterly vouchers shall equal \$21,419.25. The 4<sup>th</sup> quarter voucher will be adjusted to reflect the actual salaries paid by RCE to the employees indicated on the Salary Addendum. RCE shall submit data with the 4<sup>th</sup> quarter voucher that verifies the actual salaries paid. The total of the 4 quarterly vouchers shall equal the agreed upon percentage stated in the salary addendum of the actual salaries paid not to exceed \$85,677. The COUNTY will supply the quarterly vouchers to RCE. RCE will sign and submit the vouchers to the COUNTY for approval and processing. Payment will be due to the RCE from the COUNTY on or about April 30, 2011, July 30, 2011, October 30, 2011 and January 30, 2012.


This annual Salary and Wage Agreement is meant to provide each party with simplified personnel and payroll administration for RCE faculty and staff and is not intended to alter the terms of the Memorandum of Understanding between the parties, the enabling federal and state legislation, nor the accepted county relationships established for these employees (*i.e.*, unclassified county employee status, supervision of county paid staff, driving county vehicles, liability coverage, *etc.*). This agreement shall be renewed by both parties on an annual basis.

**COUNTY OF MONMOUTH**

ATTEST:

  
\_\_\_\_\_  
Robert D. Clifton, Director  
Board of Chosen Freeholders

7/5/11  
Date

  
\_\_\_\_\_  
Marion Masnick  
Clerk of the Board of Chosen  
Freeholders

7/5/11  
Date

**RUTGERS, THE STATE UNIVERSITY OF NEW JERSEY**

ATTEST:

Richard Obal      6/15/11  
Date  
Richard Obal  
County Extension Department Head

Larry S. Katz      6/10/11  
Date  
Larry S. Katz, Ph.D.  
Director, Rutgers Cooperative Extension

Bruce C. Fehn  
Bruce Fehn  
Sr. Vice President for Finance and Administration

6/13/11  
Date

**2011 COUNTY SALARY REIMBURSEMENT AGREEMENT**

**SALARY ADDENDUM  
FOR MONMOUTH COUNTY**

RCE EMPLOYEE	RCE TITLE	PROJECTED 2011 SALARY	RCE SHARE OF SALARY	COUNTY SHARE OF SALARY
Everett, Kaitlin	4-H County Agent	\$ 63,300.00	\$ 31,650.00 50%	\$ 31,650.00 50%
Sciarappa, William	County Agricultural Agent	\$ 84,682.00	\$ 63,511.00 75 %	\$ 21,171.00 25 %
Porter, Sharese*	Family & Community Health Sciences Senior Program Coordinator	\$ 70,055.00	\$ 52,541.00 75 %	\$ 17,514.00 25 %
Flimlin, Gef*	Marine Extension Agent	\$ 122,737.00	\$ 107,395.00 87.5%	\$ 15,342.00 12.5 %
	<b>TOTAL</b>	<b>\$340,774.00</b>	<b>\$255,097.00</b>	<b>\$85,677.00</b>

\* Support provided on a regional-basis