



MINUTES

HUNTERDON COUNTY BOARD OF COUNTY COMMISSIONERS

Commissioner Meeting Room
71 Main Street, Building 1, Second Floor
Flemington, New Jersey 08822

February 20, 2024

- I. **5:00 p.m. CONVENE:**
- II. **EXECUTIVE SESSION**
- III. **5:30 p.m. PLEDGE OF ALLEGIANCE**
- IV. **MOMENT OF SILENCE**
- V. **REPORT FROM COUNTY COUNSEL ON EXECUTIVE SESSION**
- VI. **COMMISSIONER REPORTS**

Commissioner Van Doren stated the County Health Department is continuing to offer free COVID-19 clinics during the months of February and March. The clinics are being held at the Route 12 County Complex and no appointment is required. The dates for the clinic and additional information can be found on the County website or by calling 908-788-1351. Commissioner Van Doren highlighted a resolution listed under the County Purchasing Agent, that would award a contract to MXI Environment Services, LLC for the Household Hazardous Waste Clean Up Days. Upon adoption, and once the dates and times are selected, they will be shared publicly on the county website, social media, and with the press. The first, free, Electronics Recycling Event of the year is scheduled for Saturday, March 16 from 9:00 a.m. until 1:00 p.m., at the Route 12 County Complex. As liaison to the Department of Public Works and Engineering, Commissioner Van Doren thanked all those involved in clearing sidewalks and roadways after the snow storm.

Commissioner Lanza highlighted Veteran Services Officer, Rich Booth who attended the National Association of County Veterans Services Officers (NACVSO), Leadership Conference in Washington, DC. The conference covered a number of timely issues for County VSOs from across the country. NACVSO exists to train & educate County VSOs and veteran advocates in the preparation, submission, and representation of

claims with the Department of Veteran Affairs. Commissioner Lanza thanked Rich Booth for his tireless efforts on behalf of our veterans community and for his continued vocal support of legislation such as The GUARD VA Benefits Act. Commissioner Lanza reminded everyone *Hunterdon County Are You Ready to Vote* workshop is being held tomorrow, February 21, from 6:00 p.m. until 8:00 p.m. The second workshop will be held on Saturday, February 24, from 10:00 a.m. until 12:00 p.m.

Commissioner Rich announced that Polytech is hosting *2024 Stem Into Bright Futures: College & Career Fair* that will be taking place on Friday, March 1, from 5:30 p.m. until 7:30 p.m. at Voorhees High School. This event is open to all students and families. Colleges, universities, and industry leaders from around the region will be in attendance. Polytech registration for the 2024-2025 school year is now open. The application can be found on Hunterdon County Polytech's homepage. As liaison to the Planning and Land Use Department, Commissioner Rich thanked Kate Fullerton who will be presenting later in the agenda for attending this evening along with Tom Dallessio, the Executive Director of the Musconetcong Watershed Association. Lastly, Commissioner Rich announced 562 students will be participating in the upcoming Hunterdon County Teen Arts Festival on Wednesday, April 17, 2024.

Deputy Director Soloway stated as Hunterdon County delegate to NACo, she attend their legislative conference held in Washington, D.C. Nearly 2,000 elected and appointed county officials attended to focus on federal policy issues that impact counties and residents. Deputy Director Soloway attended several policy sessions on issues ranging from Artificial Intelligence, to elections administration, and several policy meetings related to her work as a member of the Finance, Pensions and Intergovernmental Affairs Policy Steering Committee. She also had the opportunity to speak with Congressman Tom Kean on several issues to our county residents. As co-liaison to Veteran's Services, Deputy Director Soloway announced Hunterdon County will once again be sponsoring veteran headstone cleaning events this year. Hunterdon County VSO, Rich Booth will be identifying several cemeteries for inclusion in this year's cleaning efforts.

Director Kuhl reported New Jersey Makers Day is scheduled for Saturday, March 16. Makers Day is an annual statewide event held at over 250 libraries, museums, schools, makerspaces and businesses across New Jersey. The Hunterdon County Library will be hosting interactive projects at its three library branches. The event is free and open to the public for participation. To learn more about New Jersey Makers Day statewide you can visit the New Jersey Makers Day website at njmakersday.org. Director Kuhl shared a recent report published by the Sweeney Center for Public Policy, which noted that New Jersey will likely face steep deficits in coming years. He added the Board often speaks about budgetary matters because keeping Hunterdon County on a solid financial foundation is critical to maintaining essential services, providing stability to property taxpayers, and being able to weather periods of economic downturn in the broader economy. Governor Murphy is scheduled to unveil his plan for next year's budget during an address scheduled for February 27. Director Kuhl stated the Commissioner Board will be watching this closely.

VII. PROCLAMATIONS/RECOGNITION

1. Recognizing Franklin Township Nonprofit, America's Grow-a-Row, for being selected as a 2024 Chick-fil-A True Inspiration Award Recipient.

Mr. Ryan Reep thanked the Commissioner Board for the opportunity to be recognized. He thanked Chip Paillex for his service to Hunterdon County community and to the northeast region.

Mr. Chip Paillex thanked the Commissioner Board for their recognition. Mr. Paillex stated, this year 11,000 volunteers will help harvest and distribute over 3.6 million pounds of produce to help feed individuals facing food insecurities. Mr. Paillex thanked Mr. Reep for his support.

Motion: By: Susan Soloway **Seconded:** John Lanza

Yes: Jeff Kuhl, Susan Soloway, John Lanza, Zachary Rich, Shaun Van Doren

No: None **Abstain:** None **Absent:**

2. Recognizing Thornton Giese upon his successful business endeavor, *Thor's Outdoor Science Academy*, a series of experimental science videos.

Mr. Thorton Giese thanked the Board for their service to the community and for recognizing him with a proclamation this evening.

Motion: By: Shaun Van Doren **Seconded:** Zachary Rich

Yes: Jeff Kuhl, Susan Soloway, John Lanza, Zachary Rich, Shaun Van Doren

No: None **Abstain:** None **Absent:**

VIII. **PUBLIC COMMENT, Limited to 2 minutes per person.**

(Comments exceeding 2 minutes will be entertained later in the agenda)

No public comment.

IX. **PARKS & RECREATION, Dan Bush**

1. Introduction of Ordinance #2024-01, Heron Glen Golf Rates for 2024.

Motion: By: John Lanza **Seconded:** Shaun Van Doren

Yes: Jeff Kuhl, Susan Soloway, John Lanza, Zachary Rich, Shaun Van Doren

No: None **Abstain:** None **Absent:**

Public Hearing will take place on March 19, 2024 at 5:30 p.m.

X. **PLANNING & LAND USE**

1. Authorizing the Department of Planning and Land Use to apply for additional funding through the Highlands Council for completion of the Musconetcong Watershed Management Plan.

Motion: By: Zachary Rich **Seconded:** John Lanza

Yes: Jeff Kuhl, Susan Soloway, John Lanza, Zachary Rich, Shaun Van Doren

No: None **Abstain:** None **Absent:**

2. Authorizing the Department of Planning and Land Use to apply for additional funding

through the Highlands Council for completion of the Hunterdon County Historic Preservation Plan.

Motion: By: Shaun Van Doren **Seconded:** John Lanza

Yes: Jeff Kuhl, Susan Soloway, John Lanza, Zachary Rich, Shaun Van Doren

No: None **Abstain:** None **Absent:**

XI. **PURCHASING, Ray Rule, QPA**

1. Approving a contract award to MXI Environmental Services LLC, for County Bid 2024-02 for Household Hazardous Waste Clean Up Days, total amount not to exceed \$116,800.00.

Motion: By: Shaun Van Doren **Seconded:** Zachary Rich

Yes: Jeff Kuhl, Susan Soloway, John Lanza, Zachary Rich, Shaun Van Doren

No: None **Abstain:** None **Absent:**

2. Approving Requisition #R24-1388, with Alarm & Communications Technologies Inc., for the Historic Courthouse Fire Alarm Control Panel Replacement, in an amount not to exceed \$75,264.24.

Motion: By: Susan Soloway **Seconded:** John Lanza

Yes: Jeff Kuhl, Susan Soloway, John Lanza, Zachary Rich, Shaun Van Doren

No: None **Abstain:** None **Absent:**

3. Approving Requisition #R24-1145, with Direct Flooring, for the Health Department flooring replacement, in an amount not to exceed \$133,237.73 (\$133,237.73 Grant funded).

Motion: By: Shaun Van Doren **Seconded:** Zachary Rich

Yes: Jeff Kuhl, Susan Soloway, John Lanza, Zachary Rich, Shaun Van Doren

No: None **Abstain:** None **Absent:**

4. Approving a contract award for County RFP 0093-2023, with Michael Baker International, Inc., to provide professional advisory services relating to the North Jersey Transportation Planning Authority (NJTPA), in an amount not to exceed \$50,000.00.

Motion: By: Zachary Rich **Seconded:** Susan Soloway

Yes: Jeff Kuhl, Susan Soloway, John Lanza, Zachary Rich, Shaun Van Doren

No: None **Abstain:** None **Absent:**

5. Approving Requisition #R24-1252, with Software House International, for the County-Wide Microsoft Enterprise agreement, in an amount not to exceed \$221,440.73.

Motion: By: John Lanza **Seconded:** Shaun Van Doren

Yes: Jeff Kuhl, Susan Soloway, John Lanza, Zachary Rich, Shaun Van Doren

No: None **Abstain:** None **Absent:**

6. Approving requisition #R24-1675, with Knoll Inc., for the purchase and installation of furniture for Public Health Nursing at Walter Foran Boulevard, in an amount not to exceed \$191,464.39.

Motion: By: Shaun Van Doren **Seconded:** Zachary Rich
Yes: Jeff Kuhl, Susan Soloway, John Lanza, Zachary Rich, Shaun Van Doren
No: None **Abstain:** None **Absent:**

XII. **COUNTY ADMINISTRATOR, Brad Myhre**

1. Presentation from Joseph Sarno, CMFO, Director at HFA Certified Public Accountants & Advisors.

Mr. Joseph Sarno, CMFO, the Director of HFA Certified Public Accountants & Advisors updated the Board regarding the American Rescue Funds nonprofit Grant program. One million dollars of American Rescue Funds will be distributed to approximately 42 nonprofit organizations that service Hunterdon County. An information session was held back in November which provided a chance for these organizations to ask questions and gather more information. The minimum grant award will be \$5,000.00 and the maximum grant award will be \$100,000.00. Mr. Sarno and his team will ensure the organizations receiving these grants are nonprofits and that they will help Hunterdon County achieve their goals and stay within the boundaries of the American Rescue Plan. Recommendations will be presented to the Board at a later meeting.

2. Authorizing the Director or Deputy Director and Clerk of the Board to sign a Shared Services Agreement with the Township of Raritan for use of the County fuel operations at the Rt. 12 County Complex on an “as needed basis” to supplement the Township’s existing fuel operations.

Motion: By: Susan Soloway **Seconded:** Zachary Rich
Yes: Jeff Kuhl, Susan Soloway, John Lanza, Zachary Rich, Shaun Van Doren
No: None **Abstain:** None **Absent:**

3. Authorizing County Counsel to execute a Side Letter of Agreement with CWA Local 1036, to clarify the payment of a stipend, under Article 10. Wages & Longevity, Section C(6), pertaining to payment to Parks employees for obtaining a Class A CDL or CDL passenger endorsement.

Motion: By: Shaun Van Doren **Seconded:** Zachary Rich
Yes: Jeff Kuhl, Susan Soloway, John Lanza, Zachary Rich, Shaun Van Doren
No: None **Abstain:** None **Absent:**

XIII. **CONSENT AGENDA**

Motion: By: John Lanza **Seconded:** Zachary Rich
Yes: Jeff Kuhl, Susan Soloway, John Lanza, Zachary Rich, Shaun Van Doren
No: None **Abstain:** None **Absent:**

1. Approving the Claims Register dated February 20, 2024.
2. Approving the Executive Session and Regular Meeting Minutes from February 06, 2024.

3. Approving the hire of John Phelan as a Fire Instructor - Level 2 in the Hunterdon County Department of Public Safety, Emergency Services Training Division, contingent upon the successful outcome of a post offer medical evaluation. Filling a vacancy.
4. Approving the hire and regular appointment of Summerlea Bruschi as a Keyboarding Clerk 1 in the Hunterdon County Department of Human Services contingent upon the successful outcome of a post offer medical evaluation. Filling a vacancy.
5. Approving the hire and regular appointment of Jennifer Warta as a Keyboarding Clerk 1 in the Department of Human Services, Housing Division, contingent upon the successful outcome of post offer medical evaluations. Filling a vacancy.
6. Approving a salary adjustment for Laura Bush, Principal Park Naturalist, in the Division of Parks and Recreation, this adjustment is provided per the CWA Local 1036 Rank and File collective bargaining agreement for acquiring CDL License B.
7. Approving a salary adjustment for Debra Reed, Park Naturalist in the Division of Parks and Recreation, this adjustment is provided per the CWA Local 1036 Rank and File collective bargaining agreement for acquiring CDL License B.
8. Approving the salary for Curt Blomquist, Equipment Operator in the Department of Public Works, Bridge Division as established as per the contractual agreement with CWA Local 1036 Rank and File Unit and for temporarily filling the role of Supervising Bridge Construction Worker as assigned.
9. Approving the action to hereby grant Zachery Sampson a regular appointment as a full time Senior Mechanic as of February 20, 2024, in the Hunterdon County Department of Administrative Services, Division of Vehicle Services.
10. Approving the status change of Maureen Ferretti to the full time position Librarian 2 in the Hunterdon County Library.
11. Authorizing the Qualified County Purchasing Agent to initiate the use of Competitive Contracting for the Operation of the Hunterdon County Transportation System (LINK).
12. Authorizing the Director, or Deputy Director of the Board of County Commissioners to sign on behalf of the County, a Joint Funding Agreement with the U.S. Department of the Interior, U.S. Geological Survey, for the annual maintenance of the New Jersey Science Center Water Resources Investigations, for the period, October 1, 2023 to September 30, 2024, in the amount of \$1,140.00.
13. Authorizing the Director or Deputy Director of the Board of County Commissioners, to sign and accept, on behalf of the Hunterdon County Department of Health, an award

for Tanning Facilities Registration and Inspection Project, in the amount of \$820.00, for the period July 1, 2023 through June 30, 2024.

14. Approving a request from Automatic Lonely Hearts Racing, Rutgers Cycling, to host a bicycling event on several county roads around Round Valley Reservoir, on Saturday, April 20, 2024 from 7:00 a.m. until 5:00 p.m.
15. Approving a request from High Bridge Business Association to hold a Soap Box Derby, on County Route 513 between Fairview Ave and West Main Street, on Saturday, June 1, 2024, from 7:00 a.m. until 1:30 p.m.
16. Approving a request from Lebanon Township Volunteer Fire Department to hold a coin toss at the following location: Intersection of County Route 513 and Bunnvale Road, on Saturday, April 6, 2024, from 8:00 a.m. until 4:00 p.m.
17. Approving a request from Three Bridges Volunteer Fire Company to host coin tosses on June 29 and 30 with rain dates of July 20 and 21, and November 9 and 10 with a rain dates of November 16 and 17.
18. Authorizing the Hunterdon County Qualified Purchasing Agent to advertise for bids for the project known as: Specifications for the Resurfacing and Safety Improvements for County Route 579 Situated in Delaware, Raritan and East Amwell Townships, County of Hunterdon.
19. Authorizing the Hunterdon County Qualified Purchasing Agent to advertise for bids for the project known as: Specifications for the Resurfacing of County Route 601 Situated in West Amwell Township, County of Hunterdon.
20. Approving the Assistant County Engineer's recommendation to rescind the 4 ton weight limit for County Bridge C-32, located on Payne Road, in the Township of Clinton, Hunterdon County, and adopt an unrestricted weight limit, to be effective immediately.
21. Authorizing the Director of the Board of County Commissioners to execute a provider services contract with Hunterdon Helpline, Inc. for the provision of a Code Blue Warming Center, pursuant to the terms and conditions set forth in the Department of Human Services Request for Proposals 2020-0028, for the period of January 1, 2024, through December 31, 2024. Funding for the term shall be in the amount of \$50,000.00.
22. Authorizing the Director of the Board of County Commissioners to sign on behalf of Hunterdon County, a revised Standardized Board Resolution Form, for Contract #DOAS24SRP002, with the New Jersey Division of Aging Services, reflecting the new Director of the Board of County Commissioners and the corrected HIPAA designation and date of the executed Business Associate Agreement of May 16,

2023, for the period January 1, 2024, through December 31, 2024, for the Statewide Respite Care Program.

23. Approving the updated Memorandum of Understanding for the administration of Division of Medical Assistance and Health Services (DMAHS) Programs including the New Jersey Medicaid and Children's Health Insurance Programs (CHIP), and authorizing the Division Head of Social Services, Lisa Piazza Long, to approve and sign all necessary documents.
24. Authorizing the Director or Deputy Director of the Board of County Commissioners to sign and accept, on behalf of the County, a Public Safety Answering Point Upgrades and Consolidation Grant from the State of New Jersey in the amount of \$196,184.43.

XIV. OPEN TO THE PUBLIC

No public comment.

XV. ADDITIONAL COMMISSIONER COMMENTS

XVI. EXECUTIVE SESSION (Reconvene if necessary)

XVII. ADJOURNMENT

The Board adjourned at 6:11 p.m. on a motion by Commissioner Lanza, and seconded by Commissioner Rich, followed by a voice carry.