



MINUTES

HUNTERDON COUNTY BOARD OF COUNTY COMMISSIONERS

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

May 2, 2023

- 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 highlighted several grant-funded programs and services provided by the Health Department. He thanked the Health Department for continuing to pursue grant funds to provide valuable services to the residents of Hunterdon County without impacting the county budget. As liaison to the Department of Public Works and Engineering, Commissioner Van Doren advised he participated in the annual Arbor Day ceremony which was held at Deer Path Park this past weekend. Along with members of the Shade Tree Commission and County staff, he stated a Swamp White Oak Tree was planted, which will be enjoyed by park goers for many decades to come. Commissioner Van Doren also reported that Deputy Director Kuhl and himself attended the launch of the new partnership between the Hunterdon County Chamber of Commerce's Center for Business & Entrepreneurship and SCORE. The Commissioners committed \$358,000 in American Rescue Fund toward this joint endeavor, which assist small businesses and startups with business education, training, networking, and how to access capital.

Commissioner Lanza reported he recently visited the Hunterdon County 9-1-1 Center as part of "Public Safety Telecommunicators Week," to express the Board's ongoing appreciation for the important work that dispatchers carry out on a daily basis. As liaison to the Department of Public Safety, he reported that the recent Level 1 Firefighter

Training Course offered at the Emergency Services Training Center is nearly completed. He reported plans are underway to arrange meetings to finalize design on Phases 2 & 3 of the new, Emergency Services Training Center. The recent budget introduced by this Board contains the necessary monies to complete building out of this important public safety project. Lastly, Commissioner Lanza provided an update regarding the current truck traffic situation at Exit 12 on Route 78.

Deputy Director Kuhl expressed his support regarding the new partnership between the Hunterdon County Chamber of Commerce Center for Business & Entrepreneurship and SCORE. As liaison to the Department of Human Services, Deputy Director Kuhl thanked Laine Nauman for her years of service leading the Division of Senior, Disabilities, and Veterans Services. The Board is grateful for her heartfelt leadership and commitment to Hunterdon County. Deputy Director Kuhl reminded everyone of upcoming events at the Senior Center. He added the county has officially met the goal he set of Hunterdon County being "Stigma Free in 23." He thanked everyone who helped achieve this important public policy issue. Deputy Director Kuhl recognized Paul Grzella, Director of the Greater Raritan Workforce Development Board, and Bob Hornby and Kate Fullerton from Planning who will all be presenting later in the agenda.

Director Rich reported they are at capacity with volunteers for this Saturday's veteran headstone cleaning event at Bethlehem Presbyterian Church. He appreciates the outpouring support for this ongoing initiative that the county has been leading along with VSO, Rich Booth. Director Rich added breaking ground at Deer Path Park for the new, all-inclusive playground will be happening very soon. He added work is nearly complete on the installation of Prescott Bridge. The Prescott Bridge will connect Echo Hill Park, the Arboretum, and Round Mountain properties.

VII. PROCLAMATIONS/RECOGNITION

1. Recognizing Laine Nauman for her years of service as Division Head of Senior, Disabilities, and Veterans Services.
Motion: Moved **By:** Zachary Rich **Seconded:** Jeff Kuhl
Yes: Jeff Kuhl, John Lanza, Zachary Rich, Shaun Van Doren
No: None **Abstain:** None **Absent:** Susan Soloway
2. Recognizing May as Older Americans Month in Hunterdon County.
Motion: Moved **By:** Jeff Kuhl **Seconded:** Shaun Van Doren
Yes: Zachary Rich, Jeff Kuhl, John Lanza, Shaun Van Doren
No: None **Abstain:** None **Absent:** Susan Soloway
3. Recognizing May as National Mental Health Awareness Month.
Motion: Moved **By:** Shaun Van Doren **Seconded:** Jeff Kuhl
Yes: Zachary Rich, Jeff Kuhl, John Lanza, Shaun Van Doren
No: None **Abstain:** None **Absent:** Susan Soloway
4. Recognizing May 6th to May 12th as National Nurses Week in the County of Hunterdon.
Motion: Moved **By:** Shaun Van Doren **Seconded:** John Lanza

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

No: None **Abstain:** None **Absent:** Susan Soloway

- VIII. **PUBLIC COMMENT, Limited to 2 minutes per person.**
(Comments exceeding 2 minutes will be entertained later in the agenda)
No public comment.

IX. **GREATER RARITAN WORKFORCE DEVELOPMENT BOARD UPDATE, Paul Grzella**

1. Update on The Greater Raritan Workforce RVCC American Rescue Plan Scholarship Recipients

X. **GRANTS, Michael Franchini, Deputy CFO**

1. Authorizing the Director or Deputy Director to sign and accept, on behalf of the County, a County Office of Victim Witness Advocacy grant subaward number V-40-21, for the Hunterdon County Victim Assistance Project/Victims of Crime Act, with the New Jersey Department of Law and Public Safety, Office of the Attorney General, Division of Administration, in the amount of \$242,227.00, for the Hunterdon County Prosecutor's Office, for the period of July 1, 2023 to June 30, 2024.

Motion: Moved **By:** John Lanza **Seconded:** Jeff Kuhl

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

No: None **Abstain:** None **Absent:** Susan Soloway

2. Authorizing the Director or Deputy Director to sign and accept, on behalf of the County, a County Gangs, Guns & Narcotics (JAG) Application and Subaward, for the Hunterdon County Gangs, Guns & Narcotics Task Force, with the New Jersey Department of Law and Public Safety, Office of the Attorney General, in the amount of \$33,257.00, for the period of July 1, 2021 to June 30, 2022, for the Office of the Hunterdon County Prosecutor.

Motion: Moved **By:** John Lanza **Seconded:** Jeff Kuhl

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

No: None **Abstain:** None **Absent:** Susan Soloway

3. Authorizing the Commissioner Director or Deputy Director to sign, on behalf of The County, documents associated with the County Environmental Health Act 2023 Grant Award agreement #CEHA-2023-HCounty-00009, in the amount of \$160,429.00 for the period of 7/1/2022-6/30/2023.

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

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

No: None **Abstain:** None **Absent:** Susan Soloway

XI. **FINANCE, Andrew Bernath, CFO**

1. Resolution to cancel the balance of certain grant fund receivables and appropriated reserves balances.

Motion: Moved **By:** Shaun Van Doren **Seconded:** Jeff Kuhl

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

2. Authorizing the County Budget be read by Title Only.
Motion: Moved **By:** John Lanza **Seconded:** Shaun Van Doren
Yes: Zachary Rich, Jeff Kuhl, John Lanza, Shaun Van Doren
No: None **Abstain:** None **Absent:** Susan Soloway

3. PUBLIC HEARING - Establishment of a Cap Bank for 2023 in accordance with N.J.S.A. 40A: 4-45.14.
Motion to Open the Public Hearing - Establishment of a Cap Bank for 2023 in accordance with N.J.S.A. 40A: 4-45.14.: Moved
Motion: Moved **By:** Shaun Van Doren **Seconded:** John Lanza
Yes: Zachary Rich, Jeff Kuhl, John Lanza, Shaun Van Doren
No: None **Abstain:** None **Absent:** Susan Soloway

Motion to Close the Public Hearing - Establishment of a Cap Bank for 2023 in accordance with N.J.S.A. 40A: 4-45.14.
Motion: Moved **By:** Shaun Van Doren **Seconded:** John Lanza
Yes: Zachary Rich, Jeff Kuhl, John Lanza, Shaun Van Doren
No: None **Abstain:** None **Absent:** Susan Soloway

4. Approval of the Cap Bank for 2023.
Motion: Moved **By:** Shaun Van Doren **Seconded:** John Lanza
Yes: Zachary Rich, Jeff Kuhl, John Lanza, Shaun Van Doren
No: None **Abstain:** None **Absent:** Susan Soloway

5. Authorizing county entity (Board of Taxation) to exceed the county entity budget request cap (P.L. 2015, c.249).
Motion: Moved **By:** Jeff Kuhl **Seconded:** John Lanza
Yes: Zachary Rich, Jeff Kuhl, John Lanza, Shaun Van Doren
No: None **Abstain:** None **Absent:** Susan Soloway

6. 2023 County Budget.
Motion: Carry to May 16th Commissioner Meeting **By:** Shaun Van Doren **Seconded:** John Lanza
Yes: Zachary Rich, Jeff Kuhl, John Lanza, Shaun Van Doren
No: None **Abstain:** None **Absent:** Susan Soloway

Motion to Carry PUBLIC HEARING - 2023 County Budget to May 16, 2023 Commissioner Meeting
Motion: **By:** Shaun Van Doren **Seconded:** John Lanza
Yes: Zachary Rich, Jeff Kuhl, John Lanza, Shaun Van Doren
No: None **Abstain:** None **Absent:** Susan Soloway

7. Resolution amending the 2023 budget.
Motion: Moved **By:** Jeff Kuhl **Seconded:** John Lanza
Yes: Zachary Rich, Jeff Kuhl, John Lanza, Shaun Van Doren
No: None **Abstain:** None **Absent:** Susan Soloway

XII. PLANNING & LAND USE

1. Accepting the Hunterdon County Comprehensive Farmland Preservation Plan.
Motion: Moved **By:** Jeff Kuhl **Seconded:** John Lanza
Yes: Zachary Rich, Jeff Kuhl, John Lanza, Shaun Van Doren
No: None **Abstain:** None **Absent:** Susan Soloway

XIII. PURCHASING, Ray Rule, QPA

1. Approving a contract award for County Bid 2023-09, with Capital Paving & Contracting LLC for Drainage and Safety Improvements of County Route 635 in the Township of Bethlehem; in an amount not to exceed \$1,014,528.60.
Motion: Moved **By:** Shaun Van Doren **Seconded:** John Lanza
Yes: Zachary Rich, Jeff Kuhl, John Lanza, Shaun Van Doren
No: None **Abstain:** None **Absent:** Susan Soloway
2. Authorizing the Director or Deputy Director of the Hunterdon County Board of County Commissioners to sign, on behalf of the County, a professional services agreement with Charles Nechtem Associates, Inc., for a professional services contract for the purpose of providing employee assistance program services for Hunterdon County employees., in an amount not to exceed \$20,000.00.
Motion: Moved **By:** Jeff Kuhl **Seconded:** John Lanza
Yes: Zachary Rich, Jeff Kuhl, John Lanza, Shaun Van Doren
No: None **Abstain:** None **Absent:** Susan Soloway
3. Approving a contract award for County RFP 0066-2022, DMR Architects, for professional architectural, and related services for the Hunterdon County Justice Center Feasibility Study, in an amount not to exceed \$82,000.00.
Motion: Moved **By:** John Lanza **Seconded:** Shaun Van Doren
Yes: Zachary Rich, Jeff Kuhl, John Lanza, Shaun Van Doren
No: None **Abstain:** None **Absent:** Susan Soloway

XIV. COUNTY ADMINISTRATOR, Brad Myhre

1. Approving an agreement granting COVID-19 Premium Pay to employees covered under AFSCME; under the same terms and conditions as CWA Local 1036.
Motion: Moved **By:** Shaun Van Doren **Seconded:** John Lanza
Yes: Zachary Rich, Jeff Kuhl, John Lanza, Shaun Van Doren
No: None **Abstain:** None **Absent:** Susan Soloway
2. Approving an agreement granting COVID-19 Premium Pay to employees covered under FOP 94 ; under the same terms and conditions as CWA Local 1036.

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

3. Approving an agreement granting COVID-19 Premium Pay to employees covered under PBA 188; under the same terms and conditions as CWA Local 1036.

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

XV. APPOINTMENTS

1. Approving the appointment of Carol Mowrey, as a member to the Transportation Advisory Committee (TAC), term to be effective immediately through April 30, 2027.

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

XVI. CONSENT AGENDA

Motion to approve the Consent Agenda excluding checks #10361 and #10366 listed on the Claims Register and Resolution #35

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

Motion to approve checks #10361, #10366 and Resolution #35

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

1. Approving the claims register dated May 02, 2023.
2. Approving the executive session and regular meeting minutes from April 04, 2023.
3. Approving the appointment of Joel VanHorn as a full time Principal Mail Clerk as of May 2, 2023 in the Hunterdon County Department of Administrative Services, Division of Central Printing and Mail Records Center.
4. Approving the appointment of Colleen Hartung as a full-time Keyboarding Clerk 2 as of May 2, 2023 in the Hunterdon County Department of Health.
5. Approving the appointment of Annamaria Alicandro as a full time Keyboarding Clerk 2 as of May 2, 2023 in the Hunterdon County Office of the Prosecutor.
6. Approving the appointment of Patrick Eckard as a full-time Recreation Program

Coordinator as of May 2, 2023 in the Hunterdon County Department of Administrative Services, Division of Parks and Recreation.

7. Approving the appointment of Robert Hornby as a full time Agricultural Resources Specialist 1 as of May 2, 2023 in the Hunterdon County Department of Planning and Land Use.
8. Approving the action to hereby grant Melissa Nemitz a regular appointment as a full-time Librarian 4 as of May 2, 2023 in the Hunterdon County Library.
9. Approving the temporary/interim retroactive salary for Warren Schultz, full-time Principal Park Ranger in the Hunterdon County Department of Administrative Services, Division of Parks and Recreation, to be granted a temporary/interim retroactive salary adjustment in accordance with the collective bargaining agreement with CWA Local 1036 for temporarily filling the role of Supervisor of Parks.
10. Approving the action to grant Emily Witkowski a regular appointment as a full time Librarian 4 as of May 2, 2023 in the Hunterdon County Library.
11. Acknowledging the action of Hunterdon County Surrogate Susan Hoffman to appoint Julie Yaeger to the position of unclassified full time Special Probate Clerk in the Hunterdon County Office of the Surrogate in accordance with Title 2B:14-11.
12. Approving the hire and provisional appointment of Laura Tarlowski as a Superintendent of Recreation in the Hunterdon County Department of Administrative Services, Division of Parks and Recreation, contingent upon the successful outcome of post offer evaluations.
13. Acknowledging the action of Hunterdon County Prosecutor Renee Robeson to hire and appoint David Paneque to the unclassified title Assistant Prosecutor, in the Hunterdon County Prosecutor's Office, contingent upon the successful outcome of post offer evaluations.
14. Approving the hire and provisional appointment of Joshua Bruner as a Mechanic in the Hunterdon County Department of Administrative Services, Division of Vehicle Services, contingent upon the successful outcome of post offer medical evaluations.
15. Approving the hire and regular appointment of Jennifer Fillebrown as an Account Clerk in the Hunterdon County Department of Administrative Services, Division of Vehicle Services, contingent upon the successful outcome of post offer medical evaluations.
16. Approving the hire and regular appointment of Zachary Eldridge as a Laborer in the Hunterdon County Department of Public Works, Bridge Division, contingent upon the

successful outcome of post offer medical evaluations.

17. Approving the hire and regular appointment of Colin Bailey as an Engineering Aide in the Hunterdon County Department of Public Works, Division of Engineering, contingent upon the successful outcome of post offer medical evaluations.
18. Approving the hire and regular appointment of Fabiana Popolla as a Registered Environmental Health Specialist Trainee in the Hunterdon County Department of Health, Department of Environmental Health Services, contingent upon the successful outcome of post offer medical evaluations.
19. Approving the hire and regular appointment of Dalton Preece as a Laborer in the Hunterdon County Department of Public Works, Bridge Division, contingent upon the successful outcome of post offer medical evaluations.
20. Approving the promotion of Dorothy Sabbarese to the title Library Associate in the Hunterdon County Library.
21. Acknowledging the action of the Hunterdon County Board of Elections to hire temporary Early Voting Site Supervisors for Early Voting sites.
22. Acknowledging the action of the Hunterdon County Board of Elections to hire temporary Early Voting Workers to staff Early Voting sites.
23. Approving an amendment to the Management Agreement with New Jersey Conservation Foundation for various open space properties.
24. Approving the participation in the Hunterdon County Educational Services Commission Cooperative Pricing System for the provision and performance of goods and services.
25. Approving the participation in the Union County Cooperative Pricing System for the provision and performance of goods and services.
26. Authorize the County Purchasing Agent to solicit bids for the following project: Furnish and Deliver Calcium Chloride Solution for Snow and Ice Control for Roads and Bridges.
27. Authorizing the County Purchasing Agent to solicit bids for the following project: Furnish and Deliver Transit Concrete.
28. Authorizing the County Purchasing Agent to solicit bids for the following project: Household Hazardous Waste Clean Up Days.

29. Authorizing the Director or Deputy Director to sign on behalf of Hunterdon County, Contract #24APKC, with the New Jersey Department of Human Services, Division of Disability Services for the period July 1, 2023 through June 30, 2024 in the amount of \$18,468.00, State funding, for the purpose of administering the Personal Assistance Services Program for Hunterdon County, for the purpose of providing case management services to eligible disabled residents.
30. Authorizing the Director or Deputy Director, on behalf of the County, Division of Senior, Disabilities and Veterans Services (DSDVS) to submit the WIC/Senior Farmers Market Nutrition grant applications through the Department of Human Services System for Administering Grants Electronically (SAGE) System.
31. Authorizing the Director or Deputy Director to sign the Contract for Performance of Area Plan Contract Services with Hunterdon Helpline, Inc. for Telephone Reassurance program services on behalf of the County of Hunterdon the period January 1, 2022 through December 31, 2024 for the Telephone Reassurance program through funding made available under the American Rescue Plan Act in the amount of \$19,676.00 (\$9,838.00 per year).
32. Approving No Overnight Parking Signs on Old York Road (CR613) in the township of Raritan.
33. Approval of Fairmount Fire Company to host a coin toss at the intersection of County Routes 512 and 517 in Tewksbury Township, on May 19, 2023 from 4:00 pm to 8:00 pm with a rain date of May 26, 2023.
34. Acknowledging the action of Hunterdon County Clerk Mary Melfi to hire William Kwietniak as a Seasonal Intern in the Hunterdon County Clerk's Office contingent upon the successful outcome of a post offer medical evaluation.
35. Authorizing the Director or Deputy to sign on behalf of the County, Change Order #1-FINAL with Capital Paving & Contracting for Resurfacing of County Route 517 in the Township of Tewksbury, with a Decrease of \$73,058.50.
36. Authorizing Hunterdon County Parks to permit the USDA-APHIS (United States Department of Agriculture/Animal and Plant Health Inspection Service) wildlife services to release raptors from sensitive areas to the following Hunterdon County Parks:
Cold Brook Preserve, Hoffman Park, Point Mountain Reservation, Cushetunk Mountain Preserve, Wescott Preserve.
37. Approving the Raritan Headwaters Association to receive a courtesy permit from the Division of Parks and Recreation for Echo Hill Park to conduct stream monitoring in the month of June 2023.

38. Authorizing the Hunterdon County Agricultural Development Board to act on Special Occasion Event (SOE) applications from farms on which the County of Hunterdon holds the Farmland Preservation Program deed of easement.
39. Authorizing the County Administrator to sign, on behalf of the County, an Application for Freshwater Wetlands General Permit 18 Pursuant to N.J.A.C. 7:7a-7.18.
40. Approving the amendment to resolution 2023-110, a one-time premium payment to eligible CWA members as agreed upon by the CWA and County of Hunterdon.
41. Approving the Hunterdon County Purchasing Agent to advertise for bids on the Resurfacing and Surface Treatment of Various County Roads in Various Townships throughout the County of Hunterdon.
42. Approving the letter of support on behalf of the Red Mill Museum from the Hunterdon County Board of County Commissioners
43. Approving a letter memorializing the Board of County Commissioner's support of the Borough's efforts in pursuing funding from the NJDOT.
44. Authorizing the Commissioner Director send a letter to Governor Murphy in support of bipartisan legislation Senate Bill No. 3038 and Assembly Bill No. 4630, to permit craft breweries to hold events and coordinate with certain food vendors.

XVII. OPEN TO THE PUBLIC

XVIII. ADDITIONAL COMMISSIONER COMMENTS

XIX. EXECUTIVE SESSION (Reconvene if necessary)

XX. ADJOURNMENT

The board adjourned at 6:36 p.m. on a motion made by Commissioner Van Doren and seconded by Commissioner Lanza, followed by a voice carry.