



MINUTES

HUNTERDON COUNTY BOARD OF COUNTY COMMISSIONERS

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

April 18, 2023

I. **5:00 p.m. CONVENE:**

II. **EXECUTIVE SESSION**

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:**

III. **5:30 p.m. PLEDGE OF ALLEGIANCE**

IV. **MOMENT OF SILENCE**

V. **REPORT FROM COUNTY COUNSEL ON EXECUTIVE SESSION**

VI. **COMMISSIONER REPORTS**

Commissioner Soloway reported on statistics that were shared with her. In 2022, Hunterdon County VSO Rich Booth provided support to 34 new clients and was successful in helping to secure service-connected disability compensation, pension payments, and veteran survivor's benefits, known as Dependency and Indemnity Compensation. In 2022, 168 payments were secured to veterans and their families, totaling \$2,904,507.39. Of that amount, 53 payments were retroactive benefits totaling \$380,447. These earned benefits are crucial to our veterans and their families. Commissioner Soloway announced that The Hunterdon Beer Trail launched its fourth seasonal (Spring/Summer) Brewery Passport promotion. The Brewery Passport is a seasonal promotion that invites guests to visit each of the seven Hunterdon County craft breweries on the "beer trail" over a few weeks, get their passport stamped, and be awarded a commemorative hat. Hunterdon Beer Trail is a partnership between local brewers and the Hunterdon County Department of Economic Development & Tourism.

Commissioner Van Doren reported that the Hunterdon County Shade Tee Commission held a how-to 'Pick and Plant a Tree' educational class at Echo Hill Park. Attendees

learned how to match the appropriate tree with the location, as well as the “do’s and don’ts” of proper tree planting. On April 28th, the County’s Shade Tree Commission will hold its 24th annual Arbor Day Ceremony. This year’s ceremony will be held at the Deer Path Park’s Cedar Pavilion at 10 am. Commissioner Van Doren mentioned that the Department of Public Works Director, Tom Mathews, advised that Hans Hanbicki, was recently designated as ‘*Arborist of the Year*’ by the New Jersey Chapter of the International Society of Arboriculture. Commissioner Van Doren reminded everyone that County Clerk Mary Melfi and County Sheriff Fred Brown were hosting an “Ident-A-Shred” on April 22nd from 8 AM to 11:30 AM, at the Route 12 County Complex located in Raritan Township. Commissioner Van Doren also touched on the Health Department’s Clean Communities Program which was participating in the “Green Scene” event in East Amwell Township which runs from 10 AM to 2 PM and would feature East Amwell and regional vendors, local farmers, educators, live music, and food. Commissioner Van Doren also mentioned that the Health Department would be partnering with Delaware Township School as part of its annual Earth Day celebration and that the public hearing on the FY23 County Budget will take place on Tuesday, May 2nd at 5:30 PM in the Commissioner's Meeting room.

Commissioner Lanza reported interesting statistics regarding the number of calls that County dispatchers fielded at the county-wide dispatch center in 2022. In 2022, 146,122 calls were fielded, which included a combination of 9-1-1 Calls, Administrative Calls, and Text-to-9-1-1 calls. The vast majority of that total included 105,551 administrative calls and 40,516, “9-1-1 calls.” Commissioner Lanza noted that Flemington Borough was the most active municipality, followed by Raritan and Readington Townships. Commissioner Lanza provided an overview of the Hunterdon County Division of Communications. Commissioner Lanza mentioned that he and Commissioner Director Rich would be attending a meeting in Union Township to discuss the current traffic situation at Exit 12 on Route 78. State Senator Doug Steindardt and Assembly Leader John DiMaio helped to facilitate the meeting between local officials and NJDOT Commissioner Diane Gutierrez-Scaccetti, to discuss possible improvements to the current traffic situation that exists at Exit 12.

Commissioner Deputy Director Kuhl reported that the Senior Center staff were busy with several programs and events, such as the “Mr. Fix It” Appliance Day on Tuesday, April 25th from 9:30 AM to Noon, “Cooking Healthy- The Easy Way” will be presented on April 28 and “Tech Talks” with Joe Peters on May 1st and 8th at 11:30 AM. From May 4th to July 6th; from 9 AM to Noon is Advanced Art with Doris, May 10th at 11 AM is a lecture on the Mind-Body Connection, and the Kentucky Derby Hat Fashion Show is taking place on May 11th at 12:30 in the afternoon. Commissioner Deputy Director Kuhl thanked all of the municipal partners for their assistance in achieving proclamations from all municipalities in the County declaring their communities as being ‘Stigma Free.’ With the adoption of proclamations from Bloomsbury, Califon, and Stockton, the goal that I set of Hunterdon County being ‘Stigma Free in 23’ will be met. Commissioner Deputy Director Kuhl also thanked Human Services Director Meagan O’Reilly for her advocacy on behalf of our eligible communities with the State of New Jersey and the proposed grant awards to Bloomsbury, Flemington, and Glen Gardner Boroughs using Community Development Block Grant funds received from the Cares

Act.

Commissioner Director Rich thanked his colleagues for their reports and their ongoing work as liaisons to the County's various operations. Commissioner Director Rich also thanked Human Services Director Meagan O'Reilly, for her diligent work in assisting our municipal partners with identifying eligible projects and drafting corresponding applications for Community Development Block Grant funding. Commissioner Director Rich explained that the unique funding opportunity provided by the CARES Act would afford those communities direct grant money toward a variety of important projects. Commissioner Director Rich expressed his thanks to our Public Safety Telecommunicators as we commemorated National Public Safety Telecommunicators Week. The County dispatchers often handle calls with someone on the other side of the telephone that is at the worst moment of their life, and they provide support, guidance, and reassurance to each caller. Commissioner Director Rich also mentioned that he and Commissioner Lanza would be meeting with the NJDOT Commissioner regarding the improvement to the current traffic situation at Exit 12. Finally, Commissioner Director Rich recognized Bethlehem Township Mayor, Paul Muir who was selected as President of the New Jersey Conference of Mayors. The New Jersey Conference of Mayors was founded in 1963 by a group of leading Mayors who believed their collective voices should be heard in Trenton and Washington. The New Jersey Conference of Mayors continues to be a leading bipartisan solutions-oriented group to this day.

VII. PROCLAMATIONS/RECOGNITION

1. Recognizing the Hunterdon County Junior Red Devils for winning the 2023 UCA National High School Cheerleading National Championship Game Day Division as well as the Quest Recreational Championship National Champions Traditional Division.
Mayor Robyn Fatooh, of Raritan Township, congratulated the Jr. Red Devils upon their achievement.
Motion: Moved **By:** Susan Soloway **Seconded:** John Lanza
Yes: Zachary Rich, Jeff Kuhl
No: None **Abstain:** None **Absent:**
2. Recognizing Michele Bobrowski upon her appointment as President of the Municipal Clerks Association of NJ.
Commissioner Director Rich thanked Ms. Michele Bobrowski for her hard work and leadership over the years. Ms. Michele Bobrowski thanked the Board for honoring her with this proclamation and spoke of her journey as Municipal Clerk.
Motion: Moved **By:** Jeff Kuhl **Seconded:** Shaun Van Doren
Yes: Zachary Rich, Jeff Kuhl, John Lanza, Susan Soloway, Shaun Van Doren
No: None **Abstain:** None **Absent:**
3. Proclaiming April 28, 2023 the 151st Anniversary of Arbor Day.
Commissioner Director Rich shared details regarding the 24th annual Arbor Day Celebration. Individuals requiring additional information can contact Dan Bush.
Motion: Moved **By:** Shaun Van Doren **Seconded:** Susan Soloway
Yes: Zachary Rich, Jeff Kuhl, John Lanza, Susan Soloway, Shaun Van Doren

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

4. Recognizing the partnership of and community activism of Operation Jersey Cares and the Flemington Rotary Club.

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

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

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

5. Recognizing Public Safety Telecommunicators Week of April 9th through April 15th in the County of Hunterdon.

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

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

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

VIII. **SUPERINTENDENT OF SCHOOLS, Juan Tores**

1. Recognizing the 2023 Governors's Educators of the Year recipients in the County of Hunterdon.

Motion: Moved **By:** Susan Soloway **Seconded:** Shaun Van Doren

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

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

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

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

No public comment.

X. **PARKS UPDATE, Dan Bush, Director**

1. Certificate of Honor for Monmouth County Police/Ranger Academy Graduate Alex Harris.

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

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

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

XI. **HUMAN SERVICES UPDATE, Meagan Q. O'Reilly**

1. Approving the award of Community Development Block Grant CV1 and CV3 funding in the amount of \$460,971.00 to following municipalities; Bloomsbury, Flemington, and Glen Gardner.

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

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

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

XII. **ECONOMIC DEVELOPMENT & TOURISM UPDATE, Marc Saluk, Director**

1. Awarding an Economic Development Grant Program award to the Township of Bethlehem in order to review existing commercial and industrial zones along the

Route 173 corridor in order to produce recommendations for these zoning districts, so as to encourage economic growth along the corridor, in an amount not to exceed \$13,500 .00.

Motion: Moved **By:** Susan Soloway **Seconded:** Jeff Kuhl

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

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

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

1. Authorizing the Director or Deputy Director to sign and accept, on behalf of the County, a Stop Violence Against Women Act (VAWA) grant subaward for the Hunterdon County Victim Witness Assistance Victim Services Project, with the New Jersey Department of Law and Public Safety, Division of Administration, Office of the Attorney General, in the amount of \$13,039.00, for the period of July 1, 2023 to June 30, 2024, for the Office of the Hunterdon County Prosecutor.

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

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

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

XIV. **PURCHASING, Ray Rule, QPA**

1. Approving a contract award for County Bid 2023-02, with Green Rock Recycling LLC to Furnish and Deliver Maintenance and Repair Materials for Roads and Bridges in an amount not to exceed \$20,000.00.

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

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

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

2. Approving a contract award for County Bid 2023-02, with Stavola Construction Materials, Inc. to Furnish and Deliver Maintenance and Repair Materials for Roads and Bridges in an amount not to exceed \$200,200.00. This contract is for the provision of stone and cold patch for the maintenance of roads and bridges.

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

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

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

3. Approving a contract award for County Bid 2022-02, with Trap Rock Industries LLC to Furnish and Deliver Maintenance and Repair Materials for Roads and Bridges in an amount not to exceed \$358,600.00. This contract is for the provision of asphalt and stone for the maintenance of roads and bridges.

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

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

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

4. Approving a contract award for County Bid 2023-03, with VA Electrical Contractor LLC for Lighting Upgrades to the Hunterdon County Main Branch Library in an amount not to exceed \$169,000.00. The project is a complete LED conversion to the

lighting at the Library HQ. This upgrade will lower energy cost, improve lighting within and around the library building, and decrease the burden of light replacement.

Motion: Moved **By:** Jeff Kuhl **Seconded:** Zachary Rich

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

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

XV. COUNTY ADMINISTRATOR, Brad Myhre

1. Establishing the date for a Public Hearing on the sale of the Hunterdon County Transfer Station.

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

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

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

2. Authorizing the Administrator of the County of Hunterdon to execute, on behalf of the County of Hunterdon, a Side Letter of Agreement between the County of Hunterdon and CWA Local 1036, for the Department of Public Works.

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

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

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

3. Approval by Hunterdon County Board of County Commissioners to approve the base pay and regular rate contractual increases per the negotiated side letter of agreement with the Communication Workers of America Local 1036 Supervisory and Nonsupervisory units for the following affiliated employees in the Department of Public Works.

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

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

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

XVI. APPOINTMENTS

1. Approving the appointment of Meghan Moore as a member to the Hunterdon County Human Services Advisory Council, term to be effective immediately through March 31, 2026.

Motion: Moved **By:** Jeff Kuhl **Seconded:** Susan Soloway

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

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

XVII. CONSENT AGENDA

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

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

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

1. Approving the claims register dated April 18, 2023.
2. Approving the executive session and regular meeting minutes from April 04, 2023.

3. Approving a coin toss request for Garden State Underwater Recovery Unit to host a coin toss on June 10, 2023 (rain date June 17, 2023) and December 9, 2023 (rain date December 16, 2023) from 8:00 AM to 3:00 PM at the intersection of Route 519 and Bridge Street in the Borough of Milford.
4. Approving the hire and permanent appointment of Leonard Pope as a Fire Instructor, Level 2 in the Hunterdon County Department of Public Safety, Emergency Services Training Division.
5. Approving the hire and permanent appointment of Michelle Weinstock as a Fire Instructor, Level 2 in the Hunterdon County Department of Public Safety, Emergency Services Training Division.
6. Approving the hire and permanent appointment of Robert Beattie as a Fire Instructor, Level 2 in the Hunterdon County Department of Public Safety, Emergency Services Training Division.
7. Approving the temporary grant funded appointment of Rachel Kopp to Coordinator of Nurse Examiners in the Hunterdon County Office of the Prosecutor, fully funded by the SANE/SART grant.
8. Approving the hire and seasonal appointment of Rebecca Merriken as an Intern in the Hunterdon County Department of Economic Development & Tourism.
9. Approving the hire and seasonal appointment of Michael Rowe as a Seasonal Intern in the Hunterdon County Department of Administrative Services, Division of Parks and Recreation.
10. Approving the hire and seasonal appointment of Zachary Majorossy as a Seasonal Intern in the Hunterdon County Department of Administrative Services, Division of Parks and Recreation.
11. Approving the hire and seasonal appointment of Aidan Roberts as a Seasonal Intern in the Hunterdon County Department of Administrative Services, Division of Parks and Recreation.
12. Approving the hire and seasonal appointment of Thomas Urmston as a Seasonal Intern in the Hunterdon County Department of Administrative Services, Division of Parks and Recreation.
13. Approving the modification of the weekly hours of work for Matheson Westlake, Library Assistant, in the Hunterdon County Library.

14. Approving the hire and regular appointment of Marie Fill as a Public Safety Telecommunicator Trainee in the Hunterdon County Department of Public Safety, Communications Division.
15. Approves the hire and regular appointment of Victoria Haggerty as a Public Safety Telecommunicator Trainee in the Hunterdon County Department of Public Safety, Communications Division.
16. Approving the hire and regular appointment of Jessie Beekhuysen as a Public Safety Telecommunicator Trainee in the Hunterdon County Department of Public Safety, Communications Division.
17. Approving the hire and regular appointment of Riley Boyce as a Public Safety Telecommunicator Trainee in the Hunterdon County Department of Public Safety, Communications Division.
18. Acknowledging the action of Hunterdon County Sheriff Frederick Brown to hire and temporarily appoint Jeffrey Charous to the title Special Law Enforcement Officer III, in the Hunterdon County Office of the Sheriff.
19. Approving authorization of the Hunterdon County Health Department to apply for an Overdose Fatality Review Team Grant in the amount of \$75,000.00 from the New Jersey Department of Health.
20. Approving a request to advertise for the solicitation of competitive proposals for Professional Engineering Design Services for the Replacement of County Bridge R-168 Barley Sheaf Road Over Pleasant Run Readington Township.
21. Authorizing the Department of Health to apply for a renewal of the Childhood Lead Exposure Prevention Grant with the New Jersey Department of Health for funding in the amount of \$49,800 for the period July 1, 2023, through June 30, 2024. This grant application is a collaborative application between Hunterdon, Morris, Sussex, and Warren Counties.
22. Authorizing the Director or Deputy Director to sign and accept an agreement on behalf of the Hunterdon County Health Department, modification #1 to the Tier 1 Medical Reserve Corps (MRC) Respond, Innovate, Sustain and Equip (RISE) Award (MRC RISE 22-0240) This modification extends the end date of the grant from December 31, 2022, to June 30, 2023. There is no increase to the original grant amount of \$25,000.
23. Approving the amended bylaws for the Hunterdon County Transportation Advisory Committee.

24. Approval of the Special Provisions for the Application of Traffic Stripes on Various County and Municipal Roads all located in Hunterdon County.
25. Approving the use of County Road 523 in the Township of Readington for the Readington Township Memorial Day Parade on Monday, May 29, 2023; beginning at 10:30 am.
26. Approving the request from Tewksbury First Aid and Rescue Squad to host a coin toss at the intersection of Lamington Road, Rt. 523 and Rt. 517 in Oldwick; on Saturday April 22, 2023 and Sunday April 23, 2023 from the hours of 10 am to 3 pm. With a rain date of April 29, 2023 and April 30, 2023.
27. Approving the request from the Hunterdon County Bulldogs 927 Marine Corps League to host a coin on Saturday, May 20, 2023 from 9:00 am to 3:00 pm at the intersection of Church Street and Main Streets in Flemington.
28. Approving the amended to previously approved Resolution 2023-241 to update Fringe Benefits.
29. Authorizing the County Administrator to execute on behalf of the County of Hunterdon the Business Associate Agreement and the Account Service Agreement with EB Employee Solutions, LLC to administer the "Difference Card Program" for employee HRA and FSA Accounts.
30. Authorizing the Director or Deputy Director to execute, on behalf of the County of Hunterdon, a Memorandum of Agreement between the County of Hunterdon and CWA Local 1036 amending the Memorandum of Agreements between the parties dated February 2023 and March 2023 regarding health benefits plan offerings to County employees commencing during the calendar year 2023.
31. Authorizing the Director or Deputy Director to execute, on behalf of the County of Hunterdon, a Side Letter of Agreement between the County of Hunterdon and AFSCME Council 63, Local 2097 amending the Memorandum of Agreement between the parties dated March 16, 2023.
32. Amending the Memorandum of Agreement between the County of Hunterdon and AFSCME Council 63 Local 2097 dated March 16, 2023.

XVIII. CORRESPONDENCE

1. Approval of an Equipment Loan Agreement between the County of Hunterdon and Hunterdon Musical Arts for the use of a Portable Hearing Loop effective April 13, 2023 to December 31, 2023.
Motion: Moved **By:** Susan Soloway **Seconded:** John Lanza
Yes: Zachary Rich, Jeff Kuhl, John Lanza, Susan Soloway, Shaun Van Doren

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

XIX. OPEN TO THE PUBLIC

No public comment.

XX. ADDITIONAL COMMISSIONER COMMENTS

XXI. EXECUTIVE SESSION (Reconvene if necessary)

XXII. ADJOURNMENT

The Board adjourned at 6:47 p.m. on a motion by Commissioner Van Doren, seconded by Commissioner Lanza, followed by a voice carry.