



MINUTES

HUNTERDON COUNTY BOARD OF COUNTY COMMISSIONERS

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

July 5, 2023

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

II. **EXECUTIVE SESSION**

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

Yes: John Lanza, Jeff Kuhl, Susan Soloway, 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 the County held another successful veterans' headstone cleaning event at the Riverside Cemetery this past Saturday. She shared three additional headstone cleaning events that the county will be sponsoring for the remainder of 2023. As co-liaison to veterans' affairs, she shared details about the unique *Art for Veterans* that will be held at the Senior Center on July 14, 2023. Those interested can contact VSO Rich Booth at 908-788-1361, or email rbooth@co.hunterdon.nj.us. As liaison to the Prosecutor's office, Commissioner Soloway shared that Director Rich and herself attended a briefing by Prosecutor Robeson and Chief of Detectives, Tim Drew. They reviewed current county-wide crime statistics, as well as conducted a meet and greet with staff members. Lastly, Commissioner Soloway shared how special the recent ribbon cutting was of the new barrier-free playground at Deer Path Park.

Commissioner Van Doren shared information about the ongoing success of the monthly vision screening program that the Health Department is offering in partnership with the New Jersey Commission for the Blind. To make an appointment for the Vision

Program, residents can call 908-806-4570. As liaison to the Department of Public Works, Commissioner Van Doren shared that County Engineer, Tom Mathews, is actively working with a contractor completing the rehabilitation of the Historic Covered Bridge in Delaware Township. The Board appreciates the public's ongoing patience during this period of construction. Commissioner Van Doren also shared the pride resulting from the recent ribbon cutting for the County's first, barrier free playground at Deer Path Park. Since 2020, nearly \$8 million dollars has been invested by this Board in open space enhancements and acquisitions. He thanked everyone that was involved in making this project a reality.

Commissioner Lanza reported he participated in a forum at the 9-1-1 Center that was organized by the Hunterdon County Department of Public Safety and NJOEM regarding post disaster, public assistance programs. He thanked Public Safety Director Brayden Fahey and Deputy OEM Coordinator, Andrew Camp for helping to organize this event. In keeping with helping our local officials access needed federal support, Commissioner Lanza announced this evening, that the USDA has confirmed their availability to offer a grant workshop for Hunterdon County municipal officials and local farmers. The USDA briefing will provide municipal officials and area farmers with a broad overview of the various grant and loan programs available to them. Commissioner Lanza expressed his happiness with how well the Deer Path Park playground unveiling went last Thursday.

Deputy Director Kuhl shared several items of importance as liaison to the Department of Human Services. The Hunterdon County Opioid Settlement Task Force will be releasing a survey to the community next week. The goal of the survey is to solicit feedback from community members on the gaps and needs in our area that would benefit from the use of these funds. Deputy Director Kuhl shared details regarding several unique programs the Senior Center will be offering in the weeks ahead. Programs include: Planning for Life Transitions, Chess for Seniors, and Language of Flowers. As liaison to the Department of Planning and Land Use, Deputy Director Kuhl stated he is excited for the upcoming USDA grant workshop. Several Hunterdon County farmers have received Value-Added Producer grants in the past and we hope to ensure that more of our farmers aware of this program.

Director Rich stated the ribbon cutting at Deer Path Park for the barrier-free playground was the highlight of his year as Director of the Board. He stated all of the smiling faces of the children who rushed to the playground equipment, and beat us to the ribbon cutting, was testament to how successful and important this moment was in the history of our county park system. He thanked everyone who brought this project to life. Director Rich reported he reviewed the audio of the recent public hearing held in Clinton Township last week, on the proposal to sell the county transfer station. He stated the Board appreciates the residents that took the opportunity to express their thoughts on the subject. Public input is always valuable and given due consideration by the Board. Director Rich addressed the misconceptions that were brought up during the public hearing. Director Rich stated the Board will continue to consider this matter, as they do all matters, with a business-like approach and a determination of what is best for the taxpayers of Hunterdon County.

VII. New Jersey Association of Counties 2023 Scholarship Presentation- NJAC

Executive Director John Donnadio, Superintendent of Hunterdon County Polytech Todd Bonsall

1. New Jersey Association of Counties Presentation of the 2023 Scholarship Awards to Nicholas Casalins and Nicholas Columbus

Executive Director John Donnadio thanked the Commissioner Board and congratulated the scholarship awardees.

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

Yes: John Lanza, Jeff Kuhl, Susan Soloway, 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. Health Department Update, Karen DeMarco

1. Authorizing the Hunterdon County Department of Health to apply and accept the year 2 funding for the New Jersey Association of County and City Health Officials (NJACCHO) Enhancing Public Health Infrastructure Local Health Department Grant Award, in the amount of \$1,211,997, for the period July 1, 2023, thru June 30, 2024.

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

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

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

X. GRANTS, Michael Franchini, Deputy CFO

1. Authorizing the Director or Deputy Director to sign and accept a NJDOH Childhood Lead Exposure and Prevention Grant sub-agreement with the County of Warren for the Childhood Lead Exposure, as part of a collaborative agreement between Hunterdon, Morris, Sussex, and Warren Counties in the amount of \$65,050 for the period July 1, 2023, through June 30, 2024.

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

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

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

2. Requesting the insertion of an item of revenue and the like sum as an appropriation, in the 2023 County Budget, for the FY20 Justice Assistance Grant (JAG) Program in the amount of \$33,257.

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

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

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

XI. PLANNING & LAND USE

1. Authorizing the Department of Planning and Land Use to submit both the Thumbnail Application and the "Full Application A" for the Greenway Trail Plan Funding to the North Jersey Transportation Planning Authority.

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

2. Authorizing the Executive Director of the Cultural & Heritage Commission to sign a grant agreement with the New Jersey Council on the Humanities.

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

XII. Update from Hunterdon County Engineer, Thomas Mathews

1. Approving a contract award for County Bid 2023-08 with CMS Construction Inc., for the replacement of County Bridge ED-262 Dunkard Church Road Over Tributary to the Third Neshanic River in the Townships of East Amwell and Delaware. Total amount to be expended, not to exceed: \$663,390.00.

Deputy Director Kuhl stated he visited the site and the bridge does need repair and would like to keep it as rural as possible. He reiterated that a replacement is needed for fire and safety reasons. Henry Wieczorek stated the safety of the traveling public is the top priority and the Engineering Department plans to keep the bridge as rural as possible. Commissioner Van Doren reported he met with historians in Delaware Township to walk through the process. He added it is important not to lose the NJ DOT grant. Commissioner Lanza added the Board tabled the approval of the contract to allow time for the township to weigh in, and the Board has received the opinion of the Delaware Township Committee. The Board welcomes comments and considers all facts before making a final decision. Henry Wieczorek stated every effort was made to contact and notify the local residents. Administrator Myhre added that Henry Wieczorek offered additional landscaping to the resident concerned about privacy.

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

XIII. PURCHASING, Ray Rule, QPA

1. Approving a contract award for County Bid 2023-13 with Creter Vault Corporation, for the furnishing and delivering of transit concrete in a total amount not to exceed: \$168,075.00.

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

2. Approving a contract award for County RFP 0031-2023, with Pennoni Associates Inc. for Professional Engineering Design Services for the Replacement of County Bridge R-168 Barley Sheaf Road Over Pleasant Run, Readington Township. In an amount not to exceed \$345,982.00.

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

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

XIV. **COUNTY ADMINISTRATOR, Brad Myhre**

Administrator Brad Myhre briefed the Board on the Library LED lighting upgrades and the savings associated with these upgrades.

Administrator Myhre also updated the Board on the transition of Edmunds, the county's purchasing software, to a cloud based server, to allow greater access for County Staff, while also increasing security.

1. Approving the lease agreement at 112 Broad Street, Flemington New Jersey, for the Hunterdon County Board of Elections.

Administrator Brad Myhre thanked Commissioner Lanza, County Clerk Mary Melfi and Jim Robinson for their help with this process.

Commissioner Lanza thanked Jim Robinson for finding a great place at a great price.

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

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

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

2. Authorizing Administrative Action to include in the Hunterdon County District Solid Waste Management Plan as an Exempt facility (NJAC 7:26A-1.4(a) 13), High Bridge Borough located at Block 31, Lot 14.02, with a Street address of Dewy Ave.

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

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

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

XV. **CONSENT AGENDA**

Approving the Consent Agenda, minus check numbers 10430, 10438 listed on the Claims Register.

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

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

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

Approving checks number 10430 and 10438 listed on the Claims Register dated July 05, 2023.

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

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

No: None **Abstain:** Zachary Rich **Absent:**

1. Approving the claims register dated July 05, 2023.
2. Approving the executive session and regular meeting minutes from June 20, 2023.
3. Approving the promotion and provisional appointment of Steven Hawkins as a Road Repairer 1 in the Hunterdon County Department of Public Works, Roads Division upon successful training and receipt of a Commercial Driver's License Class A.

4. Approving the transfer of Keith Monahan, Maintenance Worker 2, to the Department of Administrative Services, Division of Parks and Recreation effective July 10, 2023. Salary and hours to remain the same.
5. Approving the transfer of Matthew Suchovic, Maintenance Repairer, to the Department of Administrative Services, Division of Parks and Recreation effective July 10, 2023. Salary and hours to remain the same.
6. Approving the action to grant Justin Ferrante a regular appointment as a full-time Senior Bridge Construction Worker as of July 5, 2023 in the Hunterdon County Department of Public Works, Roads Division.
7. Approving the hire and seasonal appointment of Hao-Yun Jan as a Seasonal 4H Intern in the Hunterdon County Department of Planning and Land Use, Rutgers Cooperative Extension, contingent upon the successful outcome of a post-offer medical evaluation.
8. Approving the action to grant Sandra Janosik a regular appointment as a full-time Librarian 2 as of July 5, 2023, in the Hunterdon County Library.
9. Authorizing the Director or Deputy Director to sign on behalf of the County, Change Order #1 with Hahr Construction Inc.; with an increase in the amount of \$38,566.00.
10. Approving the hire and regular appointment of Talia Silva as a Human Services Aide in the Hunterdon County Department of Human Services, Division of Social Services contingent upon the successful outcome of post-offer medical evaluations.
11. Approval of the promotion and provisional appointment of Erica Rega as a Senior Public Safety Telecommunicator in the Hunterdon County Department of Public Safety, Division of Communications.
12. Approving the promotion and provisional appointment of William Swaney as a Supervising Public Safety Telecommunicator in the Hunterdon County Department of Public Safety, Division of Communications.
13. Approving the promotion and provisional appointment of Skye Newman as a Human Services Aide in the Hunterdon County Department of Human Services, Division of Social Services.
14. Approving the modification of the weekly hours of work for Janice Passaro, part-time Library Assistant, in the Hunterdon County Library.
15. Approving the purchase of commodity(s)/service(s), requisition(s), #R3-04180 with Ben Schaffer Recreation Inc., for the installation of a gable shelter at Deer Path Park,

in an amount not to exceed \$79,233.13.

16. Approving the First Energy request to provide Right of Way line clearance operations along Heron Glen Drive on circuit # 27655 located at Heron Glen golf course, a Hunterdon County Parks location at 110 Highway 202, Ringoes NJ 08551.
17. Authorizing the Director or Deputy Director to sign on behalf of the County Annual DEP UST Certification Questionnaires.
18. Authorizing the Director or Deputy Director to sign on behalf of the County, a Transfer of Title Agreement Agency Concurrence Letter for Vehicle #16-1885, which is currently being leased from NJ Transit.
19. Authoring The County of Hunterdon, to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$1,424.00, for the period October 1, 2022 through September 30, 2023 to carry out a project to support the county welfare agency's administration of the Low Income Heating and Energy Assistance Program.
20. Authorization on behalf of the County of Hunterdon, to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$949.00, for the period July 1, 2022 through June 30, 2023 to carry out a project to process all requests for Universal Service Fund (USF).
21. Review and authorization on behalf of the County, a Discharge of Mortgage, with a lien in the amount of \$35,587.58, for the property known as Block 9, Lot 1 in the Borough of High Bridge, Hunterdon County, State of New Jersey.
22. Authorizing the Director or Deputy and Clerk to the Board of Hunterdon County, on behalf of the County, a Discharge of Mortgage, with a lien in the amount of \$9,205.00, for the property known as Block 9, Lot 1 in the Borough of High Bridge, Hunterdon County, State of New Jersey.
23. Approving Requisition #R3-04276 with Software House International, in an amount not to exceed \$116,670.23 for data backup infrastructure upgrade.

XVI. OPEN TO THE PUBLIC

No public comment.

XVII. ADDITIONAL COMMISSIONER COMMENTS

XVIII. EXECUTIVE SESSION (Reconvene if necessary)