



MINUTES

HUNTERDON COUNTY BOARD OF COUNTY COMMISSIONERS

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

April 2, 2024

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

II. **EXECUTIVE SESSION**

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

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

No: None **Abstain:** None **Absent:** John Lanza

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

The Board reconvened at 5:34 p.m.

IV. **MOMENT OF SILENCE**

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

VI. **COMMISSIONER REPORTS**

Commissioner Rich shared some information regarding the recent affordable housing legislation that was signed into law by Governor Murphy on March 20, 2024. The Hunterdon County Department of Planning and Land Use has reviewed this legislation and recommends that all Hunterdon County municipalities communicate as soon as possible with their Professional Planner. Commissioner Rich reported the current and prospective affordable housing need numbers will be prepared and published by the Department of Community Affairs (DCA) prior to October 1, 2024. Commissioner Rich reminded everyone the Hunterdon County Teen Arts Festival is taking place on April 16, 2024. The festival is open to all 13- to 19-year-old students who attend school in Hunterdon County, this event provides a forum for students to showcase their talents through exhibitions of visual art, theatrical presentations, dance, vocal and instrumental

music performances, and presentations original film and creative writing.

Commissioner Van Doren thanked all those who were involved in the planning of the Ribbon Cutting for the Historic Covered Bridge in Delaware Township. The event was well attended. As liaison to the Health Department he added the Household Hazardous Waste collection event that took place on Saturday, March 27, 2024 was a success. In total, 770 residents participated in the event, and the Solid Waste Division collected a total of 22.8 tons of hazardous household waste. Commissioner Van Doren stated Karen DeMarco, the Director of the Health Department, will be presenting about the ongoing work of our Hazmat team at the next Commissioner Board meeting. Commissioner Van Doren shared information regarding an upcoming class that will take place at the Senior Center.

Deputy Director Soloway shared an update on the Hunterdon County Library on behalf of Director Kuhl. The Library is offering free Eclipse Viewing Glasses at both the Main Branch Library and the North Branch Library. Viewing glasses are available at the front desks while supplies last. On Monday, April 8, the Library will be offering a *Partial Solar Eclipse* program through Citizen Science projects, at the Hunterdon County Main Branch library, from 2:45 p.m. until 4:00 p.m. The event is open to adults and teens and registration is required. The North Branch Library is offering a *Mini Makers Homeschool* program beginning Monday, April 8, from 2:00 p.m. to 3:30 p.m. for children 5-12 years old. Registration is required, and participants can enjoy various stations of learning and play including Legos, Perler Bead crafts, build vehicles with gears, and imagination playground blocks. Lastly, Deputy Director Soloway announced the county will be hosting a Veterans Resource Fair on Monday, May 20, beginning at 1:00 p.m. in conjunction with Congressman Tom Kean's office.

VII. PROCLAMATIONS/RECOGNITION

1. Recognizing Eagle Scout, Ryan Levison.
Eagle Scout Ryan Levison shared details with the Board regarding his scout project.
Motion: **By:** Zachary Rich **Seconded:** Shaun Van Doren
Yes: Jeff Kuhl, Susan Soloway, Zachary Rich, Shaun Van Doren
No: None **Abstain:** None **Absent:** John Lanza
2. Marking April 2024 as National Child Abuse Awareness Month in the County of Hunterdon.
Motion: **By:** Shaun Van Doren **Seconded:** Zachary Rich
Yes: Jeff Kuhl, Susan Soloway, Zachary Rich, Shaun Van Doren
No: None **Abstain:** None **Absent:** John Lanza
3. Recognizing April 1, 2024 through April 7, 2024 as Public Health Appreciation Week in the County of Hunterdon.
Motion: **By:** Shaun Van Doren **Seconded:** Zachary Rich
Yes: Jeff Kuhl, Susan Soloway, Zachary Rich, Shaun Van Doren
No: None **Abstain:** None **Absent:** John Lanza

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

IX. **FINANCE, Andrew Bernath, CFO**

1. Authorization to exceed Budget Appropriation Limits and to establish Cap Bank.
Motion: By: Zachary Rich **Seconded:** Shaun Van Doren
Yes: Jeff Kuhl, Susan Soloway, Zachary Rich, Shaun Van Doren
No: None **Abstain:** None **Absent:** John Lanza
2. Certification of Compliance with the United States Equal Employment Opportunity Commission's Enforcement Guidance under Title VII of the Civil Rights Act of 1964.
Motion: By: Zachary Rich **Seconded:** Shaun Van Doren
Yes: Jeff Kuhl, Susan Soloway, Zachary Rich, Shaun Van Doren
No: None **Abstain:** None **Absent:** John Lanza
3. Approval of the "2024 Budget Statement Certification by Welfare Agency" and authorizing the Commissioner Director to sign on behalf of the County.
Motion: By: Shaun Van Doren **Seconded:** Zachary Rich
Yes: Jeff Kuhl, Susan Soloway, Zachary Rich, Shaun Van Doren
No: None **Abstain:** None **Absent:** John Lanza
4. Authorizing County entity (Surrogate's Office) to exceed the county entity budget request cap (P.L. 2015, c.249)
Motion: By: Zachary Rich **Seconded:** Shaun Van Doren
Yes: Jeff Kuhl, Susan Soloway, Zachary Rich, Shaun Van Doren
No: None **Abstain:** None **Absent:** John Lanza
5. Authorizing County entity (Sheriff's Office) to exceed the county entity budget request cap (P.L. 2015, c.249)
Motion: By: Zachary Rich **Seconded:** Shaun Van Doren
Yes: Jeff Kuhl, Susan Soloway, Zachary Rich, Shaun Van Doren
No: None **Abstain:** None **Absent:** John Lanza
6. Authorizing County entity (Board of Elections) to exceed the county entity budget request cap (P.L. 2015, c.249).
Motion: By: Shaun Van Doren **Seconded:** Zachary Rich
Yes: Jeff Kuhl, Susan Soloway, Zachary Rich, Shaun Van Doren
No: None **Abstain:** None **Absent:** John Lanza
7. Authorizing the 2024 FY Budget to be read by title.
Motion: By: Shaun Van Doren **Seconded:** Zachary Rich
Yes: Jeff Kuhl, Susan Soloway, Zachary Rich, Shaun Van Doren
No: None **Abstain:** None **Absent:** John Lanza

8. Introduction of the FY 2024 Hunterdon County Budget.

Mr. Andrew Bernath stated "The County's 2024 budget provides for the recording of federal American Rescue monies in accordance with the final U.S. Treasury rules, direction received from the New Jersey Division of Local Government Services, and advice of the CPA firm with which the County has contracted for American Rescue Funds consulting and advisory services."

Commissioner Van Doren stated he is pleased to be able to present the FY24 county budget that upon adoption, will reduce the county tax rate to the 2015 level. He thanked his budget co-liaison Commissioner Lanza who is unable to attend this evening's meeting but who was intimately involved in the budget preparation and fully supports this budget document. Commissioner Van Doren added the FY24 budget also includes funding for two major priorities outlined by Commissioner Director Kuhl for 2024 as well as investments in public health and safety. The budget continues to follow the Board's ongoing strategy of pay-as-go capital spending and keeps Hunterdon County debt free for the 10th consecutive year. Commissioner Van Doren thanked CFO Andrew Bernath, Deputy CFO Mike Franchini, County Administrator Brad Myhre, Deputy County Administrator Shana Taylor, and County Counsel Katrina Campbell for their collective work on the budget committee as well.

Deputy Director Soloway congratulated Commissioner Van Doren, Commissioner Lanza, and the entire budget committee for their tireless work. This year's budget is once again a demonstration of this board's ongoing commitment to fiscal discipline and putting our taxpayers first. Deputy Director Soloway added she looks forward to supporting this budget.

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

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

No: None **Abstain:** None **Absent:** John Lanza

X. **HUMAN SERVICES UPDATE, MEAGAN Q. O'REILLY, DIRECTOR**

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

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

No: None **Abstain:** None **Absent:** John Lanza

1. Authorizing a provider services contract with Hunterdon Medical Center, Hunterdon Behavioral Health for the provision of community-based services known as Family Crisis Intervention pursuant to the terms and conditions set forth in the Department of Human Services 2024 Request for Proposals 0056-2023, for the period of January 1, 2024, through December 31, 2026. Funding for the term shall be in the amount of \$225,000.00 (\$75,000.00 per County fiscal year).
2. Authorizing the Commissioner Director to sign and submit the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) and American Rescue Plan Act (ARPA) Grant documents to New Jersey Transit, in the amount of \$142,101.00 CRRSAA Funding and \$5,301.00 ARPA Funding to assist in providing transportation

to senior citizens and/or people with disabilities.

3. Authorizing a provider services contract with Hunterdon Medical Center for the provision of community-based services known as Special Child Health Services Case Management pursuant to the terms and conditions set forth in the Department of Human Services 2024 Request for Proposals 0065-2023, for the period of January 1, 2024, through December 31, 2026. Funding for the term shall be in the amount of \$115,710.00 (\$38,570.00 per County fiscal year).
4. Authorizing a provider services contract with Family Promise of Hunterdon County, Inc. for the provision of community-based services known as Home-based Shelter for Children and Families Program pursuant to the terms and conditions set forth in the Department of Human Services 2024 Request for Proposals 0065-2023, for the period of January 1, 2024, through December 31, 2026. Funding for the term shall be in the amount of \$45,000.00 (\$15,000.00 per County fiscal year).
5. Authorizing a provider services contract with Hunterdon Helpline for the provision of community-based services known as First Assist pursuant to the terms and conditions set forth in the Department of Human Services 2024 Request for Proposals 0065-2023, for the period of January 1, 2024, through December 31, 2026. Funding for the term shall be in the amount of \$165,600.00 (\$55,200.00 per County fiscal year).
6. Authorizing a provider services contract with Freedom House for the provision of community-based services known as Grantham House Sober Living Program pursuant to the terms and conditions set forth in the Department of Human Services 2024 Request for Proposals 0065-2023, for the period of January 1, 2024, through December 31, 2026. Funding for the term shall be in the amount of \$32,850.00 (\$10,950.00 per County fiscal year).
7. Authorizing a provider services contract with Hunterdon Medical Center, Hunterdon Behavioral Health for the provision of community-based services known as the Older Adults Program pursuant to the terms and conditions set forth in the Department of Human Services 2024 Request for Proposals 0065-2023, for the period of January 1, 2024, through December 31, 2026. Funding for the term shall be in the amount of \$381,000.00 (\$127,000.00 per County fiscal year).
8. Authorizing a provider services contract with Hunterdon Medical Center, Hunterdon Behavioral Health for the provision of community-based services known as School Based Initiatives pursuant to the terms and conditions set forth in the Department of Human Services 2024 Request for Proposals 0065-2023, for the period of January 1, 2024, through December 31, 2026. Funding for the term shall be in the amount of \$692,985.00 (\$230,995.00 per County fiscal year).

XI. PLANNING & LAND USE

1. Approving the appointments of William Connel and Deborah Kelly to the Hunterdon County Cultural & Heritage Commission, terms to be effective immediately through December 31, 2026.
Motion: By: Zachary Rich **Seconded:** Shaun Van Doren
Yes: Jeff Kuhl, Susan Soloway, Zachary Rich, Shaun Van Doren
No: None **Abstain:** None **Absent:** John Lanza
2. Approving an Open Space Acquisition Assistance Grant to Lambertville City, for the acquisition of an open space conservation easement on a portion of the Holcombe Park property, Block 1002, Lot 41 in the City of Lambertville, estimated 5.669 acres, in an amount not to exceed \$209,000.00, upon the recommendation of the Parks & Open Space Advisory Committee.
Motion: By: Zachary Rich **Seconded:** Shaun Van Doren
Yes: Jeff Kuhl, Susan Soloway, Zachary Rich, Shaun Van Doren
No: None **Abstain:** None **Absent:** John Lanza
3. Approving an Open Space Acquisition Assistance Grant to Hunterdon Land Trust, for the acquisition of the James property, Block 55, Lot 34 in the Readington Township, estimated 5.68 acres, in an amount not to exceed \$85,200.00, upon the recommendation of the Parks & Open Space Advisory Committee.
Motion: By: Shaun Van Doren **Seconded:** Susan Soloway
Yes: Jeff Kuhl, Susan Soloway, Zachary Rich, Shaun Van Doren
No: None **Abstain:** None **Absent:** John Lanza

XII. **PURCHASING, Ray Rule, QPA**

1. Approving Requisition #R24-2476, with Software House International, for smart boards, in an amount not to exceed \$48,236.49.
Motion: By: Shaun Van Doren **Seconded:** Zachary Rich
Yes: Jeff Kuhl, Susan Soloway, Zachary Rich, Shaun Van Doren
No: None **Abstain:** None **Absent:** John Lanza
2. Approving Requisition #R24-2429, with PMC Associates, for 9-1-1 Dispatch Workstations, in an amount not to exceed \$135,587.50.
Motion: By: Susan Soloway **Seconded:** Zachary Rich
Yes: Jeff Kuhl, Susan Soloway, Zachary Rich, Shaun Van Doren
No: None **Abstain:** None **Absent:** John Lanza
3. Approving the purchase of commodity(s)/service(s), requisition(s), #R24-2566 with ESRI Inc., for GIS software maintenance, in an amount not to exceed \$47,135.00. The purchase of said services are in accordance with and pursuant to N.J.S.A. 40A:11-5(1)dd.
Motion: By: Zachary Rich **Seconded:** Shaun Van Doren
Yes: Jeff Kuhl, Susan Soloway, Zachary Rich, Shaun Van Doren
No: None **Abstain:** None **Absent:** John Lanza

XIII. **COUNTY ADMINISTRATOR, Brad Myhre**

Executive Director, Tracy Heisler from CASA SHaW arrived and Deputy Director Soloway invited her to speak before Administrator Brad Myhre. Ms. Heisler shared CASA SHaW story.

1. Authorizing solicitation of sealed bids for the sale of the Hunterdon County Transfer Station Location on Petticoat lane in the Township of Clinton.

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

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

No: None **Abstain:** None **Absent:** John Lanza

XIV. **CONSENT AGENDA**

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

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

No: None **Abstain:** None **Absent:** John Lanza

1. Approving the Claims Register dated April 02, 2024.
2. Approving the Executive Session and Regular Meeting Minutes from March 19, 2024.
3. Approving base salary contractual increases per the negotiated side letter of agreement with the Communication Workers of America, Local 1036 Supervisory and Non-supervisory units for the following affiliated employees in the Department of Public Works.
4. Acknowledging the action of Hunterdon County Surrogate Heidi Rohrbach to hire and appoint James Oberst as Deputy Surrogate in the Hunterdon County Surrogate's Office contingent upon successful completion of post offer medical evaluation. (Filling a Vacancy)
5. Approving the hire and regular appointment of Toby Spranger as a Laborer in the Department of Public Works, Bridge Division, contingent upon the successful outcome of a post offer medical evaluation. (Filling a Vacancy)
6. Approving the hire and regular appointment of Hannah Trinity as a Human Services Aide in the Department of Human Services, Division of Social Services contingent upon the successful outcome of a post offer medical evaluation. (Filling a Vacancy)
7. Acknowledging the action of Hunterdon County Prosecutor Renee Robeson to appoint Melissa Tornberg as a County Investigator in the Hunterdon County Office of the Prosecutor contingent upon the outcome of post offer medical and background evaluations. (Filling a Vacancy)
8. Acknowledging the action of Hunterdon County Prosecutor Renee Robeson to

appoint Joseph Cecere as a County Investigator in the Hunterdon County Office of the Prosecutor contingent upon the outcome of post offer medical and background evaluations. (Filling a Vacancy)

9. Acknowledging the action of Appointing Authority Brad Myhre to transfer Sarah DeMelo to the title Human Services Aide in the Division of Social Services. (Filling a Vacancy)
10. Authorizing the County Purchasing Agent to solicit bids for the following project: Transit Vans for LINK Operations.
11. Authorizing the NJ Mycological Association to host a Mycology assessment program at the Teetertown Preserve on July 28, 2024, The information on Mycology (fungi) gathered, will be shared with the Parks Division for internal use as well as for future educational programming.
12. Authorizing the Director or Deputy Director of the Board of County Commissioners to sign an agreement, with Beauty and the Beats, for the 48th Annual Music Under the Stars Concert Series to be held on Saturday, July 27, 2024, at Deer Path Park.
13. Approving a request from First Energy to supply vegetation management to several addresses in the Hunterdon County Parks, Point Mountain Reservation.
14. Approving the request from Whitehouse Fire Company No. 1, Inc. to host a Coin Toss on County Route 523 (Main St) in front the Whitehouse Fire Company on Friday, June 7, 2024 from 12:00 pm to 8:00 pm and Saturday, June 8, 2024 7:00 am to 7:00 pm.
15. Approving a request from the Califon Recreation Committee to host a Memorial Day Parade on Monday, May 27, 2024, from 10:45 a.m. until 12:00 p.m. utilizing County Route 512, and to hang a banner on the facings of the bridge beginning at the end of April until May 31, 2024.
16. Authorizing the Director or Deputy Director of the Board of County Commissioners to sign on behalf of the County, Change Order #2-FINAL, with Hahr Construction Inc. for Bridge D-304A in the Township of Delaware, County of Hunterdon in an increase of \$138,833.00.
17. Authorizing the Director or Deputy Director of the Board of County Commissioners to sign on behalf of the County, Change Order #1-FINAL with Downes Tree Service for Removal of High Risk Trees on County Route 651 in the Township of Kingwood, County of Hunterdon, in a decrease of \$571.00.

18. Approving a request from Somerset Wheelmen/Team Somerset Bicycling Club to host a bicycling event on Saturday, May 11, 2024, from 8:00 a.m. until 9:30 a.m., on various County Roads.
19. Accepting the project known as the Reconstruction of Maintenance and Repairs of Hunterdon County Bridge D-304-A located on Rosemont Ringoes Road (County Route 604) in the Township of Delaware, County of Hunterdon, in accordance with N.J.S.A. 2A:44-132. The final payment in the amount of \$184,110.82 be made to Hahr Construction.
20. Accepting the project known as 2023 Removal of High Risk Trees on County Route 651 located in the Township of Kingwood, County of Hunterdon, in accordance with N.J.S.A. 2A:44-132. The final payment in the amount of \$249,269.00 be made to Downes Tree Service.
21. Authorizing the Director or Deputy Director of the Board of County Commissioners to sign, on behalf of the county, an Equipment Lease Agreement with the New Jersey Transit Corporation for the purpose of assigning to the County of Hunterdon for use in the Consolidated Transportation System, the LINK, the following Section 5310, Federal Transit Administration funded vehicle.
22. Authorizing the Director or Deputy Director of the Board of County Commissioners to sign, on behalf of the county, an Equipment Lease Agreement with the New Jersey Transit Corporation for the purpose of assigning to the County of Hunterdon for use in the Consolidated Transportation System, the LINK, the following Section 5310, Federal Transit Administration funded vehicle.
23. Authorizing the Division of Senior, Disabilities and Veteran 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.
24. Approving a no-cost time extension amendment to the NJACCHO Enhancing Local Public Health Infrastructure Grant and authorizes the Hunterdon County Health Department to proceed with the grant activities as outlined.
25. Approving an amendment to Resolution 2023-503, County Health Infrastructure Funding (CHIF), to reflect the updated allocations of year 2 and 3 funding. Funding will remain the same but years 2 and 3 will be allocated simultaneously.
26. Acknowledging the Action of the Director of the Board of Hunterdon County Commissioners, in sending a letter of support on behalf of Stockton Borough to the State of New Jersey for an application to the Historic Site Management Grant through the New Jersey Historic Preservation Fund.

27. Acknowledging the action by the Director of the Board of Hunterdon County Commissioners to send a letter of support for the proposed project outlined in the Application for Project Authorization submitted by Blue Acres regarding the acquisition and demolition of 277 N. Union Street in the Lambertville Historic District.
28. Authorizing the Director to sign any and all documents necessary to submit an application to the Clinton Township Land Use Board for the Arboretum Project.

XV. OPEN TO THE PUBLIC

Mayor Andrew Nowick, of Lambertville City, congratulated the Board and county on the budget. He thanked the Board for their support of the property acquisition and invited them for a tour of the property.

XVI. ADDITIONAL COMMISSIONER COMMENTS

Commissioner Van Doren expressed he is distressed by trash and litter on Interstate 78. He asked his colleagues for their support in sending a letter to the Department of Transportation (DOT) Commissioner and Governor's regarding the conditions of the interstate. The balance of the Commissioners present agreed to send a letter regarding the litter on Route 78.

XVII. EXECUTIVE SESSION (Reconvene if necessary)

XVIII. ADJOURNMENT

The Board adjourned at 6:23 p.m. on a motion by Commissioner Rich, seconded by Commissioner Van Doren, followed by a voice carry.