



MINUTES

HUNTERDON COUNTY BOARD OF COUNTY COMMISSIONERS

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

August 20, 2024

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

II. **EXECUTIVE SESSION**

1. Resolution entering into executive session.

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

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 Rich reported work is underway on the development of a county-wide Local Safety Action Plan. The Local Safety Action Plan will help to identify and prioritize transportation safety improvements to reduce fatal and serious injury crashes on county and municipal roadways. Creating LSAPs can help counties and municipalities access new funding opportunities to implement safety plans, including federal programs such as the \$5 billion Safe Streets and Roads for All Program. Commissioner Rich reminded the public that the annual 4H Fair kicks off tomorrow and runs through Sunday. The Commissioner Board looks forward to the annual event and will be in attendance at the Opening Ceremony at 4:30 p.m. on Wednesday, August 21st.

Commissioner Lanza shared that August 7th marked a major milestone of a \$1 million upgrade of the County's 911 Communications Center. Funded through a New Jersey 9-1-1 grant, the project allowed the Department of Public Safety to expand the capacity of the center from 11 dispatch positions to 15, with a complete overhaul of the consoles

and layout of the dispatch room. Also on Wednesday, August 7th members of the Hunterdon County Technical Rescue Task Force conducted an emergency services drill at the Round Valley Reservoir. The drill involved members of the task force responding to a simulated weather event at Round Valley which resulted in numerous patients being injured and trapped under falling trees, and other debris. Commissioner Lanza extended his gratitude to the members of the Hunterdon County Technical Rescue Task Force for their continued dedicated service on behalf of the Hunterdon County residents.

Commissioner Van Doren shared several updates regarding the Department of Human Services. The NJ Division of Aging Services has partnered with GetSetUp, a website that offers virtual classes for seniors on a variety of topics. The Senior Center is hosting a live cooking demonstration and Travelscapes series that will take place in August. The Senior Farmer's Market Nutrition Program continues to issue QR codes to be used at local markets for \$50.00 to procure locally-grown produce for eligible residents 60 and older. Lastly, Commissioner Van Doren reminded seniors to apply for the State Property Tax Freeze before the October 31, 2024 deadline. Income eligibility for the state's Senior Property Tax Freeze program for the 2023 filing season has been raised to \$150,000.00.

Deputy Director Soloway reported this past weekend, she attended the first-ever *Battle of I-95* event that was hosted by the County's Department of Economic Development and Tourism in partnership with the Flemington Community Partnership. The event was well attended, with many families and children in attendance for some fun-filled rivalry between New York Giants and Philadelphia Eagles fans. Former New York Giants Superbowl champion running back, Ottis Anderson was in attendance, as well as former Philadelphia Eagles Defensive End, Hugh Douglas. In other economic development news, Deputy Director Soloway added, there is a resolution on tonight's agenda to send a letter in support of Beneduce Vineyards application to the Alcohol and Tobacco Tax and Trade Bureau of the U.S. Department of Treasury, for the creation of an American Viticultural Area. An American Viticultural Area, or AVA, is a specific type of appellation of origin used on wine labels. An AVA is a delimited grape-growing region with specific geographic or climatic features that distinguish it from the surrounding regions and affect how grapes are grown. If approved by the U.S. Treasury, our region would become known as the Hunterdon Hills AVA which would be a major boost to local wine producers.

Director Kuhl shared that registration for the Annual Amateur Photography Show is now open, each exhibitor may show 1 photograph. An awards presentation will be held at the Main Branch of the Library on Tuesday, October 8th. Director Kuhl added the Board is moving forward with the award of \$1 million in municipal grants as recommended by HFA Accountants & Financial Advisors, and T&M Associates. During Director Kuhl's re-organization remarks, he called for "A new era of partnership with our municipalities", and tonight's grant awards to the county's local communities demonstrate these were not empty words, but rather a firm commitment between the Commissioner Board and local leaders to help advance local infrastructure needs and leverage the county's financial strength for the betterment of Hunterdon County residents. In closing, Director Kuhl stated he looks forward to hearing more about the communities and projects that have been recommended for funding later in the

agenda.

VII. **PROCLAMATIONS/RECOGNITION**

1. Recognizing the 2024 New Jersey Agricultural Fair Ambassador, Lauren Jarowicz, of Lebanon Township.

Director Kuhl stated this proclamation will be presented during the opening ceremonies of the this year's Hunterdon County 4-H Fair; recognizing Lauren Jarowicz, of Lebanon Township, who is serving as the 2024 New Jersey Agricultural Fair Ambassador. The Agricultural Fair Association of New Jersey seeks a good representation of young people active in agriculture in the Garden State and their county fair. Lauren embodies these qualities and more.

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

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

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

2. Recognizing August 31, 2024 as National Overdose Awareness Day in the County of Hunterdon.

Director Kuhl advised, members of the Commissioner Board will be presenting this proclamation to the Prevention Recourse Team at their overdose awareness day next Tuesday.

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:**

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

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

No public comment.

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

Motion: To approve Grant Resolutions #1 - 4

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

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

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

1. Requesting the insertion of an item of revenue and the like sum as an appropriation, in the 2024 County Budget, for the 2025 Strengthening Local Public Health Capacity Program Grant in the amount of \$45,202.00.
2. Requesting the insertion of an item of revenue and the like sum as an appropriation, in the 2024 County Budget, for the Highlands Council Plan Conformance: Musconetcong Watershed Management Grant in the amount of \$230,269.
3. Requesting the insertion of an item of revenue and the like sum as an appropriation, in the 2024 County Budget, for the 2024-2025 NJTPA Subregional Transportation Planning Grant in the amount of \$103,762.50.
4. Requesting the insertion of an item of revenue and the like sum as an appropriation,

in the 2024 County Budget, for the NJTPA Subregional Studies Project – Hunterdon County Bicycle Plan Grant in the amount of \$200,000.00.

X. PLANNING & LAND USE

Commissioner Rich acknowledged Natalie Zaman publicly for her hard work and diligence in pursuing these important grant opportunities.

1. Authorizing the Executive Director of the Cultural & Heritage Commission to sign, on behalf of the County, a Grant Agreement with the New Jersey State Historical Commission for the Hunterdon County Cultural & Heritage Commission for the period of January 1, 2025, through December 31, 2025, for grant administration and re-granting to municipalities and local non-profit organizations for history programming in the amount of \$45,000.00.

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 Executive Director of the Cultural & Heritage Commission to sign, on behalf of the County, a Grant Agreement with the New Jersey State Council on the Arts for the Hunterdon County Cultural & Heritage Commission for the period of January 1, 2025, through December 31, 2025, for County arts programming, grant administration, and re-granting to local non-profits and municipalities for arts programming in the amount of \$200,000.00

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

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

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

3. Authorizing the Executive Director of the Hunterdon County Cultural & Heritage Commission to sign, on behalf of the County, a Grant Agreement with the New Jersey State Historical Commission for the period of August 1, 2024, through July 31, 2025, for the support of the huntHISTORY.org website build in the amount of \$16,000.00.

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

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

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

4. Authorizing the Executive Director of the Cultural & Heritage Commission to sign and submit, on behalf of the County, a Grant Application to the New Jersey Historical Commission, for the Hunterdon County Cultural & Heritage Commission's County History Partnership Program, for County history programming, grant administration and re-granting to County non-profits and municipalities, in the amount of \$90,000.00 to be awarded annually, for the period of January 1, 2026, through December 31, 2028.

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

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

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

5. Authorizing the Executive Director of the Cultural & Heritage Commission to sign and submit, on behalf of the County, a Grant Application to the Large Foundation, in support of the 2025 Hunterdon County Teen Arts Festival.
Motion: **By:** Susan Soloway **Seconded:** Zachary Rich
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 Downes Tree Service, for County Bid 2024-14, Removal of High Risk Trees on County Route 625 in the Townships of Alexandria and Union, in an amount not to exceed \$236,400.00.
Motion: **By:** Shaun Van Doren **Seconded:** Susan Soloway
Yes: Jeff Kuhl, Susan Soloway, John Lanza, Zachary Rich, Shaun Van Doren
No: None **Abstain:** None **Absent:**
2. Approving Requisition #R24-5387, with PMC Associates, for the antenna combining system for the Bethlehem Tower, in an amount not to exceed \$64,616.46.
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:**
3. Approving requisition #R24-5616, with Reed Systems LTD, for the purchase of a dump body, snowplow, spreader, chains, accessories and installation for a dump truck chassis, in an amount not to exceed \$113,755.98.
4. Approving requisition #R24-5618, with Reed Systems LTD, for the purchase of a dump body, snowplow, spreader, chains, accessories and installation for a dump truck chassis, in an amount not to exceed \$113,755.98.
5. Approving requisition #R24-5619, with Reed Systems LTD, for the purchase of a dump body, snowplow, spreader, chains, accessories and installation for a dump truck chassis, in an amount not to exceed \$113,755.98.

Motion: To approving Purchasing Resolutions #3 - 5
By: Shaun Van Doren **Seconded:** Zachary Rich
Yes: Jeff Kuhl, Susan Soloway, John Lanza, Zachary Rich, Shaun Van Doren
No: None **Abstain:** None **Absent:**
6. Approving requisition #R24-5620, with Gabrielli Kenworth of NJ, for a dump truck chassis in an amount not to exceed \$156,057.00.
7. Approving requisition #R24-5640, with Gabrielli Kenworth of NJ, for a dump truck chassis in an amount not to exceed \$156,057.00.
8. Approving requisition #R24-5641, with Gabrielli Kenworth of NJ, for a dump truck

chassis in an amount not to exceed \$156,057.00.

Motion: To approving Purchasing Resolutions #6 - 8

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

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

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

9. Approving requisition #R24-5267, with Gabrielli Kenworth of NJ, for the purchase of a heavy duty rollback tow truck, in an amount not to exceed \$293,985.82.

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

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

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

10. Approving Requisition #R24-5672, with MRA International Inc., for laptops and accessories in an amount not to exceed \$45,054.61.

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

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

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

11. Approving Requisition #R24-5857, with Asphalt Paving Systems, for slurry seal (micro-surfacing) of County Route 579 (State Route 12 to County Route 616) in the Townships of Delaware, Raritan and Franklin in an amount not to exceed \$661,930.91.

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

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

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

XII. COUNTY ADMINISTRATOR, Brad Myhre

1. Authorizing the award of \$1 million in municipal infrastructure grants as recommended by T&M Associates and HFA Accounts and Financial Advisors. County Administrator, Brad Myhre, asked County Counsel, Katrina C. Doyle to speak to this resolution. She explained the process and introduced HFA Accountants and Financial Advisors and T&M Associates. HFA Accountants and Financial Advisors stated their role was to ensure the applicants followed and were in compliance with the American Rescue Funds guidelines. T&M Associates explained how applicants were categorized and rated. T&M Associates presented their recommendations to the Commissioner Board.

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:**

2. Authorizing a Professional Architectural and Engineering Services Agreement with SSP Architects for the Hunterdon County Emergency Services Training Center project. The amount of the agreement not to exceed \$370,200.00.

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

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

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

XIII. APPOINTMENTS

1. Approving the re-appointment of John Giotis as a member of the Local Advisory Committee on Alcoholism and Drug Abuse (LACADA), term to be effective immediately through August 31, 2026.

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

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

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

2. Approving the appointment of Linda Zimmerman as a member to the Hunterdon County Senior, Disabilities and Veterans Advisory Council, term to be effective immediately through August 31, 2027.

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:**

3. Approving the re-appointment of Dana LaClair as a member of the Hunterdon County Local Advisory Committee on Alcoholism and Drug Abuse, term to be effective immediately through August 20, 2026.

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:**

XIV. CONSENT AGENDA

Commissioner Van Doren advised he needed Resolution #2 removed from the consent agenda to be voted on separately.

Motion: To approve the Consent Agenda excluding Resolution #2

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

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

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

Motion: To approve Resolution #2 listed under the Consent Agenda

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

Yes: Jeff Kuhl, Susan Soloway, John Lanza, Zachary Rich

No: None **Abstain:** Shaun Van Doren **Absent:**

1. Approving the Claims Register dated August 20, 2024.
2. Approving the executive session and regular meeting minutes from August 06, 2024.
3. Approving the hire and regular appointment of Christopher Kelly as a Senior Bridge Repairer in the Department of Public Works, Bridge Division contingent upon the successful outcome of post offer evaluations.

4. Approving the hire and provisional appointment of Maria E. DeSousa as a Graduate Nurse in the Hunterdon County Department of Health, Division of Public Health Nursing, contingent upon the successful outcome of post offer medical evaluation. (Filling a vacancy)
5. Approving the hire and regular appointment of Tanner McLaughlin as a Laborer in the Hunterdon County Department of Public Works, Roads Division, contingent upon the successful outcome of post offer medical evaluation. (Filling a vacancy)
6. Approving the hire and regular appointment of Jacob Smith as a Laborer in the Hunterdon County Department of Public Works, Roads Division, contingent upon the successful outcome of post offer medical evaluation. (Filling a vacancy)
7. Acknowledging the action of Hunterdon County Sheriff Frederick Brown to hire and regularly appoint David M. Conceicao as a Corrections Officer in the Hunterdon County Sheriff's Office, Corrections Division, contingent upon the successful outcome of post offer medical evaluations. (Filling a vacancy)
8. Approving the hire and unclassified appointment of Christine Byelick to the unclassified title Confidential Secretary to County Commissioner in the Hunterdon County Board of County Commissioners Office upon the successful outcome of a post offer medical evaluation.
9. Acknowledging the action of Hunterdon County Surrogate, Heidi Rohrbach, to appoint Suzanne M. Peralta 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.
10. Approving the hire and regular appointment of Blake Terpilowski as a Laborer in the Hunterdon County Department of Public Works, Roads Division, contingent upon the successful outcome of a post offer medical evaluation. (Filling a vacancy)
11. Approving a salary adjustment for Amanda Norman, Graduate Nurse, per the CWA Local 1036, Rank & File collective bargaining agreement.
12. Approving an amendment to Resolution 2024-726, provisional promotion of Jennifer Fillebrown to the title of Senior Account Clerk in the Department of Administrative Services, Vehicle Services Division.
13. Approving the action to hereby grant Scott W. Howarth a regular appointment as a full time Principal County Park Ranger as of August 20, 2024, in the Hunterdon County Department of Administrative Services, Division of Parks and Recreation.
14. Approving the action to hereby grant Kelly Hughes a regular appointment as a full

time Program Development Specialist-Community Service, as of August 20, 2024, in the Hunterdon County Department of Human Services, Division of Senior, Disabilities and Veterans Services.

15. Approving the action to hereby grant Shomari Newlin Slade a regular appointment as a full time Program Development Specialist Community Service as of August 20, 2024, in the Hunterdon County Department of Human Services, Division of Human Services.
16. Approving a change in the weekly hours of work for Whitney Talbot-Pughe, part-time Library Associate in the Hunterdon County Library.
17. Acknowledging the action of the Hunterdon County Board of Elections to hire temporary Early Voting Workers to staff Early Voting sites.
18. Approving a request from the Flemington Elks to hold a *Walk Out on Drugs* event at Deer Path park on September 7, 2024, at 9:30 am, concluding at 12:30 pm and waive the park fees associated with this event.
19. Authorizing the Director or Deputy Director and the Deputy Clerk of the Board of County Commissioners to sign a Discharge of Mortgage, with a lien amount of \$1,395.00 for the property known as Block 18, Lot 21 in the Township of East Amwell, Hunterdon County, State of New Jersey.
20. Authorizing a provider services with New Hope Integrated Behavioral Healthcare for the provision of community-based services, including Short-Term Residential and Sub-Acute Detoxification treatment services, in the amount not to exceed \$36,000.00 (\$12,000.00 per County fiscal year) pursuant to the terms and conditions set forth the Department of Human Services 2024 Request for Proposals 0065-2023, for the period of January 1, 2024, through December 31, 2026.
21. Authorizing the Director or Deputy Director to sign on behalf of the County, the Section 5311 of the Federal Transit Act, a Grant Application, in the amount of \$328,533.50.
22. Authorizing the filing of an application to NJ TRANSIT on behalf of the County of Hunterdon for Senior Citizen and Disabled Resident Transportation Assistance Act (SCDRTAP) Grant.
23. Authorizing the Director or Deputy Director of the Board of County Commissioners, to sign on behalf of the County, the SFY 2025 New Jersey Job Access/Reverse Commute (NJ-JARC) Round 11 Grant Program Agreement with New Jersey Transit (NJT). NJ JARC Round 11 covers the period July 1, 2024, through June 30, 2025, and reflects NJT grant funds in the amount of \$725,000 and a local match of \$172,000 (County funds).

24. Confirming the action of the Commissioner Director to send a letter of support on behalf of Beneduce Vineyards, to the Alcohol and Tobacco Tax and Trade Bureau, of the U.S. Department of Treasury, for the creation of the Hunterdon Hills American Viticultural Area.

XV. OPEN TO THE PUBLIC

No public comments.

XVI. ADDITIONAL COMMISSIONER COMMENTS

Commissioner Van Doren wished Commissioner Rich luck in his upcoming 4-H Fair activities.

XVII. EXECUTIVE SESSION (Reconvene if necessary)

XVIII. ADJOURNMENT

The Board adjourned at 6:25 p.m. on a motion by Commissioner Lanza seconded by Director Kuhl, followed by a voice carry.