



MINUTES

HUNTERDON COUNTY BOARD OF COUNTY COMMISSIONERS

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

October 15, 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 Van Doren shared several updates as liaison to the Department of Human Services. Medicare Open Enrollment begins today and ends on December 7, 2024. SHIP counselors are currently taking appointments for residents looking to enroll in Medicare. The Senior Center is hosting an event on October 21, 2024, to celebrate the launch of *My Senior Center*, a new software and kiosk system designed to improve efficiency and programming at the Senior Center. The Senior Center is also presenting a *Women in History* lecture on October 28, 2024. Interested residents can contact the Senior Center for additional information. As liaison to the Health Department, Commissioner Van Doren shared that 825 residents participated in the Free Electronics Recycling Event on Saturday, October 5th. The next Electronics Recycling event is scheduled for Saturday, November 16, from 9:00 am to 1:00 pm.

Commissioner Rich shared statistics regarding ongoing farmland preservation in Hunterdon County and how it relates to the pending release of affordable housing build

out mandates that will be forthcoming from Trenton. Preservation of farmland and open space in Hunterdon County has been a priority for decades, and it enjoys broad public support. The preservation of farmland and open space not only puts acreage beyond the reach of development but also helps to limit areas that will be subject to future affordable housing mandates. Commissioner Rich added that there are legitimate concerns that have been raised about protecting the groundwater that many Hunterdon residents rely upon for their wells for drinking water. In closing, Commissioner Rich stated the pending release of affordable housing mandates is an important moment in our county and state's history, and we will be actively monitoring the situation with our local leaders.

Commissioner Lanza reported Sheriff Brown and Prosecutor Robeson recently welcomed close to 40 classmates to Hunterdon County's fourth Crisis Intervention Team (CIT) Training program. The five-day interactive training provides officers and clinicians with an in-depth look at issues including mental illness, behavioral health, developmental disabilities, and implications for police response during a crisis. He congratulated Sheriff Brown and Prosecutor Robeson on this important and timely training for local law enforcement personnel and area clinicians. As liaison to the Board of Elections, Commissioner Lanza shared information regarding the upcoming General Election. The deadline to register to vote is today, October 15th at 9:00 p.m. and early voting begins Saturday, October 26th at 10:00 a.m. The North Branch Library, Route 12 Main Branch Library, and the South County Fair Grounds are the 3 locations for Early Voting. Any questions regarding the election can contact the Board of Elections at 908-788-1190.

Deputy Director Soloway reported she attended a veteran headstone cleaning event at the Milford Union Cemetery. The final veteran headstone cleaning event for 2024 will be held on Saturday, October 26th at Fairmount Rural Cemetery from 10:00 am until noon. On Thursday, October 9th, Deputy Director Soloway helped kick off the launch of the 2nd Annual *Hunterdon Outdoor Park Exploration* program, *HOPE 2* and awarded the first HOPE 2 Challenge Coin to, David Somers, who was the first person to-date to complete the HOPE 2 Program. HOPE 2 is a self-guided, self-paced program designed to connect individuals and families with the natural beauty and recreational opportunities our county has to offer. To participate in HOPE 2, individuals can pick up their booklet at the Hunterdon County Arboretum office or download it from their website. For more information, contact the Parks and Recreation Division at 908-782-1158.

Director Kuhl shared he joined Deputy Director Soloway and Commissioner Van Doren at the annual Hunterdon County Crime Stoppers Awards Night last Thursday. Many law enforcement personnel and detectives from the Hunterdon County Prosecutor's Office were honored. The main honoree of the evening was Sheriff Fred Brown. Director Kuhl reiterated what he shared during his speech at the awards ceremony, Sheriff Brown is a man of principle and continues to be a dedicated member of the law enforcement community. He has partnered with Hunterdon municipalities to provide mutual aid as needed during major events, has led several important initiatives, including Child ID Program, Hope One, the joint Ident-A-Shred Days with County Clerk, Mary Melfi, and Project Life Saver. In closing, Director Kuhl stated, these are just a few of the examples of the great work that Sheriff Brown does daily.

VII. PROCLAMATIONS/RECOGNITION

1. Recognizing Dance for the Cure upon 25 years of dedication to raising awareness of the importance of annual mammograms, check-ups, self-exams, and providing direct financial assistance programs for women in financial need during their breast cancer journey.
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:**
2. Recognizing Thursday, October 17, 2024, as Domestic Violence Awareness Day.
Motion: By: Susan Soloway **Seconded:** John Lanza
Yes: Jeff Kuhl, Susan Soloway, John Lanza, Zachary Rich, Shaun Van Doren
No: None **Abstain:** None **Absent:**
3. Recognizing Kingwood Feed & Mercantile for their Hurricane Helene Relief Collection and Donation.
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:**
4. Recognizing the 2024 Awardees, upon their recognition from Hunterdon County Crime Stoppers for their contributions to public safety within the Hunterdon County Community.
Motion: By: Zachary Rich **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 comments.

IX. HUMAN SERVICES UPDATE, Susan Nekola, Administrator

1. Authorizing the Director or Deputy Director of the Board of County Commissioners to sign a County Comprehensive Alcoholism and Drug Abuse Contract #25-532-ADA-0, in the amount of \$209,511.00, with a County Match of \$26,732.00 for the period of January 1, 2025, through December 31, 2025.
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:**
2. Authorizing the Director or Deputy Director of the Board of County Commissioners to execute a Service Agreement Modification #1 with Freedom House, Inc. for the Outpatient Services program reflecting an increase in funding of \$5,000.00 for the period of January 1, 2024, through December 31, 2024, with the not-to-exceed figure revised from its original amount of \$30,000.00 (\$10,000.00 per year) to reflect the

new sum of \$35,000.00 for the period of January 1, 2024, through December 31, 2026.

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:**

3. Authorizing the Director or Deputy Director of the Board of County Commissioners to sign a Provider Services Contract with the Institute for Medication Access and Compliance for the provision of community-based services known as Hunterdon County Medication Access Partnership pursuant to the terms and conditions set forth in the Department of Human Services 2024 Request for Proposals 0023-2024, for the period of July 1, 2024, through December 31, 2026. Funding for the term shall be in the amount of \$62,500.00 (\$12,500 for 2024, \$25,000 for 2025 & 2026 County fiscal years).

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:**

4. Authorizing the Division of Housing Director to sign and submit a Memorandum of Understanding and Letter of Intent to the New Jersey Department of Children and Families for additional Section 8 Housing Vouchers under the Family Unification (FUP) Program.

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:**

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

Motion: To approve Grant Resolutions #1-8

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

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 2024-2025 HSAC Grant in the amount of \$75,665.00.
2. Requesting the insertion of an item of revenue and the like sum as an appropriation, in the 2024 County Budget, for the 2024 Area Plan Mid-Year Allocation Grant in the amount of \$397,159.00.
3. Requesting the insertion of an item of revenue and the like sum as an appropriation, in the 2024 County Budget, for the 2024 Farmers Market Nutrition Program Grant in the amount of \$2,013.00.
4. Requesting the insertion of an item of revenue and the like sum as an appropriation, in the 2024 County Budget, for the 2025 PASP Grant in the amount of \$18,468.00.

5. Requesting the insertion of an item of revenue and the like sum as an appropriation, in the 2024 County Budget, for the 2024-2025 Veterans Transportation Grant in the amount of \$15,000.00.
6. Requesting the insertion of an item of revenue and the like sum as an appropriation, in the 2024 County Budget, for the 2024 County Innovation Grant Contract Modification in the amount of \$7,142.00.
7. Requesting the insertion of an item of revenue and the like sum as an appropriation, in the 2024 County Budget, for the FY25 Municipal Alliance GCSUD Grant in the amount of \$103,198.00
8. Requesting the insertion of an item of revenue and the like sum as an appropriation, in the 2024 County Budget, for the Child Advocacy Development (CAD) Grant in the amount of \$34,081.00.

XI. FINANCE, Andrew Bernath, CFO

1. Approving the Cancellation of Un-Expended Debt Authorizations.
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:**

XII. PURCHASING, Ray Rule, QPA

1. Requisition #R24-6796, with E.O. Habhegger Company, Inc., for the purchase of an above ground oil/water separator system and associated equipment for the Lebanon Garage wash bay, in an amount not to exceed \$56,900.00.
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:**
2. Approving a contract award for County RFP 0045-2024, with Hunterdon Medical Center, for Medical Director Services in an amount not to exceed \$16,000.00.
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:**
3. Approving a contract award for year two for County RFP 0090-2023, with NewTech Recycling, Inc, for the Electronics Recycling Program.
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:**
4. Approving requisition #R24-6891, with Steril Koni USA Inc., for mobile column lifts, in

an amount not to exceed \$123,073.08.

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

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

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

5. Approving Requisition #R24-6793, with Independence Constructors, Inc., for the removal of the underground oil/water separator system and the installation of new above ground oil/water separator system at the Lebanon Garage, in an amount not to exceed \$80,330.00.

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:**

6. Approving contract amendment #1 for County RFP 0048-2022, with KMA Consulting Engineers for Professional Engineering Design Services for the Replacement of Hunterdon County Bridge FC-80 Pine Hill Road Over South Branch of Raritan River, Franklin and Clinton Townships, in an amount not to exceed \$46,135.25.

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:**

7. Approving Requisition #R24-7093, with Garden State Tree Management, for the Schick Reserve Tree Removal in an amount not to exceed \$70,000.00.

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

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

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

XIII. COUNTY ADMINISTRATOR, Brad Myhre

1. Authorizing the Executive Director of the Cultural & Heritage Commission to submit a Proud Partner application to RevolutionNJ.

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

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

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

2. Hunterdon County Parks & Recreation Grant Update.

County Administrator, Brad Myhre, updated the Board on the Hunterdon County Parks and Recreation Grant. He advised 19 municipalities applied, and the applications totaled \$2,352,520.00 for \$1 million in available funding. The projects range from all-inclusive playgrounds, ADA accessible ramps and sidewalk improvements, rubber mats for playgrounds, new equipment and lighting, walking path and trail improvements, parking lot improvements, and water bottle filling stations. County Counsel anticipates grant award recommendations being ready for the Commissioner Board next month.

XIV. **CONSENT AGENDA**

Motion: To approve the Consent Agenda excluding Resolution #2

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

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

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

1. Approving the Claims Register dated October 15, 2024.
3. Approving the hire and regular appointment of Cody Bell as a Laborer in the Hunterdon County Department of Public Works, Roads Division, contingent upon the successful outcome of post offer medical evaluation. (Filing a vacancy)
4. Approving the hire and regular appointment of Kyle Bell as a Laborer in the Hunterdon County Department of Public Works, Roads Division contingent upon the successful outcome of post offer medical evaluation. (Filing a vacancy)
5. Approving the hire and regular appointment of Catherine Payne as a Confidential Assistant in the Hunterdon County Department of Information Technology, contingent upon the successful outcome of post offer medical evaluation. (Filing a vacancy)
6. Acknowledging the action of the Hunterdon County Board of Elections to hire temporary Early Voting Workers to staff Early Voting Sites.
7. Approving the provisional promotion of Keith A. Monahan to the title of Equipment Operator in the Department of Administrative Services, Division of Parks and Recreation.
8. Approving the provisional promotion of Joshua Bruner to the title of Senior Mechanic in the Department of Administrative Services, Division of Vehicle Services.
9. Approving the provisional promotion of Rosario Bove to the title of Road Repairer 1 in the Department of Public Works, Roads Division. This promotion is provided per the CWA Local 1036, Rank and File collective bargaining agreement.
10. Acknowledging the action of Hunterdon County Prosecutor Renee Robeson to provisionally promote Kimberly Ferrante to the title Keyboarding Clerk III in the Hunterdon County Office of the Prosecutor.
11. Acknowledging the action of Hunterdon County Prosecutor Renee Robeson to provisionally promote Jeanine Delia to the title Keyboarding Clerk III in the Hunterdon County Office of the Prosecutor.
12. Acknowledging the action of Hunterdon County Prosecutor Renee Robeson to provisionally promote Christine Musacchio to the title Keyboarding Clerk 4 in the

Hunterdon County Office of the Prosecutor.

13. Acknowledging the action of Prosecutor Renee Robeson to adjust the salary of Bradley Winfield per the negotiated sidebar agreement with the Hunterdon County Police Benevolent Association Local No. 188 (Investigators).
14. Approving the provisional promotion of Oliver Bolanowski to the title of Senior Mechanic in the Department of Administrative Services, Division of Vehicle Services.
15. Acknowledging the action of Hunterdon County Sheriff, Frederick Brown, to provide a contractual salary increase to Elijah H. Digrado per the FOP 94 agreement.
16. Acknowledging the action of Hunterdon County Sheriff, Frederick Brown, to provide a contractual salary increase to Benjamin J. Kirkpatrick per the FOP 94 agreement.
17. Acknowledging the action of Hunterdon County Sheriff, Frederick Brown, to provide a contractual salary increase to Edison D. Brand per the FOP 94 agreement.
18. Approving the action to hereby grant Grant Obitz a regular appointment as a full time Heating & AC Mechanic Low Pressure License as of October 15, 2024, in the Hunterdon County Department of Administrative Services, Division of Buildings and Maintenance.
19. Approving the action to hereby grant Gretchen Vallat a regular appointment as a full time Senior Public Safety Telecommunicator as of October 15, 2024, in the Hunterdon County Department of Public Safety, Division of Communications.
20. Approving the action to hereby grant Alexander T. Samilow a regular appointment as a full-time Senior Public Safety Telecommunicator as of October 15, 2024, in the Hunterdon County Department of Public Safety, Division of Communications.
21. Approving the action to hereby grant Robert W. Bound Jr. a regular appointment as a full-time Road Repairer 1 as of October 15, 2024, in the Hunterdon County Department of Public Works, Roads Division.
22. Approving the action to hereby grant James C. Wright a regular appointment as a full time Road Repairer 1 as of September 30, 2024, in the Hunterdon County Department of Public Works, Roads Division.
23. Approving an amendment to Resolution 2024-805, approving the hire and regular appointment of Maria E. DeSousa as a full time Graduate Nurse, in the Health Department, Division of Public Health Nursing.
24. Approving an amendment to Resolution 2024-877, the hire and regular appointment

of Emily Carrier as a Confidential Assistant in the Hunterdon County Department of Economic Development and Tourism.

25. Approving a request from the Alzheimer's Foundation of America, to illuminate the Hunterdon County Historic Courthouse in teal on Friday, November 1, 2024, in participation of the *Light the World Teal Initiative* to raise Alzheimer's awareness.
26. Approving an amendment to Resolution 2024-939, Authorizing an online County surplus auction through Alfred's Auctions LLC.
27. Authorizing the County Purchasing Agent to solicit proposals for the following services: Material Testing Services.
28. Authorizing the County Purchasing Agent to solicit proposals for the following services: Subsurface Exploration and Geotechnical Assessment Reporting.
29. Approving the specifications that are recommended by the Assistant County Engineer for the Replacement of Stone Veneer and Caps at County Bridge Q-178, situated in Raritan Township, County of Hunterdon and authorizing the County Purchasing Agent to solicit bids.
30. Accepting the project known as the 2024 Application of Traffic Stripes on Various County Roads throughout the County of Hunterdon, in accordance with N.J.S.A. 2A:44-132, and authorizing the final payment in the amount of \$106,061.48 be made to Dan Swayze & Son.
31. Authorizing the Director or Deputy Director of the Board of County Commissioners to sign on behalf of the County, Change Order 1-Final with Dan Swayze & Son for 2024 Application of Traffic Stripes on Various County Roads throughout Hunterdon County, in a decrease of \$19,484.58.
32. Approving a request from the Milford Merchants Association to hold their annual Halloween Parade on Sunday, October 27, 2024, beginning at the Milford Public Library, to Route 519, and to Bridge Street in the Borough of Milford, beginning at 1:00 p.m.
33. Confirming the action of the Director of the Board of County Commissioners to approve a request from Milford Fire Company to host a Coin Toss on Saturday, October 12, 2024, at the following locations: 21 Water Street, 11 Frenchtown Road, and at the intersection of Bridge Street and Railroad Avenue, in the Borough of Milford.
34. Authorizing the Commissioner Director or Deputy Director to sign and accept, on behalf of the Health Department, the NJDOH Childhood Lead Exposure and

Prevention Grant from the New Jersey Department of Health in the amount of \$65,050.00 for the period July 1, 2024, through June 30, 2025.

35. Approving to waiver the fees associated with the use of the Hunterdon County Historic Courthouse for the four ArtVenture exhibit open houses being held in October, November, and December 2024, and January 2025.
36. Authorizing the Director of the Board of County Commissioners to sign a revised HIPAA Business Associate Agreement and Attestation of DCF Contractors Regarding Labor Harmony Agreements for Contract #C00192, C00194, C00195 (formerly contract #AHKC) with the Department of Children and Families for the period July 1, 2024, to June 30, 2025.
37. Authorizing the Director or Deputy Director to sign a Shared Service Agreement with Middlesex County and Mid-Atlantic Medical Examiners to provide medicolegal autopsies for matters involving child deaths and homicide cases.

2. Approving the executive session and regular meeting minutes from October 01, 2024.

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

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

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

XV. **OPEN TO THE PUBLIC**

No public comment.

XVI. **ADDITIONAL COMMISSIONER COMMENTS**

Commissioner Van Doren reminded the public that Election Day is Tuesday, November 5, 2024, so the next Commissioner Board meeting will take place on Wednesday, November 6, 2024.

XVII. **EXECUTIVE SESSION (Reconvene if necessary)**

XVIII. **ADJOURNMENT**

The Board adjourned at 6:06 p.m. on a motion by Commissioner Lanza, seconded by Commissioner Rich, followed by a voice carry.