



## **AGENDA**

### **HUNTERDON COUNTY BOARD OF COUNTY COMMISSIONERS**

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

**January 21, 2025**

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

"This meeting is being held in accordance with the provisions of the Open Public Meetings Act. Adequate notice has been given by posting throughout the year a copy of the Revised Annual Meeting Notice on Bulletin Boards on the First and Second Floor of the Main Street County Complex, Building #1, Flemington, New Jersey, a public place reserved for such announcements. A copy was mailed on or before January 9, 2025, to the Hunterdon County Democrat, Star Ledger, Trenton Times, Courier News, TAPinto (online) and the Express Times, newspapers designated to receive such notices and by filing a copy with the Hunterdon County Clerk."

**II. EXECUTIVE SESSION**

1. Resolution - Resolution Entering into Executive Session.

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

**IV. MOMENT OF SILENCE**

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

**VI. COMMISSIONER REPORTS**

**VII. PROCLAMATIONS/RECOGNITION**

1. Proclamation - Recognizing Ms. Riley Conaty for achieving the title of North Hunterdon Lions Wrestling Team's first female Tri-County Wrestling Champion and taking center stage as Elle Woods in ShowKids Invitational Theatre (SKIT)'s production of Legally Blonde: The Musical.

VIII. **PUBLIC COMMENT, Limited to 2 minutes per person.**  
**(Comments exceeding 2 minutes will be entertained later in the agenda)**

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

1. Resolution - Accepting the New Budget Introduction and Adoption Dates per Local Finance Notice LFN 2024-20, dated December 18, 2024.
2. Ordinance - Introduction of Bond Ordinance 2025-01, Hunterdon County Justice Center Improvements.

X. **HUNTERDON COUNTY PARKS & RECREATION, Ryan Preston**

1. Ordinance - Introduction of Ordinance #2025-02, Heron Glen Golf Rates for 2025.

XI. **PLANNING & LAND USE**

1. Resolution - Authorizing the Executive Director of the Cultural & Heritage Commission to Submit a Grant Application for the New Jersey State Council on the Arts Local Arts Program Grant FY2026 - FY2028 Cycle, for the period of January 1, 2026, through December 31, 2028.
2. Resolution - Authorizing the Executive Director of the Cultural & Heritage Commission to Sign and Submit, on behalf of the County, an Application to the New Jersey State Council on the Arts for a 2026 Creative Aging Initiative Grant, in the amount of \$20,000.00, for the period of July 1, 2026, through June 30, 2027.

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

1. Resolution - Approving Requisition #R24-8590, with Garden State Tree Management, for the Turkey Top Preserve Tree Removal, in an amount not to exceed \$48,000.00.

XIII. **COUNTY COUNSEL, Katrina C. Doyle, Esq.**

1. Resolution - Authorizing the Director or Deputy Director of the Board of County Commissioners to execute an Agreement with The New Jersey Transit Corporation for SCDRTAP funding in the amount of \$858,779.73 (\$790,286.00 2025 Allocation plus (\$68,493.73 closeout balance) for the period of January 1, 2025, through December 31, 2025.
2. Resolution - Appointing Rebecca Viersma, Clerk of the Board of County Commissioners, for a three-year term beginning January 27,

2025 through January 26, 2028, in accordance with N.J.S.A. 40A:9-26.

#### **XIV. APPOINTMENTS**

1. Resolution - Approving the re-appointment of Liz Schmid to the County Agriculture Development Board (CADB), term to be effective immediately through December 31, 2028.
2. Resolution - Approving the re-appointment of Daniel Bush and Keith Decker to the Hunterdon County Shade Tree Commission, to fill a 5-year term effective January 1, 2025, through December 31, 2029.
3. Resolution - Approving the appointment of Joseph Tapp as a member to the Hunterdon County Mental Health Board, term to be effective January 31, 2025, through January 31, 2027.
4. Resolution - Approving the re-appointment of Victoria Miller as a member of the County Alliance Steering Sub Committee, term to be effective January 1, 2025, through December 31, 2026.

#### **XV. CONSENT AGENDA**

"All matters listed under the Consent Agenda are considered to be routine by the Board of County Commissioners of the County of Hunterdon and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired that item will be removed from the Consent Agenda and will be considered separately."

1. Claims Register - Approving the Claims Register dated January 21, 2025.
2. Resolution - Approving the executive session and regular meeting minutes from the December 17, 2024 meeting and the regular meeting minutes from the January 07, 2025 meeting.
3. Resolution - Approving the hire and regular appointment of Mackenzie Hlasney as a Public Safety Telecommunicator Trainee in the Hunterdon County Department of Public Safety. (Filling a vacancy)
4. Resolution - Approving the hire and regular appointment of Margarent Hann as a Public Safety Telecommunicator Trainee in the Hunterdon County Department of Public Safety. (Filling a vacancy)

5. Resolution - Acknowledging the action of Hunterdon County Prosecutor Renee Robeson to hire and appoint Amy Devenny as a Prosecutor's Agent in the Hunterdon County Office of the Prosecutor.
6. Resolution - Approving the hire and regular appointment of Sarah Catherine Lichon as an Analyst Trainee in the Hunterdon County Department of Planning and Land Use, Cultural and Heritage Division. (Filling a vacancy)
7. Resolution - Approving the hire and regular appointment of Kenllelyn Felix as a Human Services Specialist I in the Hunterdon County Department of Human Services, Division of Social Services. (Filling a vacancy)
8. Resolution - Approving the hire and provisional appointment of Nicholas Ferrelli as a Librarian IV in the Hunterdon County Library. (Filling a vacancy)
9. Resolution - Approving the hire and unclassified appointment of Ryan Clancy as Level 1 Fire Instructor in the Hunterdon County Department of Public Safety, Division of Emergency Services.
10. Resolution - Approving the hire and unclassified appointment of Nicholas Moorehead as a Level 2 Fire Instructor in the Hunterdon County Department of Public Safety, Division of Emergency Services.
11. Resolution - Approving the hire and unclassified appointment of Joseph Anthony Giorianni as a Level 2 Fire Instructor in the Hunterdon County Department of Public Safety, Division of Emergency Services.
12. Resolution - Approving the hire and unclassified appointment of John Mocharski as a Level 1 Fire Instructor in the Hunterdon County Department of Public Safety, Division of Emergency Services.
13. Resolution - Approving the hire and unclassified appointment of Ian Green as Level 1 Fire Instructor in the Hunterdon County Department of Public Safety, Division of Emergency Services.
14. Resolution - Approving the hire and unclassified appointment of Kevin Jerzewski as a Level 2 Fire Instructor in the Hunterdon County Department of Public Safety, Division of Emergency Services.

15. Resolution - Approving the hire and unclassified appointment of Brett Colavito as a Level 2 Fire Instructor in the Hunterdon County Department of Public Safety, Division of Emergency Services.
16. Resolution - Approving the hire and regular appointment of Diamond Meza as a Keyboarding Clerk 1 in the Hunterdon County Department of Human Services, Division of Social Services. (Filling a vacancy)
17. Resolution - Approving the reclassification and change employment status of Andrew C. Russano, to Commissioner Aide, in the Office of the Board of County Commissioners.
18. Resolution - Approving the action to hereby grant Cortney P. Frank a regular appointment as a full time Librarian 4, as of January 21, 2025, in the Hunterdon County Library.
19. Resolution - Approving the promotion and provisional appointment of Walter Carey as a full-time Senior Bridge Construction Worker in the Hunterdon County Department of Public Works, Bridge Division.
20. Resolution - Approving an amendment to Resolution 2025-22, to reflect the correct salaries for FOP Lodge 94 Sheriff's Officers.
21. Resolution - Approving an amendment to Resolution 2025-28, to correct the Longevity Salaries for the CWA Local 1036, Supervisory Unit.
22. Resolution - Approving an amendment to Resolution 2025-33, to correct certain 2025 salaries for the CWA Local 1036, Rank & File.
23. Resolution - Approving a correction to William J. Swaney's salary, Supervising Public Safety Telecommunicator, in the in the Hunterdon County Department of Public Safety, Division of Communications.
24. Resolution - Authorizing the Director or Deputy Director of the Board of County Commissioners to approve the request from JCP&L to service Bethlehem Tower Project Block 32 Lot 55 in the Township of Bethlehem.
25. Resolution - Authorizing the County Qualified Purchasing Agent to solicit bids for the project known as Electricity Generation Supply Service for the County of Hunterdon and its participating

members of the Hunterdon County Cooperative Pricing System ID#: 51-HCCPS.

- 26. Resolution - Authorizing the County Qualified Purchasing Agent to advertise for the solicitation of competitive bids to Furnish and Deliver Maintenance and Repair Materials for Roads and Bridges.
- 27. Resolution - Authorizing the County Qualified Purchasing Agent to advertise for the solicitation of competitive proposals for the purpose of providing employee assistance program services for Hunterdon County employees.
- 28. Resolution - Approving an amendment to Resolution 2024-535, to reflect that the Agreement will continue to automatically renew for successive one-year terms on the anniversary date of the Cooperative Member's initial term, unless the Agreement is sooner terminated in accordance with the provisions herein.
- 29. Resolution - Authorizing the Director to sign and accept a grant award from NJDOC for the provision of services for the County Reentry Coordinators Program for the period of July 1, 2024 - June 30, 2025 (SFY2025).
- 30. Resolution - Authorizing the Director or Deputy Director to sign a grant application with the New Jersey Department of Law and Public Safety, Division of Administration, for the Hunterdon County Prosecutor's Office, the Subrecipient of State Fiscal Year 2025 ARRIVE Together Critical Incident Model Program, for the period of January 1, 2025 – December 31, 2025.
- 31. Resolution - Authorizing the Division Head of Mosquito & Vector Control to sign the State Equipment Use Agreement, for the use of state-owned mosquito control equipment.
- 32. Resolution - Approving the Hunterdon County Parks Division to permit the USDA-APHIS (United States Department of Agriculture/Animal and Plant Health Inspection Service) Wildlife Services to release raptors from sensitive areas in several Hunterdon County Parks.
- 33. Resolution - Approving a courtesy permit to the New Jersey Department of Environmental Protection Endangered and Non-Game Species Program to conduct a wildlife study to monitor activities at several Hunterdon County Parks in 2025.

34. Resolution - Authorizing the Division Head of Parks and Recreation, Ryan Preston, to sign the 2025 River Crossing YMCA Camp Agreement and any other related documents for the camp program.
35. Resolution - Approving a courtesy permit to New Jersey Fish and Wildlife (NJFW) for their monitoring program of the American Kestrel in 2025 at several Hunterdon County Parks.
36. Resolution - Approving a request from Kathy Creveling, an organizer for the Special Olympics NJ, to hold a walking event at Deer Path Park utilizing the Cedars Pavillion on Saturday, May 17, 2025, and waive all fees associated with the permit.
37. Resolution - Authorizing the Division Head of Parks & Recreation, the Superintendent of Recreation, and the Hunterdon County CFO/CMFO to sign a grant application with the New Jersey Department of Community Affairs for approximately \$100,000.00 to carry out a project to improve the existing Arboretum educational trail.
38. Resolution - Authorizing the Cherryville Repeater Association II to utilize the Everittstown Garage to store a 20-foot container that will be used for storage of the Association's materials, pending receipt of Certificate of Insurance.
39. Resolution - Authorizing the Director of the Board of County Commissioners to execute a Contract Modification #3 with Prevention Resources, Inc., for Hope One Peer Specialist services, pursuant to the terms and conditions set forth in the Department of Human Services Request for Proposals 0015-2023, for the period of October 1, 2024, through September 30, 2025. Funding for the term shall be in the amount of \$26,785.00 (State funds).
40. Resolution - Authorizing the Director or Deputy Director of the Board of County Commissioners to sign the 2024-2029 Master Service Agreement contracting with the State of New Jersey for Mailroom Services, Facilities Services, and Vehicular Services for the Superior Court of New Jersey.
41. Resolution - Authorizing the Director or Deputy Director to sign and accept the North Jersey Transportation Planning Authority (NJTPA) Subregional Transportation Planning (STP) grant for the period July 1, 2024 – June 30, 2025, in the amount of \$103,762.50.

42. Resolution - Authorizing the Commissioner Director or Deputy Director to sign and accept the Subcontract for FY2025-FY2026 Subregional Studies Project grant with the North Jersey Transportation Planning Authority and the New Jersey Institute of Technology for the period of July 1, 2024 – June 30, 2026, in the amount of \$200,000.00.
43. Resolution - Authorizing the Director of the Board of County Commissioners to sign an Agreement with TAPinto North Hunterdon for Ads and Email Blasts for Hunterdon County Government Services.
44. Resolution - Authorizing Director of the Board of County Commissioners to sign an Agreement with TAPinto Flemington Raritan for Ads and Email Blasts for Hunterdon County Government Services.
45. Resolution - Confirming the action of the County Administrator to cancel the Agreement with DSI for FSA and COBRA administration services and enter a contract with MMA to provide services to administer employee-funded FSAs, COBRA and retiree health benefit deductions.

**XVI. OPEN TO THE PUBLIC**

**XVII. ADDITIONAL COMMISSIONER COMMENTS**

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

**XIX. ADJOURNMENT**