



MINUTES

HUNTERDON COUNTY BOARD OF COUNTY COMMISSIONERS

Historic Courthouse
71 Main Street, Building 3, Second Floor
Flemington, New Jersey 08822
December 17, 2024

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

II. **EXECUTIVE SESSION**

1. Resolution Entering into Executive Session.

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

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 the Greater Raritan Workforce Development Board is hosting a *Using Skill-up Greater Raritan for Employer Training Needs* on Wednesday, December 19th from 11:00 a.m. until 12:00 p.m. The event is free to attend and is designed to demonstrate to employers how this training platform can be leveraged to enhance staff knowledge. The Workforce Development Board will also be hosting Norwescap's Career & Life Club with a special program on "Finding Employment." The event is also taking place this coming Wednesday and will be held virtually at Noon on Zoom. As liaison to Hunterdon County Polytech, Commissioner Rich shared that the vocational school recently honored Vollers as the recipient of its Business Partner of the Year award. Vollers has been an instrumental partner in enhancing the educational experience of students in Polytech's Heavy Equipment program, providing invaluable resources, opportunities, and support that extend far beyond the classroom. Brendan Murray, President of Vollers, has been a steadfast advocate for Polytech's Heavy Equipment program, offering continuous support and guidance. His leadership and

dedication to workforce development have had a profound impact on both the program and its students.

Commissioner Van Doren reported as liaison to the Department of Public Works, that Bridge A-45 in Alexandria Township, which connects Frenchtown and Milford Boroughs via County Route 619, continues to remain on schedule to reopen on December 23rd despite the recent weather. As liaison to the Health Department, Commissioner Van Doren reported the Division of Solid Waste hosted its last Hazardous Household Waste Cleanup Day on December 7th. The Health Department also published its recent winter newsletter which contains useful information for the public, including Winter Ready Guidelines produced by Ready.gov, detailed information COVID-19, and H5N1 – Bird Flu, and diet tips for the holiday season. As liaison to the Department of Human Services, Commissioner Van Doren announced the Stigma Free Task Force is hosting a free pancake breakfast on Saturday, January 11, 2025, from 9 a.m. - 12 p.m. The LINK is conducting a community survey to evaluate the current services and to assess the transportation needs of the County. The flyers for the survey are posted on all LINK buses and the survey can be accessed through a QR code on the County website LINK Transportation page. Finally, Commissioner Van Doren shared that he participated in the annual Wreaths Across America event this past Saturday at Fairmount Rural Cemetery in Califon. He thanked American Legion Post 342 and Spruce Run Memorial VFW 5119 for organizing the event.

Commissioner Lanza reported the Department of Public Safety and Sheriff's Office continue to monitor the ongoing drone sightings across the state and in Hunterdon County. State and federal authorities continue to say there is no active threat to the public, but the origin of these drones continues to be a mystery, with little to no guidance being provided from the Department of Homeland Security or the Department of Defense. In addition to actively engaging with local officials through mayors and OEM updates calls, the Commissioner Board continues to take proactive steps to ensure that law enforcement and public safety officials have the necessary tools to do their jobs. To that end, Commissioner Lanza stated, on tonight's agenda is a resolution in support of H.R. 4333 and S. 1631, the *Safeguarding the Homeland from the Threats Posed by Unmanned Aircraft Systems Act of 2023*. This bipartisan bill, which Congressman Tom Kean is a "co-sponsor" of would grant the Department of Homeland Security and Department of Justice more authority over the unmanned aircraft. He hopes his colleagues will support the resolution this evening.

Deputy Director Soloway shared information about several exciting holiday events featured on the *Explore Hunterdon* website event calendar. The Red Mill Museum Village, Old York Cellars, Unionville Vineyards, and the Bubbly Goat Farm are a few places that have events featured. She encouraged everyone to come out and support some of the great small businesses in Hunterdon County. As co-liaison to veterans' affairs, Deputy Director Soloway shared that yesterday marked 80 years since the Battle of the Bulge. She shared additional information about the Battle of the Bulge and stated we remain forever grateful to these heroes.

Director Kuhl added the Board continues to be frustrated by the state and federal governments' lack of a coordinated and unified response regarding the ongoing drone

sightings in Hunterdon County and throughout the State of New Jersey. He stated this situation cannot continue as is and deserves a whole of government approach to bring certainty to our residents. Director Kuhl then reflected on the past year serving as Director of the Board of County Commissioners. He highlighted several of the accomplishments achieved this past year. Director Kuhl highlighted the county tax rate, the county's debt-free decade, grant opportunities, and construction of Hunterdon County's first all-day vocational school. The Commissioner Board used a combination of budget savings and unexpected funds received from the American Rescue Plan, to make historic investments in Hunterdon County municipalities and local nonprofits. The Board awarded \$3.242 million in grant monies and celebrated the reopening of the Historic Hunterdon County Courthouse.

VII. PROCLAMATIONS/RECOGNITION

1. Recognizing Frank Bell upon receiving the 2024 Preservation Project Award from Preservation New Jersey.
Paul Muir, President of Preservation NJ, presented Hunterdon County Architect, Frank Bell with the 2024 Preservation Project Award. The prestigious award highlights Mr. Bell's exceptional leadership in the restoration and preservation of the Hunterdon County Historic Courthouse.
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. Recognizing Katrina Mendicino for representing Hunterdon County in the Ms. Teen USA New Jersey Pageant.
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. Recognizing Julianne Romanella, recipient of the NJSC 2024 Anton Banko Award. Superintendent of Alexandria Township Schools, Mr. Kevin McPeck, thanked the Commissioner Board for recognizing Ms. Romanella and praised her for her hard work and dedication.
Motion: By: Zachary Rich **Seconded:** John Lanza
Yes: Jeff Kuhl, Susan Soloway, John Lanza, Zachary Rich, Shaun Van Doren
No: None **Abstain:** None **Absent:**
4. Recognizing the opening of the Prevention Resources Community Wellness Center.
Motion: By: John Lanza **Seconded:** Susan Soloway
Yes: Jeff Kuhl, Susan Soloway, John Lanza, Zachary Rich, Shaun Van Doren
No: None **Abstain:** None **Absent:**
5. Recognizing Liz Schmid for her generous years of service to the County Agriculture Development Board (CADB).
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:**

6. Recognizing several Hunterdon County employees upon their retirement.
Motion: By: Susan Soloway **Seconded:** Zachary Rich
Yes: Jeff Kuhl, Susan Soloway, John Lanza, Zachary Rich, Shaun Van Doren
No: None **Abstain:** None **Absent:**

VIII. HUNTERDON COUNTY PARKS & RECREATIONAL GRANT PROGRAM

1. Authorizing the award of \$1.242 million in Municipal Parks and Recreational Grants as recommended by T&M Associates.
County Counsel, Katrina C. Doyle reported earlier this year, the County set aside \$1 million dollars in Open Space Funds to provide municipalities the opportunity to apply for grants in improve their parks & recreation facilities. The County received applications from 19 of Hunterdon County's municipalities, totaling \$2,352,520.00. County Counsel advised the resolution before the Board this evening awards the grant recommendations made by T&M Associates at their December 03, 2024 meeting.
Motion: By: John Lanza **Seconded:** Zachary Rich
Yes: Jeff Kuhl, Susan Soloway, John Lanza, Zachary Rich, Shaun Van Doren
No: None **Abstain:** None **Absent:**

County Counsel, Katrina C. Doyle, announced each of the grant award recipients. Representatives from 13 municipalities thanked the Commissioner Board and explained the scope of work their municipality will be using the grant for.

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

X. GRANTS, Michael Franchini, Deputy CFO

1. Requesting the insertion of an item of revenue and the like sum as an appropriation, in the 2024 County Budget, for the SFY 2025 NJ-JARC Round 11 Grant in the amount of \$172,000.00.
Motion: By: John Lanza **Seconded:** Zachary Rich
Yes: Jeff Kuhl, Susan Soloway, John Lanza, Zachary Rich, Shaun Van Doren
No: None **Abstain:** None **Absent:**
2. Canceling the balance of certain Grant Fund Receivables and appropriated Reserve Balances.
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:**

XI. FINANCE, Andrew Bernath, CFO

1. Authorizing the 2024 Budget Transfers as recommended by the Hunterdon County Chief Financial Officer.

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:**

XII. **PLANNING & LAND USE**

1. Approving an Open Space Acquisition Assistance Grant to Readington Township, for the acquisition of the 416 Main St property, Block 93, Lot 2 in Readington Township, estimated 8 acres, in an amount not to exceed \$242,500.00, upon the recommendation of the Parks & Open Space Advisory Committee.

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 an Open Space Acquisition Assistance Grant to Hunterdon Land Trust, for the acquisition of the R&D Realty property, Block 63.09, Lot 32 in Raritan Township, estimated 18 acres, in an amount not to exceed \$79,200.00, upon the recommendation of the Parks & Open Space Advisory Committee.

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. Approving an Open Space Acquisition Assistance Grant to Hunterdon Land Trust, for the acquisition of the Chaitman property, Block 28, Lot 4 in Kingwood Township, estimated 56 acres, in an amount not to exceed \$335,000.00, upon the recommendation of the Parks & Open Space Advisory Committee.

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:**

XIII. **PURCHASING, Ray Rule, QPA**

1. Approving a contract award with Hunterdon Medical Center, for County RFP 0065-2024, for Corporate Health Services Including Occupational Health Services, in an amount not to exceed \$30,000.00.

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

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

1. Authorizing Emergency Contract for Operation of the Hunterdon County Solid Waste Transfer Station and Recycling Center to Waste Management of New Jersey.

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. Expressing the Support of the Hunterdon County Commissioner Board for H.R. 4333 and Senate Bill No. 1631.

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

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

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

XV. APPOINTMENTS

1. Approving the appointment of Christopher S Van Burk to the Hunterdon County Vocational School District Board of Education (HCVSD).

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:**

XVI. CONSENT AGENDA

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

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

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

1. Approving the Claims Register dated December 17, 2024.
2. Approving the executive session and regular meeting minutes from December 03, 2024.
3. Approving the hire and regular appointment of Jessica M. Struble as a Public Safety Telecommunicator Trainee in the Hunterdon County Department of Public Safety, Division of Communications. (Filling a vacancy)
4. Approves the hire and regular appointment of Joy E. Allen as a Public Safety Telecommunicator Trainee in the Hunterdon County Department of Public Safety, Division of Communications. (Filling a vacancy)
5. Approving the hire and regular appointment of Jessica Wood as a Public Safety Telecommunicator Trainee in the Hunterdon County Department of Public Safety, Division of Communications. (Filling a vacancy)
6. Approving the hire and regular appointment of Krystal L. Martinez as a Public Safety Telecommunicator Trainee in the Hunterdon County Department of Public Safety, Division of Communications. (Filling a vacancy)
7. Approving the hire and regular appointment of Amanda S. Lance as a Public Safety Telecommunicator Trainee in the Hunterdon County Department of Public Safety, Division of Communications. (Filling a Vacancy)
8. Approving the hire and regular appointment of Gabriel Mercado as a Weights and

Measures Apprentice in the Hunterdon County Department of Health, Weights and Measures Division. (Filling a vacancy)

9. Acknowledges the action of Hunterdon County Sheriff, Frederick Brown, to transfer and reclassify Brian W. Shea to the title of Sheriff's Officer, in the Hunterdon County Sheriff's Office.
10. Acknowledging the action of Hunterdon County Prosecutor, Renee Robeson, to promote and appoint Brian Hanley to the title of Sergeant in the Hunterdon County Office of the Prosecutor.
11. Approving the regular promotion of Michaela Mills to the title of Librarian 1 in the Hunterdon County Library. (Filling a vacancy)
12. Approving the action to hereby grant Talia Silva a regular appointment as a full-time Human Services Specialist 1, in the Hunterdon County Department of Human Services, Division of Social Services.
13. Approving the action to hereby grant Madeline Denlinger a regular appointment as a Public Health Nurse, in the Hunterdon County Department of Health, Public Health Nursing Division.
14. Approving the action to hereby grant Deborah Vallone a regular appointment as a full time Keyboarding Clerk 4, in the Hunterdon County Health Department.
15. Approving the action to hereby grant Robert V. McElroy a regular appointment as a full time Supervising Bridge Construction Worker, in the Hunterdon County Department of Public Works, Bridge Division.
16. Approving the action to hereby grant Jake Martorano a regular appointment as a full time Mechanic, in the Hunterdon County Department of Administrative Services, Garage Division.
17. Approving the action to hereby grant Nicole Staselewicz a regular appointment as a full time Keyboarding Clerk 2, in the Hunterdon County Department of Human Services, Division of Social Services.
18. Approving an amendment to Resolution 2024-1011, acknowledging the hire and appointment of Sean M. Vaccaro as a Correction's Officer in the Hunterdon County Sheriff's Office.
19. Approving an amendment to Resolution 2024-1077, approving the hire and regular appointment of Brendan Lamb, as a Planning Intern in the Hunterdon County Department of Planning and Land Use.

20. Authorizing the Qualified County Purchasing Agent to initiate competitive contracting for the Community Health Needs Assessment (CHNA) and Community Health Improvement Plan (CHIP), for the Department of Health.
21. Authorizing Dan Zmuda and Paul Bolanowski, of Vehicle Services, to complete and sign any and all documents related to the ownership of County vehicles and equipment.
22. Approving a Side Letter of Agreement between Hunterdon County and CWA Local 1036 for the Department of Health, Division of Vector Control.
23. Approving the request from the Borough of Flemington to waive the fees associated with the use of the Hunterdon County Historic Courthouse for the 2025 Government Reorganization Meeting.
24. Authorizing the Director or Deputy Director of the Board of County Commissioners to sign the settlement agreement with Marsh McLennan Agency.
25. Authorizing the Director of the Board of County Commissioners to sign County Innovation Contract #25-675-ADA-0, in the amount of \$42,850.00 (State funds), for the period of October 1, 2024, through September 30, 2025.
26. Approving a request from the Hunterdon County Shade Tree Commission & the New Jersey Chapter of the International Society of Arboriculture to use the Main Lodge at Echo Hill on December 28, 2024, from 8:00 a.m. until 1:00 p.m. and waive the permit fees associated with this location.
27. Authorizing an Agreement between the County of Hunterdon, the Township of Readington, and Apartments at Three Bridges Holdings, LLC, for the acceptance of Closed Drainage System (formerly County Culvert R-156) situated on Railroad Avenue in the Township of Readington.
28. Authorizing the Director or Deputy Director to sign and accept, a Victims of Crime Act (VOCA) grant subaward number VOCA-10-23, for the Hunterdon County Victim Witness Assistance Project/Victim of Crime Act, with the New Jersey Department of Law and Public Safety, Division of Administration, Office of the Attorney General, in the amount of \$362,326.00, for the period of July 1, 2024, to June 30, 2025, for the Office of the Hunterdon County Prosecutor.
29. Authorizing the Director of the Board of County Commissioners to send a letter of support to New Jersey Economic Development Authority in support of the Hunterdon County Cultural & Heritage Commission's application for the New Jersey Economic Development Authority's (NJEDA) Historic Property Survey Grant.

30. Approving an Amendment to Resolution 2024-893, approving the updated rent amount for the Greater Raritan Workforce Development Board.
31. Authorizing the Director of the Board of County Commissioners to sign and accept the State Federal Grant Agreement, from the State of New Jersey Office of Homeland Security and Preparedness, for funding under the FFY24 State Homeland Security Program (SHSP-Local Share), for the period of September 1, 2024 to July 31, 2027, in the amount of \$134,054.68.
32. Approving an amendment to Sheriff's Office General Order 2021-07 to update the rates for off-duty employment.
33. Authorizing a provider services contract with Hunterdon Helpline, Inc. for the provision of a Code Blue Warming Center, pursuant to the terms and conditions set forth in the Department of Human Services Request for Proposals 2020-0028, for the period of January 01, 2025, through May 31, 2025. Funding for the term shall not exceed \$25,000.00.
34. Authorizing the Director or Deputy Director to sign a Memorandum of Understanding with South Hunterdon Regional High School Board of Education, to use the South County Park for reunification during the event of an emergency at any of the schools for a one year term.

XVII. OPEN TO THE PUBLIC

No public comments.

XVIII. ADDITIONAL COMMISSIONER COMMENTS

Deputy Director Soloway wished everyone Happy Holidays. Director Kuhl wished everyone a Merry Christmas and Happy Holidays. He thanked his colleagues for their support as Director of the Board, and he looks forward 2025. Commissioner Lanza thanked Director Kuhl for his leadership this past year.

XIX. EXECUTIVE SESSION (Reconvene if necessary)

XX. ADJOURNMENT

The Board adjourned at 6:46 p.m. on a motion by Commissioner Rich, seconded by Commissioner Lanza, followed by a voice carry.