



MINUTES

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:**

II. **EXECUTIVE SESSION**

1. Resolution Entering into Executive Session.

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

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

No: None **Abstain:** None **Absent:** Zach Rich

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

IV. **MOMENT OF SILENCE**

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

VI. **COMMISSIONER REPORTS**

Commissioner Soloway reported last week, she and Director Lanza joined the Division of Parks and Recreation staff members, County Park Rangers, and representatives from the National Wild Turkey Federation for the kickoff of the annual Whitetail Deer Hunt for individuals with disabilities at Heron Glen Golf Course. The event provides an inclusive outdoor experience for participants and highlights the county's commitment to accessibility and recreational opportunities for all residents. Commissioner Soloway thanked everyone who was involved in planning and executing the well-organized event. As co-liaison to the Department of Economic Development and Tourism, Commissioner Soloway shared that the Explore Hunterdon website contains new section on things to do in Hunterdon County for Valentine's Day. She hopes residents and visitors will visit the website and consider spending Valentine's Day in Hunterdon County.

Commissioner Kuhl reported on Saturday, January 11th, he attended the Stigma Free Task Force's Annual Pancake Breakfast. This family-friendly event featured winter-

themed activities and an opportunity to learn about local agencies dedicated to ending the stigma surrounding substance use and behavioral health. The Hunterdon County Stigma-Free Task Force works to raise awareness and provide resources to individuals and families affected by substance use and behavioral health issues. Commissioner Kuhl thanked the Department of Human Services, members of the Stigma-Free Task Force and all the community providers that participated. As a long-time supporter and partner of the annual Hunterdon County 4H Fair, Commissioner Kuhl thanked members of the 4H and Agricultural Fair who invited the Board to their banquet on January 15th. Commissioner Kuhl attended along with Deputy Director Van Doren, Commissioner Soloway, and Sheriff Brown. He looks forward to the continued partnership and additional investments in South County Fairgrounds.

Deputy Director Van Doren advised last week, he held a meeting with Health Department Director, Karen DeMarco and other county officials about the ongoing Avian Influenza, (Bird Flu) public health challenge and the County's preparedness plan. The Bird Flu continues to be a concern, with outbreaks in wild birds and poultry across the United States. The H5N1 Bird Flu has been found in wild birds worldwide and is causing outbreaks in poultry and U.S. dairy cows with several recent human cases among U.S. dairy and poultry workers. While the current public health risk remains low, the County is closely monitoring the situation and working with federal and state agencies to ensure the safety of Hunterdon County residents. If you encounter sick or dead wild birds report the finding to the DEP hotline at 877-WARN-DEP (877-927-6337). As liaison to the Department of Human Services, Deputy Director Van Doren advised the Comprehensive Emergency Assistance System Committee (CEAS), is holding a Community Awareness Resource Event (CARE) on Wednesday, January 29th, at the Flemington Salvation Army for community members facing housing insecurity. The free event will be held from 10am-2pm and all are welcome. Meal on Wheels is hosting a Health and Wellness Lecture on January 23rd at 11 am. The lecture program provides free assistance with tax return preparation for low-to-moderate income Hunterdon County area residents.

Director Lanza announced that All-Inclusive Playground at Deer Path Park has been selected for honors by the New Jersey Recreation and Park Association. It will be formally recognized at the 50th Annual NJRPA Conference and Awards Dinner on Tuesday, February 25th. Director Lanza expressed his appreciation to everyone who was involved in this project, including Commissioner Rich who championed this project as Director of the Board. This world-class playground is a demonstration of this Board's ongoing commitment to making our wonderful park system accessible to individuals of all abilities and it is the Board's hope to soon do something similar near the South County Fairgrounds. Director Lanza thanked the Department of Public Works, Division of Building and Maintenance, Health Department, and Office of Emergency Management for their collective work responding to the recent boil water advisory in Flemington Borough and this weekend's snowstorm. Prior to Saturday's snowstorm, Director Lanza held a planning meeting with county officials to ensure that we were prepared to respond as needed to support our municipal partners and the public. In closing, Director Lanza thanked the Division of Parks and Recreation and the Wild Turkey Foundation for hosting the annual Whitetail Deer Hunt for disabled hunters including several of our wounded warriors.

VII. PROCLAMATIONS/RECOGNITION

1. 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.

Ms. Riley Conaty introduced herself and shared information regarding her involvement in wrestling and ShowKids Invitational Theatre SKIT.

Motion: By: Susan Soloway **Seconded:** Jeff Kuhl

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

No: None **Abstain:** None **Absent:** Zach Rich

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

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

John Mizerak, the Government Affairs Director of Brightspeed updated the Board regarding the current upgrades that are being made to infrastructure in Hunterdon County. Brightspeed is working to upgrade their infrastructure to bring high speed broadband fiber into Hunterdon County. They are currently working on eight wire centers within Hunterdon County. Brightspeed is working to provide high speed internet to 23,000 Hunterdon County residents. Mr. Mizerak has been in touch with IT Department Head regarding an application for the NJBIDE program.

IX. FINANCE, Andrew Bernath, CFO

1. Accepting the New Budget Introduction and Adoption Dates per Local Finance Notice LFN 2024-20, dated December 18, 2024.

Motion: By: Shaun Van Doren **Seconded:** Jeff Kuhl

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

No: None **Abstain:** None **Absent:** Zach Rich

2. Introduction of Bond Ordinance 2025-01, Hunterdon County Justice Center Improvements.

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

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

No: None **Abstain:** None **Absent:** Zach Rich

The public hearing will be held on February 18th, at 5:30 pm in the Commissioner Meeting Room.

X. HUNTERDON COUNTY PARKS & RECREATION, Ryan Preston

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

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

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

No: None **Abstain:** None **Absent:** Zach Rich

The public hearing will be on March 4th, at 5:30 pm in the Commissioner Meeting Room prior to the Ordinance taking effect on March 6, 2025.

XI. PLANNING & LAND USE

1. 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.

Motion: By: Jeff Kuhl **Seconded:** Susan Soloway

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

No: None **Abstain:** None **Absent:** Zach Rich

2. 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, 2025, through June 30, 2027.

Motion: By: Susan Soloway **Seconded:** Jeff Kuhl

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

No: None **Abstain:** None **Absent:** Zach Rich

XII. PURCHASING, Ray Rule, QPA

1. 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.

Motion: By: Shaun Van Doren **Seconded:** Jeff Kuhl

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

No: None **Abstain:** None **Absent:** Zach Rich

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

1. 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.

Motion: By: Shaun Van Doren **Seconded:** Jeff Kuhl

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

No: None **Abstain:** None **Absent:** Zach Rich

2. 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.

Motion: By: Jeff Kuhl **Seconded:** Susan Soloway

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

No: None **Abstain:** None **Absent:** Zach Rich

XIV. APPOINTMENTS

1. Approving the re-appointment of Liz Schmid to the County Agriculture Development Board (CADB), term to be effective immediately through December 31, 2028.

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

Yes: Jeff Kuhl, Susan Soloway, John Lanza, Shaun Van Doren
No: None **Abstain:** None **Absent:** Zach Rich

2. 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.

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

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

No: None **Abstain:** None **Absent:** Zach Rich

3. 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.

Motion: **By:** Jeff Kuhl **Seconded:** Shaun Van Doren

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

No: None **Abstain:** None **Absent:** Zach Rich

4. 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.

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

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

No: None **Abstain:** None **Absent:** Zach Rich

XV. **CONSENT AGENDA**

Motion: **By:** Jeff Kuhl **Seconded:** Susan Soloway

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

No: None **Abstain:** None **Absent:** Zach Rich

1. Approving the Claims Register dated January 21, 2025.
2. 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. 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. 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. 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. 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. 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. Approving the hire and provisional appointment of Nicholas Ferrelli as a Librarian IV in the Hunterdon County Library. (Filling a vacancy)
9. 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. 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. Approving the hire and unclassified appointment of Joseph Anthony Giogianni as a Level 2 Fire Instructor in the Hunterdon County Department of Public Safety, Division of Emergency Services.
12. 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. 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. 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. 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. 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. Approving the reclassification and change employment status of Andrew C. Russano,

to Commissioner Aide, in the Office of the Board of County Commissioners.

18. 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. 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. Approving an amendment to Resolution 2025-22, to reflect the correct salaries for FOP Lodge 94 Sheriff's Officers.
21. Approving an amendment to Resolution 2025-28, to correct the Longevity Salaries for the CWA Local 1036, Supervisory Unit.
22. Approving an amendment to Resolution 2025-33, to correct certain 2025 salaries for the CWA Local 1036, Rank & File.
23. 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. 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. 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. 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. 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. 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. 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. 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. 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. 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. 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. 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. 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. 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. 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. 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. 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. 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. 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. 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. 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. 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. 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

Director Lanza acknowledged an email was received from Ms. Barbara Sachau and advised Ms. Sachau's concerns will be addressed by County staff this week. A copy of the email is attached to the meeting minutes.

XVII. ADDITIONAL COMMISSIONER COMMENTS

XVIII. EXECUTIVE SESSION (Reconvene if necessary)

XIX. ADJOURNMENT

The Board adjourned at 6:06 p.m. on a motion by Deputy Director Van Doren, seconded Commissioner Kuhl, followed by a voice carry.

Attachment – Public Comment
Barbara Sachau, Raritan Township

“removal of dead ash trees so they are not a hazard does make sense, but why would you take down trees without some plan in mind to plant trees to replace those trees.

where is the plan for planting new trees to replace the dead ash trees that are being removed with taxpayers dollars of \$48,000. where and when is the plan to replace them

b sachau”