



MINUTES

HUNTERDON COUNTY BOARD OF COUNTY COMMISSIONERS

Hunterdon County Historic Courthouse
71 Main Street, Building 1, Second Floor
Flemington, New Jersey 08822

April 1, 2025

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

II. **EXECUTIVE SESSION**

1. Resolution Entering into Executive Session.

Motion: By: Jeff Kuhl **Seconded:** Zachary Rich

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

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**

Deputy Director Van Doren announced that the 2025 county budget has not only met, but exceeded the goal of protecting the 2024 tax rate cut and continuing to be taxpayer-friendly in 2025. After cutting the tax rate last year, the FY25 budget as proposed, will cut the county tax rate to the lowest level in 11 years. Deputy Director Van Doren added that this does not happen by chance, but rather is the result of a detailed budget review process. He added, this year's budget also contains record investment in capital improvements and leverages New Jersey Department of Transportation grants to make significant investments in resurfacing roadways and improving and enhancing county bridges and culverts. The budget also includes funding for two major priorities that have been outlined this year including a \$1 million grant for municipal parks and a \$500,000 grant to support municipal law enforcement entities. Deputy Director Van Doren thanked the rest of the budget committee and looks forward to supporting the budget introduction.

Commissioner Rich stated he is proud the budget committee was able to craft this year's budget, which will cut the county tax rate to the lowest level in 11 years. This year's budget is once again a demonstration of this board's ongoing commitment to fiscal discipline and putting our taxpayers first. As liaison to Hunterdon County Polytech, Commissioner Rich shared that this year's budget will make a record investment in career and technical education. This will help ensure the soon-to-open full-time vocational high school will have state-of-the-art equipment and the necessary instructors for the new program offerings. He added, this year's budget makes investments in the future while protecting our taxpayers bottom-line.

Commissioner Soloway thanked Deputy Director Van Doren and Commissioner Rich along with the entire budget committee for preparing the fiscal year 2025 budget. She stated cutting the county tax rate to the lowest level in 11 years is quite an accomplishment. Commissioner Soloway looks forward to supporting the budget introduction later in the agenda.

Commissioner Kuhl thanked the members of the budget committee. He also thanked Director Lanza for continuing the *New Era of Partnership* with our municipalities that he initiated last year with the additional \$1.5 million in direct grants to our municipalities. Many municipal leaders have advised Commissioner Kuhl that these grant dollars are making a positive difference in their community, he looks forward to supporting this year's budget.

Director Lanza thanked Deputy Director Van Doren and Commissioner Rich for their thoughtful and diligent work alongside CFO Andrew Bernath, Deputy CFO Mike Franchini, County Administrator Brad Myhre, Deputy Administrator Shana Taylor, County Counsel Katrina Doyle, and HR Director Meagan O'Reilly for preparing the FY25 budget. He added, this year's budget is something we can all take great pride in. The budget as proposed not only cuts the county tax rate to the lowest level in 11 years, but is also makes investments in improving county infrastructure, advances career and technical education opportunities, and continues to build upon the *New Era of Partnership* with our 26 municipalities located across this county. This year's budget, combined with the recent triple-A bond rating awarded to the county by Moody's, and the independent auditor's validation of our fiscal efforts by certifying the county's financial practices and controls have been without fault for nine consecutive years, demonstrate that this board's actions are more than empty words. Putting the taxpayers first and enacting policies that help to keep Hunterdon the safest, healthiest, and best county, not only in New Jersey, but in the nation, to live, is of the utmost importance to the Commissioner Board.

VII. PROCLAMATIONS/RECOGNITION

1. Recognizing the Delaware Valley Regional High School (DVRHS) Cheerleading Team upon winning the New Jersey Cheer & Dance Coaches Association (NJCDCA) Group 2 Game Day State Championship.
Motion: By: Zachary Rich **Seconded:** Jeff Kuhl
Yes: John Lanza, Shaun Van Doren, Jeff Kuhl, Zachary Rich, Susan Soloway
No: None **Abstain:** None **Absent:**
2. Recognizing the Hunterdon Central Regional High School (HCRHS) Cheerleading Team upon winning the New Jersey Cheer & Dance Coaches Association (NJCDCA) Group 4 Game Day State Championship.
Motion: By: Zachary Rich **Seconded:** Susan Soloway
Yes: John Lanza, Shaun Van Doren, Jeff Kuhl, Zachary Rich, Susan Soloway
No: None **Abstain:** None **Absent:**
3. Recognizing the Hunterdon Central Regional High School (HCRHS) Unified Basketball Team upon winning the 2025 Group A State Championship Title.
Motion: By: Jeff Kuhl **Seconded:** Zachary Rich
Yes: John Lanza, Shaun Van Doren, Jeff Kuhl, Zachary Rich, Susan Soloway
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 enter into a contract, per Request for Proposal #0041-2024, with Meals on Wheels in Hunterdon, Inc., for the Congregate Nutrition program for the period January 1, 2025, through December 31, 2027, allocating \$213,000.00 (\$71,000.00 per year).
Motion: By: Shaun Van Doren **Seconded:** Zachary Rich
Yes: John Lanza, Shaun Van Doren, Jeff Kuhl, Zachary Rich, Susan Soloway
No: None **Abstain:** None **Absent:**

X. GRANTS, Michael Franchini, Deputy CFO

1. Authorizing the Director or Deputy Director, to sign and accept, on behalf of the County, a SFY 2025 ARRIVE Together Critical Incident Model Program subaward

with the New Jersey Department of Law and Public Safety, Division of Administration, for the Hunterdon County Prosecutor's Office, in the amount of \$90,800.00, for the period of March 1, 2025 – February 28, 2026.

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

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

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

2. Approving a grant agreement with the Department of Military and Veterans Affairs, to provide transportation services to Hunterdon County Veterans, through The LINK transportation system, in the amount of \$15,000.00 for the period of July 1, 2025, through June 30, 2026.

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

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

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

XI. **FINANCE, Andrew Bernath, CFO**

1. Certification of Compliance with the United States Equal Employment Opportunity Commission's Enforcement Guidance under Title VII of the Civil Rights Act of 1964.

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

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

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

2. Approval of the "2025 Budget Statement Certification by Welfare Agency" and Authorizing the Commissioner Director to sign on behalf of the County.

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

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

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

3. Authorizing county entity (Prosecutor's Office) to exceed the county entity budget request cap (P.L. 2015, c.249).

Motion: By: Jeff Kuhl **Seconded:** Zachary Rich

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

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

4. Authorizing the Fiscal Year 2025 Budget to be Read by Title.

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

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

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

5. Introduction of the Fiscal Year 2025 Hunterdon County Budget.

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

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

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

The public hearing and adoption of the 2025 County Budget will be on May 6, 2025, during the Hunterdon County Board of County Commissioners' regular meeting, and will take place in the Hunterdon County Historic Courthouse.

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

1. Approving Requisition #R25-1980, with PMC Associates for portable radios, in an amount not to exceed \$60,930.00.

Motion: By: Zachary Rich **Seconded:** Jeff Kuhl

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

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

2. Approving a contract award for County Bid 2025-02, with Riverview Paving, Inc., for the Resurfacing and Safety Improvements for County Route 620 in the Township of Readington, total amount not to exceed \$1,998,997.64.

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

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

3. Approving Requisition #R25-2399, with Cooper Electrical Supply, for electrical supplies for the South County Park Fairgrounds in an amount not to exceed \$213,339.34.

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

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

XIII. COUNTY ADMINISTRATOR, Brad Myhre

1. Appointing T&M Associates to Provide Oversight and Review Services Related to the 2025 Hunterdon County Municipal Parks and Recreation Grant Program.

Motion: **By:** Jeff Kuhl **Seconded:** Zachary Rich

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

2. Authorizing County Counsel to sign a Side Letter of Agreement with CWA for the Department of Public Safety.

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

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

XIV. APPOINTMENTS - CONSENT AGENDA

Motion: Approving Appointment Resolutions #1 - 6.

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

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

1. Approving the appointment of Rikki Massand to the Cultural & Heritage Commission, term to be effective immediately through December 31, 2027.
2. Approving the re-appointment of Ruth Cooper to the Hunterdon County Human Services Advisory Council, term to be effective immediately through March 31, 2028.
3. Approving the appointment of DSG Bryan Hanley to the County Alliance Steering Subcommittee, term to be effective immediately through December 31, 2026.
4. Approving the appointment of Stephen Goldman as a member of the Hunterdon County Alliance Steering Sub-Committee (CASS), term to be effective immediately through December 31, 2026.
5. Approving the appointment of Christina Goldberg as a member of the Hunterdon County Division of Senior, Disabilities and Veterans Services Advisory Council, term to be effective immediately through March 31, 2028.
6. Approving the appointment of DSG Bryan Hanley as a member of the Hunterdon County Local Advisory Committee on Alcoholism and Drug Abuse (LACADA), term to be effective immediately through December 31, 2028.

XV. CONSENT AGENDA

Motion: **By:** Zachary Rich **Seconded:** Jeff Kuhl

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

1. Approving the Claims Register dated April 01, 2025.
2. Approving the executive session and regular meeting minutes from the March 18, 2025 meeting.

3. Approving the hire and regular appointment of Jacob Moors as a Laborer 1 in the Hunterdon County Department of Public Works, Roads Division. (Filling a vacancy)
4. Approving the hire and regular appointment of Donald Canzano as a Laborer 1 in the Hunterdon County Department of Public Works, Roads Division. (Filling a vacancy)
5. Approving the hire and regular appointment of Daniel Smith, Laborer 1 in the Hunterdon County Department of Public Workers, Roads Division. (Filling a vacancy)
6. Approving the hire and regular appointment of Susan Graham as a Keyboarding Clerk 1 in the Hunterdon County Department of Human Services, Division of Senior, Disabilities, and Veterans Services. (Filling a vacancy)
7. Acknowledging the action of Hunterdon County Sheriff Frederick Brown to hire and regularly appoint Joshua E. Gamo as a Corrections Officer in the Hunterdon County Sheriff's Office, Corrections Division. (Filling a vacancy)
8. Approving the appointment Shelly Baluta as a part time, per diem Fitness Instructor in the Department of Human Services, Division of Senior Disability and Veterans Services. (Filling a vacancy)
9. Approving the provisional promotion of Bonnie I. Burris to the title of Public Safety Telecommunicator in the Department of Public Safety, Communications Division, per the CWA Local 1036, Rank and File collective bargaining agreement.
10. Approving the provisional promotion of Blazej Terpilowski to the title of Road Repairer 1 in the Department of Public Works, Roads Division, per the CWA Local 1036, Rank and File collective bargaining agreement.
11. Approving the provisional promotion of Faustina Starcher to the title of Senior Public Safety Telecommunicator in the Department of Public Safety, Division of Communications. (Filling a vacancy)
12. Approving a salary adjustment for Melissa Allen, Confidential Assistant, in the Department of Public Works, Engineering Division.
13. Approving a salary adjustment for Ashley Harper, Operations Manager in the Board of Elections.
14. Approving a salary adjustment for Margarete JeanMichel, Administrative Assistant, in the Board of Elections.
15. Approving a salary adjustment for Lisa Skripko, Poll Worker Coordinator in the Board of Elections.
16. Approving a salary adjustment for Elizabeth Thompson, Supervisor in the Board of Elections.
17. Approving a salary adjustment for Lorena Batallas in the Department of Finance.
18. Approving a salary adjustment for Patrick Horsch, Division Head in the Department of Public Safety.
19. Approving a salary adjustment for Gretchen Larsen, Confidential Aide in the Department of Administration.

20. Approving a salary adjustment for Linda Beck, Confidential Assistant in the Department of Human Resources.
21. Approving a salary adjustment for Fatima Sadowski, Confidential Assistant in the Department of Human Resources.
22. Acknowledging the action of the Hunterdon County Sheriff, Frederick Brown to increase the salary for Robert W. Smith, Undersheriff in the Hunterdon County Sheriff's Office.
23. Acknowledging the action of the Hunterdon County Sheriff, Frederick Brown, to increase the salary for Frank J. Cordero, Undersheriff in the Hunterdon County Sheriff's Office.
24. Acknowledging the action of the Hunterdon County Sheriff, Frederick Brown to increase the salary for Edward W. Davis, Chief Warrant Officer, in the Hunterdon County Sheriff's Office.
25. Acknowledging the action of the Hunterdon County Sheriff, Frederick Brown to increase the salary for Dawn E. Paulmeno, Clerk to a Constitutional Officer in the Hunterdon County Sheriff's Office.
26. Acknowledging the action of Sheriff Frederick Brown to adjust the salary for Christopher Kascik, Secretary, in the Hunterdon County Sheriff's Department.
27. Approving a salary adjustment for Anthony D. Porto, Tax Administrator, in the Hunterdon County Tax Board.
28. Approving a salary adjustment for George Paieda, Confidential Assistant, in the Department of Administration.
29. Approving a Side Letter of Agreement between the County of Hunterdon and CWA Local 1036 for the hourly rate of all temporary (seasonal) employees.
30. Approving a request from the High Bridge Business Association to host their annual Soap Box Derby on Saturday, June 7, 2025, from 7:00 a.m. to 1:30 p.m., on County Route 513 between Fairview Avenue and West Main Street in the Borough of High Bridge.
31. Approving the Special Provisions for the Application of Traffic Stripes on Various County and Municipal Roads all located in Hunterdon County, as recommended by the County Engineer, and authorizing the County Purchasing Agent to solicit bids for said project.
32. Approving an amendment to a Resolution adopted January 11, 2006 with respect to prohibited turn movements along County Route 650 (Voorhees Corner Road and Church Street) in the Township of Raritan.
33. Approving an amendment to a Resolution adopted June 28, 1976 with respect to speed limits along County Route 612 (Bartles Corner Road and Sand Hill Road) and County Route 617 (Klinesville Road, Cherryville Road and Sidney Road) in the Townships of Franklin and Raritan.
34. Authorizing the Director of the Board of County Commissioners to sign and accept the County Environmental Health Act (CEHA) 2025 agreement #CEHA2025-00004, in the amount of \$153,536.00 for the period of July 01, 2024 through June 30, 2025.

35. Approving an amendment to Resolution 2024-672, dated August 06, 2024, for the Sustaining Local Public Health Grant to reflect an increase to the total funding amount by \$24,951.00, with the amended total grant amount to be \$193,000.00.
36. Authorizing the County of Hunterdon to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$1,793.00, for the period October 1, 2024, through September 30, 2025, to carry out a project to support the county welfare agency's administration of the Low Income Heating and Energy Assistance Program.
37. Authorizing the County of Hunterdon to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$1,146.00, for the period July 1, 2024, through June 30, 2025, to carry out a project to process all requests for Universal Service Fund (USF).
38. Authorizing the Director or Deputy and Clerk to the Board of Hunterdon County, on behalf of the County, a Discharge of Mortgage, with a lien in the amount of \$53,490.00, for the property known as Block 26, Lot 3, in the Township of West Amwell, Hunterdon County, State of New Jersey.
39. Approving a request from Hunterdon Central Regional High School to use the Jury Parking Lot off of Park Avenue in Flemington, on Thursday, June 19, 2025, between 7:00 a.m. and 11:00 a.m., for additional parking for the high school graduation.
40. Approving a request from the Township of Readington to host a Memorial Day Parade on Monday, May 26, 2025, utilizing County Route 523, in the Township of Readington.

XVI. OPEN TO THE PUBLIC

Mr. Rikki Massand of Readington Township thanked the Commissioner Board for their hard work and stated he looks forward to serving on Hunterdon County Cultural & Heritage Commission.

XVII. ADDITIONAL COMMISSIONER COMMENTS

Deputy Director Van Doren congratulated Warren County Board of Commissioner upon their budget introduction which will make them debt free in July 2025.

XVIII. EXECUTIVE SESSION (Reconvene if necessary)

XIX. ADJOURNMENT

The Board adjourned at 6:10 p.m. on a motion by Deputy Director Van Doren, seconded by Commissioner Kuhl, followed by a voice carry.

Respectfully submitted and transcribed by:



Rebecca Viersma, CLERK