



MINUTES

HUNTERDON COUNTY BOARD OF COUNTY COMMISSIONERS

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

March 18, 2025

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

II. **EXECUTIVE SESSION**

1. Resolution Entering into Executive Session.

Motion: By: Susan Soloway **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**

Commissioner Rich shared that New Jersey Maker's Day is scheduled for Saturday, March 22nd at the Hunterdon County Main Branch Library. This is Hunterdon County's 10th year of holding New Jersey Makers Day at the Hunterdon County Library. Attendance is free to the public and exhibitors. Additional information about the event can be found on the Hunterdon County Library's website and Facebook and Instagram pages. The 27th Annual Friends of the Hunterdon County Library Book Sale will be held from Saturday, April 26th through Monday, April 28th at the South County Fairgrounds. Commissioner Rich shared that he traveled to Atlantic City a few weeks ago to accept an award at the New Jersey Recreation and Park Association's (NJRPA) Conference on behalf of the Division of Parks & Recreation. The County was awarded the NJRPA *Award for Excellence in Playground Design* for the recently constructed inclusive playground at Deer Path Park. As Director of the Commissioner Board in 2023, creating the county's first barrier-free playground was an important priority to Commissioner Rich. In closing, as the liaison to the Cultural and Heritage Commission, Commissioner Rich shared that the Hunterdon County Teen Arts Festival has been scheduled for Wednesday, April 30th. The festival is coordinated through a partnership between the Hunterdon County Cultural & Heritage Commission, the Hunterdon County Library, Hunterdon County 4H, Hunterdon County schools, and a number of Hunterdon County nonprofit arts organizations.

Commissioner Soloway reported she recently participated in the *Read Across America Celebration*. She read to students of Franklin Township Middle School and Norwescap Headstart in Ringoes. Read Across America is a nationwide initiative celebrated annually in March and is organized by the National Education Association. As co-liaison for veterans' issues, Commissioner Soloway shared that the first veteran headstone cleaning event of 2025 is scheduled for April 26th at Readington Reformed Church. On behalf of the Department of Economic Development and Tourism, Commissioner Soloway shared that Clinton's Art in Bloom Festival is taking place on Sunday, April 6th. The event will offer a lineup of free live music performances throughout the day.

Deputy Director Van Doren announced that the final touches are being made on the FY25 County budget and it will be introduced at the April 1st meeting. The budget committee has exceeded the objectives that Director Lanza addressed in his remarks during the annual reorganization meeting. Deputy Director Van Doren stated this year's proposed budget includes money for a municipal grant program for local law enforcement efforts, a historic investment in career and technical education for our young people, continued improvement of county infrastructure, promotion of open space and farmland preservation. He thanked the members of the budget committee for their diligence in this year's budget preparation. As liaison to the Health Department, Deputy Director Van Doren thanked all the staff involved in the Hazardous Household Waste Cleanup event. Deputy Director Van Doren also shared an update as liaison to the Department of Human Services.

Director Lanza thanked Deputy Director Van Doren, Commissioner Rich, and the rest of the budget Committee for the preparation of the FY25 budget which is slated for introduction at the April 1st meeting. The FY25 budget continues the Board's *New Era of Partnership* with the Hunterdon County municipalities. On tonight's agenda is a resolution to appropriate an additional \$1 million toward the creation of the FY 25 Municipal Parks and Recreation Grant Program. Last year, the Board issued grant funds totaling \$1.232 million to 19 municipalities throughout Hunterdon County. Investing in open space and farmland preservation, and top-quality recreational opportunities is how the Board helps keep Hunterdon County among the safest, healthiest, and best counties in America. In closing, Director Lanza announced several county departments are collaborating on hosting a special weekend event for individuals and families at Deer Path Park to highlight the many recreational opportunities that are available to residents and visitors. It is anticipated the event will be held in mid-May and additional information will be announced in the coming weeks.

Commissioner Kuhl renewed the Board's efforts to get the Veterans Administration to open a Veteran Center Community Access Point, known as a "CAP" in Hunterdon County. Commissioner Kuhl asked for Director Lanza's support to send a letter to federal delegation renewing the County's offer to use space in the new Public Health Nursing space on Walter Foran, free of charge, to the VA for the purpose of opening a CAP in Hunterdon County. Commissioner Kuhl also proposed sending a letter to the County's VFWs and American Legion posts asking for their support. As liaison to the Department of Planning and Land Use, Commissioner Kuhl shared that the department co-hosted a public information session with the State Office of Planning Advocacy on March 6th. The Planning and Land Use Department has also officially kicked off the County-wide Bicycle Plan. The department is working with Michael Baker International to determine bicycle routes that will help to connect residents with open space and commercial centers. People interested in learning more about the Bicycle Plan can go to the County's Planning and Land Use website.

VII. PROCLAMATIONS/RECOGNITION

1. Recognizing Hunterdon County Vocational School District's *Biomedical Sciences Academy* students for their participation in the 2025 New Jersey HOSA Future Health Professionals, Central Regional Conference.

Superintendent of Hunterdon County Vocational School District, Dr. Todd Bonsall, thanked the Board for recognizing the HOSA students.

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. Recognizing Duncan Wade, a Raritan Valley Community College student, for creating a working prototype for a game as part of the 2025 Global Game Jam.

Duncan Wade thanked the Board for recognizing him and presenting him with a proclamation. Mr. Wade shared details regarding his experience at the 2025 Global Game Jam, and looks forward to next year's event when he has more knowledge and experience.

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

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

3. Recognizing Ryan Neiber upon his retirement from the County of Hunterdon.
Prosecutor Robeson thanked Mr. Neiber for his 25 years of dedicated service to Hunterdon County and its residents. Prosecutor Robeson shared that in his role of Vice President of the New Jersey Narcotic Enforcement Officer Association, Mr. Neiber has made an impact on narcotics investigations, not only in Hunterdon County but across the State of New Jersey. Mr. Neiber's efforts in combating narcotics and ensuring public safety have saved lives. Prosecutor Robeson thanked the Commissioner Board for recognizing Mr. Ryan Neiber upon his retirement.

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:**

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

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

Barbara Hewitt shared there is recognition and awareness regarding Breast Cancer during the month of October, but there is no recognition of Pediatric Cancer. Ms. Hewitt shared that her daughter is a two-time survivor. Ms. Hewitt asked that awareness be spread through the County so it can eventually be spread across the state. She shared she is part of the organization 'Kisses for Kyle' and this week they lost 12 children to pediatric cancer. She asked that the County bring awareness to pediatric cancer in hopes that awareness will spread.

Director Lanza shared that each September, the County lights the Historic Courthouse gold, in recognition of Pediatric Cancer. He thanked Ms. Hewitt for bringing this to the Board's attention and advised he will ensure a resolution is added to an agenda when the time comes, to illuminate the Courthouse gold to bring awareness to pediatric cancer.

IX. **HUMAN SERVICES, Susan Nekola, Administrator**

1. Authorizing the Director or Deputy Director to sign a provider services contract, per Request for Proposal #0041-2024, with Hunterdon Medical Center for the Caregivers Support Group program, for the period January 1, 2025, through December 31, 2027, allocating \$26,841.00 (\$8,947.00 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:**

2. Authorizing the Director or Deputy Director to sign an Agreement with Orion's Home Healthcare, LLC for the provision of community-based services known as Certified/Non-Certified Home Health Aide pursuant to the terms and conditions set forth by the Department of Human Services, Division of Senior, Disabilities and Veterans Services 2024 Request for Proposals 0041-2024, for the period of January 1, 2025, through December 31, 2027. Funding for the term shall not exceed \$165,000.00 (\$55,000.00 per year).

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

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

1. Ordinance 2025-02; Heron Glen Golf Rates for 2025.

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

The public hearing opened.

There were no public comments.

Motion: To Close the Public Hearing

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

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

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

The public hearing closed.

2. Adoption of Hunterdon County Ordinance 2025-02; Heron Glen Golf Rates for 2025.

Motion: Adoption of Ordinance 2025-02

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

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

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

XI. **HEALTH DEPARTMENT, Karen DeMarco, Director**

1. Hunterdon County Ordinance 2025-03; Establishing Standard Procedures and Provisions for the Recovery from the Responsible Party of Costs Associated with Responding to Hazardous Materials Emergency Response Incidents.

Motion: To Open the Public Hearing

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

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

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

The public hearing opened.

There were no public comments.

Motion: To Close the Public Hearing

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

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

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

The public hearing closed.

2. Adoption of Hunterdon County Ordinance 2025-03; Establishing Standard Procedures and Provisions for the Recovery from the Responsible Party of Costs Associated with Responding to Hazardous Materials Emergency Response Incidents.

Motion: To adopt Ordinance 2025-03

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

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

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

XII. **FINANCE, Andrew Bernath, CFO**

1. Hunterdon County Ordinance 2025-04; Authorization to exceed the County budget appropriation limits and to establish a cap bank.

Motion: To Open the Public Hearing

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 opened.

There were no public comments.

Motion: To Close the Public Hearing

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

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

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

The public hearing closed.

2. Adoption of Hunterdon County Ordinance 2024-04; Authorization to exceed the County budget appropriation limits and to establish a cap bank.
Motion: To adopt Ordinance 2025-04
By: Shaun Van Doren **Seconded:** Susan Soloway
Yes: John Lanza, Shaun Van Doren, Jeff Kuhl, Zachary Rich, Susan Soloway
No: None **Abstain:** None **Absent:**

XIII. PLANNING & LAND USE

1. Approving the 2024 National Endowment for the Arts (NEA) Special Project Grant Awards, as recommended by the Hunterdon County Cultural & Heritage Commission.
Motion: **By:** Susan Soloway **Seconded:** Zachary Rich
Yes: John Lanza, Shaun Van Doren, Jeff Kuhl, Zachary Rich, Susan Soloway
No: None **Abstain:** None **Absent:**

XIV. PURCHASING, Ray Rule, QPA

1. Approving requisition #R25-1954, with Skylands Area Fire Equipment & Training LLC, for turn out gear in an amount not to exceed \$56,149.20.
Motion: **By:** Zachary Rich **Seconded:** Shaun Van Doren
Yes: John Lanza, Shaun Van Doren, Jeff Kuhl, Zachary Rich, Susan Soloway
No: None **Abstain:** None **Absent:**
2. Approving Requisition #R25-2007, with Murray Contracting, for Deer Path Park steps and fence improvements in an amount not to exceed \$54,391.16.
Motion: **By:** Jeff Kuhl **Seconded:** Susan Soloway
Yes: John Lanza, Shaun Van Doren, Jeff Kuhl, Zachary Rich, Susan Soloway
No: None **Abstain:** None **Absent:**

XV. COUNTY ADMINISTRATOR, Brad Myhre

1. Authorizing the Creation of the FY25 Municipal Parks and Recreation Grant Program and Appropriating \$1 million from the Open Space Trust Fund.
Motion: **By:** Jeff Kuhl **Seconded:** Zachary Rich
Yes: John Lanza, Shaun Van Doren, Jeff Kuhl, Zachary Rich, Susan Soloway
No: None **Abstain:** None **Absent:**

XVI. CONSENT AGENDA

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:**

1. Approving the Claims Register dated March 18, 2025.
2. Approving the executive session and regular meeting minutes from the March 04, 2025 meeting.
3. Confirming the action of the Appointing Authority, Brad Myhre, to hire and appoint Dennis Hardick 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 Ivan Jones 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 Susan Keown, as a Library Associate in the Hunterdon County Library. (Filling a vacancy)
6. Approving the hire and regular appointment of Ian Werner as a Library Associate in the Hunterdon County Library. (Filling a vacancy)

7. Approving the hire and regular appointment of Zachary Connell, as a Library Associate in the Hunterdon County Library. (Filling a vacancy)
8. Acknowledging the action of Hunterdon County Surrogate Heidi Rohrbach to hire and appoint Hannah L. Jones as a part-time Intern in the Hunterdon County Surrogate's Office. (Filling a vacancy)
9. Approving the provisional promotion of Dalton Preece to the title of Bridge Repairer 1 in the Department of Public Works, Bridge Division, per the CWA Local 1036, Rank and File collective bargaining agreement.
10. Approving the regular appointment of Leslie Gano Bailey as a full-time Principal Engineer as of March 18, 2025, in the Hunterdon County Department of Public Works, Engineering Division with no change in salary.
11. Acknowledging the titles and salaries of the members of the Hunterdon County Board of Elections as established at the Board's annual reorganization meeting effective March 11, 2025.
12. Approving a request from Jerseyman Triathlon to host a triathlon event on Sunday, May 18, 2025, from 7:30 a.m. to 11:30 a.m. utilizing various County Routes.
13. Approving a request from Whitehouse Rescue Squad to host coin toss events on Saturday and Sunday, April 5 & 6, 2025 from 8:00 a.m. until 4:00 p.m. and Saturday and Sunday, October 4 & 5, 2025 from 8:00 a.m. until 4:00 p.m. at the following location: 269 Main Street, Whitehouse Station.
14. Approving a Parks courtesy permit to the National Association of Competitive Mounted Orienteering (NACMO) to host a unique equestrian mounted orienteering event at Deer Path Park on March 30, 2025 from 8:00 a.m. – 5:00 p.m.
15. Authorizing the Director or Deputy Director of the Board of County Commissioners to execute Contract Modification #1 between the County of Hunterdon and Hunterdon Helpline, Inc. reflecting an increase in funding and level of service from the original amount of \$25,000.00 for 540 program hours to \$44,065.00 for 952 program hours for the period of January 1, 2025, through May 31, 2025.
16. Authorizing the Director of the Board of County Commissioners to sign and accept a County Gangs, Guns & Narcotics (JAG) Grant subaward, for the Hunterdon County Gangs, Guns & Narcotics Task Force, with the New Jersey Department of Law and Public Safety, Office of the Attorney General, Division of Administration, in the amount of \$31,573.00, for the period of July 1, 2024, to June 30, 2025.
17. Authorizing the Director or Deputy Director of the Board of Commissioners to sign an Agreement with Jersey Central Power & Light (JCP&L) for the Emergency Radio Tower in the Township of Bethlehem.
18. Approving an amendment to Resolution 2025-222, dated March 04, 2025, approving a 2024 FEMA, Flood Mitigation Assistance (FMA) Grant Application to include the elevation of an additional home in the Borough of Frenchtown.
19. Approving an amendment to Resolution 2025-191, dated February 18, 2025, the acquisition of a portion of the property of Block 20, Lot 2.09 in the Township of Franklin, for a Temporary Construction Easement for the replacement of County Bridge FC-80, to reflect the correct budget account number.

XVII. OPEN TO THE PUBLIC

No comments from the public.

XVIII. ADDITIONAL COMMISSIONER COMMENTS

Deputy Director Van Doren shared concerns he received from Mr. John Rothman, a Tewksbury Township resident regarding Brightspeed services. Mr. Rothman requests that the County Commissioners take this issue up with the BPU with the hope of providing a free market for landline phone services in Hunterdon County.

County Administrator Myhre stated he received an email from a Brightspeed representative reporting Mr. Rothman's residential service has been restored, and that his office service outage will be addressed.

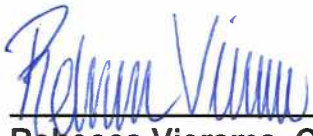
Commissioner Rich asked Administrator Myhre to invite Brightspeed's Governing Affairs team to an upcoming Commissioner Board meeting and to inform the public.

XIX. EXECUTIVE SESSION (Reconvene if necessary)

XX. ADJOURNMENT

The Board adjourned at 6:26 p.m. on a motion by Commissioner Kuhl, seconded by Commissioner Rich, followed by a voice carry.

Respectfully submitted and transcribed by:



Rebecca Viersma, CLERK