



MINUTES

HUNTERDON COUNTY BOARD OF COUNTY COMMISSIONERS

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

August 19, 2025

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

II. **EXECUTIVE SESSION**

1. Resolution Entering into Executive Session.

The Board entered executive session at 5:01 p.m.

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:**

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

IV. **MOMENT OF SILENCE**

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

VI. **COMMISSIONER REPORTS**

Commissioner Kuhl shared the Hunterdon County 4-H & Agricultural Fair begins tomorrow, August 20th and runs through August 24th. This year marks the 25th anniversary of the Fair's establishment. Commissioner Kuhl shared that the Commissioner Board will be presenting special recognitions during the opening ceremony. As co-liaison to the Department of Economic Development and Tourism, Commissioner Kuhl shared there is still time to participate in the 2025 Beer Trail Passport Program. He added, earlier this month, he had the pleasure of joining senior residents at the Senior Center's *Summer Party*. The party included live entertainment, ice cream treats and wonderful conversations. This special event was offered at no cost to Senior Center members aged 60 and older, with donations gratefully accepted to support future senior programming.

Commissioner Soloway shared the County is continuing to accept donations of baby diapers, wipes and gift cards to big-box stores for the Women Veterans Baby Shower Collection the Board is sponsoring in partnership with the New Jersey Healthcare

System of the U.S. Department of Veterans Affairs. Donation boxes are placed in most of the County buildings and the deadline to drop off donations is September 5th. As liaison to the Department of Economic Development and Tourism, Commissioner Soloway shared the department is hosting a *Taste of Hunterdon* event, as part of the Friends of James Beard Benefit series. The event will be held on September 16th, at The Silo at The Farmhouse featuring 12 renowned chefs from Hunterdon County restaurants.

Commissioner Rich shared information about programming opportunities available through the Hunterdon County Library, including the Museum Pass Program, LinkedIn Learning, and Paws to Read with Therapy Dogs. These are just a few of the many program offerings from the Hunterdon County Library and serve as a reminder that a library is far more than a place to check out books; it is a hub of opportunity, creativity, and learning for all. He thanked Library Director, James Keehbler, and his entire staff for their innovation and commitment to providing programming that welcomes and inspires residents of all ages. As liaison to the Department of Public Works, Commissioner Rich shared many updates regarding infrastructure work that is currently underway. He thanked the Department of Public Works for continuing to keep Hunterdon County roads and bridges among the best in the state.

Deputy Director Van Doren shared several updates as the liaison to the Department of Human Services. The Senior Center is launching an Advanced Mat Yoga Class, Italian classes will return to the Senior Center beginning September 10th, and Monday, September 15th, the first session of a four-part Music Appreciation Series will begin. Seniors can register for these classes by calling 908-788-1359. As liaison to the Department of Health, Deputy Director Van Doren shared that the Hunterdon County Dental Access Program has officially launched. This program, made possible through a generous grant from Delta Dental, provides free essential dental services to county residents who lack dental insurance and meet income eligibility guidelines. He thanked the Health Department for their hard work and foresight in securing this grant, which will deliver much-needed dental services to those in need within our community.

Director Lanza reported last Tuesday that he, along with the County Administrator, County CFO, and outside counsel, appeared before the New Jersey Department of Community Affairs Local Finance Board to seek approval for the creation of a Hunterdon County Improvement Authority. He shared that the Board unanimously approved our application. Members of the committee praised the county's strong financial record—including 11 consecutive years without bonded debt—and commended our willingness to leverage our AAA bond rating to deliver lower borrowing costs for our municipalities. Director Lanza thanked all staff involved in the process and his colleagues for their support. Director Lanza shared earlier today he had the pleasure of joining my colleagues to celebrate the groundbreaking for the restoration and repair of Echo Hill Dam. The work will enhance water management, environmental sustainability, and recreational opportunities. Completion is anticipated by February 19, 2026, pending weather conditions and supply chain factors. He thanked all the staff who contributed to this effort.

VII. PROCLAMATIONS/RECOGNITION

1. Recognizing Dr. Jennifer Shouffler upon being named 2025 Hunterdon County Superintendent of the Year.

Dr. Jennifer Shouffler shared she was nominated for the Superintendent of the Year

award by her Hunterdon County Superintendent colleagues. She appreciates the honor and thanked the Board for recognizing her.

Deputy Director Van Doren congratulated her and looks forward to working with her as she brings education into the mix for Tewksbury Township's upcoming anniversary celebration.

2. Recognizing the Flemington Jewish Community Center upon celebrating its 100th Anniversary.

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

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

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

3. Honoring the Warren, Hunterdon, and Somerset Tri-County Care Management Organization upon the occasion of opening its new Warren County office. Chief Executive Officer, James Parauda, shared that Tri-County CMO takes a family-focused and community-based leadership role in supporting the needs of youth who are experiencing behavioral, emotional, social, developmental, and mental health challenges. Tri-County CMO currently serves 920 youths across Hunterdon, Somerset, and Warren Counties, and has been serving these counties for almost 20 years. Mr. Parauda thanked the Board for the invitation and recognition.

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

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. **GRANTS, Michael Franchini, Deputy CFO**

1. Requesting the insertion of an item of revenue and the like sum as an appropriation, in the 2025 County Budget, for the Highlands Council Stormwater Management Plan Grant in the amount of \$150,000.00.

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:**

2. Requesting the insertion of an item of revenue and the like sum as an appropriation, in the 2025 County Budget, for the Highlands Council Bicycle Facilities Plan Grant in the amount of \$4,800.00.

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

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

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

3. Requesting the insertion of an item of revenue and the like sum as an appropriation, in the 2025 County Budget, for the FY26 Creative Aging Initiative Grant in the amount of \$10,000.00.

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:**

X. **PLANNING & LAND USE**

1. Approving the addition of the Bloomsbury Wastewater Management Plan chapter to the Upper Delaware Water Quality Management Plan.

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:**

2. Approving a preliminary Farmland Preservation application to the 23LR LLC for Block 25, Lots 16.05 and 16.06, in the Township of Delaware.

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

XI. **PURCHASING, Ray Rule, QPA**

1. Approving requisition #R25-4758 with Atmax Equipment Company, for the purchase of Hydrostatic Boom Mowers, in an amount not to exceed \$532,904.37.

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 #R25-4761 with Atmax Equipment Company, for the purchase of Hydrostatic Boom Mower Attachments, in an amount not to exceed \$105,597.81.

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:**

3. Approving requisition #R25-4152 with Atlas Toyota Material Handling, for the purchase of a Forklift, in an amount not to exceed \$68,743.51.

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

4. Approving requisition #R25-4770 with Foley, Inc., for the purchase of a Compaction Roller, in an amount not to exceed \$80,300.00.

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:**

5. Approving requisition #R25-4884 with W.E. Timmerman Co., Inc., for the purchase of a trailer mounted self-contained vacuum debris collector, in an amount not to exceed \$154,068.67.

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:**

6. Approving requisition #R25-5303 with Powerco Inc., for the purchase of a tractor, in an amount not to exceed \$98,594.00.

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

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

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

7. Approving requisition #R25-5197 with Crown Castle Fiber LLC, Inc., for the installation of fiber network at the Route 12 Complex, in an amount not to exceed \$478,640.00.

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

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

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

8. Approving requisition #R25-5072 with Nielson Ford of Morristown Inc., for the purchase of a Ford Police Interceptor Utility, in an amount not to exceed \$69,775.88.

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

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

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

9. Approving requisition #R25-5090 with Nielson Ford of Morristown Inc., for the purchase of a Ford Police Interceptor Utility, in an amount not to exceed \$69,775.88.

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:**

10. Approving requisition #R25-5091 with Nielson Ford of Morristown Inc., for the purchase of a Ford Police Interceptor Utility, in an amount not to exceed \$69,775.88.

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

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

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

11. Approving a contract award for year three for County RFP 0056-2023 with Marsh & McLennan Agency, for Employee Benefits Consultancy and Brokerage Services.

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

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

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

XII. COUNTY ADMINISTRATOR, Brad Myhre

1. Ordinance 2025-17; Authorizing the Creation of the Hunterdon County Improvement Authority.

Motion: To Open the Public Hearing

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

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

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

Mr. George Muller, a previous County Freeholder, commended the Board for their outstanding service they are providing to the residents of Hunterdon County. He shared the Commissioner Board is doing a great job, and he hopes residents appreciate the Board's work. Mr. Muller suggested establishing a similar cost-saving legislature 25 years ago when he was on the Board of Freeholders but did not have the majority vote which is needed. He shared while on the Board, they considered purchasing the Costco property to expand the vocational culinary project. Mr. Muller shared that an Improvement Authority is a cost-saver and although individuals may not understand it, he does understand it, and he knows that it is an impressive cost-saver. He stated everyone benefits from this legislature; the taxpayers as well as the municipalities. In closing, he thanked the Board.

There were no further comments.

Motion: To Close the Public Hearing

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

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

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

2. Adoption of Ordinance 2025-17; Authorizing the Creation of the Hunterdon County Improvement Authority.

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

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

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

XIII. **CONSENT AGENDA**

Deputy Director Van Doren advised he needed resolution #2 removed from the 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 August 19, 2025.
3. Acknowledging the action of Hunterdon County Prosecutor, Renee Robeson, to hire and appoint Joelle Bridgewater as a County Investigator in the Hunterdon County Office of the Prosecutor. (Filling a vacancy)
4. Approving the hire and regular appointment of Lara M. Komoroski as a Confidential Assistant in the Hunterdon County Department of Public Safety, Communications Division.
5. Acknowledging the action of the Hunterdon County Board of Elections to hire temporary Early Voting Workers to staff Early Voting sites.
6. Approving the hire and seasonal appointment of Connor Gray as a Seasonal Laborer in the Hunterdon County Department of Administrative Services, Division of Buildings and Maintenance.

7. Acknowledging the action of the Appointing Authority, Brad Myhre to hire and seasonally appoint Olivia LaBruno, as a Seasonal Intern in the Hunterdon County Office of the County Commissioners.
8. Approving the contractual salary increase for Mackenzie Hlasney, Public Safety Telecommunicator Trainee, per the CWA Local 1036, Rank and File collective bargaining agreement.
9. Approving the contractual salary increase for Margaret Hann, Public Safety Telecommunicator Trainee, per the CWA Local 1036, Rank and File collective bargaining agreement.
10. Approving the contractual salary increase for Doug Sloyer, Assistant Supervisor Traffic Maintenance, per the CWA Local 1036, Rank and File collective bargaining agreement.
11. Approving the provisional promotion of Liam Peralta to Road Repairer 1, in the Department of Public Works, Roads Division, per the CWA Local 1036, Rank and File collective bargaining agreement.
12. Approving the unclassified appointment of Paul J. Bolanowski to the title of Division Head in the Department of Administrative Services, Vehicle Services Division.
13. Approving the unclassified appointment of Jennifer Lentz to the title of Confidential Assistant in the Department of Administrative Services, Division of Vehicle Services.
14. Approving the regular promotion of Matthew Suchovic to the title of Maintenance Worker 1 Grounds in the Department of Administrative Services, Division of Parks and Recreation.
15. Approving an amendment to Resolution 2025-638, to approve the regular promotion of Donovan Burns to the title of Bridge Repairer, in the Hunterdon County Department of Public Works, Bridge Division.
16. Authorizing the County Purchasing Agent to solicit bids for the following project: Janitorial Services for Various County Buildings.
17. Authorizing the County Purchasing Agent to solicit bids for the following services: Refuse Disposal Services and Recycling Services for the Various County Facilities.
18. Authorizing the Qualified County Purchasing Agent to initiate competitive contracting for the Hunterdon County Code Blue Warming Center, for the Department of Human Services.

19. Authorizing the County Purchasing Agent to solicit bids for the following project: Housing Inspection Services.
20. Authorizing the Qualified County Purchasing Agent to initiate competitive contracting for Earned Value Construction and Project Management for the Hunterdon County Arboretum Addition and Renovations, for the Department of Administration.
21. Approving the Plans and Specifications for the Reconstruction of County Culvert L-1, County Route 513 over a Branch of the South Branch of the Raritan River, Situated in the Township of Lebanon, County of Hunterdon as recommended by the Assistant County Engineer, and authorizing the County Purchasing Agent to advertise for bids for this project.
22. Approving a request from Whitehouse Fire Company No. 1, Inc., to host a coin toss on Friday, September 19, 2025, from 12:00 p.m. - 6:30 p.m. and Saturday, September 20, 2025, from 7:00 a.m. - 6:30 p.m. with the rain dates of September 26 and 27, 2025 at the following location: 271 Main Street (County Route 523), in the Township of Readington.
23. Approving a request from the New Jersey Fish and Wildlife (NJFW) to perform a preseason duck banding program in the Assicong Marsh in Hunterdon County Parks.
24. Authorizing the Advanced Heart and Vascular Institute to host an event at Deer Path Park, Cedars Pavilion on September 28, 2025, from 8:00 a.m. until 12:00 p.m. to promote Peripheral Arterial Disease Awareness Month.
25. Approving to waive the Hunterdon County Park fees associated with the ShopRite 5K Race of Hunger non-profit event held at Deer Path Park on September 14, 2025.
26. Approving a request from the New Jersey Fish and Wildlife (NJFW) to perform a mast crop survey in Hunterdon County Parks.
27. Approving a request from NJ14 Soccer Club to host a soccer league at Deer Path Park from August 21, 2025, to November 15th, 2025.
28. Authorizing the Director or Deputy Director to sign and accept a FFY24 Victims of Crime Act (VOCA) Grant Program Application, for the Hunterdon County Victim Assistance Project/Victims of Crime Act, New Jersey Department of Law and Public Safety, Office of the Attorney General, in the amount of \$294,542.00, for the period of July 1, 2025, to June 30, 2026, for the Office of the Hunterdon County Prosecutor.
29. Approving the Side Letter of Agreement between the County of Hunterdon and CWA Local 1036 for the Division of Buildings and Grounds.
30. Approving a request from CEA/Johanna Food for the placement of port-a-johns in the parking lot behind the County buildings at Court Street and Main Street in the Borough

of Flemington, on Wednesday, November 26, 2025, and to be removed from the properties on Friday, November 28, 2025, for restroom options for the 33rd Annual Turkey Trot event on Thursday, November 27, 2025.

31. Authorizing the Director or Deputy Director of the Board of County Commissioners to sign and accept the Highlands Council Stormwater Management Plan, Mapping Grant in the amount of \$150,000.00.
 32. Authorizing the Director or Deputy Director of the Board of County Commissioners to sign and accept the Highlands Council Grant for the administration of the Hunterdon County Bicycle Facilities Plan in the amount of \$4,800.00.
 33. Authorizing the County Administrator or Deputy County Administrator to sign a location agreement between the County of Hunterdon and WTF Productions Inc.
2. Approving the executive session and regular meeting minutes from the August 05, 2025 meeting.
Motion: By: Susan Soloway **Seconded:** Jeff Kuhl
Yes: John Lanza, Jeff Kuhl, Zachary Rich, Susan Soloway
No: None **Abstain:** Shaun Van Doren **Absent:**

XIV. **OPEN TO THE PUBLIC**

Ms. Barbara Sachau, a resident of Raritan Township, emailed comments to the Commissioner Board to be included in the meeting minutes. No public comments were made during this portion of the meeting.

XV. **ADDITIONAL COMMISSIONER COMMENTS**

No additional Commissioner comments.

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

XVII. **ADJOURNMENT**

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

Respectfully submitted and transcribed by:



Rebecca Grohgans, CLERK

Public Comment Attachment
Barbara Sachau – Raritan Township

as o resolution 22 request from njfw to do duck banding in song marsh-deny such a permit.

to allow this division, which i focused on animal killing, to come in contact with ducks is wrong. this agency is focused on being slanted and biased to only permit hunters to have the say on animals that are killed in nj. i find that slant and bias against animal advocates presents a slanted and biased view in their actions at all times with any animal in new jersey. they are cruel and abusive to animals imo they are dictatorial and do not permit any citizens who want to be animal advocates to have any say at any time on what they do to animals, so that the actions they do to animals are not beneficial imo.

this slanted and biased action to prevent animal advocates from having any say at any time on what happens to animal species in nj presents a slanted and biased view that is unamerican, against the principles of the u.s. constitution and the actions of this agency should be denied until they become open and transparent to all citizens of nj and not just to their pals who hunt and kill animals in nj

resolution 25 request of njfw to perform mast crop survey in hunterdon co parks. this request should be denied. this agency is in fact anti wildlife and enjoys pushing the killing of wildlife so that its science is highly questionable and cannot be relied upon imo. i see no benefit to animals from allowing this agency to come here to perform this mast crop survey. if they were honest and hired animal advocates to work in this division, and did not hire those who all promote and hunt, that might be different but when you allow such a govt agency to be so slanted and biased, it does not represent the citizens of this county.

our govt should always be balanced and all viewpoints must go into govt actions.

that is not true of this division which operates solely for the interests of the animal killing community.

b sachau