



MINUTES

HUNTERDON COUNTY BOARD OF COUNTY COMMISSIONERS

Clinton Township Public Safety Building
1370 Route 31 North
Annandale, NJ 08801
September 16, 2025

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

II. **EXECUTIVE SESSION**

1. Resolution Entering into Executive Session.

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

Yes: John Lanza, Shaun Van Doren, Jeff Kuhl

No: None **Abstain:** **Absent:** Zachary Rich, Susan Soloway

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 that the County is currently developing a Bicycle Plan to create an interconnected countywide bicycle network that will link residents and visitors to educational opportunities, job prospects, healthcare and social services, healthy lifestyles, and the County's many cultural and recreational offerings. As part of the public engagement process, a public meeting will be held on September 30th, beginning at 6pm at the Main Branch Library. Commissioner Kuhl added there is a resolution on tonight's agenda for the Department of Planning and Land Use to apply for a Rural and Tribal Assistance Program for grant funding to advance development of a greenway corridor, identified in the Greenway Trail Plan. This federally funded grant would support a greenway corridor study and design, helping to strengthen transportation connections within the County without the need for additional roads.

Commissioner Soloway shared she delivered baby supplies and gift cards to the Lyons Veterans Campus that were collected from County employees for the Annual Women Veterans Baby Shower Collection. Donations included diapers, baby wipes, and other essential infant items. She thanked all those who participated by donating items. Continuing in her role as Veterans' co-liaison, Commissioner Soloway shared the most recent Veterans Headstone Cleaning that took place at Fairmount Presbyterian Church had a large turnout of volunteers. She added the final cleaning event of the year will take place on Saturday, October 18th at Milford Union Cemetery. Registration information can be found on the county website.

Commissioner Rich reported that the ribbon cutting for the new full-time vocational high school that took place last Tuesday was a tremendous success. The state-of-the-art, 36,000-square-foot facility will host six innovative career and technical education programs designed to equip students with the skills needed to excel in today's workforce. Hunterdon County students will no longer need to look beyond county borders for high-quality training in these in-demand, well-paying career fields. The school was constructed without the issuance of bonded debt; it was fully funded through careful financial planning. Commissioner Rich thanked his colleagues and all those who helped bring this project to life - most especially Polytech Superintendent Todd Bonsall.

In closing, Commissioner Rich shared the Board has formally called upon New Jersey Motor Vehicle Commission to restore vehicle registration services at the Flemington MVC branch.

Deputy Director Van Doren shared several updates as liaison to the Department of Human Services. A 9-8-8 Suicide and Crisis Lifeline presentation is being held on Tuesday, October 7th at the Senior Center beginning at 1:30 pm. On September 29th the Senior Center is hosting a Lunch N' Learn to discuss caregiving services, assisted living, and legal considerations for seniors. Lastly, as liaison to the Department of Human Services, Deputy Director Van Doren shared Medicare Open Enrollment runs from October 15th through December 7th. Appointments are available by calling 908-788-1359. In closing, Deputy Director Van Doren shared he had the privilege of representing his colleagues at today's ribbon-cutting for the expansion of the Workforce Training Center at Raritan Valley Community College. It also features new training opportunities for Central Jersey's growing life sciences manufacturing industry.

Director Lanza thanked Clinton Township for welcoming and hosting the Board this evening. Director Lanza reported tonight's agenda includes a resolution for the renovation and expansion of the Hunterdon County Parks Arboretum. The project will add more than 4,000 square feet of space, including a new multimedia classroom for use by local schoolchildren. Renovations will also upgrade mechanical systems, ADA accessibility and enhance the main entrance. Also on tonight's agenda is a resolution to award \$500,000 in county funding to local law enforcement agencies. Director Lanza thanked Sheriff Fred Brown, Public Safety Director Brayden Fahey, and County Counsel Katrina Doyle for their work in reviewing applications and making thoughtful recommendations to the Board. In closing, Director Lanza recognized Sheriff Fred Brown for another successful and well-attended 9/11 ceremony, ensuring Hunterdon County continues to honor the lives lost, including the 16 Hunterdon County residents who never came home that day.

VII. PROCLAMATIONS/RECOGNITION

1. Proclaiming the fourth Thursday of September as *Save a Life Day* in Hunterdon County, New Jersey.
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. Commemorating the Groundbreaking Ceremony for the Raritan Valley Habitat for Humanity New Whitehouse Station Duplex.
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. Commemorating the Grand Opening and Ribbon Cutting of the Hunterdon County Career & Technical School North Campus facility.
Motion: By: Zachary Rich **Seconded:** Jeff Kuhl
Yes: John Lanza, Shaun Van Doren, Jeff Kuhl, Zachary Rich, Susan Soloway
No: None **Abstain:** None **Absent:**
4. Commemorating the Grand Opening and Ribbon Cutting of Raritan Valley Community College's Workforce Training Center.
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:**
5. Recognizing Scott Howarth upon his retirement from the Hunterdon County Division of Parks & Recreation.
Supervising Park Rangers Craig Evans and Warren Schultz both shared that Ranger Scott Howarth will be missed and hopes he enjoys this well-deserved retirement.

Director Lanza and Commissioner Soloway stated the Board will miss seeing Mr. Howarth at upcoming County activities and wished him well.

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

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

6. Honoring Sadie Pirez for her National Recognition as a Chevrolet Play Ball Player of the Month by Major League Baseball.
Ms. Sadie Pirez shared she was nominated and selected as the July player of the month and will be attending the MLB World Series.

Deputy Mayor Panico thanked the Board for recognizing Ms. Sadie Pirez, a representative of Readington Township receiving national recognition. He has enjoyed watching her play and excel in a sport she enjoys.

Mayor Mueller congratulated Ms. Sadie Pirez and shared he looks forward to seeing her continued success as she makes Readington Township proud.

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

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

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

VIII. HUNTERDON COUNTY MUNICIPAL LAW ENFORCEMENT GRANT PROGRAM

1. Authorizing the award of \$500,000.00 in Local Law Enforcement Grants.

County Counsel Katrina C. Doyle shared the County received applications from 22 of the 26 municipalities in Hunterdon County. The total grant requests were just shy of totaling \$770,000.00 of the \$500,000.00 that was available. Applications were reviewed by County Counsel, Sheriff Fred Brown, and OEM Coordinator and Public Safety Director, Brayden Fahey. County Counsel shared their recommendations which were listed in the resolution body.

The Board did not have any questions or changes.

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

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

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

IX. HUNTERDON COUNTY PARKS & RECREATION UPDATE, Ryan Preston

1. Approving a contract award for County Bid 2025-17, with Drill Construction Co. Inc., for Arboretum Addition and Renovations, in an amount not to exceed \$5,677,000.00.

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:**

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

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

Mayor Vicky Papcis thanked the Board for the grant to the Borough of Bloomsbury.

XI. FINANCE, Andrew Bernath, CFO

1. Authorizing acceptance of the 2024 Hunterdon County Audit.
Director Lanza thanked CFO, Andrew Bernath and his team for their tireless hard work.

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 permission from the Director of the Division of Local Government Services for the Dedication by Rider for Hunterdon County Health Department Dedicated Trust Fund as required by N.J.A.C. 8:52-4-2.2(C)(1).

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

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

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

3. Approving the Cancellation of Un-Expended Debt Authorizations.

Commissioner Rich thanked CFO, Andrew Bernath, and shared that it makes his job

being a Commissioner easier, knowing the County has Mr. Bernath as the CFO.

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:**

XII. PURCHASING, Ray Rule, QPA

1. Approving a contract award for County Bid 2025-16, with Riverside Construction Materials, for calcium chloride solution for snow and ice control, in an amount not to exceed \$43,840.00.
Motion: By: Susan Soloway **Seconded:** Jeff Kuhl
Yes: John Lanza, Shaun Van Doren, Jeff Kuhl, Susan Soloway
No: None **Abstain:** Zachary Rich **Absent:**
2. Approving Requisition #R25-5615, with Eplus Technology Inc., for the Annual Smartnet Maintenance Renewal, in an amount not to exceed \$81,952.06.
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:**
3. Approving Requisition #R25-5653, with Election Systems & Software, for voting equipment software maintenance and licenses, in an amount not to exceed \$107,335.47.
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. Approving Requisition #R25-5654, with Ben Schaffer Recreation Inc., for the Hoffman Park restroom shelter structure, in an amount not to exceed \$93,448.84.
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. Approving Requisition #R25-5655, with Ben Schaffer Recreation Inc., for the Mountain Farm restroom shelter structure, in an amount not to exceed \$93,448.84.
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 #R25-5612, with Gabrielli Kenworth of NJ, for a tandem axle truck frame and cab chassis, in an amount not to exceed \$212,253.05.
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:**
7. Approving requisition #R25-5644, with Reed Systems LTD, for the purchase of a dump body, snowplow, spreader, lights, accessories and installation for a tandem axle truck chassis, in an amount not to exceed \$138,899.70.
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:**
8. Approving a services agreement for County Quotation 0032-2024, with Alfred's Auction Service LLC, for live auctioneer services for the Vehicle Services Division, in an amount not to exceed 9.5% commission with a minimum of \$8,500.00.
Motion: By: Susan Soloway **Seconded:** Jeff Kuhl
Yes: John Lanza, Shaun Van Doren, Jeff Kuhl, Zachary Rich, Susan Soloway
No: None **Abstain:** None **Absent:**

XIII. COUNTY ADMINISTRATOR, Brad Myhre

1. Approving a \$3,500.00 Economic Development Grant to the Borough of Flemington.
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 the sale of the Hunterdon County Command Bus to the Township of Ewing.
Motion: By: Zachary Rich **Seconded:** Jeff Kuhl
Yes: John Lanza, Shaun Van Doren, Jeff Kuhl, Zachary Rich, Susan Soloway
No: None **Abstain:** None **Absent:**

3. Authorizing the Department of Planning & Land Use to apply for funding from the United States Department of Transportation from the Rural and Tribal Assistance Program.
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:**

XIV. **CONSENT AGENDA**

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:**

1. Approving the Claims Register dated September 16, 2025.
2. Approving the executive session and regular meeting minutes from the September 06, 2025 meeting.
3. Acknowledging the action of Hunterdon County Prosecutor, Renee Robeson, to hire and appoint Ian Lettire as an Assistant Prosecutor in the Hunterdon County Office of the Prosecutor. (Filling a vacancy)
4. Approving the hire and regular appointment of Amie Topham as a Keyboarding Clerk 1 in the Hunterdon County Department of Health. (Filling a vacancy)
5. Acknowledging the action of Hunterdon County Sheriff Frederick Brown to hire and temporarily appoint David Morris to the title of Special Law Enforcement Officer III in the Hunterdon County Office of the Sheriff.
6. Approving the hire and provisional appointment of Jeffrey Darish as a Mechanic in the Hunterdon County Department of Administrative Services, Division of Vehicle Services. (Filling a vacancy)
7. Acknowledging the action of the Hunterdon County Board of Elections to hire temporary Early Voting Workers to staff Early Voting sites.
8. Approving the provisional promotion of Patrick Masterson to the title of Supervising Welder in the Department of Public Works, Bridge Division.
9. Approving the provisional promotion of Richard A. Miller to the title of General Supervisor Traffic Maintenance in the Department of Public Works, Roads Division.
10. Approving the provisional promotion of Charlie Pierman to the title of Tree Maintenance Supervisor in the Department of Public Works, Roads Division.
11. Approving the provisional promotion of Eric Hammerstone to the title of Tree Maintenance Worker 3 in the Department of Public Works, Roads Division.
12. Acknowledging the action of the Appointing Authority to promote Michael Kenny to the title Fire Marshall in the Department of Administrative Services, Buildings and Maintenance Division.

13. Acknowledging the action of the Appointing Authority to remove Andrew Camp as Interim Fire Marshall effective September 17, 2025, and to suspend his annual stipend.
14. Approving a temporary/interim retroactive salary adjustment for Charlie Pierman in accordance with the collective bargaining agreement with CWA Local 1036 for temporarily filling the role of Road Repairer Supervisor.
15. Approving the action to hereby grant Laura J. Ryan a regular appointment as a full-time Keyboarding Clerk 2 as of September 16, 2025, in the Hunterdon County Health Department. (No change in salary)
16. Approving the title change of Cody Bell from Traffic Maintenance Worker 1 to Tree Maintenance Worker 1, and to regularly appoint Mr. Bell in the title of Tree Maintenance Worker 1 in the Hunterdon County Department of Public Works. (No change in salary)
17. Approving the transfer of Timothy Kosakowski, Laborer 1, to the Department of Public Works, Roads Division. (No change in salary)
18. Authorizing the County Purchasing Agent to solicit bids for the following project: Transit Vans for LINK Operations.
19. Authorizing the County Purchasing Agent to solicit proposals for the following services: Auditing & Accounting Services.
20. Authorizing the County Purchasing Agent to solicit proposals for the following services: Fee Accounting Services.
21. Authorizing the County Purchasing Agent to solicit proposals for the following services: Housing Auditing Services.
22. Authorizing the County Purchasing Agent to solicit proposals for the following services: Indirect Cost Allocation Plan.
23. Authorizing the County Purchasing Agent to solicit proposals for the following services: Labor/Special/Bond Counsel.
24. Authorizing the County Purchasing Agent to solicit proposals for the following services: Corporate Health Services Including Occupational Health Services.
25. Authorizing a county surplus auction through Alfred's Auctions LLC, to be held on Saturday, October 11, 2025.
26. Approving a grant application to the New Jersey Department of Transportation, for the Resurfacing of Resurfacing of County Route 514 in the Townships of Raritan and East Amwell, County of Hunterdon, and authorizing the Commissioner Director and Clerk of the Board to sign said grant application.
27. Approving a grant application to the New Jersey Department of Transportation, for the Resurfacing of County Route 579 in the Townships of Raritan and Delaware, County of Hunterdon, and authorizing the Commissioner Director and Clerk of the Board to sign said grant application.
28. Approving a request from the Hunterdon County Clean Communities to host their 8th Annual Delaware River Clean Up, on Saturday, September 20, 2025, from 8:00 a.m., to 11:30 a.m., on River Road, between Crab Apple Hill Road and Spring Garden Road, in the Township of Holland.

29. Approving a request from the Garden State Underwater Recovery Unit to host a coin toss on Saturday, October 18, 2025 with a rain date of October 19, 2025 and December 13, 2025 with a rain date of December 14, 2025 from 9:00 a.m. to 3:00 p.m. at the intersection of Route 519 and Bridge Street in the Borough of Milford.
30. Approving a request from Ready Set Go Adventures to host a bicycling event utilizing various County Roads on Sunday, September 21, 2025.
31. Approving a request for Ready Set Go Adventures to host a bicycling event on the Columbia and Landsdown trails on Sunday, September 21, 2025, from approximately 9:00 a.m. until 1:00 p.m, pending an updated COI with a waiver of subrogation and a 501(c) form.
32. Authorizing JCP&L, a First Energy company, to conduct Right of Way vegetation management practices in Hunterdon County's Rockaway Creek Preserve.
33. Approving a request from Main Street Marathon, LLC to host the annual Main Street Half Marathon & 4-miler events on the Landsdown Trail on Sunday, October 19th, 2025, between the hours of 8:00 a.m. and 10:30 a.m.
34. Authorizing the Commissioner Director or designee to sign the State of New Jersey Department of Environmental Protection Scientific Collection Permit application.
35. Authorizing the Director or Deputy Director to sign and accept, a FFY24 Stop Violence Against Women Act (VAWA) Grant Application, for the Hunterdon County Victim Witness Assistance Victim Services Project, with the New Jersey Department of Law and Public Safety, Office of the Attorney General, in the amount of \$14,755.00, for the period of July 1, 2025, to June 30, 2026, for the Office of the Hunterdon County Prosecutor.
36. Authorizing the Director or Deputy Director of the Board of County Commissioners and the Hunterdon County Division of Housing Director to sign, on behalf of the County, Civil Rights form – 50077-CR for the year 2026.
37. Authorizing the Director of the Board of County Commissioners to sign on behalf of the County, the SFY 2026 New Jersey Job Access/Reverse Commute (NJ-JARC) Round 12 Grant Program Agreement with New Jersey Transit (NJT) for the period July 1, 2025, through June 30, 2026, reflecting NJT grant funds in the amount of \$200,000.00 and a local match of \$200,000.00 (County funds).
38. Approving an Intergovernmental Agreement with the Borough of Bloomsbury in accordance with the Community Development Block Grant CV1 & CV3 for the Main Street Sidewalk project pursuant to the terms and conditions set forth by the New Jersey Community Development Block Grant Entitlement Program.
39. Authorizing a Synergex Assist Master Agreement, for ongoing use of Synergex Software, Synergex support for the licensed Software, and other Services that Synergex may provide for the Hunterdon County Division of Social Services, and authorizing the Division Head of Social Services to sign the Master Agreement.
40. Authorizing the Director or Deputy Director to sign, on behalf of the County, a Joint Funding Agreement with the U.S. Department of the Interior, U.S. Geological Survey, for the annual maintenance of the New Jersey Science Center Water Resources Investigations, for the period October 1, 2025 to September 30, 2026.
41. Authorizing the Director to sign an Interlocal Agreement with Franklin School District for Class III Special Law Enforcement Officer (SLEO).
42. Accepting the Donation of a Fire Engine from the Township of Readington to the Hunterdon County Emergency Services Training Center.

XV. OPEN TO THE PUBLIC

XVI. ADDITIONAL COMMISSIONER COMMENTS

Commissioner Rich spoke to the Charlie Kirk assassination. He stated it is a tragic thing for a young Christian man to lose his life for what he believes in.

Commissioner Soloway shared she agrees and thanked Commissioner Rich for bringing it up. She added, she believes everyone has much more in common than they do not have in common. She shared that we need to learn to communicate with one another in a better way.

Commissioner Kuhl stated no one should have the right to kill someone.

Director Lanza stated you should never be hurt, let alone killed, for saying what you think. He added, we need to start thinking about what we are doing here, what we are teaching our children, and how we are treating those who don't agree with us. In closing, he added that no one wants someone who will silence other peoples' points of views to win.

XVII. EXECUTIVE SESSION (Reconvene if necessary)

XVIII. ADJOURNMENT

The Board adjourned at 6:34 p.m. on a motion by Deputy Director Van Doren, seconded by Commissioner Rich, followed by a voice carry.

Respectfully submitted and transcribed by:



Rebecca Grohgans, CLERK

Public Comment Attachment
Barbara Sachau – Raritan Township

affordable housing in hunterdon county being overdone. many citizens very u nhappy with constant buildings taking down nature. will our commissioners start pushing back against the continued new requirements of this bill. it is destroying the nature of this county and endless congestion of traffic and pollution is coming from it.,

this is also a complaint about jcp&l and their vegetation mgt which is pollution of chemicals primarily so that life is extingUed and people, life, trees are poioison.

we cant just give such blanket approval to these corporations just because they had it last year. we need to constantly re evaluate the chemicals they use to kill nature.

b sachau