



MINUTES

HUNTERDON COUNTY BOARD OF COUNTY COMMISSIONERS

Delaware Township Municipal Building
570 Rosemont Ringoes Road
Stockton, NJ 08559
October 21, 2025

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

II. **EXECUTIVE SESSION**

1. Resolution Entering into Executive Session.

The Board entered executive session at 5:02 p.m.

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

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

No: None **Abstain:** None **Absent:** Jeff Kuhl

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 highlighted the success of goHunterdon's rideshare program the Board authorized to supplement the County's LINK transportation system for out-of-county medical rides. The program was developed primarily to enhance veterans' ability to access medical care at the VA Lyons and VA East Orange Medical Centers. Since its launch in April 2024, the program has provided a total of 237 cumulative rides. This program was not designed to replace the LINK, but rather to expand transportation options by utilizing rideshare services such as Uber and Lyft when LINK service is unavailable. In closing, Commissioner Kuhl thanked all the volunteers who participated in most recent Veterans Headstone cleaning.

Commissioner Soloway shared that she had the pleasure of joining Commissioner Kuhl and Hunterdon County Prosecutor, Renee Robeson at the Staff Breast Cancer Awareness Walk on Friday, October 10th. The donations raised were donated to Dance for the Cure, a local nonprofit dedicated to providing financial assistance to breast cancer patients in need throughout Hunterdon, Mercer, Middlesex, and Somerset

Counties. Kathleen Cirioli, co-founder and three-time cancer survivor was the guest speaker at the event. Commissioner Soloway shared she was impressed with the staff turnout and total funds raised for Dance for the Cure. As co-liaison for Veterans Affairs, Commissioner Soloway shared that the 2nd Annual Veterans Resource Fair was an outstanding success. Over 180 veterans and family members attend the fair. She thanked all county staff members who worked to make the event possible.

Commissioner Rich shared the Commissioner Board recently received a letter from Senator Shirley Turner regarding the Board's call to reinstate vehicle registration services at the Flemington Motor Vehicle Center. Senator Turner also noted that she has forwarded the letter to the Motor Vehicle Commission to inquire about reinstating registration services at the Flemington location and will be monitoring their response. As liaison to the Hunterdon County Library, Commissioner Rich shared several updates. The Library will be recognizing National Hispanic Heritage Month with a number of special programs. In partnership with the Friends of the Hunterdon County Library, the Library has also launched *The Library of Things*, a creative lending program that allows patrons to borrow nontraditional items such as crafting tools, electronics, home and recreation equipment, and more.

Deputy Director Van Doren shared information regarding upcoming events being held at the Senior Center. Meals on Wheels is presenting a special Health and Wellness Lecture on October 29th. To register, seniors can call 908-284-0735. The Mr. Fit-it Program's Fall Appliance Day is scheduled for November 5th, from 9 a.m. until noon. Seniors can bring small appliances to the Senior Center for repair, no pre-registration is required. In closing, Deputy Director Van Doren shared the Commissioner Board hosted its final Shared Services Forum of 2025. Municipal leaders received updates from the Board of Elections, Board of Taxation, and Department of Public Safety. Deputy Director Van Doren looks forward to continuing these forums in 2026 with plans to explore specific public policy topics impacting local governments, based on requests from our municipal partners.

Director Lanza thanked everyone who contributed to the Veterans Resource Fair. He received numerous compliments from veterans who attended and looks forward to hosting the event again next year. As liaison to Hunterdon County Sheriff Fred Brown and County Clerk Mary Melfi, Director Lanza thanked both offices for successfully overseeing another year of the County's Ident-A-Shred events. This year's program collected a total of 160,150 pounds of material, or 80.08 tons, for secure shredding and recycling. He thanked Sheriff Brown and Clerk Melfi for their continued leadership in this community service. Director Lanza added that the Commissioner Board will be considering the award of the 2025 Municipal Parks and Recreation Grants. The \$1 million in grant awards, as recommended by the County's outside review consultant, come in addition to the \$1.242 million in grants awarded in 2024. In total, that represents a direct investment of \$2.242 million the Commissioner Board has made in local parks and recreational opportunities for residents across the 26 municipalities. Continuing to protect Hunterdon's open space and farmland, while promoting active outdoor recreation at both the county and municipal levels, remains a cornerstone of the Board's efforts to "Keep Hunterdon, Hunterdon." This grant opportunity is another example of the "New Era of Partnership" that was announced last year by then-Commissioner Director Jeff Kuhl.

VII. **PROCLAMATIONS/RECOGNITION**

1. Honoring the Life and Legacy of David C. Bond.
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. Honoring Christopher J. Phelan upon receiving the 2025 New Jersey Chamber Alliance Partner Award.
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. **HUNTERDON COUNTY MUNICIPAL PARKS & RECREATION GRANT PROGRAM RECOMMENDATIONS**

1. Approving the award of \$1 Million in Municipal Parks & Recreation Grants.
Motion: By: Susan Soloway **Seconded:** Zachary Rich
Yes: John Lanza, Shaun Van Doren, Jeff Kuhl, Zachary Rich, Susan Soloway
No: None **Abstain:** None **Absent:**

IX. **PUBLIC COMMENT, Limited to 2 minutes per person.**
(Comments exceeding 2 minutes will be entertained later in the agenda)
No public comments.

X. **PLANNING & LAND USE**

1. Approving an Open Space Acquisition Assistance Grant to New Jersey Conservation Foundation, for the acquisition of the DiSomma property, Block 20, Lot 19 in Raritan Township, estimated 28 acres, in an amount not to exceed \$120,000.00, upon the recommendation of the Parks & Open Space Advisory Committee.
Motion: By: Jeff Kuhl **Seconded:** Susan Soloway
Yes: John Lanza, Shaun Van Doren, Jeff Kuhl, Zachary Rich, Susan Soloway
No: None **Abstain:** None **Absent:**

2. Approving an Open Space Acquisition Assistance Grant to New Jersey Conservation Foundation, for the acquisition of the Bless Dream property, Block 12, Lot 15 in Raritan Township, estimated 3.6 acres, in an amount not to exceed \$55,000.00, upon the recommendation of the Parks & Open Space Advisory Committee.
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. Amending an Open Space Acquisition Assistance Grant to New Jersey Conservation Foundation, for the acquisition of the Princeton Research property, Block 35, Lot 1 in East Amwell Township, 36.245 acres, in an amount not to exceed \$297,227.00.
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:**

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

1. Approving Requisition #R25-4931, with Carousel Industries of North America, for the Vesta next generation 9-1-1 system upgrade, in an amount not to exceed \$149,778.03.

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. Approving Requisition #R25-6388, with Software House International, for IT Service Now software, in an amount not to exceed \$71,453.62.

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:**

XII. **CONSENT AGENDA**

Deputy Director Van Doren advised he would like resolution #18 removed from the consent agenda to be voted on separately. Commissioner Rich asked that resolution #2 be removed from the consent agenda.

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:**

1. Approving the Claims Register dated October 21, 2025.
3. Approving the hire and regular appointment of John Tranculov as a Public Safety Telecommunicator Trainee in the Hunterdon County Department of Public Safety, Communications Division. (Filling a vacancy)
4. Approving the hire and regular or provisional appointment of Danielle Bongiovanni as a part-time Public Health Investigator in the Hunterdon County Department of Health. (Filling a vacancy)
5. Acknowledging the action of the Hunterdon County Board of Elections to hire temporary Early Voting Workers to staff Early Voting sites.
6. Acknowledging the appointment of Abbigail Warner to the Hunterdon County Board of Elections, effective October 07, 2025.
7. Approving the regular promotion of Laura A. Velazquez Casillas to the title of Library Associate in the Hunterdon County Library.
8. Approving the status change of Gage Foss to the full-time position of Laborer 1 in the Department of Public Works, Division of Roads. (Filling a vacancy)

9. Approving the status change of Brad Agulis to the full-time position of Laborer 1 in the Department of Public Works, Division of Roads. (Filling a vacancy)
10. Approving an amendment to Resolution 2025-448, acknowledging the action of Hunterdon County Sheriff, Frederick Brown to hire and appoint Nicolas G. DiBetta as a Corrections Officer in the Hunterdon County Sheriff's Office, to reflect the correct Union Classification.
11. Approving an amendment to Resolution 2025-791, to reflect the hire and regular appointment of Tyler Castner as a County Park Ranger in the Department of Administrative Services, Division of Parks and Recreation.
12. Approving an amendment to Resolution 2025-835, approving the promotion and provisional appointment of Charlie Pierman as a Tree Maintenance Supervisor in the Department of Public Works, Roads Division, to reflect the correct Union Classification.
13. Acknowledging the action of Hunterdon County Prosecutor, Renée Robeson, to increase the salary for Carissa Dave, in the Hunterdon County Office of the Prosecutor.
14. Authorizing the County Purchasing Agent to solicit proposals for the following services: Material Testing Services.
15. Authorizing the County Purchasing Agent to solicit proposals for the following services: Subsurface Exploration and Geotechnical Assessment Reporting.
16. Approving the purchase of a permanent grading easement on Block 64, Lot 31 in Readington Township for the replacement of Bridge R-168.
17. Approving an Agreement Between the County of Hunterdon and Readington Township for the Installation, Maintenance and Operation of Actuated LED Enhanced Pedestrian Crossing Signs Along County Routes in the Township of Readington.
19. Approving a request from Milford Fire Company Inc. to host a coin toss on October 25, 2025, with a rain date of November 15, 2025, at the following locations: 21 Water Street (County Route 519), at the intersection of Bridge Street and Railroad Ave, and the intersection of Bridge Street and Water Street (County Route 519), in the Borough of Milford.
20. Approving a request from Delaware Valley Regional High School Wrestling Foundation to host a Coin Toss on Sunday, November 2, 2025, with a rain date of Sunday, November 9, 2025, at the following location: the intersection of County Route 519 and Bridge Street in the Borough of Milford.

21. Authorizing the Director of the Board of County Commissioners to execute Contract Modification #1 with Flemington Area Food Pantry for the provision of community-based services known as the Nutrition and Health Program, revising the original contract award to \$120,500 to the new not-to-exceed amount of \$180,826 and extending the original contract term of January 1, 2023 through December 31, 2023 to the new term of January 1, 2023 through June 30, 2026.
22. Approving a request from the Alzheimer's Foundation of America, to illuminate the Hunterdon County Historic Courthouse in teal on Monday, November 3, 2025, in participation of the Light the World Teal Initiative to raise Alzheimer's awareness.
23. Approving a request from ArtVenture to host open houses in the Hunterdon County Historic Courthouse in November and December 2025 and January 2026 and waive the fees associated.

2. Approving the executive session and regular meeting minutes from the October 07, 2025 meeting.

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

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

No: None **Abstain:** Zachary Rich **Absent:**

18. Approving Speed Limit changes to County Route 517 (Old Turnpike Road) from Lamington Road (County Route 523) to the northerly Tewksbury Township Line (Hunterdon-Morris County Line) in the Township of Tewksbury, Hunterdon County.

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

Yes: John Lanza, Jeff Kuhl, Zachary Rich, Susan Soloway

No: None **Abstain:** Shaun Van Doren **Absent:**

XIII. **OPEN TO THE PUBLIC**

No public comments.

XIV. **ADDITIONAL COMMISSIONER COMMENTS**

No additional Commissioner comments.

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

XVI. **ADJOURNMENT**

The Board adjourned at 6:02 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 Grohgans, CLERK