



MINUTES

HUNTERDON COUNTY BOARD OF COUNTY COMMISSIONERS

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

February 3, 2026

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

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

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 reported that the South County Library Branch completed a space redesign with new mobile furniture, enabling expanded programming and services, and officially reopened on January 22. The library bookmobile is undergoing graphic updates and power awning installation, with service anticipated in 2026. Systemwide library usage continues to grow, with increases in circulation, program attendance, digital use, and door counts at the Main and North County branches; notable gains were reported in e-audio, e-books, and e-magazine usage from 2024 to 2025. In recognition of Black History Month, Commissioner Rich shared the Library will host "Black History in the Sourland Mountains" on February 21 at the Main Branch (registration required). In closing, he also acknowledged Cultural and Heritage Commission Division Head Natalie Zaman, present this evening with multiple grant awards on the agenda.

Commissioner Van Doren, the liaison to the Human Services Department, reported several upcoming Senior Center programs, including a historical presentation, "Eyewitness to the American Revolution," on February 10; a Tech Talk on wireless technology on February 12; and a Valentine's Lunch with live music on February 13, with advance registration required for all events. As liaison to the Greater Raritan Workforce Development Board, Commissioner Van Doren noted that an application is due February 5 to support businesses in Hunterdon and Somerset Counties through apprenticeship, paid work experience, and training grants, with participation available throughout the GRWDB program year, subject to funding. Commissioner Van Doren shared he recently attended the New Jersey Association of Counties reorganization meeting, where Warren County Commissioner James Kern was sworn in as the 85th President of NJAC.

Commissioner Soloway reported that the County received a \$654,052 NJ Office of Information Technology PSAP grant to fund firewall replacements at the 9-1-1 and Route 12 data centers, with deployment targeted for late February. The IT Department completed ePlus onboarding for 24/7 network and cybersecurity monitoring, activated

Intune Endpoint Management across all County computers, completed the Commissioners' Conference Room technology refresh, finalized multi-year Cisco and Microsoft 365 licensing agreements, delivered a new forensics lab computer to the Prosecutor's Office, and implemented the Bluestone E-FILE system for the Surrogate's Office. The Route 12 Complex conduit and fiber rollout are ready to proceed pending weather and utility mark-outs. As co-liaison to Economic Development and Tourism, Commissioner Soloway reported that the State is reviewing Film Ready submissions from Frenchtown and Flemington, which may soon join Clinton and Lambertville; this initiative aligns with record NJ film industry growth in 2024, and a countywide Film Ready announcement event is anticipated following state approvals.

As co-liaison to the Department of Economic Development and Tourism, Deputy Director Kuhl reported that an upgraded Explore Hunterdon website is expected to launch ahead of the summer season, offering enhanced tools for visitors. The Department will continue expanding agritourism initiatives under the 579 Trail, with additional initiatives anticipated later this year; agritourism remains a key strategy for supporting local farms and the state's agricultural economy. In support of these efforts, the Department coordinated Board of Commissioners' grant support letters for two Hunterdon County farms applying to the New Jersey Department of Agriculture's Agritourism Grant Program, which provides up to \$100,000.00 per operation. A resolution acknowledging these grant support letters, recently signed by Director Lanza, appears on this evening's consent agenda.

Director Lanza reported he attended a grant award presentations with Congressman Tom Kean, Jr., who secured \$1,932,287.00 for expansion and modernization of the Readington Township Police Department and \$555,000.00 for upgrades to the Holland Township Police Department. Director Lanza reported that final federal FY26 funding bills have passed Congress and await the President's signature, including \$1.5 million secured for the Hunterdon County Senior Center modernization and expansion project. Director Lanza shared the Hunterdon County Improvement Authority will hold its reorganization meeting this Thursday at 2:00 p.m. to swear in commissioners and advance a voluntary pooled lending program to reduce municipal borrowing costs. Lastly, Director Lanza stated the Department of Community Affairs is reviewing plans for Phases 2 and 3 of the Emergency Services Training Center, after which the County expects to advertise for construction bids.

VII. PROCLAMATIONS/RECOGNITION

1. Honoring Gretchen Larsen for her Service to Hunterdon County.
Motion: By: Jeff Kuhl **Seconded:** Zachary Rich
Yes: John Lanza, Jeff Kuhl, Zachary Rich, Susan Soloway, Shaun Van Doren
No: None **Abstain:** None **Absent:**
2. Celebrating the Grand Opening and Ribbon Cutting of GolfCave.
Motion: By: Zachary Rich **Seconded:** Susan Soloway
Yes: John Lanza, Jeff Kuhl, Zachary Rich, Susan Soloway, Shaun Van Doren
No: None **Abstain:** None **Absent:**

VIII. CULTURAL & HERITAGE COMMISSION GRANT AWARD PRESENTATIONS, Natalie Zaman, Executive Director

1. Approving the administration of the New Jersey Historical Commission County History Partnership Program (CHPP) grant awards for 2026, in the amount of \$52,500.00, upon the recommendation of the Cultural & Heritage Commission.
Motion: By: Shaun Van Doren **Seconded:** Zachary Rich
Yes: John Lanza, Jeff Kuhl, Zachary Rich, Susan Soloway, Shaun Van Doren
No: None **Abstain:** None **Absent:**
2. Approving the administration of the New Jersey State Council on the Arts Local Arts Program (LAP) Grant Awards for 2026, in the amount of \$200,000.00, upon the recommendation of the Cultural & Heritage Commission.
Motion: By: Susan Soloway **Seconded:** Shaun Van Doren
Yes: John Lanza, Jeff Kuhl, Zachary Rich, Susan Soloway, Shaun Van Doren
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)

Mr. Guy Citron, a resident of Tewksbury Township, asked the Commissioner Board if they have a plan in place to protect the residents and their rights due to the uptick in violence being caused by ICE.

X. **ECONOMIC DEVELOPMENT & TOURISM, Director Marc Saluk**

1. Approving an Economic Development Grant to the Borough of Stockton for Coding and Online Publication of the Borough's Land Use Codes and Related Ordinances in the amount of \$13,167.00.

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

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

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

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

1. Authorizing the Director or Deputy Director to sign and accept, on behalf of the County, a FY24 Stop Violence Against Women Act (VAWA) grant subaward number VAWA-40-24, 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 \$15,574.00, for the period of July 1, 2025 to June 30, 2026, for the Office of the Hunterdon County Prosecutor.

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

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

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

2. Authorizing the Director or Deputy Director to sign and accept, on behalf of the County, a Victims of Crime Act (VOCA) – Forensic Nurse Examiner / Sexual Assault Response Team (FNE/SART) Program grant, subaward number VS-10-24, with the New Jersey Department of Law and Public Safety, Office of the Attorney General, Division of Administration, in the amount of \$178,393.00 for the period of October 1, 2025 to September 30, 2026, for the Office of the Hunterdon County Prosecutor.

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

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

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

3. Authorizing the Director or Deputy Director to sign and accept, on behalf of the County, a FFY24 Victims of Crime Act (VOCA) grant subaward number V-10-24, for the Hunterdon County Victim Witness Assistance Project/Victim of Crime Act, with the New Jersey Department of Law and Public Safety, Office of the Attorney General, in the amount of \$291,500.00, for the period of July 1, 2025 to June 30, 2026, for the Office of the Hunterdon County Prosecutor.

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

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

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

4. Authorizing the Director or Deputy Director to sign and accept, on behalf of the County, a SFY 2025 ARRIVE Together Grant Program subaward with the New Jersey Department of Law and Public Safety, Division of Administration, in the amount of \$107,714.00 for the Hunterdon County Prosecutor's Office, for the period of July 1, 2025 – June 30, 2027.

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

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

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

XII. **PLANNING & LAND USE**

1. Authorizing the addition of the Clinton Town Wastewater Management Plan chapter to the Upper Raritan Water Quality Management Plan.

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

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

2. Authorizing the addition of the Clinton Township Wastewater Management Plan chapter to the Upper Raritan Water Quality Management Plan.
Motion: By: Shaun Van Doren **Seconded:** Susan Soloway
Yes: John Lanza, Jeff Kuhl, Zachary Rich, Susan Soloway, Shaun Van Doren
No: None **Abstain:** None **Absent:**
3. Approving the Site Specific Amendment to the Upper Raritan Water Quality Management Plan.
Motion: By: Shaun Van Doren **Seconded:** Zachary Rich
Yes: John Lanza, Jeff Kuhl, Zachary Rich, Susan Soloway, Shaun Van Doren
No: None **Abstain:** None **Absent:**
4. Approving a preliminary Farmland Preservation application for the Karcher Farm, Block 20, Lots 12 & 13, in the Township of Holland.
Motion: By: Jeff Kuhl **Seconded:** Zachary Rich
Yes: John Lanza, Jeff Kuhl, Zachary Rich, Susan Soloway, Shaun Van Doren
No: None **Abstain:** None **Absent:**
5. Approving a preliminary Farmland Preservation application for the Valley Road Farm, Block 24, Lot 3, in the Borough of Hampton.
Motion: By: Susan Soloway **Seconded:** Shaun Van Doren
Yes: John Lanza, Jeff Kuhl, Zachary Rich, Susan Soloway, Shaun Van Doren
No: None **Abstain:** None **Absent:**

XIII. PURCHASING, Ray Rule, QPA

1. Approving a contract award for County Bid 2025-23 with AAA Facility Solutions LLC, for Janitorial Services for Various County Buildings, in an amount not to exceed \$240,758.10.
Motion: By: Zachary Rich **Seconded:** Jeff Kuhl
Yes: John Lanza, Jeff Kuhl, Zachary Rich, Susan Soloway, Shaun Van Doren
No: None **Abstain:** None **Absent:**
2. Approving a contract award for County RFP 0082-2025 with Atane Engineers, Architects and Land Surveyors P.C., for Material Testing Services, in an amount not to exceed \$35,000.00.
Motion: By: Shaun Van Doren **Seconded:** Susan Soloway
Yes: John Lanza, Jeff Kuhl, Zachary Rich, Susan Soloway, Shaun Van Doren
No: None **Abstain:** None **Absent:**
3. Approving a contract award for County RFP 0083-2025, with French & Parrello Associates, for subsurface exploration and geotechnical assessment reporting (soil testing), in an amount not to exceed \$35,000.00.
Motion: By: Susan Soloway **Seconded:** Zachary Rich
Yes: John Lanza, Jeff Kuhl, Zachary Rich, Susan Soloway, Shaun Van Doren
No: None **Abstain:** None **Absent:**
4. Approving Requisition #R26-0696 with Software House International, for the VMWare software license and maintenance renewal, in an amount not to exceed \$72,028.16.
5. Approving Requisition #R26-0852 with Software House International, for the County-Wide Microsoft Enterprise agreement, in an amount not to exceed \$320,011.73.
6. Approving Requisition #R26-0619 with Software House International, for the ServiceNow software implementation, in an amount not to exceed \$200,769.65.
Motion: To approve Resolutions #4-6
By: Susan Soloway **Seconded:** Shaun Van Doren

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

XIV. COUNTY ADMINISTRATOR, Brad Myhre

1. Authorizing the contribution of \$53,000.00 for the initial funding of Hunterdon County Improvement Authority.

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

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

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

XV. APPOINTMENTS

1. Approving the appointment of Jennifer Slotterback as a member to the Human Services Advisory Council, term to be effective immediately through February 3rd, 2029.

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

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

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

2. Approving the reappointment of Neil Hendrickson as a member of the Hunterdon County Shade Tree Commission, term to be effective January 1, 2026 through December 31, 2030.

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

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

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

3. Approving the reappointment of Beth Gates to the Hunterdon County Improvement Authority, term to be effective February 1, 2026 through January 31, 2031.

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

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

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

XVI. CONSENT AGENDA

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

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

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

1. Approving the Claims Register dated February 03, 2026.
2. Approving the executive session and regular meeting minutes from the January 20, 2026 meeting.
3. Acknowledging the action of Sheriff Frederick Brown to hire and regular appointment of Adam P. Lucarini Jr. as a Corrections Officer in the Hunterdon County Sheriff's Office. (Filling a vacancy)
4. Approving the provisional promotion of Bradley Agulis to the title of Road Repairer 1 in the Department of Public Works, Roads Division. This promotion is provided per the CWA Local 1036, Rank and File collective bargaining agreement.
5. Approving the transfer of Haley Sutphin, Program Development Specialist Community Service, to the Department of Human Services, Division of Senior, Disabilities and Veterans Services. (Filling a vacancy)
6. Approving the action to hereby grant Jeanine M. Delia a regular appointment as a full time Keyboarding Clerk 3 as of February 3, 2026, in the Hunterdon County Prosecutor's Office. (No change in salary)

7. Approving the action to hereby grant Kimberly Ferrante a regular appointment as a full-time Keyboarding Clerk 3, as of February 3, 2026, in the Hunterdon County Prosecutor's Office. (No change in salary)
8. Approving an amendment to Resolution 2025-1088, provisional promotion of Robert Bound, Road Repairer 2 in the Department of Public Works, Roads Division, to reflect the correct salary.
9. Approving that Jacklyn Graham full-time Keyboarding Clerk 1 in the Hunterdon County Department of Human Services, Division of Social Services, be granted a temporary/interim retroactive salary adjustment in accordance with the collective bargaining agreement with CWA Local 1036 for temporarily filling the role of Keyboarding Clerk 2.
10. Authorizing the Qualified County Purchasing Agent to initiate competitive contracting for golf course management and operation services for the Heron Glen Golf Course pursuant to N.J.S.A.40A:11-4.3(a).
11. Approving the purchase of Block 25, Lot 5, in the Township of Raritan, County of Hunterdon.
12. Approving Speed Limit changes to County Route 523 (Flemington-Stockton Road) in the Borough of Stockton and the Townships of Delaware and Raritan, as recommended by the County Engineer.
13. Approving the Plans and Specifications for the Resurfacing of County Route 650, Situated in Raritan Township, County of Hunterdon as recommended by the County Engineering and authorizing the County Purchasing Agent to solicit bids for this project.
14. Approving a request from Flemington Jewish Community Center to host a Farmland Ride bicycling event using various roads throughout Hunterdon County, on Sunday, June 14, 2026, from 7:30 a.m. until 3:30 p.m.
15. Authorizing the Hunterdon County Division of Parks & Recreation to submit a grant application to the New Jersey Department of Community Affairs for approximately \$30,000.00 to purchase and install a Disc Golf Course at Teetertown Preserve.
16. Authorizing the Director or Deputy Director and Clerk to the Board of County Commissioners sign an Interlocal Public Health Services Agreement with the Borough of High Bridge.
17. Authorizing the Hunterdon Department of Health to accept additional funding in the amount of \$50,000.00 from the New Jersey Association of County and City Health Officials (NJACCHO) under the Enhancing Local Public Health Infrastructure (ELPHI) Grant, increasing the total award to \$2,471,561.00, with all funds to be expended by March 31, 2026, and further authorizes the Health Officer to execute any documents necessary in connection with this grant amendment.
18. Authorizing the Hunterdon County Health Department to participate in a University of Washington research study, conducted in collaboration with the National Institutes of Health and the National Association of County and City Health Officials, and accept up to \$5,000 in unrestricted funds provided in connection with participation in the study.
19. Approving an amendment to Article V and Article VII of the Hunterdon County Youth Services Commission Bylaws.

20. Authorizing the Director or Deputy Director to execute an Agreement between the New Jersey Transit Corporation and the County of Hunterdon for SCDRTAP funding in the amount of \$891,194.69 (\$856,452.00 2026 Allocation plus (\$34,742.69 2025 closeout balance) for the period of January 1, 2026, through December 31, 2026.
21. Authorizing an updated MOU regarding the administration of the Division of Medical Assistance and Health Services (DMAHS) of New Jersey's medical assistance programs and Children's Health Insurance Programs (CHIP), in accordance with State and Federal Law and authorizing the Division Head of Social Services, Lisa Piazza Long, to sign the MOU on behalf of the County.
22. Confirming the action of the Commissioner Director to send two grant letters of support to the New Jersey Department of Agriculture.

XVII. **OPEN TO THE PUBLIC**
No public comments.

XVIII. **ADDITIONAL COMMISSIONER COMMENTS**
No additional comments.

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

XX. **ADJOURNMENT**
The Board adjourned at 6:12 p.m. on a motion by Commissioner Soloway, seconded by Deputy Director Kuhl, followed by a voice carry.

Respectfully submitted and transcribed by:



Rebecca Grohgans, CLERK