



MINUTES

HUNTERDON COUNTY BOARD OF COUNTY COMMISSIONERS

Commissioner Meeting Room
71 Main Street, Building 1, Second Floor
Flemington, New Jersey 08822
March 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: Susan Soloway **Seconded:** Shaun Van Doren

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

No: None **Abstain:** **Absent:** Zach Rich

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 Hunterdon County Polytech will host an Advanced Manufacturing Event in collaboration with the Maritime Industrial Base, TPP, and Allendale Machinery to strengthen industry partnerships and support funding for specialized program equipment, aligning with rapid national growth in advanced manufacturing driven by automation, AI, and clean-energy technologies. Polytech's FFA students recently participated in National FFA Week, including Advocacy and Legislative Leadership Day attended by several state leaders, and were commended for representing the county well. As liaison to the County Library, Commissioner Rich reported that Library Director James Keebler is coordinating upgrades for the Holland Township branch, including new computers and updated furniture. Finally, appreciation was extended to the Department of Public Works for their strong performance during a challenging winter season, with additional storm-response updates to be provided by DPW Director Dan Bush.

As liaison to the Division of Senior Services, Commissioner Van Doren announced several upcoming programs at the Senior Center, including a March 10 presentation on nutrition for chronic disease management, a March 20 program on the American Revolution, and a March 30 lecture on colonial botanist John Bartram, all requiring advance registration. The Greater Raritan One-Stop Career Center will offer free Jersey Job Club workshops in March and April, both virtually and in person, covering resume writing, interview skills, and professional presentation. As liaison to the Health Department, Commissioner Van Doren also shared the EPA's "Top 10 Ways to Be a Good Septic Owner" guide to help residents maintain septic systems and protect groundwater, with the resources available through the department's outreach channels.

Commissioner Soloway, co-Liaison to the Department of Economic Development and Tourism, reported that March marks the 10-year anniversary of the County's formal economic development initiative, launched in 2016 to address population decline and a shrinking ratable base. Since its establishment, the Department has contributed to annual growth in the ratable base, stabilization and gradual increase of population, and strengthened key sectors including agriculture, tourism, small business, and specialized manufacturing. Major accomplishments over the decade include creation of a statewide-recognized business site model, launch of the "Explore Hunterdon" tourism brand and trails, establishment of the Hunterdon Film Commission, support for home-based businesses, development of regional partnerships such as the 78/22 Coalition and the Highlands Economic Development County Coalition, and municipal collaboration to modernize regulations and spur investment. Commissioner Soloway added partnerships with the Highlands Council have yielded over \$755,000 in grant funding since 2018. The Board's strategic investment in coordinated economic development has resulted in a stronger tax base, a more resilient and diversified economy, and improved long-term positioning for the County.

Deputy Director Kuhl reported he attended, alongside Commissioner Van Doren, the annual First Responder Graduation Ceremony on February 18th, recognizing 115 individuals who completed 2025 training programs, including 45 Firefighter I graduates, 20 Firefighter II graduates, and 50 new EMTs trained through the County's Emergency Services Training Center and South Branch Emergency Services. He acknowledged the rigorous 200-plus-hour training commitments and expressed appreciation to the Fire and EMS Chiefs Associations for their partnership, congratulating the new first responders for their service. Deputy Director Kuhl also noted that Public Safety Director and OEM Coordinator Brayden Fahey will present at the 27th Annual New Jersey Emergency Preparedness Conference in April, bringing positive statewide recognition to the County. In closing, he requested that Economic Development and Tourism Director Marc Saluk attend the next Board meeting on St. Patrick's Day to provide an update on recent enhancements to the Explore Hunterdon website.

Director Lanza, liaison to the Division of Parks and Recreation, announced that the spring Harbinger newsletter is now available and highlighted several upcoming programs, including the Maple Sugaring Living History Open House on March 14th at Echo Hill Park, a Bronx Zoo bus trip on April 11th, and the continuation of the popular spring "Baby Walks" led by Principal Naturalist Laura Bush. Residents are encouraged to explore the full range of offerings online or via printed copies available from the

Division. Director Lanza commended Parks and Recreation staff for their strong public programming and reaffirmed the Board's commitment to farmland and open space preservation. Additionally, on behalf of the Board of Elections, key dates were shared: the party affiliation change deadline of April 8th and the voter registration deadline of May 12th, with forms available on the Board of Elections website and staff reachable at 908-788-1190 for assistance.

VII. PROCLAMATIONS/RECOGNITION

1. Recognizing and Commending the Reading-Fleming Intermediate School Student Council and Participating Students for Their Exemplary Service Through the "With Bears We Care" Initiative.

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

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

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

2. Recognizing Chocolate in the Oven upon celebrating its 10th Anniversary.

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

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

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

3. Commending Joel Van Horn for 40 Years of Dedicated Service to Hunterdon County.

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

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

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

4. Recognizing Dr. Ira J. Pitel, Founder of Magna-Power Electronics, Inc., Upon His Election to the National Academy of Engineering.

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

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

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

5. Celebrating the Grand Opening and Ribbon Cutting of Nothing Bundt Cakes in Raritan Township.

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

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

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

VIII. DEPARTMENT OF PUBLIC WORKS STORM RESPONSE UPDATE, Daniel Bush, Department Head

Dan Bush, Public Works Department Head reported that the 2025–2026 winter season has produced approximately 37 inches of snow to date, with staff managing eight vacancies while maintaining strong performance throughout eight measurable storms and 3,554.9 overtime hours. Updates included continued implementation of crew-rotation wellness practices, expanded on-site food provisions during long-duration events, and detailed usage of winter materials, including 6,263 tons of rock salt, 14,900 gallons of brine, and 6,480 gallons of calcium. Shared service agreements for salt

storage are being updated, and several municipalities requested supplemental salt through OEM due to statewide shortages. Mr. Bush added that the Department of Public Works has launched a new Snow and Ice SOP and continues coordination with Administration, OEM, and Garage Services. A storm report is being prepared for the February 22–23 event for potential FEMA reimbursement, with total documented costs of \$236,600.59, including labor, materials, equipment, repairs, and fuel.

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

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

Ms. Tess, a resident of Flemington Borough and member of a local Girl Scout Troop shared that she was in attendance this evening with members of her Brownie Troop and Troop leaders to present an idea she and her mother developed to offer a free, fun activity for the community: a Fairy Trail. She reported that the troop partnered with Flemington Borough Council, received approval, and will launch the Fairy Trail at Tuccamirgan Park on April 11th at 3:00 p.m. She invited the Board and the public to attend. Flyers were distributed with additional details and instructions for creating fairy houses.

Mr. Guy Citron a resident of Tewksbury Township stated he wished to clarify his intentions in continuing to raise concerns regarding civil rights and the shared constitutional responsibility to protect them. He emphasized that when immigration enforcement practices violate constitutional rights, including due process, local governments have a duty to defend residents from abuses of federal authority. He asked the Commissioner Board the following questions:

- Whether they are aware of any Hunterdon County residents arrested or detained by ICE without a judicial warrant.
- Whether the County has adopted a formal policy outlining how it will respond if residents' due process rights are affected by federal immigration enforcement.
- What actions the Board would take if credible evidence of unconstitutional law enforcement were presented.

X. DEPARTMENT OF INFORMATION TECHNOLOGY, Manny Vilarino, Department Head

Mr. Manny Vilarino provided an update summarizing current activities and developments from the Information Technology Department.

1. Approving Requisition #R26-0870 with Eplus Technology Inc., for the network firewall replacement, in an amount not to exceed \$648,225.43.

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

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

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

2. Approving Requisition #R26-1625 with Eplus Technology Inc., for network assessment and remediation services, in an amount not to exceed \$68,500.00.

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

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

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

3. Approving Requisition #R26-1680 with Software House International, for the Civic Plus Enterprise license renewal, in an amount not to exceed \$102,131.67.

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

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

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

XI. **FINANCE, Andrew Bernath, CFO**

1. Introduction of Hunterdon County Ordinance 2026-02; Authorization to exceed the County budget appropriation limits and to establish a cap bank.

Public hearing and second reading April 7th

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

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

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

XII. **PLANNING & LAND USE**

1. Approving the acceptance and endorsement of the Local Safety Action Plan developed by the North Jersey Transportation Planning Authority (NJTPA) for the County of Hunterdon.

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

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

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

XIII. **PURCHASING, Ray Rule, QPA**

1. Approving a contract award for County Bid 2026-01, to CCM Contracting Inc., for the Resurfacing of County Route 579 in the Township of Franklin, in an amount not to exceed \$713,585.48.

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

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

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

2. Approving a contract award for County RFP 0010-2026 with Trailblazer Public Affairs, LLC for a Strategic Government Communications Consultant, in an amount not to exceed \$52,500.00.

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

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

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

3. Approving a contract award for County RFP 0009-2026 with Hawk Strategies, LLC for a NJDOT Surplus Property Identification, Negotiation, and Acquisition Consulting Services, in an amount not to exceed \$40,000.00.

Motion: By: Zach Rich **Seconded:** John Lanza

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

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

XIV. COUNTY ADMINISTRATOR, Brad Myhre

1. Authorizing and Consenting to the Undertaking and Completion of the Development, Acquisition, Construction and Installation of Facilities and Improvements by the Cumberland County Improvement Authority in the County of Hunterdon, Including the Issuance of Cumberland County-Garanteed Lease Revenue Bonds to Finance the Costs Thereof.

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

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

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

XV. CONSENT AGENDA

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

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

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

1. Approving the Claims Register dated March 03, 2026.
2. Approving the executive session and regular meeting minutes from the February 17, 2026 meeting.
3. Acknowledging the action of the Appointing Authority, Brad Myhre to hire and regularly appoint Kyle Conroy as a Laborer 1 in the Hunterdon County Department of Public Works, Bridge Division. (Filling a vacancy)
4. Acknowledging the action of the Appointing Authority, Brad Myhre to hire and regularly appoint Zackery Murphy as a Laborer 1 in the Hunterdon County Department of Public Works, Bridge Division. (Filling a vacancy)
5. Approving the hire and regular appointment of Steven Vetorri as a Laborer 1 in the Hunterdon County Department of Public Works, Bridge Division. (Filling a vacancy)
6. Approving the corrected salary step increases for Jared Green, Corrections Officer, in the Hunterdon County Sheriff's Office.
7. Approving the regular promotion of Anthony Guerriero to the title of Mechanic in the Department of Administrative Services, Division of Vehicle Services.
8. Approving the action to hereby grant Jeffrey Darish a regular appointment as a full-time Mechanic as of November 10, 2025, in the Hunterdon County Department of Administrative Services, Division of Vehicle Services. (No change in salary)

9. Approving the action to hereby grant Jake Martarano a regular appointment as a full-time Mechanic as of November 10, 2025, in the Hunterdon County Department of Administrative Services, Division of Vehicle Services. (No change in salary)
10. Approving the action to hereby grant Oliver Bolanowski a regular appointment as a full-time Senior Mechanic as of November 10, 2025, in the Hunterdon County Department of Administrative Services, Division of Vehicle Services. (No change in salary)
11. Approving the action to hereby grant Joshua Bruner a regular appointment as a full-time Senior Mechanic as of November 10, 2025, in the Hunterdon County Department of Administrative Services, Division of Vehicle Services. (No change in salary)
12. Approving corrections to the salary and contractual increase for Sandra Janosik, Librarian 3, in the Hunterdon County Library.
13. Authorizing the Director or Deputy Director to sign, on behalf of the County, a Lease Agreement with NJ14 International Soccer for certain portions of land at the Deer Path Park.
14. Authorizing the Hunterdon County Health Department to submit an application for additional ELPHI funding and a project period extension, and authoring the Health Officer and Commissioner Director to sign all necessary documents to effectuate this application and acceptance of funds.
15. Authorizing the Department of Human Services to apply for the AARP Community Challenge Flagship Grant in the amount not to exceed \$15,000.00 for the Intended Project of a Bus Shelter for the Gauntt Place Complex and authorizing the Commissioner Director to sign and execute the necessary contractual agreements on behalf of the County of Hunterdon.
16. Approving a request from Three Bridges Volunteer Fire Company to host a coin toss on April 25 and 26 and November 7 and 8, 2026 at the Three Bridges Volunteer Fire Company Station 2, on County Route 523 at the intersection of Ryerson Road, in the Township of Readington.
17. Approving a request from Garden State Stage Race to host a bicycling event on various County Roads around Round Valley Reservoir on April 18, 2026.
18. Authorizing the Director or Deputy Director to sign Change Order #4 for the Rehabilitation of the Echo Hill Park Dam, in an increase of \$37,250.00.
19. Authorizing the Department of Public Works to apply for a Green Street & Stormwater Infrastructure Mapping grant from the State of New Jersey, Department of

Environmental Protection in the amount of \$135,000.00, and authorizes the Commissioner Director to sign all necessary documents associated with said grant.

20. Authorizing the Director or Deputy Director and Clerk to the Board of County Commissioners sign an Interlocal Public Health Services Agreement with the City of Lambertville.

21. Authorizing the County to advertise for the position of County Engineer.

XVI. OPEN TO THE PUBLIC

No public comments.

XVII. ADDITIONAL COMMISSIONER COMMENTS

No additional Commissioner comments.

XVIII. EXECUTIVE SESSION (Reconvene if necessary)

XIX. ADJOURNMENT

The Board adjourned at 6:23 p.m. on a motion by Commission Soloway seconded by Commissioner Rich, followed by a voice carry.

Respectfully submitted and transcribed by:



Rebecca Grohgans, CLERK