

**HUNTERDON COUNTY BOARD OF CHOSEN FREEHOLDERS**

71 Main Street, Freeholder's Meeting Room, 2<sup>nd</sup> Floor

Flemington, New Jersey 08822

**December 03, 2019**

"This meeting is being held in accordance with the provisions of the Open Public Meetings Act. Adequate notice has been given by posting throughout the year a copy of the notice on Bulletin Boards on the First and Second Floor of the Main Street County Complex, Building #1, Flemington, New Jersey, a public place reserved for such announcements. A copy was mailed on or before January 15, 2019, to the Hunterdon County Democrat, Star Ledger, Trenton Times, Courier News, TAPinto (online) and the Express Times, newspapers designated to receive such notices and by filing a copy with the Hunterdon County Clerk."

**EXECUTIVE SESSION**

**Present:** Deputy Director, Mr. Lanza, Freeholder Ms. Soloway, Freeholder Mr. Holt, County Counsel Shana Taylor, Board Secretary Lindsay Heller, Clerk to the Board Brad Myhre, County Administrator Kevin Davis, Chief of Staff George Wagner, CFO Janet Previte, Freeholder Elect Zach Rich. Freeholder Director Suzanne Lagay was present via phone call.

**Absent:** Freeholder Shaun Van Doren, Human Resource Director Grace Kelly

To discuss legal and personnel issues.

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE**

**REPORT FROM COUNTY COUNSEL ON EXECUTIVE SESSION**

**FREEHOLDER REPORTS**

**Ms. Lagay** - Apologized for her physical absence. Gave an update on NJAC and the mail in ballot law.

**Ms. Soloway**- Update on Division of Solid Waste/ Recycling. November 23<sup>rd</sup> Clean Up was a successful event and there will be more in the future, suggested residents to stay posted on upcoming dates for the cleanup.

**Mr. Holt** – Updated on Farmland Preservation and Highlands Program update from December of 2018 to present.

**Mr. Lanza** – Departed his report of the updates on certain Veteran reports and events, to give his condolences and acknowledge deceased Hunterdon County Veteran John Parker.

**PROCLAMATIONS/RECOGNITION**

**12/03/2019 – Page 1A RESOLUTION**

Recognizing WWII Veteran John Czaja on the occasion of his 100<sup>th</sup> Birthday.

**Moved:** Ms. Soloway

**Seconded:** Mr. Holt

**Roll Call (Ayes):** Ms. Soloway, Mr. Holt, Mr. Lanza, Ms. Lagay

**Absent:** Mr. Van Doren

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

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

**Barbara Sachau – Raritan Township** – Mentioned the bulletin boards on the 1<sup>st</sup> and 2<sup>nd</sup> floor of the administration building should be changed around and have more information for citizens. She also mentioned how she wants the boards to be up to date and have all information on one board.

**Mary Melfi – County Clerk** – responded to Ms. Sachau and told her that there is a main bulletin board and it is in the County Clerk's Office, this is the main and official board of Hunterdon County

**ECONOMIC DEVELOPMENT, Marc Saluk**

**PRESENTATION** - Stockton University Overview of the Findings of Phase 3 of the Hunterdon County Tourism Research Initiative.

**12/03/2019 – Page 2A RESOLUTION**

Authorizing the creation of an advisory Hunterdon County Film Commission, within the Division of Economic Development.

**Moved:** Mr. Holt  
**Seconded:** Ms. Soloway  
**Roll Call (Ayes):** Mr. Holt, Ms. Soloway, Mr. Lanza, Ms. Lagay  
**Absent:** Mr. Van Doren

**FINANCE, Janet Previte, CFO**

**12/03/2019 – Page 2B RESOLUTION**  
Authorizing the Hunterdon County Department of Health to accept a grant in the amount of \$9,618.00 from the New Jersey Department of Health, Worker and Community Right to Know Act, for the period of July 19, 2019 through June 30, 2020.

**Moved:** Mr. Holt  
**Seconded:** Ms. Soloway  
**Roll Call (Ayes):** Mr. Holt, Ms. Soloway, Mr. Lanza, Ms. Lagay  
**Absent:** Mr. Van Doren

**12/03/2019 – Page 2C RESOLUTION**  
Requesting the insertion of an item of revenue and the like sum as an appropriation in the 2019 County Budget for the 2019-2020 Right to Know Grant, in the amount of \$9,618.00, from the New Jersey Department of Health.

**Moved:** Ms. Soloway  
**Seconded:** Mr. Holt  
**Roll Call (Ayes):** Ms. Soloway, Mr. Holt, Mr. Lanza, Ms. Lagay  
**Absent:** Mr. Van Doren

**12/03/2019 – Page 2D RESOLUTION**  
Authorizing the Hunterdon County Board of Elections to accept a 2018 HAVA Election Security Grant in the amount of \$30,500.00 from the New Jersey Department of State, for the Frenchtown Borough Municipal Building ADA Ramp Improvement Project.

**Moved:** Ms. Lagay  
**Seconded:** Mr. Holt  
**Roll Call (Ayes):** Ms. Lagay, Mr. Holt, Ms. Soloway, Mr. Lanza  
**Absent:** Mr. Van Doren

**12/03/2019 – Page 2E RESOLUTION**  
Requesting the insertion of an item of revenue and the like sum as an appropriation in the 2019 County Budget for the 2018 HAVA Election Security Grant in the amount of \$30,500.00 from the New Jersey Department of State.

**Moved:** Ms. Soloway  
**Seconded:** Mr. Holt  
**Roll Call (Ayes):** Ms. Soloway, Mr. Holt, Mr. Lanza, Ms. Lagay  
**Absent:** Mr. Van Doren

**12/03/2019 – Page 2F RESOLUTION**  
Authorizing the Hunterdon County Department of Human Services to accept a 2020 Complete Count Committee (C3) Grant, in the amount of \$50,821.00 from the New Jersey Department of State.

**Moved:** Ms. Lagay  
**Seconded:** Mr. Holt  
**Roll Call (Ayes):** Ms. Lagay, Mr. Holt, Ms. Soloway, Mr. Lanza  
**Absent:** Mr. Van Doren

**12/03/2019 – Page 2G RESOLUTION**  
Requesting the insertion of an item of revenue and the like sum as an appropriation in the 2019 County Budget for the 2019-2020 C3 County Grant Program in the amount of \$50,821.00 from the New Jersey Department of State.

**Moved:** Ms. Soloway  
**Seconded:** Mr. Holt  
**Roll Call (Ayes):** Ms. Soloway, Mr. Holt, Mr. Lanza, Ms. Lagay  
**Absent:** Mr. Van Doren

**12/03/2019 – Page 2H RESOLUTION**  
Authorizing the Hunterdon County Elections Board to accept a 2018 HAVA Election Security Grant, Voting Machine Pilot, in the amount of \$70,000.00 from the New Jersey Department of State.

**Moved:** Ms. Soloway  
**Seconded:** Mr. Holt  
**Roll Call (Ayes):** Ms. Soloway, Mr. Holt, Mr. Lanza, Ms. Lagay  
**Absent:** Mr. Van Doren

**12/03/2019 – Page 2I RESOLUTION**  
Requesting the insertion of an item of revenue and the like sum as an appropriation in the 2019 County Budget for the a 2018 HAVA Election Security Grant, in the amount of \$70,000.00 from the New Jersey Department of State.

**Moved:** Mr. Holt  
**Seconded:** Ms. Soloway  
**Roll Call (Ayes):** Mr. Holt, Ms. Soloway, Mr. Lanza, Ms. Lagay  
**Absent:** Mr. Van Doren

**PURCHASING, Ray Rule, QPA**

**12/03/2019 – Page 3A RESOLUTION**

Approving award of County RFP 0078-2019, to ARH Associates, Inc., in an amount not to exceed \$180,625.50, for professional engineering design services for the reconstruction of Hunterdon County Bridge E-243, and the approach of Van Lieus Road over Back Brook in East Amwell Township.

**Moved:** Ms. Lagay

**Seconded:** Mr. Holt

**Roll Call (Ayes):** Ms. Lagay, Mr. Holt, Ms. Soloway, Mr. Lanza

**Absent:** Mr. Van Doren

**12/03/2019 – Page 3B RESOLUTION**

Authorizing award of County Bid #2019-20, to Midlantic Construction, LLC, in an amount not to exceed \$6,331,370.80, for the replacement of County Bridge RT-16 on County Route 523 over the North Branch of Rockaway Creek in the Townships of Readington and Tewksbury.

**Moved:** Ms. Soloway

**Seconded:** Mr. Holt

**Roll Call (Ayes):** Ms. Soloway, Mr. Holt, Mr. Lanza, Ms. Lagay

**Absent:** Mr. Van Doren

**12/03/2019 – Page 3C RESOLUTION**

Authorizing the purchase of two mini buses for LINK operations, from Rohrer Enterprises, Inc., in an amount not to exceed \$115,602.00, under the same terms and conditions of County Bid 2018-21.

**Moved:** Ms. Soloway

**Seconded:** Mr. Holt

**Roll Call (Ayes):** Ms. Soloway, Mr. Holt, Mr. Lanza, Ms. Lagay

**Absent:** Mr. Van Doren

**12/03/2019 – Page 3D RESOLUTION**

Authorizing a contract renewal with Custom Care Services, in an amount not to exceed \$38,870.00, to provide landscape maintenance and mowing services at various Hunterdon County facilities under the same terms and conditions of County Bid 2018-20.

**Moved:** Mr. Holt

**Seconded:** Ms. Lagay

**Roll Call (Ayes):** Mr. Holt, Ms. Lagay, Ms. Soloway, Mr. Lanza

**Absent:** Mr. Van Doren

**12/03/2019 – Page 3E RESOLUTION**

Authorizing Requisition #R9-07256, to SHI International Corporation, in an amount not to exceed \$54,656.16, for computer replacement at the Hunterdon County Clerk's Office.

**Moved:** Ms. Soloway

**Seconded:** Mr. Holt

**Roll Call (Ayes):** Ms. Soloway, Mr. Holt, Mr. Lanza, Ms. Lagay

**Absent:** Mr. Van Doren

**12/03/2019 – Page 3F RESOLUTION**

Authorizing Requisition #R9-07355, with SHI International Corporation, in an amount not to exceed \$52,500.00, for the Child Advocacy Center Infoshare Module for the Hunterdon County Prosecutor's Office.

**Moved:** Ms. Soloway

**Seconded:** Ms. Lagay

**Roll Call (Ayes):** Ms. Soloway, Ms. Lagay, Mr. Holt, Mr. Lanza

**Absent:** Mr. Van Doren

**COUNTY ADMINISTRATOR, Kevin Davis**

**CONSENT AGENDA**

"All matters listed under the Consent Agenda are considered to be routine by the Board of Chosen Freeholders of the County of Hunterdon and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired that item will be removed from the Consent Agenda and will be considered separately."

**Moved:** Mr. Holt

**Seconded:** Ms. Soloway

**Roll Call (Ayes):** Mr. Holt, Ms. Soloway, Mr. Lanza, Ms. Lagay

**Absent:** Mr. Van Doren

Approval of the claims in accordance with the Claims Register dated December 03, 2019.

Approval of the executive session meeting minutes of November 06, 2019.

Approval of the executive session and regular meeting minutes of November 19, 2019.

**12/03/2019 – Page 4A**

**RESOLUTION**

Authorizing Final Change Order #1 for the Reconstruction of County Culvert L-77, Hollow Road over a tributary to the Musconetcong River, an increase in the amount of \$8,177.60.

**12/03/2019 – Page 4B**

**RESOLUTION**

Authorizing Requisition #R9-07257, final payment to State Line Construction Company, in the amount of \$100,795.94, for the reconstruction of County Culvert L-77, Hollow Road over a tributary to the Musconetcong River.

**12/03/2019 – Page 4C**

**RESOLUTION**

Authorizing the Freeholder Director to sign the 2019 County Salary Reimbursement Agreement between the County of Hunterdon, and Rutgers, The State University of New Jersey.

**12/03/2019 – Page 4D**

**RESOLUTION**

Authorizing final payment to Messercola Excavating, in the amount of \$4,802.06 for completion of County Bid 2017-16, Demolition of Various Structures in Various Municipalities in Hunterdon County.

**12/03/2019 – Page 4E**

**RESOLUTION**

Acknowledging the appointment of Human Services Director Meagan O'Reilly, as a voluntary, ex-officio member of the goHunterdon Board of Directors.

**12/03/2019 – Page 4F**

**RESOLUTION**

Authorizing the Freeholder Director to sign on behalf of the County, a Funds Exchange Program-Cost Reimbursement Agreement with the New Jersey Department of Transportation, in the amount of \$190,200.00 for a Right of Way acquisition associated with the replacement of Bridge 1050-161, County Route 579 over Norfolk Southern Corp. – Lehigh Valley Main Line in the Township of Bethlehem and Borough of Bloomsbury in Hunterdon County.

**12/03/2019 – Page 4G**

**RESOLUTION**

Approving the regular appointment of Alison Krov to the regular title of Keyboarding 2, in the Hunterdon County Clerk's Office upon successful passage of her New Jersey Civil Service exam.

**12/03/2019 – Page 4H**

**RESOLUTION**

Approving a salary adjustment for Anthony Rosario for being designated as a Level 2 Fire Instructor. in the Fire School Training Center Division, of the Department of Public Safety.

**12/03/2019 – Page 4I**

**RESOLUTION**

Acknowledging the regular appointment of Colleen Runge to the regular title of Keyboarding Clerk 2, in the Division of Planning, of the Department of Planning and Land Use upon successful passage of her New Jersey Civil Service exam.

**12/03/2019 – Page 4J**

**RESOLUTION**

Approving the regular appointment of Dana Neubauer to the regular title of Librarian 2, in the Hunterdon County Library, upon successful passage of her New Jersey Civil Service exam.

**12/03/2019 – Page 4K**

**RESOLUTION**

Acknowledging the regular appointment of Frances McAllister to the regular title of Keyboarding Clerk 2, in the Hunterdon County Clerk's Office, upon successful completion of her New Jersey Civil Service exam.

**12/03/2019 – Page 4L**

**RESOLUTION**

Approving the regular appointment of Jane Ricketts to the regular title of Librarian 2, in the Hunterdon County Library, upon successful passage of her New Jersey Civil Service exam.

**12/03/2019 – Page 4M**

**RESOLUTION**

Approving the regular appointment of Lorretta Nowicki to the regular title of Keyboarding Clerk 2, in the Division of Senior Services, of the Department of Human Services upon successful completion of her New Jersey Civil Service exam.

**12/03/2019 – Page 4N**

**RESOLUTION**

Approving a temporary adjustment in working hours for Kristin Bonham, Public Health Nurse, in the Department of Health.

**12/03/2019 – Page 4O**

**RESOLUTION**

Approving a temporary adjustment in working hours for Michelle Menditto, Health Educator, in the Department of Health.

**12/03/2019 – Page 4P**

**RESOLUTION**

Approving the appointment of Randy Gomez as a temporary, part time, Payroll Specialist in the

Department of Finance.

**12/03/2019 – Page 5A**

**RESOLUTION**

Approving the regular reemployment of Tyler Case to the position of per diem/as needed Public Safety Telecommunicator, in the Division of Communications, of the Department of Public Safety.

**12/03/2019 – Page 5B**

**RESOLUTION**

Confirming a statutory salary adjustment for Acting Prosecutor Michael J. Williams as required under New Jersey P.L. 2018, c. 14, effective January 1, 2020.

**12/03/2019 – Page 5C**

**RESOLUTION**

Approving a temporary/interim salary adjustment for Lorena Batallas, for temporarily filling the role of Supervisor of Accounts in accordance with the collective bargaining agreement with CWA Local 1036.

**GRANTS**

**12/03/2019 – Page 5D**

**RESOLUTION**

Authorizing the Freeholder Director to sign a grant application on behalf of the County, for the Edward Byrne Memorial Justice Assistance Grant (JAG) Program Subaward in the amount of \$46,251.00 for the Office of the Hunterdon County Prosecutor.

**Moved:** Ms. Soloway

**Seconded:** Mr. Holt

**Roll Call (Ayes):** Ms. Soloway, Mr. Holt, Mr. Lanza, Ms. Lagay

**Absent:** Mr. Van Doren

**CORRESPONDENCE**

**FREEHOLDERS COMMENTS/REPORTS**

**Kevin Davis – County Administrator** – announced that the Tuesday December 17<sup>th</sup>, 2019 Freeholder Meeting will be held at the Historic County Courthouse

**OPEN TO THE PUBLIC**


**Mario Orlandi – Readington Township** – Member of the Readington Roundabout Committee; updated the Board on the findings from OPRA Requests and once the committee gets everything together, they will present more to the Board. Update on the Clean Water Supply as well for the river that runs along County Route 523 near the intersection where roundabout could be placed. Gave information on the slope and the calculations that is figured to see if an area is a "Risk Area/ Red Flag" area for roundabouts to be inserted.

**Bob Schonfield – Readington Township** – Voiced his observations and opinion of the roundabout. Gave alternatives that he thinks could be more beneficial than the roundabout.

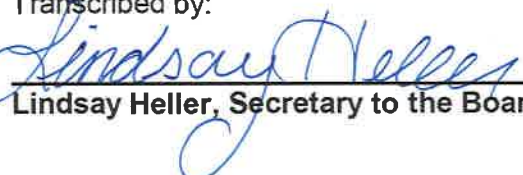
**EXECUTIVE SESSION (Reconvene if necessary)**

The Board Adjourned at 6:46 PM on a motion by Freeholder Holt which was seconded by Freeholder Soloway and carried by voice vote.

Respectfully submitted.

  
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**Brad Myhre, Clerk**

Transcribed by:

  
\_\_\_\_\_  
**Lindsay Heller, Secretary to the Board**