

# AGENDA

## HUNTERDON COUNTY BOARD OF CHOSEN FREEHOLDERS TELECONFERENCE MEETING

71 Main Street, Freeholder's Meeting Room, 2<sup>nd</sup> Floor  
Flemington, New Jersey 08822

July 21, 2020

**Dial-In Number:** 720-399-1558 or 877-658-5107

**Passcode:** 403752

- I. **5:00 p.m. CONVENE:** "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 07, 2020, 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."
- II. **EXECUTIVE SESSION**
- III. **PLEDGE OF ALLEGIANCE – 5:30 p.m.**
- IV. **MOMENT OF SILENCE**
- V. **REPORT FROM COUNTY COUNSEL ON EXECUTIVE SESSION**
- VI. **FREEHOLDER REPORTS**
- VII. **PRESENTATION: Dan Bush, Division Head of Parks**
- VIII. **PRESENTATION: Karen DeMarco, Health Department Director**
- IX. **GRANTS: Janet Previte, CFO**
  01. RESOLUTION - Authorizing the Hunterdon County Department of Health to apply for a grant from the New Jersey Department of Health in the amount of \$100,000.00 for the creation of multi-agency/multi-disciplinary county-wide Overdose Fatality Review Teams (OFRTs).
  02. RESOLUTION - Authorizing the Freeholder Director to sign on behalf of the County, a Letter of Agreement with the Governor's Council on Alcoholism and Drug Abuse, for the period of July 01, 2020 to September 30, 2020 for the receipt of \$25,800.00, for Substance Abuse Prevention and Education.
  03. RESOLUTION - Authorizing the Freeholder Director to sign and accept an Emergency Management Agency Assistance (EMAA) grant from the New Jersey Department of Public Safety for the period of July 01, 2020 to June 30, 2021 in the total program amount of \$110,076.00 (state funds: \$55,000.00; county match of \$55,076.00).
- X. **FINANCE: Janet Previte, CFO**
  01. RESOLUTION- Requesting the insertion of an item of revenue and the like sum as an appropriation in the 2020 County Budget for additional funds received for the FY20 State Health Insurance Program (SHIP) Grant, in the amount of \$2,080.00, from the New Jersey Department of Human Services, Division of Aging Services.

02. RESOLUTION - Requesting the insertion of an item of revenue and the like sum as an appropriation in the 2020 County Budget for the FY20 Clean Communities Grant, in the amount of \$77,502.51.00, from the New Jersey Department of Environmental Protection.

**XI. FARMLAND / OPEN SPACE: William Millette, Senior Planner**

01. RESOLUTION - Approving a Municipal Grant, at the recommendation of the Parks & Open Space Advisory Committee, to High Bridge Borough, for debt service related to the acquisition of the Lake Solitude property, in an amount not to exceed \$11,369.89.
02. RESOLUTION - Approving an Open Space Acquisition Assistance Grant, upon the recommendation of the Parks & Open Space Advisory Committee, to New Jersey Conservation Foundation, for the acquisition of an agricultural easement on the Curtis property, Block 31, Lot 5, approximately 64 acres in Delaware Township, in an amount not to exceed \$407,289.00

**XII. PURCHASING: Ray Rule, Purchasing Agent**

01. RESOLUTION - Authorizing award of County Bid #2020-06 to County Concrete Corporation, in the amount of \$126,875.00, to furnish and deliver transit concrete to the Hunterdon County Department of Public Works.
02. RESOLUTION - Authorizing award of County Bid #2020-07 to Paper Mart, Inc., in the amount of \$56,660.48, to furnish and deliver paper and envelopes to the County of Hunterdon.
03. RESOLUTION - Approving Requisition #R0-03922 with Ben Schaffer & Associates, Inc., in the amount of \$103,759.18, for the construction of pavilions at Teetertown Preserve and Hoffman Park within the Hunterdon County Park System.
04. RESOLUTION - Approving Requisition #R0-04006 with Tetra Tech, in the amount of \$124,958.14, for an update to the Hunterdon County Hazard Mitigation Plan.

**XIII. COUNTY ADMINISTRATOR REPORT: Kevin Davis**

01. RESOLUTION - Confirming the action of the County Administrator to sign a COVID-19 Testing Services Agreement with the Hunterdon Medical Center for a one-year term.

**XIV. 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.”

01. Approval of claims in accordance with the Claims Register dated July 21, 2020.
02. Approval of the regular and executive session meeting minutes of July 07, 2020.
03. RESOLUTION - Authorizing the Freeholder Director and Clerk of the Board to sign a Discharge of Mortgage for Block 15, Lot 33 in the Borough of Flemington.
04. RESOLUTION - Authorizing a 6-month time extension for the replacement of Bridge C-32 in the Township of Clinton, with the New Jersey Department of Transportation Local

- Aid group.
05. RESOLUTION - Approving Contract Modification #1, in the amount of \$76,851.00, for additional design work related to the Church Street Bridge rehabilitation on County Route 579 in the Borough of Bloomsbury.
  06. RESOLUTION - Authorizing the provisional promotional of Tara Harvey-Wharton to the title of Housing Assistance Technician in the Division of Housing, of the Department of Human Services.
  07. RESOLUTION - Authorizing the reclassification of the job title of Andrew Camp to the title of unclassified Emergency Response Specialist, who shall continue to serve as Deputy Emergency Management Coordinator in the Department of Public Safety.
  08. RESOLUTION - Authorizing the provisional reclassification of Suzanne Sollner-Figler as determined by the New Jersey Civil Service Commission, to the title of Maintenance Worker 2 Grounds, in the Division of Parks, of the Department of Planning and Land Use.
  09. RESOLUTION - Authorizing the status change of Erica Rega, Public Safety Telecommunicator, from per-diem to fulltime in the Division of Communications of the Department of Public Safety.
  10. RESOLUTION - Authorizing a base salary increase for Melissa Allen unclassified Confidential Aide, in the Division of Engineering, of the Department of Public Works.
  11. RESOLUTION - Authorizing the transfer and reporting of the Division of Information Technology from the Department of Administrative Services, to the Department of Human Resources, and that changes to the County's Table of Organization shall be made.
  12. RESOLUTION - Authorizing the promotion of Grace M. Kelly to the title of Director of Human Resources and Information Technology.
  13. RESOLUTION - Authorizing the renaming of the Division of Information Services to the Division of Central Services and authorizing changes to the County's Table of Organization.
  14. RESOLUTION - Appointing Robert H. Thurgarland as the Division Head of Central Services within the Department of Administrative Services.
  15. RESOLUTION - Authorizing a base salary adjustment for Elizabeth A. Thompson, Supervisor of Elections.
  16. RESOLUTION - Authorizing the Freeholder Director to sign on behalf of the County, 2020 Master Service Agreements with the State of New Jersey for mailroom, facilities, and vehicle services for the Superior Court of New Jersey.
  17. RESOLUTION - Authorizing the appointment of Michael Pierce as an Intern in the Hunterdon County Department of Finance.

**XV. CORRESPONDENCE**

**XVI. PUBLIC COMMENT**

**XVII. FREEHOLDER COMMENTS/REPORTS**

**XVIII. EXECUTIVE SESSION**

**XIX. ADJOURN**

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION  
#2020 – 435**

**BE IT RESOLVED**, that Hunterdon County Board of Chosen Freeholders does hereby approve of the Hunterdon County Health Department applying for an Overdose Fatality Review Team Grant in the amount of \$100,000.00 from the New Jersey Department of Health; and

**BE IT FURTHER RESOLVED**, that this a new grant request for the Hunterdon County Health Department with a grant period of October 01, 2020 through September 30, 2021 and no county matching funds required.

<b>ROLL CALL</b>	<b>MOVED</b>	<b>SECONDED</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zachary T. Rich, Freeholder						

**ADOPTED July 21, 2020**

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**Brad Myhre, CLERK**

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION  
#2020 – 436**

**Acct. No. G-02-41-7622**

**WHEREAS**, on June 18, 2019 the County of Hunterdon entered into a Letter of Agreement with the Governor’s Council on Alcoholism and Drug Abuse, for the State Fiscal year of July 1, 2019 to June 30, 2020 for the receipt of State funding in the amount of \$181,380.00 for the purpose of Substance Abuse Prevention and Education programming through the County’s Municipal Alliance Programs; and

**WHEREAS**, due to the Covid-19 Fiscal Mitigation Act, the state fiscal year was extended from July 1, 2020 through September 30, 2020 and the Governor’s Council on Alcoholism and Drug Abuse has been authorized to execute a Letter of Agreement for the additional three-month period.

**NOW, THEREFORE, BE IT RESOLVED**, that the Director of the Board of Chosen Freeholders of the County of Hunterdon is hereby authorized to sign, on behalf of the County, a Letter of Agreement with the Governor’s Council on Alcoholism and Drug Abuse, for the period July 1, 2020 to September 30, 2020 for the receipt of State funding in the amount of \$25,800.00 for the purpose of Substance Abuse Prevention and Education programming through the County’s Municipal Alliance Programs.

<b>ROLL CALL</b>	<b>MOVED</b>	<b>SECONDED</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zachary T. Rich, Freeholder						

**ADOPTED** July 21, 2020

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**BRAD MYHRE, CLERK**

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION  
#2020 – 437**

**WHEREAS**, Hunterdon County Office of Emergency Management has been awarded State Homeland Security Grant Program Subaward ALN #97.042, Award #FFY19-EMPG-EMAA-1000 from the New Jersey State Police Office of Emergency Management. The Subaward, consisting of a total amount of **\$110,076.00** including **\$55,000.00** Federal Award and **\$55,076.00** Local Matching Funds, is for the purpose of enhancing Hunterdon County’s ability to prevent, protect against, respond to and recover from acts of terrorism, natural disasters and other catastrophic events and emergencies; and

**WHEREAS**, the Hunterdon County Office of Emergency Management desires to apply for and accept said funding, and

**WHEREAS**, the subgrant award incorporates all conditions and representations contained or made in the application and notice of award; and

**WHEREAS**, as part of this grant, the County OEM is required to administer the grants of local municipalities, including receipt and review of applications and reimbursement requests and receipts and disbursement of the grant funds, and

**WHEREAS**, the Application for Subgrant Award calls for a match in the amount of \$55,076.00 which the Hunterdon County Office of Emergency Management adequately satisfies through the approved budget for salaries and wages and fringe benefits.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Chosen Freeholders of the County of Hunterdon that:

1. The Freeholder Director, the County Chief Fiscal Officer, the County Director of Public Safety, and Coordinator of the Office of Emergency Management, are hereby authorized to submit a grant application to the New Jersey Department of Law and Public Safety, Division of State Police, for Emergency Management Agency Assistance funding in an amount not to exceed \$55,000.00 for the period from July 1, 2020 to June 30, 2021, subject to a county in-kind match of \$55,076.00
2. The Freeholder Director, the County Chief Fiscal Officer, the County Director of Public Safety, and Coordinator of the Office of Emergency Management, are hereby authorized to accept said grant.
3. There is no certification of the Treasurer of the County of Hunterdon annexed hereto because this resolution does not call for or authorize the expenditure of any county funds.
4. A copy of the executed grant agreement shall be filed with the Clerk of the Board of Chose Freeholders.

<b>ROLL CALL</b>	<b>MOVED</b>	<b>SECONDED</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zachary T. Rich, Freeholder						

**ADOPTED** July 21, 2020

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**Brad Myhre, CLERK**

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION  
2020-438**

Chapter 159-2020-013

**WHEREAS**, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

**WHEREAS**, said Director may also approve the insertion of an item of appropriation for an equal amount, and

**WHEREAS**, the County of Hunterdon has received notice of an award of \$2,080 from The State of New Jersey, Department of Human Services, Division of Aging Services and wishes to amend its 2020 Budget to include this amount as revenue.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Chosen Freeholders of the County of Hunterdon hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the 2020 Budget in the sum of \$2,080 which is now available as a revenue under the caption of:

Miscellaneous Revenues-Section D: Special Items of General Revenue Anticipated with Prior Written Consent of the Director of the Division of Local Government Services: Public and Private Revenues Offset with Appropriations:

2020 State Health Insurance Program (SHIP - Additional Funds)

**BE IT FURTHER RESOLVED** that the like sum of \$2,080 is hereby appropriated under the caption of:

General Appropriations-Section A: Operations – Public and Private Programs Offset by Revenues:

2020 State Health Insurance Program (SHIP - Additional Funds)

**BE IT FURTHER RESOLVED**, that the Clerk of the Board forward a certified copy of this resolution to the Director of Local Government Services for approval, via electronic filing in accordance with Local Finance Notice 2014-11.

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zachary T. Rich, Freeholder						

**ADOPTED** July 21, 2020

**Brad Myhre, CLERK**

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION  
2020-439**

Chapter 159-2020-012

**WHEREAS**, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

**WHEREAS**, said Director may also approve the insertion of an item of appropriation for an equal amount, and

**WHEREAS**, the County of Hunterdon has received notice of an award of \$77,502.51 from The State of New Jersey, Department of Environmental Protection and wishes to amend its 2020 Budget to include this amount as revenue.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Chosen Freeholders of the County of Hunterdon hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the 2020 Budget in the sum of \$77,502.51 which is now available as a revenue under the caption of:

Miscellaneous Revenues-Section D: Special Items of General Revenue  
Anticipated with Prior Written Consent of the Director of the Division of Local  
Government Services: Public and Private Revenues Offset with Appropriations:

2020 Clean Communities

**BE IT FURTHER RESOLVED** that the like sum of \$77,502.51 is hereby appropriated under the caption of:

General Appropriations-Section A: Operations – Public and Private Programs  
Offset by Revenues:

2020 Clean Communities

**BE IT FURTHER RESOLVED**, that the Clerk of the Board forward a certified copy of this resolution to the Director of Local Government Services for approval, via electronic filing in accordance with Local Finance Notice 2014-11.

ROLL CALL	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zachary T. Rich, Freeholder						

**ADOPTED** July 21, 2020

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**Brad Myhre, CLERK**



**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION  
#2020 – 440**

**BE IT RESOLVED**, that the Board of Chosen Freeholders of the County of Hunterdon hereby approves, upon the recommendation of the Parks & Open Space Advisory Committee at their May 26<sup>th</sup>, 2020 meeting, the following Municipal Grant Program Application for an allocation of County Open Space Trust Funds, as follows:

High Bridge Borough in the amount not to exceed \$11,369.89 representing its CY 2020 allocation balance and distribution of County Open Space Trust Funds for debt service incurred in connection with the acquisition of the Lake Solitude property (municipal owned property) blocks, 4.07, 40 & 7, lots 1, 2 & 11.01 in High Bridge Borough. Funding from 0-32-00-0004-001 via PO#20-02365.

<b>ROLL CALL</b>	<b>MOVED</b>	<b>SECONDED</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zachary T. Rich, Freeholder						

**ADOPTED** July 21, 2020

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**Brad Myhre, CLERK**

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION  
#2020 – 441**

**WHEREAS**, the Parks & Open Space Advisory Committee was created and charged with the review of all applications for Open Space Trust funds per Hunterdon County Administrative Policy #2008-02, adopted on October 7, 2008, and revised on March 3, 2015, and

**WHEREAS**, after review and evaluation of all applications, the Parks & Open Space Advisory Committee provides recommendations for funding to the Hunterdon County Board of Chosen Freeholders, and

**WHEREAS**, **New Jersey Conservation Foundation** has submitted an Open Space Acquisition Assistance Application and request for funding for a 50% contribution of County funds based on the estimated purchase price of \$814,578.00 to acquire an agricultural preservation easement on Block 31, Lot 5 in the Township of Delaware, estimated 64 acres, known as the **Curtis Farm Easement Acquisition**; County contribution request of \$407,289.00; and

**WHEREAS**, the total County contribution to any one project is limited to 50% of the purchase price; and

**WHEREAS**, on January 27<sup>th</sup>, 2020, and on May 26<sup>th</sup>, 2020, the Parks & Open Space Advisory Committee reviewed, evaluated, scored and ranked the application and the Committee recommends approval.

**NOW THEREFORE, BE IT RESOLVED**, that the Board of Chosen Freeholders of the County of Hunterdon hereby approves, upon the recommendation of the Parks & Open Space Advisory Committee, the New Jersey Conservation Foundation application for the Open Space Acquisition Assistance Grant Program, **50% of the easement purchase price**, in an amount **not to exceed \$407,289.00**. The total County contribution to this project shall not exceed 50% of the negotiated and agreed upon purchase price of the easement. The availability of funding is contingent on verification by the County finance department from the following funding source: 0-32-00-0004-001.

<b>ROLL CALL</b>	<b>MOVED</b>	<b>SECONDED</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zachary T. Rich, Freeholder						

**ADOPTED** July 21, 2020

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**Brad Myhre, CLERK**

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION  
#2020 – 442**

**BID #2020-06**

**Accounts: #0-01-26-0292-755**

**WHEREAS**, bids were received, opened and read in public on Thursday, July 02, 2020, to furnish and deliver transit concrete to the Hunterdon County Department of Public Works; and

**WHEREAS**, one (1) bidder submitted a proposal; and

**WHEREAS**, upon the recommendations of Thomas Mathews, County Engineer and Raymond E. Rule, Jr., Purchasing Agent, it was determined that the bid as submitted by the lowest responsible bidder meets the intent and requirements of the County specifications.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Chosen Freeholders of the County of Hunterdon that the following bid be and is hereby accepted based on being the lowest responsible bidder meeting the specifications for:

**VENDOR**

County Concrete Corporation  
50 Railroad Avenue, PO Box F  
Kenvil, NJ 07847

**ITEM BID**

Furnish and Deliver Transit Concrete to the  
Hunterdon County Department of Public  
Works.

**TOTAL AMOUNT TO BE EXPENDED, NOT TO EXCEED: \$126,875.00**

**BE IT FURTHER RESOLVED**, that the Director and Clerk of the Board of Chosen Freeholders of the County of Hunterdon are hereby authorized to execute the contract subject to review of County Counsel; and

**BE IT FURTHER RESOLVED**, that the Chief Financial Officer of the County of Hunterdon has certified the availability of funds for the purposes set forth in this Resolution, and such funds are provided for in the duly adopted budget of the County of Hunterdon.

<b>ROLL CALL</b>	<b>MOVED</b>	<b>SECONDED</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zachary T. Rich, Freeholder						

**ADOPTED** July 21, 2020

\_\_\_\_\_  
**Brad Myhre, CLERK**

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION  
#2020 – 443**

**BID #2020-07**

**Accounts: #0-01-20-0102-307**

**WHEREAS**, bids were received, opened and read in public on Thursday, July 02, 2020, to furnish and deliver fine paper and envelopes to the County of Hunterdon; and

**WHEREAS**, one (1) bidder submitted a proposal; and

**WHEREAS**, upon the recommendation of Raymond E. Rule, Jr., Purchasing Agent, it was determined that the bid as submitted by the lowest responsible bidder meets the intent and requirements of the County specifications.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Chosen Freeholders of the County of Hunterdon that the following bid be and is hereby accepted based on being the lowest responsible bidder meeting the specifications for:

**VENDOR**

Paper Mart, Inc.  
151 Ridgedale Avenue  
East Hanover, NJ 07936

**ITEM BID**

Furnish and Deliver Fine Paper and  
Envelop

**TOTAL AMOUNT TO BE EXPENDED, NOT TO EXCEED: \$56,660.48**

**BE IT FURTHER RESOLVED**, that the Director and Clerk of the Board of Chosen Freeholders of the County of Hunterdon are hereby authorized to execute the contract subject to review of County Counsel; and

**BE IT FURTHER RESOLVED**, that the Chief Financial Officer of the County of Hunterdon has certified the availability of funds for the purposes set forth in this Resolution, and such funds are provided for in the duly adopted budget of the County of Hunterdon.

<b>ROLL CALL</b>	<b>MOVED</b>	<b>SECONDED</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zachary T. Rich, Freeholder						

**ADOPTED** July 21, 2020

\_\_\_\_\_  
**Brad Myhre, CLERK**

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION  
#2020 – 444**

**WHEREAS**, the Local Public Contracts Law requires that purchases in excess of \$44,000.00 be approved by resolution of the Governing Body; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Chosen Freeholders of the County of Hunterdon does hereby approve the purchase of commodity(s)/service(s), requisition(s), #R0-03922, with Ben Schaffer & Associates, Inc., doing business at PO Box 844, Lake Hopatcong, NJ 07849, for the construction of pavilions for Teetertown Preserve and Hoffman Park in an amount not to exceed \$103,759.18; and

**BE IT FURTHER RESOLVED**, the commodity(s)/service(s) will be purchased under Capital Account #04-55-1601-901; C-04-55-1702-302; C-04-55-1902-904; and C-04-55-1902-905; and

**BE IT FURTHER RESOLVED**, that the Chief Financial Officer of the County of Hunterdon has certified the availability of funding in the County Budget.

<b>ROLL CALL</b>	<b>MOVED</b>	<b>SECONDED</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zachary T. Rich, Freeholder						

**ADOPTED** July 21, 2020

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**Brad Myhre, CLERK**

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION  
#2020 – 445**

**WHEREAS**, the Local Public Contracts Law requires that purchases in excess of \$44,000.00 be approved by resolution of the Governing Body; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Chosen Freeholders of the County of Hunterdon does hereby approve the purchase of commodity(s)/service(s), requisition(s), #R0-04006, with Tetra Tech., doing business at 240 Continental Drive, Suite 200, Newark, DE 19713, for an updated to the Hunterdon County Hazard Mitigation Plan, in an amount not to exceed \$124,958.14; and

**BE IT FURTHER RESOLVED**, the commodity(s)/service(s) will be purchased under Grant Account #02-41-7512-019 (2019 Hazard Mitigation Plan Grant); and

**BE IT FURTHER RESOLVED**, that the Chief Financial Officer of the County of Hunterdon has certified the availability of funding in the County Budget.

<b>ROLL CALL</b>	<b>MOVED</b>	<b>SECONDED</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zachary T. Rich, Freeholder						

**ADOPTED** July 21, 2020

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**Brad Myhre, CLERK**

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION  
#2020 – 446**

**BE IT RESOLVED**, that Hunterdon County Board of Chosen Freeholders hereby confirms the action of the County Administrator to sign a COVID-19 Testing Services Agreement with the Hunterdon Medical Center for a one-year term effective July 20, 2020 to July 19, 2021.

<b>ROLL CALL</b>	<b>MOVED</b>	<b>SECONDED</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zachary T. Rich, Freeholder						

**ADOPTED** July 21, 2020

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**Brad Myhre, CLERK**

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION  
#2020 – 447**

**WHEREAS**, the County of Hunterdon is the mortgagee in a certain mortgage executed by David and Jill Goetz on February 11, 1985 and recorded on March 20, 1985 in Mortgage Book 0675, at Page 0364 in the Office of the Hunterdon County Clerk. The mortgage being a lien in the amount of \$7,262.00 on property known as Block 15, Lot 33 in the Borough of Flemington, Hunterdon County, State of New Jersey.

The mortgage has been paid in full and may be discharged or canceled of record.

**NOW, THEREFORE, BE IT RESOLVED**, that the Director and Clerk of the Board of Chosen Freeholders of the County of Hunterdon are hereby authorized to execute the Discharge of Mortgage so that said mortgage may be canceled of record.

<b>ROLL CALL</b>	<b>MOVED</b>	<b>SECONDED</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zachary T. Rich, Freeholder						

**ADOPTED** July 21, 2020

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**BRAD MYHRE, CLERK**



**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION  
#2020 – 448**

**WHEREAS**, the project was delayed due to a number of circumstances that were not originally anticipated when the project was initially planned. These circumstances included the following: the requirement of an Intensive-Level Historic Architectural Survey of the existing bridge; subsequent requirement of a Historic Bridge Alternatives Analysis with the preparation of a Historic American Engineering Record report; and local residents and historic society request that the existing truss bridge be reattached onto the new structure, this request was accommodated, but required modification of the bridge design.

**BE IT THEREFORE RESOLVED**, the County requests that a 6-month time extension be granted so as to award the project by January 26, 2021 and commence construction (road closure) in June of 2021 when cleared of NJDEP restrictions.

<b>ROLL CALL</b>	<b>MOVED</b>	<b>SECONDED</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zachary T. Rich, Freeholder						

**ADOPTED** July 21, 2020

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**Brad Myhre, CLERK**

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION  
#2020 – 449**

**BE IT RESOLVED**, that the Board of Chosen Freeholders of the County of Hunterdon hereby approves Contract Modification #1 with the New Jersey Department of Transportation Local Aid Division, in the amount of \$76,851.00, for additional design work related to the Church Street Bridge rehabilitation on County Route 579 in the Borough of Bloomsbury.

<b>ROLL CALL</b>	<b>MOVED</b>	<b>SECONDED</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zachary T. Rich, Freeholder						

**ADOPTED** July 21, 2020

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**Brad Myhre, CLERK**

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION  
#2020 – 450**

**BE IT RESOLVED**, that Hunterdon County Board of Chosen Freeholders hereby approves the provisional promotional appointment of Tara Harvey-Wharton as a position of Housing Assistance Technician in the Department of Human Services, Housing Division.

Effective: August 8, 2020  
Weekly Hours: 35  
Base Salary: \$31,528.20  
Union: CWA Rank & File

<b>ROLL CALL</b>	<b>MOVED</b>	<b>SECONDED</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zachary T. Rich, Freeholder						

**ADOPTED** July 21, 2020

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**Brad Myhre, CLERK**

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION  
#2020 – 451**

**BE IT RESOLVED**, that Hunterdon County Board of Chosen Freeholders hereby approves the reclassification of job title of Andrew Camp as an unclassified Emergency Response Specialist, who shall continue to serve in the designation of Deputy Emergency Management Coordinator in the Department of Public Safety, Emergency Management Division.

Effective: August 4, 2020

<b>ROLL CALL</b>	<b>MOVED</b>	<b>SECONDED</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zachary T. Rich, Freeholder						

**ADOPTED** July 21, 2020

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**Brad Myhre, CLERK**

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION  
#2020 – 452**

**BE IT RESOLVED**, that the Hunterdon County Board of Chosen Freeholders hereby approves the provisional reclassification of Suzanne Sollner-Figler as determined by the New Jersey Civil Service Commission decision dated May 28, 2020, reclassifying the assigned title to Maintenance Worker 2 Grounds in the Department of Planning & Land Use, Division of Parks.

Effective: October 26, 2019  
Base Salary: \$43,266.56  
Hours: 40 per week  
Union: CWA Rank & File

<b>ROLL CALL</b>	<b>MOVED</b>	<b>SECONDED</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zachary T. Rich, Freeholder						

**ADOPTED** July 21, 2020

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**Brad Myhre, CLERK**

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION  
#2020 – 453**

**BE IT RESOLVED**, that Hunterdon County Board of Chosen Freeholders approves the status change of Erica Rega, Public Safety Telecommunicator from per diem position to fulltime in the Department of Public Safety, Communications Division.

Effective: August 8, 2020  
Weekly Hours: 40  
Holiday Differential: 72 hours  
Base Salary: \$35,000  
Union: CWA Rank & File

<b>ROLL CALL</b>	<b>MOVED</b>	<b>SECONDED</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zachary T. Rich, Freeholder						

**ADOPTED** July 21, 2020

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**Brad Myhre, CLERK**

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION  
#2020 – 454**

**WHEREAS**, Melissa Allen, Confidential Aide in the Division of Engineering has assumed additional duties including serving as the office manager, time keeper, processor of payroll, assisting with budget preparation, invoicing and purchase orders, creating and administering account ledgers, billing and funding for federal and state funded projects, overseeing budget accounts, insurance claim paperwork, end of year accounting paperwork for NJDOT, and other duties as assigned by the County Engineer;

**NOW THEREFORE BE IT RESOLVED**, that the Hunterdon County Board of Chosen Freeholders hereby approves a base salary increase (with longevity rolled into base) for Melissa Allen the unclassified Confidential Aide in the Department of Public Works, Division of Engineering.

Effective: July 13, 2020  
Base Salary: \$65,243.13  
Biweekly Hours: 40

<b>ROLL CALL</b>	<b>MOVED</b>	<b>SECONDED</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zachary T. Rich, Freeholder						

**ADOPTED** July 21, 2020

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**Brad Myhre, CLERK**

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION  
#2020 – 455**

**WHEREAS**, the Board of Chosen Freeholders of the County of Hunterdon desires to reorganize the Table of Organization in a manner that better meets the needs of the County; and

**WHEREAS**, the Division of Information Technology is currently contained within the Department of Administrative Services; and

**WHEREAS**, there is a desire to relocate the Division of Information Technology, to the Department of Human Resources; and

**WHEREAS**, the Board of Chosen Freeholders of the County of Hunterdon is fully committed to enhancing its information technology capabilities to better meet the operational needs of the county workforce, the public, and adjusting to the ongoing public health emergency;

**NOW, THEREFORE, BE IT RESOLVED**, that the Hunterdon County Board of Chosen Freeholders does hereby approve of the relocation of the Division of Information Technology to the Department of Human Resources; and

**BE IT FURTHER RESOLVED**, that this change shall take place on Monday, July 27, 2020 and that changes to the County’s Table of Organization shall be made to reflect the new Department of Human Resources and Information Technology.

<b>ROLL CALL</b>	<b>MOVED</b>	<b>SECONDED</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zachary T. Rich, Freeholder						

**ADOPTED** July 21, 2020

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**Brad Myhre, CLERK**



**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION  
#2020 – 456**

**BE IT RESOLVED**, that the Hunterdon County Board of Chosen Freeholders hereby appoints Grace M. Kelly as the full time Department Director of the Department of Human Resources and Information Technology.

Effective: July 27, 2020  
Weekly Hours: 40  
Base Salary: \$130,000.00

<b>ROLL CALL</b>	<b>MOVED</b>	<b>SECONDED</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zachary T. Rich, Freeholder						

**ADOPTED** July 21, 2020

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**Brad Myhre, CLERK**

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION  
#2020 – 457**

**WHEREAS**, the Board of Chosen Freeholders of the County of Hunterdon desires to reorganize the Table of Organization in a manner that better meets the needs of the County; and

**WHEREAS**, the Division of Information Services currently comprises of Central Mail and Printing; and

**WHEREAS**, there is a desire by the Hunterdon County Board of Chosen Freeholders to rebrand the Division of Information Services to reflect the operational activities of the Division; and

**NOW, THEREFORE, BE IT RESOLVED**, that the County Board of Chosen Freeholders of the County of Hunterdon does hereby rename the Division of Information Services as the ***Division of Central Services*** and authorizes that changes be made to the County’s Table of Organization to reflect the same.

<b>ROLL CALL</b>	<b>MOVED</b>	<b>SECONDED</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zachary T. Rich, Freeholder						

**ADOPTED** July 21, 2020

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**Brad Myhre, CLERK**

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION  
#2020 – 458**

**BE IT RESOLVED**, that the Hunterdon County Board of Chosen Freeholders hereby appoints Robert H. Thurgarland as the Division Head of Central Services within the Department of Administrative Services.

Effective: July 27, 2020  
Weekly Hours: 40  
Base Salary: To remain the same  
Union: AFSCME

<b>ROLL CALL</b>	<b>MOVED</b>	<b>SECONDED</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zachary T. Rich, Freeholder						

**ADOPTED** July 21, 2020

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**Brad Myhre, CLERK**

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION  
#2020 – 459**

**BE IT RESOLVED**, that the Hunterdon County Board of Chosen Freeholders does hereby authorize a salary adjustment for Elizabeth A Thompson, Supervisor of the Hunterdon County Board of Elections.

Effective: January 1, 2020  
Base Salary: \$70,000.00  
Union: Unaffiliated

<b>ROLL CALL</b>	<b>MOVED</b>	<b>SECONDED</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zachary T. Rich, Freeholder						

**ADOPTED** July 21, 2020

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**Brad Myhre, CLERK**

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION  
#2020 – 460**

**BE IT RESOLVED**, that the Director of the Board of Chosen Freeholders of the County of Hunterdon are hereby authorized to sign, on behalf of the County, the 2020 Master Service Agreements contracting with the State of New Jersey for Mailroom Services, Facilities Services, and Vehicle Services for Superior Court of New Jersey.

<b>ROLL CALL</b>	<b>MOVED</b>	<b>SECONDED</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zach Rich, Freeholder						

**ADOPTED:** July 21, 2020

**Brad Myhre, CLERK**

**STATE OF NEW JERSEY  
COUNTY OF HUNTERDON**

**RESOLUTION  
#2020 – 461**

**BE IT RESOLVED**, that the Hunterdon County Board of Chosen Freeholders hereby appoints Michael Pierce as an Intern in the Hunterdon County Department of Finance.

Effective Date: July 27, 2020  
Salary: \$12.00 per hour  
Hours Per Week: not to exceed 40

<b>ROLL CALL</b>	<b>MOVED</b>	<b>SECONDED</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Shaun C. Van Doren, Director						
Susan J. Soloway, Deputy Director						
John E. Lanza, Freeholder						
J. Matthew Holt, Freeholder						
Zachary T. Rich, Freeholder						

**ADOPTED** July 21, 2020

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**Brad Myhre, CLERK**