



Somerset County
Board of County Commissioners

Commissioner Meeting Room
County Administration Building
20 Grove Street, P.O. Box 3000
Somerville, New Jersey 08876

Meeting Agenda

Work Session Meeting

March 12, 2024

5:00pm

In compliance with the open public meetings act of the state of New Jersey on January 12, 2024 adequate notice of this meeting was provided as required by law.

Additionally, this meeting is being digitally recorded and livestreamed on the Somerset County website

For public access please email your questions to: **Countyboardmeeting@co.somerset.nj.us**

The public may participate in this meeting by calling (908) 231-7075.

PLEDGE OF ALLEGIANCE:

I would like to welcome everyone to the March 12, 2024 Work Session of the Somerset County Board of Commissioners. This agenda and the items on it are for discussion and will be considered at the next Commissioner Meeting of March 26, 2024. No action will be taken at this meeting unless the measure and its adoption are needed in a manner necessary to continue county business.

ROLL CALL:

Commissioner Drake
Commissioner Singleterry
Commissioner Marano
Deputy Director Sooy
Director Robinson

REPORTS:

Director Robinson (Finance & Administration)
Deputy Director Sooy (Business Partnership, Finance)
Commissioner Marano (Public Works)
Commissioner Drake (Human Services)
Commissioner Singleterry (Public Health & Safety)

COMMUNICATIONS

- #19 Notice of Filing and of Public Hearing of a petition regarding Public Service Electric and Gas Company (“PSE&G”) for approval of changes in its electric green program’s recovery charge, BPU Docket Nos. ER23070423 & GR23070424.
- #20 Notice of Filing and of Public Hearing of a petition regarding Jersey Central Power & Light (“JCP&L”), seeking approval to extend its Board-approved Energy Efficiency and Conversation Plan for Triennium 1 by six months, BPU Docket No. EO20090620.
- #21 Notice of Filing and of Public Hearing of a petition regarding Jersey Central Power & Light (“JCP&L”), seeking approval of a Zero Emission Certificate Recovery Charge (“ZECRC”) Filing, BPU Docket No. EO24010054.
- #22 Notice of Filing and of Public Hearing of a petition regarding New Jersey American Water Company, Inc., Seeking Recovery of Regulatory Asset Established for Incremental COVID-19 Related Expenses and for Establishment of an Uncollectable Adjustment Clause, BPU Docket No. WR23050275.
- #23 Ridge Oak Senior Housing. Notification of availability for a senior housing application waitlist.

NEW BUSINESS:*ADMINISTRATION – Colleen Mahr, County Administrator*

Greater Raritan WDB

- 24-600 Authorizing the submission of a Memorandum of Understanding / Infrastructure Funding Agreement between the Greater Raritan Development Board's One-Stop Career Center Partners.

ENGINEERING AND PLANNING – Matthew D. Loper, Director

Planning

- 24-601 Authorizing release of a cash performance surety to Giraldi Builders in the amount of \$21,211.08 (representing the sum of the performance surety of \$21,211.08 plus \$71.09 in accrued interest with a total not to exceed \$21,282.17). Deposited into account #22-228-55-390-160-003, posted as a guarantee for roadwork performed within the County right-of-way on Old York Road, County Route #567 for a four lot residential subdivision.

PUBLIC HEALTH & SAFETY – Dr. Terry Clancy, Director

Emergency Management

- 24-602 Authorizing the appointment of Susanne Dudek as Deputy Coordinator of Somerset County's Office of Emergency Management for a two year term ending March 26th, 2026.
- 24-603 Authorizing the Office of Emergency Management to apply for various Hazardous Materials Safety grant funding opportunities to further the efforts of Somerset County's Hazardous Materials Emergency Response Team.
- 24-604 Authorizing the Office of Emergency Management to apply for and accept the FY24 State Homeland Security Grant Funding for County Police, Fire, Rescue, Emergency Management, Prosecutor’s, and Sheriff’s Departments to build, maintain and sustain national preparedness capabilities.

- 24-605 Authorizing the Office of Emergency Management to apply for and accept the FY24 Emergency Management Agency Assistance (EMAA) as a sub grantee of up to \$110,100.00, these funds include a local in-kind match of \$55,000.00 through existing Emergency Management operating salary budget.
- 24-606 Authorizing the Somerset County Department of Public Health and Safety to apply for and accept funding up to \$11,632.00 from the New Jersey Department of Health for the purpose of continuing the Right to Know Program Comprehensive Cancer Control Plan at the County level under the state fiscal year 2025 Right to Know Grant for the period 7/1/2024 through 6/30/2025.
- Health
- 24-607 Amending Resolution 23-908, authorizing the Somerset County Department of Health to apply and accept funding from the New Jersey Department of Health, Office of Local Public Health, up to \$310,000.00 for the Childhood Lead Exposure Prevention (CLEP) Grant July 1, 2023 to June 30, 2024.
- 24-608 Amending Resolution 23-1811, authorizing the Somerset County Department of Health to apply and accept funding from the New Jersey Department of Health, Office of Cancer Control and Prevention, up to \$110,000.00 for the Regional Chronic Disease Coalition July 1, 2023 to June 30, 2024.

AWARD OF CONTRACTS:*ADMINISTRATION – Colleen Mahr, County Administrator*

Human Resources

- 24-609 Authorizing an award of contract for Employee Assistance Program / Substance Abuse Professional Competitive Contract CY-COM-0024-23 to Corporate Counseling Associates, Inc. (New York, NY) second year of a five-year contract. Total not to exceed \$24,000.00.

ENGINEERING AND PLANNING – Matthew D. Loper, Director

Engineering

- 24-610 Authorizing award of professional services contract to KS Engineers, PC, Newark, New Jersey for the replacement of County Bridge No. F1103, Douglas Road over Tributary to Moggy Brook, Bernards Township and Borough of Far Hills. Total not to exceed \$354,983.35.
- 24-611 Authorizing award of professional services contract to Najarian Associates, Eatontown, New Jersey for 2024 Stream Scour and Illicit Connection Outfall Inspections, Somerset County, New Jersey. Total not to exceed \$47,476.00.
- 24-612 Authorizing award of professional services contract to Naik Consulting Group, LLC, Edison, NJ for construction inspection of traffic and roadway improvements at Hillcrest Road and Emerson Lane, Warren Township, Somerset County, New Jersey. Total not to exceed \$65,860.80.
- 24-613 Authorizing award of professional services contract to French & Parrello Associates, Wall, NJ for kitchen renovations at the Warrenbrook Senior Center, 500 Warrenville Road, Warren Township, Somerset County, New Jersey. Total not to exceed \$15,700.00.

- 24-614 Authorizing award of professional services contract to USA Architects, Planners, and Interior Designers, P.A. Somerville, NJ for restoration of spray fireproofing at the Somerset County Jail, 40 Grove Street, Somerville Borough, Somerset County, New Jersey. Total not to exceed \$29,500.00.
- 24-615 Authorizing award of professional services contract to Van Cleef Engineering, Hillsborough, NJ for an open space and topographic survey of the Thompson Property, Block 165, Lots 1, 2, 3 & 13 and, Block 169, Lot 3, Hillsborough Township, Somerset County, New Jersey. Total not to exceed \$95,625.00.
- 24-616 Authorizing award of contract CC-0102-24 to T2 UES, Inc., Cherry Hill, NJ for Open End Contract for Subsurface Utility Investigation, Somerset County, New Jersey. Total not to exceed \$175,625.00.
- 24-617 Authorizing Consultant Agreement Modification No.1 to French & Parrello Associates, Wall, NJ for construction inspection services for Bridges B0301, C0705, and H0910, Various Townships, Somerset County, New Jersey. Total not to exceed \$70,950.00. New contract amount of \$378,950.00.

HUMAN SERVICES – Michael J. Frost, Director

Operations and Planning

- 24-618 Authorizing amendment to R24-412 to correct dates and times of proposal openings for subcontract agreement with substance use agencies and the County Comprehensive Alcohol and Drug Use contract #24-540-ADA-0 for the period of January 1, 2024 through December 31, 2024.

PROSECUTOR'S OFFICE – Thomas L. White, Administrator

- 24-619 VOID

PUBLIC HEALTH & SAFETY – Dr. Terry Clancy, Director

Emergency Management

- 24-620 Authorizing the purchase of Hazmat respiratory equipment from Gen-El Safety and Industrial Products, Randolph, NJ, utilizing 17-FLEET-00784. Total not to exceed \$37,677.00.

PUBLIC WORKS – Paul McCall, Director

Facilities and Services

- 24-621 Authorizing an award of contract to Direct Flooring, Flemington, NJ utilizing #ESCNJ 23/24-14 for the replacement of carpeting and flooring at the Historic Court House. Total not to exceed \$24,780.18.

Roads & Bridges

- 24-622 Authorizing the purchase of (2) Ford F-550 Crew Cab Chassis Dump with options from Nielson Ford, Morristown, NJ., utilizing Contract # ESCNJ 23/24-04, (2) body and salt spreaders with options from A&K Equipment Co. Inc., Rahway, NJ., utilizing Contract # ESCNJ 23/24-04 and (2) Western plows with options from Trius Inc., Farmingdale, NJ., utilizing Contract # ESCNJ 22/23-12. Total not to exceed \$187,748.20.

- 24-623 Rescinding resolution R21-1205 for the purchase of a Kubota RTV-X1100CWL-H with standard options from Cherry Valley Tractor Sales, Marlton, NJ. Total not to exceed (\$18,303.74).

FINANCE:*ADMINISTRATION – Colleen Mahr, County Administrator*

Human Resources

- 24-624 Amending of certification of funds for previously awarded contracts to: C.A. Short Company (Shelby, NC), DSI Medical Services, Inc. (Horsham, PA), Natirar Resort Development, LLC (Peapack, NJ), Occupational Health Centers of NJ, P.A. (Elkridge, MD), Personnel Data Systems, Inc. (Blue Bell, PA), Princeton Healthcare System (Plainsboro, NJ), and WEX Health, Inc. (Portland, ME). Resolution is to cancel various open blanket purchase orders that are no longer needed. Total not to exceed (\$36,425.28).

- 24-625 Authorizing payment of a confirming order to C.A. Short Company (Shelby, NC) for January 2024 invoice containing service award and retirement gifts for 2023. Total not to exceed \$1,128.00.

Public Information

- 24-626 Authorizing certification of funds for previously awarded contract to Jersey Printing Associates for the printing and mailing of a direct mail newsletter (R24-512). Total not to exceed \$22,829.00.

CONSTITUTIONAL OFFICERS

County Clerk

- 24-627 Approval to pay confirming order to Toshiba America Business Solutions, Inc., Pottstown, PA for Equipment Maintenance. Total not to exceed \$1,238.55.

ELECTION BOARD – Jerry L. Midgette, Esq., Administrator

- 24-628 Authorizing certification of funds for previously awarded contracts #CC-0040-22, to Royal Printing Service, West New York, NJ for Voting Authority booklets for the Somerset County Board of Elections, Primary Election 2024. Total not to exceed \$14,662.50.

- 24-629 Authorizing certification of funds for previously awarded contracts #CY-COM-0075-21 to Election Systems and Software, LLC, Omaha, NE for Election services to the Somerset County Board of Elections, Primary Election 2024. Total not to exceed \$107,000.00.

- 24-630 Approval to pay confirming order to Thomson Reuters - West, St. Paul, MN for legal subscriptions for the Election Board, 2023. Total not to exceed \$410.00.

ENGINEERING AND PLANNING – Matthew D. Loper, Director

Engineering

- 24-631 Authorizing the purchase of property for the replacement of County Bridge D1302, Pottersville Road (CR 512) over Peapack Brook, Peapack and Gladstone Borough in the County of Somerset and State of New Jersey. Total not to exceed \$11,751.25.

- 24-632 Authorizing certification of funds for previously awarded contract to US Geological Survey, Lawrenceville, NJ for cooperative agreement with the Department of the Interior USGS for operation of a flood information system. Amount not to exceed \$87,332.50.

24-633 Authorizing certification of funds for previously awarded contract to T.R. Weniger, Inc., Piscataway, NJ for Parks Open Ended Maintenance Contract, Neshanic Valley Golf Course, clubhouse full roof replacement. Total not to exceed \$171,811.45.

Planning

24-634 Authorizing the reallocation of Special Projects Grant Program funds from the Sourland Conservancy to the Stoutsburg Sourland African American Museum for the acquisition of the True Farmstead in the Township of Montgomery.

HUMAN SERVICES – Michael J. Frost, Director

Aging and Disability Services

24-635 Authorizing certification of funds for previously awarded contracts for Adult Day Care in the amount of \$203,610.00, Jewish Family Services in the amount of \$21,995.00 for Friendly Visitor Services and \$75,232.00 for Senior Shopper Services, Legal Services of Northwest Jersey in the amount of \$93,000.00, and Somerset County Board of Social Services in the amount of \$153,648.00. Total not to exceed \$547,485.00.

24-636 Approval to pay confirming order for B. Ramirez for the Zumba Gold classes from Sept-Nov 2023. Total not to exceed \$360.00.

24-637 Approval to pay confirming order for Able Mechanical Inc., Red Bank, NJ for the repair of HBSC refrigerator. Total not to exceed \$245.00.

24-638 Approval to pay confirming order for Martin & Edith Stein, Somerset, NJ for the Kosher Meals. Total not to exceed \$840.00.

24-639 Approval to pay confirming order for OTC Brands, Inc., Omaha, NE for the purchase of supplies for Senior Centers. Total not to exceed \$71.52.

24-640 Approval to pay confirming order for Saker ShopRites, Inc., Holmdel, NJ for the refreshments for the meeting with Aging Advisory Council. Total not to exceed \$25.97.

Community Development Office

24-641 Approval to pay confirming order to Ricoh. Total not to exceed \$188.28.

Richard Hall CHWC

24-642 Authorizing certification of funds of previous awarded contract for Qualifacts Systems, Inc., Contract #CC-0121-20 for Richard Hall CHWC Qualifacts Electronic Health Records System, third year of a seven year contract. Total not to exceed \$38,000.00.

24-643 Authorizing certification of funds for previously awarded contracts for Freedom Yoga Studio Contract #CC-0156-23 for the continuation of services through our Wellness program. Total not to exceed \$1,000.00.

24-644 Amending resolution R24-329 to correct not to exceed amount. New total not to exceed \$1,739.21.

FINANCE & ADMINISTRATIVE SERVICES – Yvonne E. Childress, Director & CFO

Finance

24-645 Payment of Claims and Ratifying Payment of Claims.

PROSECUTOR'S OFFICE – Thomas L. White, Administrator

- 24-646 Approval to pay confirming order to Mideo Systems, Inc., Huntington Beach, California, for a maintenance contract. Total not to exceed \$11,557.46.
- 24-647 Authorizing payment of a confirming order to Printing Supplies USA, Plainsboro, New Jersey, for printing supplies. Total not to exceed \$635.16.
- 24-648 Approval to pay confirming order to Mike's Towing & Recovery, Branchburg, NJ, for towing of crime vehicles. Total not to exceed \$203.00.

PUBLIC HEALTH & SAFETY – Dr. Terry Clancy, Director

911 Communications

- 24-649 Authorizing certification of funds to MCS OPCO for previously awarded contracts. Utilizing Contract number CC-0024-21, total not to exceed \$2,040.00.
- 24-650 Approval to pay a confirming order to Hill Top Associates for the annual tower rental fee for Old Stagecoach Rd. Tower. Tower Lease from 1/01/2024 to 12/31/2024. Total not to exceed \$57,460.42.
- 24-651 Approval to pay confirming order to Target Solutions Learning LLC for Guardian Tracking Implementation & Training. Total not to exceed \$500.00.

PUBLIC WORKS – Paul McCall, Director

Facilities and Services

- 24-652 Authorizing certification of funds for previously awarded contracts to Julius Roehrs Company, Farmingdale, NJ, for landscape services, A.M.E., Inc., Fairfield, NJ for automated systems maintenance, Dave's Suburban Disposal Service, LLC, Flagtown, NJ for refuse disposal, Millennium Mechanical, LLC, Little Falls, NJ for monthly maintenance, Slade Industries, Inc., Mountainside, NJ for elevator maintenance, Systems Design Group, LLC, Flemington, NJ for security door monthly maintenance. Total not to exceed \$129,306.00.
- 24-653 Approval to pay confirming order to Millennium Mechanical, LLC, Little Falls, NJ for 40 N. Bridge St. repairs, Systems Design Group, Flemington, NJ for December 2023 monthly maintenance, Merchantville Overhead Door Company, Camden, NJ for 209 Cougar Court, door #1. Total not to exceed \$27,157.90.

Recycling

- 24-654 Approval to pay confirming order for commodities to Colgate Paper Stock Co., New Brunswick, NJ. Total not to exceed \$23,746.57.

Roads & Bridges

- 24-655 Approval to pay confirming orders to Atlantic Salt, Inc., Lowell, MA., for rock salt, Messercola Excavating Co. Inc., Plainfield, NJ., for snow removal and A.C. Schultes, Woodbury Heights, NJ., for Green Brook Flood Project. Total not to exceed \$76,850.25.
- 24-656 Approval to pay confirming orders to Atlantic Salt, Inc., Lowell, MA., for rock salt. Total not to exceed \$74,892.07.

Vehicle Maintenance

- 24-657 Authorizing certification of funds for previously awarded contracts to Engine Land, Inc., Elizabeth, NJ, Mike's Towing & Recovery, Branchburg, NJ, Cliffside Body Corporation, Fairview, NJ, D & B Auto Supply, Middlesex, NJ, Fred Beans Parts, Inc., Doylestown, PA, Air Brake & Equipment, Hillside, NJ, Detcon, Farmingdale, NJ, H.A. DeHart & Son, Inc., Thorofare, NJ, Sanitation Equipment, Totowa, NJ, The Hose Shop, Piscataway, NJ, Barnwell House of Tires, Inc., Fairfield, NJ, F & S Tire Corp., Edison, NJ, for parts & repairs. Total not to exceed \$100,000.00.
- 24-658 Approval to pay confirming orders to Independence Constructors, Bridgewater, NJ \$33,417.26 for fuel tank repairs, National Fuel Oil Inc., Newark NJ \$101,746.40 for gasoline, National Fuel Oil, Inc., Newark, NJ \$52,790.35 for diesel. Total not to exceed \$187,954.01.
- 24-659 Approval to pay confirming orders to Allegiance Trucks, LLC, Lewisville, TX \$4,115.99, Campbell Freightliner, LLC, Monroe, NJ \$137.06, Steril-Koni USA, Inc., Stevensville, MD \$489.80, Cherry Valley Tractor Sales, Marlton, NJ \$420.50, Cliffside Body Corporation, Fairview, NJ \$2,446.15, Air Brake & Equipment, Hillside, NJ \$3,330.58, Sanitation Equipment, Totowa, NJ \$157.62, The Hose Shop, Piscataway, NJ \$2,149.96 for parts and repairs. Total not to exceed \$13,247.66.
- 24-660 Approval to pay confirming orders to Sanitation Equipment, Totowa, NJ \$7,229.40 for parts and repairs. Total not to exceed \$7,229.40.
- 24-661 Approval to pay confirming orders to Gabrielli Kenworth of NJ, Dayton, NJ \$197.50 for parts and repairs. Total not to exceed \$197.50.

TAX BOARD – Charles Eader, Administrator

- 24-662 Approval to pay WB Mason, Secaucus, NJ for the purchase of Office Furniture and Filing Cabinets for the Somerset County Tax board utilizing dedicated funds not to exceed \$22,104.51 as per Somerset County Board of Taxation resolution 2024-1 dated February 22, 2024.

MOTION TO ADD ABOVE RESOLUTIONS 24-600 THROUGH 24-662 TO THE CONSENT AGENDA FOR THE MARCH 26, 2024 MEETING

MOTION	SECOND		YES	NO	ABSTAIN	NOT PRESENT
		Commissioner Drake				
		Commissioner Singleterry				
		Commissioner Marano				
		Deputy Director Sooy				
		Director Robinson				

ITEMS TO BE ADDED FOR ADOPTION AT THE MARCH 12, 2024 REGULAR MEETING:*ADMINISTRATION – Colleen Mahr, County Administrator*

County Counsel

24-XXX Authorizing Subcontract Agreement with Substance Use Agencies and the County Opiate Abatement Funding under Contract CY-COM-0093-24.

24-XXX Amending the Somerset County Policy and Procedures Manual Chapter II, General Employment Policies, Sexual Harassment and Unlawful Harassment.

CONSTITUTIONAL OFFICERS

Jail

24-XXX Authorizing to pay a confirming order to the Middlesex County Treasurer for housing of Somerset County Jail incarcerated persons for the time period of January 2024 to February 2024. This contract with Middlesex County was authorized via R23-2471 signed on December 19, 2023. Total amount not to exceed \$422,700.00.

FINANCE & ADMINISTRATIVE SERVICES – Yvonne E. Childress, Director & CFO

Finance

24-XXX Authorizing adoption of a temporary Capital Budget.

24-XXX Authorizing a Memorandum of Understanding between Somerset County and the Somerset County Park Commission for the Local Recreation Improvement Grant.

24-XXX Authorizing the Somerset County Department of Finance & Administrative Services to apply for and accept the Local Recreation Improvement grant in the amount not to exceed \$100,000.00.

HUMAN SERVICES – Michael J. Frost, Director

Veterans Services

24-XXX Authorizing Certification of Funds for Previously Awarded Contract to Metro Flag Co. contract #CC-0049-24 for purchase of American Flags. Total not to exceed \$2,864.88.

MOTION TO ADD RESOLUTIONS 24-XXX THROUGH 24-XXX TO AGENDA FOR THE MARCH 12, 2024 MEETING

MOTION	SECOND		YES	NO	ABSTAIN	NOT PRESENT
		Commissioner Drake				
		Commissioner Singleterry				
		Commissioner Marano				
		Deputy Director Sooy				
		Director Robinson				

PUBLIC:**ADJOURNMENT**