



# 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

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**Regular Meeting****April 23, 2024**

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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](mailto: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 April 23, 2024 Regular meeting of the Somerset County Board of Commissioners. The items on this agenda were introduced at the Somerset County Board of Commissioners Work Session on April 9, 2024.

#### 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)

**PROCLAMATIONS:**

- National Volunteer Week
- National Youth Apprenticeship Week
- Sexual Assault Awareness Month
- County Government Month
- National Telecommunicators Week

**PRESENTATION:**

- Constitutional Officers Poster Contest

**APPOINTMENT:**

LGBTQ+ Advisory Board (R24-861)

- Eden Rose Torres (Borough of Bound Brook)

**MOTION TO APPROVE RESOLUTION 24-861**

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

**APPROVAL OF MINUTES**

- April 9, 2024 Minutes

**MOTION TO APPROVE THE ABOVE LISTED MINUTES**

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

**2024 COUNTY BUDGET**

- 24-880 Authorization to exceed the County Budget Appropriation Limits and to Establish a CAP Bank (N.J.S.A. 40AL 4-45.14) and Setting the Public Hearing for Tuesday May 14, 2024 at 6:00 PM.
- 24-881 Authorization for reading of the 2024 Budget by title only.
- 24-882 Authorization for Equal Employment Opportunity Commission Certification (EEOC).
- 24-883 Authorizing Somerset County to exceed the County Entity Budget Request Cap (P.L. 2015, C.249) - Superintendent of Elections.
- 24-884 Authorizing Somerset County to exceed the County Entity Budget Request Cap (P.L. 2015, C.249) - Board of Elections.

**MOTION TO ADOPT RESOLUTIONS 24-880 THROUGH 24-884**

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

- 24-885 2024 Somerset County Budget

**MOTION TO INTRODUCE THE 2024 SOMERSET COUNTY BUDGET AND SET A PUBLIC HEARING FOR MAY 14, 2024 AT 6:00 PM**

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

**ORDINANCE**

- ORD24-799 An Ordinance establishing the boundaries and rights of way of Bonnie Burn Road from U.S. 22, northwesterly to Valley Road designated as Somerset County Road 695.

**MOTION TO OPEN PUBLIC HEARING ON ORD24-799**

OPEN	SECOND		CLOSE	SECOND
		Commissioner Drake		
		Commissioner Singleterry		
		Commissioner Marano		
		Deputy Director Sooy		
		Director Robinson		

**MOTION TO ADOPT ORDINANCE 24-799**

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

**CONSENT AGENDA:**

All matters listed hereunder are considered to be routine in nature and will be enacted upon in one or several motions. Any person may request that an item be removed for separate consideration. Items listed below were introduced at the County Commissioners work session meeting of April 9, 2024.

***CONSTITUTIONAL OFFICERS*****County Clerk**

24-800 Authorizing the Somerset County Clerk to accept funding up to \$250,000.00 through the New Jersey Department of State for a Mail-In Voter Education Program Grant.

***ENGINEERING AND PLANNING – Matthew D. Loper, Director*****Engineering**

24-801 Authorizing the request for a six (6) month extension of time for the FY2021 Local Bridge Grant Agreements with the NJ Department of Transportation under the Local Bridges Fund Program for Three (3) Projects.

24-802 VOID

24-803 Approving plans and authorizing receipt of bids for demolition of structures and site cleanup of seven park properties, Somerset County, New Jersey.

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

24-804 Authorizing the Spring 2024 Online Auction to sell surplus property as per CY-COM-0059-20. Opens May 8, 2024 and closes May 15, 2024. Equipment list to be declared surplus and attached.

***PROSECUTOR'S OFFICE- Thomas L. White, Administrator***

24-805 Authorizing the Prosecutor's Office to apply to the State of New Jersey for the Comprehensive Traffic Safety Project Grant for the time period of October 1, 2024 to September 30, 2025 and to accept funding if awarded.

24-806 Authorizing the Prosecutor's Office to apply to the State of New Jersey for the Non-Motorized Traffic Safety Grant for the time period of October 1, 2024 to September 30, 2025 and to accept funding if awarded.

24-807 Authorizing the Prosecutor's Office to apply to the State of New Jersey for the Distracted Driving Enforcement Grant for the time period of October 1, 2024 to September 30, 2025, and to accept funding if awarded.

- 24-808 Authorizing the Prosecutor's Office to apply to the State of New Jersey for the Impaired Driving Enforcement Grant for the time period of October 1, 2024 to September 30, 2025 and to accept funding if awarded.
- 24-809 Authorizing the Prosecutor's Office to apply to the State of New Jersey for the Occupant Protection Grant for the time period of October 1, 2024 to September 30, 2025 and to accept funding if awarded.
- 24-810 Authorizing the Prosecutor's Office to dispose of an IBIS TRAX 3-D Solutions equipment to the Ocean County Sheriff's Office utilizing N.J.S.A. 40A:11-36.(2), which permits such transfers.

*PUBLIC HEALTH & SAFETY – Dr. Terry Clancy, Director*

Health Department

- 24-811 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 \$125,000.00 for the Regional Chronic Disease Coalition for the grant period July 1, 2024 to June 30, 2025.
- 24-812 Authorizing the Somerset County Department of Health to apply and accept funding from the New Jersey Department of Health, Office of Local Public Health for Childhood Lead Exposure Prevention Project (CLEP) up to \$325,000.00 for the grant period July 1, 2024 to June 30, 2025.
- 24-813 Authorizing the Somerset County Department of Health to apply and accept funding from the New Jersey Department of Health for the Strengthening Local Public Health Grant, Pathway B up to \$50,000.00 for the grant period July 1, 2024 to June 30, 2025. Funds to be used to offset expenses related to Somerset County Department of Health seeking national public health accreditation.
- 24-814 Authorizing the Somerset County Department of Health to apply and accept funding from the New Jersey Department of Health for Tuberculosis Control, Specialty Clinic Services up to \$90,000.00 for the grant period July 1, 2024 to June 30, 2025.

**MOTION TO APPROVE RESOLUTIONS 24-800 THROUGH 24-814**

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

**AWARD OF CONTRACTS:**

*CONSTITUTIONAL OFFICERS*

County Clerk

- 24-815 Authorizing award of contract to Royal Printing Service, West New York, NJ, under the Local Public Contracts Law, 40A:11-5 (I) {Those goods and services necessary or required to prepare and conduct an election}, for printing services for the 2024 Primary and General Elections. Total not to exceed \$187,819.00 for the 2024 Primary Election.

## Jail

- 24-816 Authorizing award of contract JCC-0013-22/JCC-0013-22R to Laboratory Corporation of America Holdings (Raritan, NJ) and Rite Medical Care PC D/B/A Medrite (Monsey, NY) to provide the residents of the Somerset County Jail with Phlebotomy and Diagnostic Laboratory Services, including stat diagnostic testing and dispatch service. Third year of a three year contract. Total not to exceed \$3,000.00.

*ENGINEERING AND PLANNING – Matthew D. Loper, Director*

## Engineering

- 24-817 Authorizing award of professional services contract to French & Parrello Associates, Wall, NJ for professional testing, laboratory, and soil boring services on an as needed basis in Somerset County, New Jersey. Total not to exceed \$50,000.00.
- 24-818 Authorizing award of professional services contract to USA Architects, Planners, and Interior Designers, P.A., Somerville, NJ for replacement of Basking Ridge Senior Center Roof, 202 Mount Airy Road, Basking Ridge, Bernards Township, Somerset County, New Jersey. Total not to exceed \$68,450.00.
- 24-819 Authorizing Change Order #1 for Konkus Corporation, Hillsborough, NJ for Replacement of County Bridge No. C0701, South Branch Road, Township of Branchburg, Somerset County, New Jersey, Contract No. 21004. Total not to exceed \$453,692.94.
- 24-820 Authorizing Change Order #1 and final payment for Champion Elevator Corporation, Clinton, NJ for Somerset County 40 North Bridge Street Elevator Modernization Project, Somerville, NJ 08876, Contract No. 19023. Not to exceed -\$46,700.26.

## Planning

- 24-821 Authorizing award of contract to French and Parrello Associates for environmental assessment services associated with Open Space acquisitions in the County of Somerset on an as needed basis for 2024. Total not to exceed \$15,000.00.
- 24-822 Authorizing award of contract to Mark Tinder Appraisals, LLC for real property appraisal services associated with Open Space acquisitions in the County of Somerset on an as needed basis for 2024. Total not to exceed \$15,000.00.

*HUMAN SERVICES – Michael J. Frost, Director*

## Operations and Planning

- 24-823 Authorizing award of contract to Somerset County Board of Social Services for the Social Services for the Homeless and Code Blue services for the period of January 1 through December 31, 2024. Not to exceed \$235,600.00.
- 24-824 Authorizing award of contract to Somerset County Board of Social Services for Transportation services for the period of January 1 through December 31, 2024. Not to exceed \$42,271.00.
- 24-825 Authorizing the modification of contract with the New Jersey Department of Human Services, Division of mental Health and Addiction Services to accept an additional \$18,993.00 for the County Innovation Grant for the period of October 1, 2023 through September 30, 2024. Total contract not to exceed \$113,960.00.

**Richard Hall CHWC**

24-826 Authorizing a contract and payment to Princeton Insurance Company of Princeton NJ for the purchase of malpractice insurance for Richard Hall Community Health and Wellness Center staff, for the period from June 1, 2024 to June 1, 2025. Not to exceed \$26,409.40.

*PROSECUTOR'S OFFICE- Thomas L. White, Administrator*

24-827 Authorizing the purchase of a prisoner insert module from East Coast Emergency Lighting, Millstone, NJ, utilizing NJ State Contract 17-FLEET-00761. Total not to exceed \$32,948.06.

*PUBLIC HEALTH & SAFETY – Dr. Terry Clancy, Director*

## 911 Communications

24-828 Authorizing award of contract #CC-0024-24 to ORE Power LLC for year one of a three year preventative maintenance contract for U.P.S. and Sealed Battery Corrective Maintenance. Total not to exceed \$11,475.00.

*PUBLIC WORKS – Paul McCall, Director*

## Recycling

24-829 Authorizing award of contract CC-0139-23 to Otto Environmental Systems North America, Inc., Charlotte, NC, \$50,000.00, and Schaefer Plastics North America, LLC., Charlotte, NC, \$50,000.00, for the manufacturing and delivery of nested universal roll out carts. Second year of a two-year contract. Total not to exceed \$100,000.00.

## Roads &amp; Bridges

24-830 Authorizing award of contract #CC-0067-22 to Deer Carcass Removal Service LLC, Cream Ridge, NJ for street sweeping disposal, third year of a three year contract. Total not to exceed \$15,000.00.

**MOTION TO APPROVE RESOLUTIONS 24-815 THROUGH 24-830**

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

**FINANCE:***ADMINISTRATION – Colleen Mahr, County Administrator*

## Greater Raritan WDB

24-831 Amending certification of funds for previously awarded contract (using grant funds) for youth outreach services in Somerset County for PY22 (July 2022-June 2023). Total not to exceed (\$6,856.05).

## Human Resources

24-832 Authorizing to pay a confirming order to Occupational Health Centers of NJ, P.A. (Elkridge, MD) for November 2023 occupational medicine services. Total not to exceed \$142.00.

*CONSTITUTIONAL OFFICERS*

## Jail

24-833 Authorizing certification of funds for previously awarded contracts. Total not to exceed \$230,020.33.

{Mivila Foods (Paterson, NJ) for \$10,000.00 / JAMAC Frozen Foods (Jersey City, NJ) for \$10,000.00 / Metropolitan Foods D/B/A Driscoll Foods for \$20,000.00 / CFG Health Systems (Marlton, NJ) for \$190,020.33}

*ENGINEERING AND PLANNING – Matthew D. Loper, Director*

## Engineering

24-834 Approval to pay confirming order to Champion Elevator Corporation, Clinton, NJ, for Somerset County 40 North Bridge Street Elevator Modernization Project, Somerville, NJ 08876, Contract No. 19023. Total not to exceed \$17,062.38.

24-835 Approval to pay confirming order to Konica Minolta Business Solutions, Iselin, NJ, for maintenance agreement. Total not to exceed \$270.50.

## Planning

24-836 Amending certification of funds for previously awarded contracts. Total reduction not to exceed (\$51,256.66).

*{R22-311 Najarian Associates (\$2,128.26); R23-308 Langan Engineering (\$10,113.40); R23-310 Prestige Environmental (\$9,515.00), R23-313 Valuation Consultants (\$29,500.00)}*

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

## Finance

24-837 Authorizing refund of fees for Somerset County to Kelsy Russell, \$264.00. Total not to exceed \$264.00.

24-838 Payment of Claims and Ratifying Payment of Claims.

## IT

24-839 Approval to pay confirming orders to WindStream, Cedar Rapids, IA for Internet and VOIP services. January and February 2024 invoices. Total not to exceed \$58,906.62.

## Purchasing

24-840 Rescinding award of contract for Aspen Outdoors-Allentown, Resolution 23-2477 for award of a one year contract for Golf Course & Park Maintenance Materials, Cooperative Pricing System Bid #2-SOCCP, Contract #CC-0022-24.

*HUMAN SERVICES – Michael J. Frost, Director*

## Aging and Disability Services

24-841 Authorizing the cancellation of the balance of funds for the Whitson Contract (R23-2335) for purchase of meals for 2023. Not to exceed (\$222,329.38).

24-842 Authorizing the cancellation of the balance of funds for the Konica Contract for purchase of copier/printer for 2023. Not to exceed (\$150.00).

24-843 Approval to pay confirming order for Blaze Realty Clean DBA New System Hood for the Hood Cleaning for Basking Ridge and Hillsborough Senior Center. Total not to exceed \$900.00.

*PUBLIC HEALTH & SAFETY – Dr. Terry Clancy, Director*

## 911 Communications

24-844 Approval to pay confirming order to Motorola Solutions for Radio Repairs. Total not to exceed \$665.00.

*PROSECUTOR'S OFFICE- Thomas L. White, Administrator*

24-845 Amending resolution number 23-2425 to change the total dollar amount awarded and update funding sources to Community in Crisis for the first optional one year extension with three optional one-year extensions remaining and certifying of funds. Total not to exceed \$20,000.00.



- 24-846 Authorizing certification of funds for a previously awarded contract number CC-9074-23, to FAAC Incorporated, DBA MILO Range Training Systems, Ann Arbor, MI, for optional items and optional annual maintenance as listed in resolution number 23-2311. Total not to exceed \$26,369.80.
- 24-847 Authorizing the payment of a confirming order to Community in Crisis, Bernardsville, NJ, for peer recovery services rendered from January 2024 through April 2024. Total not to exceed \$10,000.00.
- 24-848 Authorizing payment of a confirming order to TjohnE Productions, Inc., Caledonia, Michigan, for conducting interactive traffic seminars at local high schools. Total not to exceed \$16,800.00.
- 24-849 Authorizing payment of confirming order to the International Association of Forensic Nurses, Island Heights, NJ, for training services. Total not to exceed \$125.00.

*PUBLIC WORKS – Paul McCall, Director*

Recycling

- 24-850 Amending and canceling certification of funds for previously awarded contracts to AlphaProMed LLC, Tampa, FL. Total not to exceed (\$3,750.00).
- 24-851 Authorizing certification of funds for previously awarded contract to Ricoh, USA Inc., Parsippany, NJ. Total not to exceed \$1,024.20.
- 24-852 Approval to pay confirming order to Mazza Recycling Services, Ltd., Tinton Falls, NJ for commodities. Total not to exceed \$10,499.86.

Roads & Bridges

- 24-853 Authorizing certification of funds for previously awarded contract to Denville Line Painting, Inc., Rockaway, NJ., for striping. Total not to exceed \$79,451.17.
- 24-854 Approval to pay confirming orders to Messercola Excavating Co. Inc., Plainfield, NJ., Vollers Excavating and Construction, North Branch, NJ., for snow removal and NJ Transit Corporation, Newark, NJ., for the Green Brook flood project. Total not to exceed \$36,706.28.

Solid Waste

- 24-855 Authorizing certification of funds to Grand Falloons, Brooklyn, NY to provide educational performances in public and private schools, summer camps and senior centers from May 1, 2024 - December 31, 2024. Total not to exceed \$15,000.00.
- 24-856 Authorizing certification of funds to Magical Results, Erwinna, PA to provide educational performances in public and private schools, summer camps and senior centers from May 1, 2024 - December 31, 2024. Total not to exceed \$10,000.00.
- 24-857 Authorizing certification of funds to David Boslough dba The Illusion Maker, Annville, PA to provide educational performances in public and private schools, summer camps and senior centers from May 1, 2024 - December 31, 2024. Total not to exceed \$6,000.00.

Transportation

- 24-858 Approval to pay confirming orders to Ricoh Americas Corporation, Parsippany, NJ for copier lease. Total not to exceed \$550.92.

## Vehicle Maintenance

24-859 Approval to pay confirming orders for parts and repairs. Total not to exceed \$11,050.75. {Allegiance Trucks, LLC., Lewisville, TX \$1,636.04, J & G Lubrication Co., Bridgewater, NJ \$562.40, Sanitation Truck Repairs, South Plainfield, NJ, \$245.72, Mike's Towing & Recovery, Branchburg, NJ \$649.75, Air Brake & Equipment, Hillside, NJ \$3,229.58, Sanitation Equipment, Totowa, NJ \$4,727.26}.

*TAX BOARD – Charles Eader, Tax Administrator*

24-860 Amending approval to pay confirming order to Canon Business Solutions, Inc., Burlington, NJ for emergency repair of Canon copier for the Somerset County Board of Taxation. Total not to exceed \$1,269.82.

**MOTION TO APPROVE RESOLUTIONS 24-831 THROUGH 24-860**

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

**ITEMS ADDED FROM THE APRIL 23, 2024 WORK SESSION TO BE ADOPTED TONIGHT***ADMINISTRATION – Colleen Mahr, County Administrator*

## County Counsel

24-XXX Authorizing execution of an Encroachment Agreement between Somerset County and Andrew and Crystal Fresco for Block 5913, Lot 7.01 in the Township of Bridgewater.

*ENGINEERING AND PLANNING – Matthew D. Loper, Director*

## Planning

24-XXX Authorizing Somerset County to apply for and accept funding from the US Department of Energy's Energy Efficiency and Conservation Block Grant Program in an amount not to exceed \$81,640.00.

24-XXX Authorizing the signing of support documents related to the Somerset County Historical Society's submission of a 2024 Capital Preservation Grant application to the New Jersey Historic Trust for the Howe Farmstead.

24-XXX Authorizing the approval of a development agreement between Hillcrest Crossing, LLC and the County of Somerset.

*HUMAN SERVICES – Michael J. Frost, Director*

## Richard Hall CHWC

24-XXX Authorizing application and approval of a contract between NJ Department of Human Services, Division of Mental Health and Addiction Services and Richard Hall CHWC to provide reimbursement of services, on a Fee for Service basis, for uninsured clients when treatment is performed for the period July 1, 2024 to June 30, 2026.

*PROSECUTOR'S OFFICE- Thomas L. White, Administrator*

24-XXX Authorizing the Prosecutor's Office to apply to the Bureau of Justice Assistance for the BJA FY24 Smart Prosecution – Innovative Prosecution Solutions grant program, for a total grant request of up to \$350,000.00 for the time period of October 1, 2024 to September 30, 2026, and to accept funding if awarded.

24-XXX Authorizing award of contract to Sumuri LLC, Magnolia, Delaware, for two high-performance computers for the Computer Crimes Unit, utilizing County contract # RFQ-0080-24. Total not to exceed \$24,516.00.

MOTION TO APPROVE RESOLUTIONS 24-XXX THROUGH 24-XXX

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

PUBLIC

EXECUTIVE SESSION

ADJOURNMENT

DRAFT