



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

April 23, 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 April 23, 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 May 14, 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 Singleterry (Public Health & Safety, Finance)
Commissioner Sooy (Business Partnership)
Commissioner Marano (Public Works)
Commissioner Drake (Human Services)

COMMUNICATIONS:

- #31 Monmouth County, Board of County Commissioners received resolution item #10 establishing the logo and “catch phrase” for the “America 250-MonmouthNJ Committee” and changing the names of the Committee to “MonmouthNJ 250 Committee”.
- #32 Monmouth County, Board of County Commissioners copy of resolution item #12 to execute a New Jersey Department of Community Affairs Application for a Local Efficiency Achievement Program (LEAP) Grant.
- #33 County Clerk, Steve Peter, notice of fees collected for March 2024 in the amount of \$1,779,420.56 of which \$357,770.28 was retained by the County for its own use.

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

Engineering

- 24-900 Approval to accept additional grant funds in the amount of \$36,135.64 from the New Jersey Department of Transportation for Replacement of County Bridge No. D1302, Pottersville Road (CR 512) over Peapack Brook, Borough of Peapack and Gladstone, Somerset County, New Jersey.

Planning

- 24-901 Authorization to enter into a Right of Entry Agreement with Santec Consulting Services, Inc. for investigations related to the Headgates Dam removal.
- 24-902 Authorization to enter into a Management and Use Agreement with Somerset County Historical Society for a portion of land owned by the County of Somerset known as Block 303 Lot 8 in the Township of Bridgewater.
- 24-903 Authorizing release of a performance bond #837080306, to 74 Holdings, LLC, as Principal, and Liberty Mutual Insurance Company, as surety, for certain land improvements at Block 57 Lot 22 along Burnt Mills Road (CR 620) for \$22,583.00.

PROSECUTOR'S OFFICE- Thomas L. White, Administrator

- 24-904 Amending resolutions 23-1405, 23-1809 and 24-334 for the New Jersey Department of Children and Families, FY2024 Formula-Based Child Advocacy Development Grant, for the grant period of July 1, 2023 through June 30, 2024, to accept an increased grant award for a total award of up to \$185,000.00.

PUBLIC HEALTH & SAFETY – Dr. Terry Clancy, Director

Health Department

- 24-905 Authorizing the Somerset County Department of Health to apply and accept funding from the New Jersey Department of Health up to \$27,760.00 to develop and strengthen the emergency response capabilities of the Medical Reserve Corp (MRC) for the grant period June 1, 2024 to May 31, 2025.
- 24-906 Authorizing the Somerset County Department of Health to apply and accept funding up to \$100,000.00 from the New Jersey Department of Health to expand and integrate Overdose Fatality Review Teams (OFRTs) for the period of July 1, 2024 to June 30, 2025.

- 24-907 Authorizing the Somerset County Department of Health to apply and accept funding from the New Jersey Department of Health for Local Core Capacity for Public Health Emergency Preparedness (LINCS) Grant Program up to \$450,000.00 for the period of July 1, 2024 to June 30, 2025.

AWARD OF CONTRACTS:

CONSTITUTIONAL OFFICERS

County Clerk

- 24-908 Authorizing award of contract to Election Systems & Software, Omaha, NE, under the Local Public Contracts Law, 40A:11-5 (I) {Those goods and services necessary or required to prepare and conduct an election}, for the 2024 Primary Day on-site support fees. Total not to exceed \$1,975.00.
- 24-909 Authorizing award of contract to SOE Software Corporation, Tampa, Florida, under Local Public Contracts Law, 40A:11-5(l) {Those goods and services necessary or required to prepare and conduct an election}, for 2024 ENR Annual Assurance and Maintenance. Second Year of a Three Year Contract. Total not to exceed \$7,000.00.

ENGINEERING AND PLANNING – Matthew D. Loper, Director

Engineering

- 24-910 Authorizing award of professional services contract to The Reynolds Group, Inc., Raritan NJ for a Green Acres Survey of 2134 Gilbride Road, Block 801, Lot 22, Bridgewater Township, Somerset County, New Jersey. Total not to exceed \$8,800.00.
- 24-911 Authorizing award of professional services contract to Dewberry Engineers, Inc., Fairfax, VA for the replacement of the Green Knoll Golf Course irrigation system, Bridgewater Township, Somerset County, New Jersey. Total not to exceed \$149,680.00.
- 24-912 Authorizing Change Order #3 for Green Construction, Inc., South River, NJ for the Safety Improvements, Main Street, CR 533, Manville Borough, Somerset County, New Jersey, Contract No. 21005. An increase of \$373,886.42 from the as-bid contract amount of \$6,997,457.00. The new total of \$7,571,783.02, includes CO #1 for \$200,439.60. Total not to exceed \$373,886.42.

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

Purchasing

- 24-913 Authorizing award of contract for CY-COM-0059-20 for Auctioneer Services: Internet Web-Based Auction Services to Sell County Surplus Property to Liquidity Services Operation, LLC dba GovDeals (Montgomery, Alabama). Utilizing final optional one year extension.

HUMAN SERVICES – Michael J. Frost, Director

Richard Hall CHWC

- 24-914 Authorizing award of contract CC-0156-23 to Freedom Yoga of Raritan, NJ for Yoga Services utilizing a second year option to extend contract. Total not to exceed \$4,000.00.
- 24-915 Authorizing award of contract CC-0154-23 to Spring Reins of Life for Equine Assisted Therapy utilizing a second year option to extend contract. Total not to exceed \$13,860.00.

Youth Services

- 24-916 Authorizing award of contract to Middle Earth for \$5,940.00 for purchasing probation enhancements and \$2,500.00 for the purpose of purchasing transportation through Innovation funds for the period January 1, 2024 to December 31, 2024. Total not to exceed \$8,440.00.
- 24-917 Authorizing award of contract to Middle Earth for Promises Program for the period of January 1, 2024 through December 31, 2024. Total not to exceed \$105,560.00.

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

- 24-918 Authorizing award of contract CC-0070-23 "Occupational Medicine and Psychological Services", second year of two-year contract, to Princeton Healthcare System, Inc., Plainsboro, NJ, RWJ Medical Group/UrgentMed, Somerset, NJ, South Bound Brook, NJ, Concentra, Addison, TX, Institute for Forensic Psychology, Oakland, NJ as per the schedule. Certification is not required at this time.

PUBLIC WORKS – Paul McCall, Director**Facilities and Services**

- 24-919 Authorizing award of contract #CC-0125-24R to Industrial Cooling Corporation, Metuchen, NJ for maintenance & repair of water-cooled and air-cooled chillers, first year of a three year contract. Total not to exceed \$75,000.00.
- 24-920 Authorizing award of contract #CC-0027-24 to Millennium Mechanical, LLC, Fairfield, NJ for maintenance and repairs of heating, ventilating and air conditioning (HVAC) systems and boilers. First year of a three year contract. Total not to exceed \$89,000.00.

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

- 24-921 Approval to pay confirming orders to Cleary Giacobbe Alfieri Jacobs, LLC, Matawan NJ, Shain Schaffer, PC, Bernardsville, NJ, Chasan Lamparello Mallon & Cappuzzo, Secaucus, NJ, Language Line Services, Dallas TX and Gourmet Events Catering, South Bound Brook, NJ. Total not to exceed \$126,881.92.
- 24-922 Authorizing certification of funds for previously awarded contract to Cleary Giacobbe Alfieri Jacobs, LLC, Matawan, NJ for professional legal services in the County of Somerset on an as needed basis for year 2024. Total not to exceed \$150,000.00.

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

- 24-923 Approval to pay confirming order to ARC Document Solutions, St. Louis, MO for reproduction and plotting supplies. Total not to exceed \$144.00.
- 24-924 Approval to pay confirming order to IH Engineers, P.C., Princeton, NJ for inspection of county pedestrian bridges, various locations, Somerset County, New Jersey. Total not to exceed \$3,500.00.

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

Finance

- 24-925 Approval to pay confirming order to PKF O'Connor Davies, Cranford, NJ for verification services. Total not to exceed \$5,000.00.
- 24-926 Payment of Claims and Ratifying Payment of Claims.

IT

- 24-927 Approval to pay confirming order to Naviant, Inc, Verona, WI for annual maintenance agreement for software & hardware support for OnBase. Renewal covers the period from March 22, 2024 to March 21, 2025. Total not to exceed \$4,686.00.

Records Management

- 24-928 Approval to pay confirming order to Micrographics Tech Services, South Plainfield, NJ for Annual maintenance renewal contract for Minolta reader/printer from January 1, 2024 to December 31, 2024. Total not to exceed \$525.00.
- 24-929 Approval to pay confirming order to Vital Records Holdings (VRC), Birmingham, AL for record storage and other related services. Invoices November and December 2023. Total not to exceed \$6,087.39.
- 24-930 Approval to pay confirming order to Vital Records Holdings (VRC), Birmingham, AL for record storage and other related services. Invoices January and February 2024. Total not to exceed \$6,528.77.

HUMAN SERVICES – Michael J. Frost, Director

Aging and Disability Services

- 24-931 Approval to pay confirming order for Saker Shoprites, Inc. for the purchase of Hershey Eggs for Seniors Center. Not to exceed \$23.28.
- 24-932 Authorizing certification of funds for previously awarded Whitson Contract (R23-2424) for purchase of meals. Total not to exceed \$110,880.00.

Community Development Office

- 24-933 Approval to pay confirming order to Ricoh for Community Development copier use. Total not to exceed \$188.28.

PUBLIC HEALTH & SAFETY – Dr. Terry Clancy, Director

911 Communications

- 24-934 Approval to pay confirming order to APCO INSTITUTE INC. for PST1 recertification for one dispatcher and two supervisors. Total not to exceed \$90.00.
- 24-935 Approval to pay confirming order to Frontline Public Safety Solutions for Annual Subscription for cloud based software and daily observation reports. Total not to exceed \$2,523.94.
- 24-936 Approval to pay confirming order to Power DMS for Annual Subscription for Power DMS Service and training. Total not to exceed \$8,792.67.

PUBLIC WORKS – Paul McCall, Director

Facilities and Services

- 24-937 Approval to pay confirming orders total not to exceed \$42,810.51.
{Millennium Mechanical, LLC, Little Falls, NJ for Richard Hall ACCU#4 repairs, Firstline Locksmith, LLC, Hamilton, NJ for Somerville Depot lock repairs, GSP Properties, LLC, Mendham, NJ for Administration building automatic door repairs, Pumping Services, Inc., Middlesex, NJ for emergency pumping at ESTA.}
- 24-938 Authorizing certification of funds for previously awarded contract to Truegreen Limited Partnership, Phoenix, AZ for lawn fertilization services. Total not to exceed \$384.71.

Roads & Bridges

- 24-939 Approval to pay confirming order to Trap Rock Industries LLC., Kingston, NJ., for hot patch and Pumping Services, Inc., Middlesex, NJ., for the Green Brook flood project. Total not to exceed \$15,491.04.
- 24-940 Approval to pay confirming order to Herc Rentals, Inc., East Brunswick, NJ., for rental loaders. Total not to exceed \$22,824.00.
- 24-941 Authorizing certification of funds for previously awarded contract to Continental Hardware, Inc., Newark NJ, for Lumber & Supplies. Total not to exceed \$1,000.00.
- 24-942 Authorizing certification of funds for previously awarded contract to Herc Rentals, Inc., East Brunswick, NJ., for equipment and tool rental. Total not to exceed \$40,000.00.
- 24-943 Authorizing certification of funds for previously awarded contract to Clarke Moynihan Landscaping & Construction, LLC., Andover, NJ., for storm water management facility maintenance. Total not to exceed \$50,000.00.
- 24-944 Amending resolution R22-2022 to reduce the amount of a previously awarded contract to Herc Rentals, Inc., East Brunswick, NJ. Total not to exceed (\$42,236.92).

Vehicle Maintenance

- 24-945 Approval to pay confirming orders total not to exceed \$20,192.81.
{Campbell Freightliner, LLC, Monroe, NJ \$4,885.97, J & G Lubrication Co., Bridgewater, NJ \$668.97, Mike's Towing & Recovery, Branchburg, NJ \$2,014.24, Cliffside Body Corporation, Fairview, NJ \$85.44, D & B Auto Supply, Middlesex, NJ \$6,434.10, Jesco, Inc., Piscataway, NJ \$1,511.42, Lawson Products, Inc., Marlboro, NJ \$786.79, PDQ Auto Supply, Manville, NJ \$812.30, Power Place, Whitehouse, NJ \$2,993.58 for parts and repairs.}
- 24-946 Approval to pay confirming orders total not to exceed \$35,745.02.
{Air Brake & Equipment, Hillside, NJ \$8,415.85, H.A. DeHart & Son, Inc., Thorofare, NJ \$409.94, Detcon, Farmingdale, NJ \$6,584.23, Hudson County Motors, Inc., Secaucus, NJ \$15,109.09, Sanitation Equipment, Totowa, NJ \$528.23, The Hose Shop, Piscataway, NJ \$2,778.18, Barnwell House of Tires, Inc., Fairfield, NJ, \$1,412.00, Richie's Tire Service, Inc., Middlesex, NJ \$507.50 for parts and repairs.}
- 24-947 Approval to pay confirming orders total not to exceed \$45,427.06.
{National Fuel Oil, Inc., Newark, NJ \$45,427.06 for gasoline.}

- 24-948 Authorizing certification of funds for previously awarded contracts total not to exceed \$75,300.00.
{J & G Lubrication Co., Bridgewater, NJ, Steril-Koni USA, Inc., Stevensville, MD, Keyport Army & Navy, Brick, NJ, D & B Auto Supply, Middlesex, NJ, PDQ Auto Supply, Manville, NJ, Detcon, Farmingdale, NJ, Hudson County Motors, Inc., Secaucus, NJ, Sanitation Equipment, Totowa, NJ, The Hose Shop, Piscataway, NJ for parts, repairs and uniforms.}
- 24-949 Authorizing certification of funds for previously awarded contracts total not to exceed \$112,500.00.
{National Fuel Oil, Inc., Newark, NJ, for diesel, Fleet Data Systems, LLC, San Mateo, CA for parts & repairs.}

MOTION TO ADD ABOVE RESOLUTIONS 24-900 THROUGH 24-949 TO THE CONSENT AGENDA FOR THE MAY 14, 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 APRIL 23, 2024 REGULAR MEETING

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 ADD RESOLUTIONS 24-XXXX THROUGH 24-XXXX TO AGENDA FOR THE APRIL 23, 2024 MEETING

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

PUBLIC:

ADJOURNMENT