



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

June 11, 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 June 11, 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 June 25, 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)

EMPLOYEE RECOGNITION COMMITTEE AWARDS

ERC Employee of the Month

- Robert Ambrose

ERC Team Recognition

- Print Shop

ERC Professional Achievement

- Kelly Mager

COMMUNICATIONS

#43 County Clerk, Steve Peter, notice of fees collected for May 2024 in the amount of \$3,904,305.14 of which \$627,696.74 was retained by the County for its own use.

NEW BUSINESS*HUMAN SERVICES – Zachary Berliner, Director*

Richard Hall CHWC

24-1200 Authorizing Richard Hall CHWC to apply to Rutgers, the State University of New Jersey for the Traumatic Loss Coalitions for Youth Program (TLC) grant and accept if awarded, for the period of July 1, 2024 to June 30, 2025. Total not to exceed \$14,000.00.

Youth Services

24-1201 Authorizing the acceptance of funds from the New Jersey Department of Children and Families, Division of Children's System of Care for the period of July 1, 2024 to June 30, 2025 (Contract 25OJTR). Total not to exceed \$41,044.00.

PUBLIC WORKS – Paul McCall, Director

Transportation

24-1202 Authorizing an agreement between Somerset County Transportation and the New Jersey Department of Military & Veterans Affairs for Veterans Transportation for the contract period 7/1/2024 to 6/30/2025. Total contract not to exceed \$18,000.00.

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

Greater Raritan WDB

24-1203 Authorizing an extension of WIOA Individual Training Grants funded through Contract GRWDB-COM-0001-23 and approved through R23-2265, for the contract period July 1, 2024 to December 31, 2024 and modification of funds.

Human Resources

24-1204 Award of contract to Personnel Data Systems, Inc. (Blue Bell, PA) for the first of a three year contract for HRIS upgrades, continued maintenance, and support supplement for recruiting and onboarding. Contract #CY-COM-0073-22S2. Total not to exceed \$14,700.00.

CONSTITUTIONAL OFFICERS

Surrogate

- 24-1205 Authorizing award of contract CC-0149-21 to County Business Systems for the fourth year of a five year contract. Total to not exceed \$27,147.35.

ENGINEERING AND PLANNING – Matthew D. Loper, Director

Cultural & Heritage

- 24-1206 Authorizing a two month (July 1, 2024 - August 30, 2024) no cost extension for consultant services for the design and development of a docent training program with Ahali Consulting LLC. Contract #CY-COM-0095-24.

Engineering

- 24-1207 Award of Professional Services Contract to Van Cleef Engineering, Hillsborough, NJ for rehabilitation of County Bridge No. F1306, Rippling Brook Way over Tributary of Mine Brook, Bernardsville Borough, Somerset County, New Jersey. Total not to exceed \$236,374.00.
- 24-1208 Award of Professional Services Contract to Dynamic Traffic, LLC, Lake Como, NJ for traffic engineering and design services in the County of Somerset on an as needed basis for the year 2024. Total not to exceed \$50,000.00.
- 24-1209 Consultant Agreement Modification No. 1 to T&M Associates, Middletown, NJ for design for Washington Valley Park access road improvements, Bridgewater Township, Somerset County, New Jersey. Total not to exceed \$114,871.00. New contract amount of \$338,731.00.
- 24-1210 Consultant Agreement Modification No. 2 to Colliers Engineering & Design, Inc., Holmdel, NJ for Hydro-raking of various Somerset County golf course ponds, Somerset County, New Jersey. Total not to exceed \$3,200.00. New contract amount of \$47,600.00.
- 24-1211 Authorizing Change Order #4 for Green Construction, Inc., South River, NJ for the safety improvements of Main Street, CR 533, Manville Borough, Somerset County, New Jersey, Contract No. 21005. An increase of project time by 18 days and an increase of \$73,494.01 from the as-bid contract amount of \$6,997,457.00. The new total of \$7,645,277.03, includes CO #1 for \$200,439.60 and CO #3 for \$373,886.42. Total not to exceed \$73,494.01.
- 24-1212 Authorizing Change Order #1 and final payment for Precise Construction, Inc., Freehold, NJ, for replacement of Bridges 405-BR005, 405-BR011 and 405-BR012 at Green Knoll Golf Course, Bridgewater Township, Somerset County, New Jersey, Contract No. 23005. The as-bid contract amount is \$737,712.00. The final contract amount is \$750,543.12. This change order #1 is an increase of \$12,831.12. Total not to exceed \$12,831.12.

Planning

- 24-1213 Authorizing Consultant Modification No. 1 to Prestige Environmental, Inc. for environmental assessment services on an as needed basis in the County of Somerset for year 2024, Resolution R24-116, dated January 11, 2024. Total not to exceed \$15,000.00.

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

IT

- 24-1214 Award of contract to ePlus Technology, Herndon, VA for the annual renewal of Cisco Smartnet technical support services for switches and routers from August 1, 2024 to July 31, 2025 utilizing Hunterdon County Co-Op Technology Supplies & Equipment #HCEC-CAT-22-01. Total not to exceed \$36,412.56.

PUBLIC HEALTH & SAFETY – Dr. Terry Clancy, Director

911 Communications

- 24-1215 Award of contract to V-Comm Telecommunication Engineering for preparation of FCC Licensing application and frequency coordination for six channel pairs. Total not to exceed \$8,860.00.

PUBLIC WORKS – Paul McCall, Director

Facilities and Services

- 24-1216 Award of contract #CC-0148-23, to GSP Properties, LLC, Mendham, NJ for service and repair of automatic doors. Second year of a two-year contract. Total not to exceed \$50,000.00.
- 24-1217 Award of contract # CC-9083-24 to Jewel Electric, LLC, Jersey City, NJ, to furnish and deliver outdoor LED lighting fixtures for the Somerset County Facilities & Services Division. Total not to exceed \$47,193.42.

TAX BOARD – Charles Eader, Tax Administrator

- 24-1218 Award of contract to BRT Technologies, LLC, Mantua, NJ for CAMA and MOD IV data for the Somerset County Board of Taxation and the 21 municipal tax assessor offices, for the 1st year extension with one optional one year extension remaining. Contract total not to exceed \$189,938.04. Certification of funds for July 2024 through December 2024, not to exceed \$94,969.02.

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

Administrator's Office

- 24-1219 Approval to pay confirming order to Millennium Strategies, Morristown, NJ. Total not to exceed \$4,000.00.

CONSTITUTIONAL OFFICERS

Sheriff

- 24-1220 Amending R24-528 to decrease the amount payable to Red Bank Veterinary Hospital by (\$2,218.97). Amended total amount not to exceed \$7,087.10.
- 24-1221 Approval to pay confirming orders for services provided to the Somerset County Sheriff. Total not to exceed \$7,903.66.
{*Institute for Forensic Psychology (Oakland, NJ) \$355.00, Dependable Fire Equipment (Lebanon, NJ) \$227.50, Fit-Rite Uniforms (Union, NJ) \$5,131.82, Red Bank Veterinary Hospital (Hillsborough, NJ) \$2,189.34.*}

Surrogate

- 24-1222 Approval to pay confirming order to Metro Imaging Services, for service contract from 5/17/24 through 4/16/25. Total not to exceed \$1,910.00.
- 24-1223 Approval to pay confirming order to Metro Imaging Services for installation of main board. Total not to exceed \$810.00.

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

- 24-1224 Approval to pay confirming order to Election Systems and Software, LLC, Omaha, NE for election services to the Somerset County Board of Elections, Service Contracts, 2023 and 2024. Total not to exceed \$291,291.66.

- 24-1225 Approval to pay confirming order to Election Support & Services, Shamong, NJ for election services to the Somerset County Board of Elections, Primary Election and Early Voting 2024. Total not to exceed \$17,545.00.

ENGINEERING AND PLANNING – Matthew D. Loper, Director

Planning

- 24-1226 Authorization to pay confirming order for the NJ Walk & Bike Summit, attended by Walter Lane on May 18, 2024. Total not to exceed \$85.00.

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

Finance

- 24-1227 Authorizing certification of funds for previously awarded contract to JM Sorge, Somerville, NJ. Total not to exceed \$50,000.00.

- 24-1228 Payment of Claims and Ratifying Payment of Claims.

IT

- 24-1229 Approval to pay confirming order to WindStream, Cedar Rapids, IA for Internet and VOIP services. March, April, and May 2024 invoices. Total not to exceed \$155,089.15.

HUMAN SERVICES – Zachary Berliner, Director

Aging and Disability Services

- 24-1230 Approval to pay confirming order for Margaret Anne Wastie for the purchase of Historical Program at Montgomery Senior Center. Total not to exceed \$100.00.

One Stop

- 24-1231 Approval to pay confirming order to South Branch Emergency Services, Clinton, NJ for supportive services. Total not to exceed \$5,172.13.

Richard Hall CHWC

- 24-1232 Authorizing certification of funds for previously awarded contract for Qualifacts Systems, Inc., Contract #CC-0121-20 for Richard Hall CHWC Qualifacts Electronic Health Records System, fourth year of a seven year contract. Total not to exceed \$69,000.00.

PROSECUTOR'S OFFICE- Thomas L. White, Administrator

- 24-1233 Approval to pay a confirming order to Idemia Identity & Security USA, LLC, Bedford MA, for computer maintenance support. Total not to exceed \$13,174.70.

PUBLIC HEALTH & SAFETY – Dr. Terry Clancy, Director

Public Health & Safety

- 24-1234 Approval to pay a confirming order to RICOH Inc. for maintenance, service, and supplies for office copier. May 2024 invoice. Total not to exceed \$144.00.

PUBLIC WORKS – Paul McCall, Director

Facilities and Services

- 24-1235 Authorizing certification of funds for previously awarded contracts for lumber supplies. Total not to exceed \$488,805.51.

{ACB Service, Inc., Cream Ridge, NJ for janitorial/cleaning services, Johnson Controls US Holdings DBA Johnson Controls Fire Protection LP, Milwaukee, WI for sprinkler inspection & repairs, A.M.E. Inc., Fairfield, NJ for repairs and maintenance fees for automation systems and equipment, Genserve, LLC, Plainview, NY for maintenance/repairs of emergency generators, Firstline Locksmith, LLC, Hamilton, NJ for locksmith services and hardware, Continental Hardware, Inc., Newark, NJ}.

24-1236 Approval to pay a confirming order to Merchantville Overhead Door Company, Camden, NJ for door repairs at 20 Grove Street. Total not to exceed \$3,908.00.

Public Works

24-1237 Authorizing certification of funds for previously awarded contract #CC-0015-24 to Imwoth LLC dba Idsautoshred, Toms River, NJ for mobile paper shredding services. Total not to exceed \$19,200.00.

24-1238 Authorizing certification of funds for previously awarded Contract #SC88207 to Avidxchange, Inc. Somerset, NJ for energy tracking services. Total not to exceed \$10,000.00.

Recycling

24-1239 Approval to pay confirming order to Duramax Holdings LLC dba Otto Environmental Systems, Charlotte, NC for recycling tote replacement wheels. Total not to exceed \$5,639.36.

24-1240 Approval to pay confirming order to Lionetti Associates LLC / Lorco Petroleum Services, Elizabeth, NJ for the disposal of used motor oil. Total not to exceed \$70.00.

Vehicle Maintenance

24-1241 Authorizing certification of funds for previously awarded contracts for parts and repairs. Total not to exceed \$79,000.00.

{Gabielli Kenworth of NJ, Dayton, NJ, Mike's Towing & Recovery, Branchburg, NJ, Cherry Valley Tractor Sales, Marlton, NJ, D & B Auto Supply, Middlesex, NJ, Montage Enterprises, Inc., Blairstown, NJ, Storr Tractor Company, Branchburg, NJ, Air Brake & Equipment, Hillside, NJ, F & S Tire Corp., Inc., Edison, NJ, Inter City Tire and Auto Center, Inc., Elizabeth, NJ}.

24-1242 Approval to pay confirming orders to National Fuel Oil, Inc., Newark, NJ for gasoline and diesel. Total not to exceed \$102,808.30.

24-1243 Approval to pay confirming orders for parts and repairs. Total not to exceed \$20,214.73.
{Campbell Freightliner, LLC, Monroe, NJ \$562.61, J & G Lubrication Co., Bridgewater, NJ \$295.00, Sanitation Truck Repairs, South Plainfield, NJ \$140.19, Mike's Towing & Recovery, Branchburg, NJ \$2,474.78, Ciocca Parts Warehouse, Flemington, NJ \$404.42, D & B Auto Supply, Middlesex, NJ \$5,874.99, Power Place, Whitehouse Station, NJ \$123.61, Trius, Inc., Farmingdale, NJ \$3,968.13, The Hose Shop, Piscataway, NJ \$4,160.00, Custom Bandag, Inc., Highstown, NJ \$342.30, F & S Tire Corp., Inc., Edison, NJ \$1,868.70}.

TAX BOARD – Charles Eader, Tax Administrator

24-1244 Approval to pay confirming order to BRT Technologies, LLC, Mantua, NJ for MOD IV and CAMA data for the Somerset County Board of Taxation and the 21 municipal tax assessor offices for March, April, May, and June 2024. Total not to exceed \$62,072.00.

MOTION TO ADD ABOVE RESOLUTIONS 24-1200 THROUGH 24-1244 TO THE CONSENT AGENDA FOR THE JUNE 25, 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 JUNE 11, 2024 REGULAR MEETING*ADMINISTRATION – Colleen Mahr, County Administrator*

Administration

24-XXXX Award of contract CY-COM-0096-24 to Millennium Strategies, Morristown, NJ for grant writing services to the County of Somerset for 2024. Total not to exceed \$28,000.00.

County Counsel

24-XXXX Resolution authorizing a provider Services Agreement between County of Somerset and Clover Medicare Advantage for provider network services.

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

Finance

24-XXXX Combining bonds aggregating the principal sum of \$37,900,000 authorized by six bond ordinances heretofore adopted to finance part of the cost of various general improvements in the County of Somerset into one consolidated issue of bonds and providing the form, maturities and other details of said consolidated issue.

PUBLIC WORKS – Paul McCall, Director

Vehicle Maintenance

24-XXXX Award of contract CC-0131-24 to Neopart Transit, LLC Reading, PA, Robert H. Hoover and Sons, Inc, Flanders, NJ for original equipment manufactured bus parts. First year of two year contract. Total not to exceed \$10,000.00.

MOTION TO ADD RESOLUTIONS 24-XXXX THROUGH 24-XXXX TO AGENDA FOR THE JUNE 11, 2024 MEETING

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

PUBLIC**ADJOURNMENT**