



**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**

**July 9, 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](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 July 9, 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 July 23, 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**

- #53 Jersey Central Power & Light; Notice of Filing and Public Hearing on its 2022/2023 Societal Benefits Charge (“SBC”) Filing.
- #54 New Jersey American Water; Notice of Filing and Public Hearing on matters regarding improvement charges.
- #55 Morris County Board of Commissioners; passed a resolution urging state leaders to pass legislation to authorize counties, municipalities, school districts, and all local governments to electronically publish notices via a newspaper’s website or digital publication.
- #56 Ocean County Board of Commissioners; passed a resolution urging state leaders to pass legislation to authorize counties, municipalities, school districts, and all local governments to electronically publish notices via a newspaper’s website or digital publication.
- #57 Sussex County Board of Commissioners; passed a resolution establishing the Sussex NJ 250 Committee and designating the logo and catchphrase for the Committee.
- #58 Ridge Oak Senior Housing; opening of waitlist applications for rent subsidized 1-bedroom apartments from Monday, July 8<sup>th</sup> through Tuesday, July 16<sup>th</sup>.

**NEW BUSINESS***HUMAN SERVICES – Zachary Berliner, Director*  
Aging and Disability Services

- 24-1400 Authorizing the Office of Aging and Disability Services to apply and accept the funds of the State Aid Reimbursement Benefit, administered through the New Jersey Department of Human Services, Division of Aging Services for the period January 1, 2023 through December 31, 2023. Total not to exceed \$58,000.00.

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

- 24-1401 Authorizing the execution of a shared services agreement between the County of Somerset and the Township of Montgomery for a rectangular rapid flashing beacon (RRFB) system on Georgetown-Franklin Turnpike (CR 518) at Bolmer Corner/Brecknell Way.
- 24-1402 Approving plans and authorizing receipt of bids for replacement of the fireproofing at the Somerset County Jail, 40 Grove Street, Somerville Borough, Somerset County, New Jersey, Contract No. 24010.

## Planning

- 24-1403 Authorizing release of a performance bond #50500, to Yankee Clipper Properties, as principal, and The Service Insurance Company, Inc., as surety, for the construction of improvements at Block 12 Lot 4 and 5.01, within the County right-of-way of Liberty Corner Road (County Route #525) for \$61,506.72.

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

## Finance

- 24-1404 Certifying that the Board of County Commissioners has reviewed the sections of the annual audit entitled "General Comments - Recommendations" for the 2023 audit.

- 24-1405 Authorizing the execution of Addendum No. 4 to Master Service Agreement S005 between the County of Somerset and State of New Jersey Judiciary Administrative Office of the Courts to modify the Agreement and Addendum previously entered into with the State of New Jersey Judiciary Administration Office of the Courts (AOC) for certain services that are performed by the County for the Superior Court of NJ, Somerset County Vicinage. The Addendum covers the time period of August 1, 2024 through June 30, 2025.

### **AWARD OF CONTRACTS**

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

##### Human Resources

- 24-1406 Award of contract for temporary employment services to primary vendor Noor Staffing Group, LLC (New York, NY), and secondary vendor Compunnel Software Group, Inc. (Plainsboro, NJ). First year of a three-year contract. Contract #CC-0035-24.
- 24-1407 Award of contract to Casco International Inc. dba C.A. Short Company (Shelby, NC) for employee retirement & service awards for the first of a two-year contract. Contract #CC-0052-24. Total not to exceed \$15,801.00.

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

##### Engineering

- 24-1408 Award of professional services contract to CME Associates, Parlin, NJ for the road resurfacing and ADA Compliance Program design, for the year 2025, various routes, various locations, Somerset County, New Jersey. Total not to exceed \$1,070,786.10.
- 24-1409 Award of contract to T.R. Weniger, Inc., Piscataway, NJ for hydro raking at various Park Commission properties, Phase I, Somerset County, New Jersey. Contract No. 24002. Total not to exceed \$793,470.00.
- 24-1410 Award of professional services contract to Naik Consulting Group, LLC, Edison, NJ for the replacement of County Bridge No. G0402, Canal Road over tributary to D&R Canal, Franklin Township, Somerset County, New Jersey. Total not to exceed \$390,635.19.
- 24-1411 Award of contract to Business Furniture Inc., Elizabeth, NJ for the purchase and installation of Herman Miller Action Office System and Tu Metal Storage Furniture for the Somerset County Information Technology Division utilizing NJ State Contract #81620. Total not to exceed \$61,056.24.
- 24-1412 Award of professional services contract to Strunk-Albert Engineering, LLC, East Stroudsburg, PA for as needed mechanical design services for 2024, Somerset County, New Jersey. Total not to exceed \$25,000.00.
- 24-1413 Award of professional services contract to SSP Architectural Group, Somerville, NJ for as needed architectural design services for 2024, Somerset County, New Jersey. Total not to exceed \$20,000.00.
- 24-1414 Consultant Agreement Modification No. 1 to Mills + Schnoering Architects, Holmdel, NJ for professional architectural services, Somerset County Howe Farmstead Barn, 538 Elizabeth Avenue, Somerset County, New Jersey. Total not to exceed \$25,185.00. New contract amount of \$101,740.00.

24-1415 Authorizing change order #1 and final payment for Cypreco Industries, Inc., Neptune, NJ, for structural rehabilitation of the Bernie Field Parking Garage, 15 Mechanic Street, Somerville, NJ, Contract No. 23001. The as-bid contract amount is \$1,774,073.00. The final contract amount is \$1,776,187.00. This change order #1 is an increase of \$2,114.00. Total not to exceed \$2,114.00.

*HUMAN SERVICES – Zachary Berliner, Director*

Aging and Disability Services

24-1416 Amending R23-2423 to increase previously awarded contract #CY-COM-0009-21 for Adult Day Care of Somerset for Adult Day Caregiver Day for the period of January through December 2024. Total not to exceed \$8,400.00 for a new contract amount of not to exceed \$308,703.00.

Youth Receiving (JIS)

24-1417 Award of contract for JCC-0001-24 to Alcohol Monitoring Systems, Inc. (Littleton, CO) for Electronic Home Detention Monitor. First year of a three year contract. Total not to exceed \$12,000.00 per year.

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

Emergency Management

24-1418 Authorizing the purchase of Hazmat gas identification meter from Laurus Systems Inc., Ellicott City, MD, utilizing NJ State Contract #17-FLEET-00753. Total not to exceed \$66,449.00.

*PUBLIC WORKS – Paul McCall, Director*

Facilities and Services

24-1419 Award of contract #CC-0010-23 to A.M.E., Inc., Fairfield, NJ for maintenance, repair & support of building automation systems and associated equipment. Second year of a three-year contract. Total not to exceed \$65,000.00.

Recycling

24-1420 Award of contract #CC-0161-23 to Concept Printing, Inc., Nyack, NY, for printing, folding, labeling of the 2025 recycling schedule and calendar sticker sheets. Second year of a two-year contract. Total not to exceed \$36,850.00.

24-1421 Award of contract #CC-0107-24 to The Packaging People, Inc. DBA The Glove and Safety People, Inc., New Brunswick, NJ, \$10,000.00, Agni Enterprises LLC (dba) Head to Heels Safety Supplies, Miami Lakes, FL, \$500.00, and Mini Wing USA, PVE, CA, \$500.00 for safety equipment. First year of a two-year contract. Total not to exceed \$11,000.00.

Roads & Bridges

24-1422 Award of contract #CC-0011-23 to Stavola, Tinton Falls, NJ., Trap Rock Industries, LLC, Kingston, NJ., Britton Industries, Inc., Lawrenceville, NJ., American Bituminous Company, Inc., West Collingswood Heights., NJ for road materials, second year of a two year contract. Total not to exceed \$40,000.00.

Vehicle Maintenance

24-1423 Award of contract #CC-0162-23 to Fleet Data Systems, LLC, San Mateo, CA for maintenance, support, service and parts contract for fleet data systems fuel management systems. Second year of three year contract. Total not to exceed \$15,000.00.

**FINANCE***CONSTITUTIONAL OFFICERS*

## County Clerk

- 24-1424 Amending certification of funds for previously awarded contracts (R24-815). Resolution is to cancel open primary blanket no longer needed. Total not to exceed (\$28,824.25).
- 24-1425 Authorizing certification of funds for previously awarded contract (R24-815) to Royal Printing Service, West New York, NJ, for printing services for the 2024 General Election. Total not to exceed \$90,709.50.

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

## Engineering

- 24-1426 Authorizing certification of funds for previously awarded contract to T.R. Weniger, Inc., Piscataway, NJ, for maintenance contract - repairs of various Park Commission structures, Somerset County, NJ, for general park renovations, Contract No. 22018. Total not to exceed \$155,000.00.

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

## Finance

- 24-1427 Insertion of a Special Item of Revenue in the Budget for the State of New Jersey Department of Labor & Workforce Development, Workforce Innovation and Opportunity Act (WIOA) Dislocated Worker Grant in the amount of \$868,378.00 into the 2024 county budget.
- 24-1428 Insertion of a Special Item of Revenue in the Budget for the State of New Jersey Department of Labor & Workforce Development, Workforce Innovation and Opportunity Act (WIOA) Youth Grant in the amount of \$466,830.00 into the 2024 county budget.
- 24-1429 Insertion of a Special Item of Revenue in the Budget for the State of New Jersey Department of Labor & Workforce Development, Workforce Innovation and Opportunity Act (WIOA) Adult Grant in the amount of \$418,970.00 into the 2024 county budget.
- 24-1430 Insertion of a Special Item of Revenue in the Budget for the State of New Jersey Department of Labor & Workforce Development, WorkFirst New Jersey (WFNJ) Temporary Assistance for Needy Families (TANF) Grant in the amount of \$448,280.00 into the 2024 county budget.
- 24-1431 Insertion of a Special Item of Revenue in the Budget for the State of New Jersey Department of Labor & Workforce Development, WorkFirst New Jersey (WFNJ) General Assistance/Supplemental Nutrition Assistance Program (GA/SNAP) Grant in the amount of \$282,517.00 into the 2024 county budget.
- 24-1432 Insertion of a Special Item of Revenue in the Budget for the State of New Jersey Department of Labor & Workforce Development, Data Reporting and Analysis Allocation Grant in the amount of \$12,971.00 into the 2024 county budget.
- 24-1433 Insertion of a Special Item of Revenue in the Budget for the North Jersey Transportation Planning Authority, Subregional Transportation Planning Program (STP) in the amount of \$143,682.50 into the 2024 county budget.
- 24-1434 Approval to pay confirming order to SourceMedia LLC, Chicago, IL. Total not to exceed \$2,898.00.

24-1435 Payment of Claims and Ratifying Payment of Claims.

*HUMAN SERVICES – Zachary Berliner, Director*

Aging and Disability Services

24-1436 Authorizing certification of funds for previously awarded Whitson Contract (R23-2424) for purchase of meals. Total not to exceed \$475,135.00.

Operations and Planning

24-1437 Approval to pay confirming order to Change Companies Inc, for 2-day ASAM Criteria Skill Building Training. Total not to exceed \$9,155.00.

Richard Hall CHWC

24-1438 Approval to pay confirming order to Inovalon Provider, Inc of Minneapolis, MN for insurance eligibility and claim management web-based application. Total not to exceed \$2,058.00.

Volunteer Services

24-1439 Approval to pay USDHHS PS Program Support Ctr, DBA Payment Management Serv reimbursement for overpayment of \$180.00 to Somerset County RSVP/ Volunteer Services for RSVP grant year 2022-2023. Total not to exceed \$180.00.

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

24-1440 Amending R24-849 to NJ-IAFN to cancel certification of funds and to cancel requisition number 273157. Total reduction requested is (\$125.00).

24-1441 Approval to pay confirming order to NJ-IAFN, Elkridge, Maryland, for course registration. Total not to exceed \$150.00.

24-1442 Approval to pay confirming order to NJ-IAFN, Elkridge, Maryland, for course registration. Total not to exceed \$125.00.

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

Emergency Management

24-1443 Authorizing certification of funds for a previously awarded contract to Conserv Flag Company, Contract #CC-0049-24 for Presentation Flag Sets. Total not to exceed \$1,444.40.

24-1444 Approval to pay confirming order to New Jersey State Police Calibration Laboratory, West Trenton, NJ for Hazmat Instrument Calibrations. Total not to exceed \$400.00.

*PUBLIC WORKS – Paul McCall, Director*

Facilities and Services

24-1445 Approval to pay confirming order for Nov. 2023 boiler repairs at North County Garage, fire extinguisher inspections, sprinkler inspection, emergency pump repairs at the County Jail, and elevator maintenance fees. Total not to exceed \$30,624.38.

*{Millennium Mechanical, LLC, Fairfield, NJ, Fire and Security Technologies, Lebanon, NJ, Johnson Controls US Holdings DBA Johnson Controls Fire Protection LP., Milwaukee, WI, MC Fire and Life Safety, Raritan, NJ., Complete Recycling Solutions, LLC, Fall River, MA, Slade Industries, Inc., Mountainside, NJ}.*

## Recycling

- 24-1446 Amending and canceling certification of funds for previously awarded contracts for parts, repairs and clothing. Total not to exceed (\$13,045.04).  
*{A&M Industrial, Inc., Rahway, NJ, Aramsco, Inc., Thorofare, NJ, DOT Designing, Monroe Township, NJ, Flemington Department Store, Flemington, NJ, Fyr-Fyter Sales & Service, Inc., Trenton, NJ, Gall's LLC, Lexington, KY, Garden State Highway Products, Inc., Millville, NJ, Grainger, South Plainfield, NJ, Home Depot Credit Services, Bridgewater, NJ, Olympic Glove and Safety, Elmwood Park, NJ, Plastic Express, Inc., Union, NJ, T.M. Fitzgerald & Associates, Havertown, PA}.*
- 24-1447 Authorizing certification of funds for previously awarded contracts to D&B Auto Supply, Middlesex, NJ for diesel exhaust fluid. Total not to exceed \$20,000.00.
- 24-1448 Authorizing certification of funds for previously awarded contracts for uniforms. Total not to exceed \$19,700.00.  
*{DOT Designing, Monroe Township, NJ, \$10,300.00, Smart Stitch LLC, Ewing, NJ, \$3,200.00, Bob's Uniform Shop, Inc., Middletown, NJ, \$2,300.00, Flemington Department Store, Flemington, NJ, \$1,200.00, Keyport Army & Navy, Brick, NJ, \$2,500.00, and Galls, LLC, Lexington, KY, \$200.00}.*
- 24-1449 Approval to pay confirming order to Verizon, Newark, NJ, for past-due phone service charges. Total not to exceed \$7,196.73.
- 24-1450 Approval to pay confirming order to D&B Auto Supply, Middlesex, NJ for the purchase of diesel exhaust fluid. Total not to exceed \$3,837.60.
- 24-1451 Approval to pay confirming order to Lionetti Associates LLC / Lorco Petroleum Services, Elizabeth, NJ for removal of oil filters. Total not to exceed \$960.00.

## Roads &amp; Bridges

- 24-1452 Authorizing certification of funds for previously awarded contract to National Highway Products, Inc., Millville, NJ., for traffic signs, supports, hardware, and devices. Total not to exceed \$50,000.00.
- 24-1453 Authorizing certification of funds for previously awarded contract to Signal Control Products, LLC., Branchburg, NJ for electrical underground structures and appurtenances. Total not to exceed \$47,400.00.
- 24-1454 Authorizing certification of funds for previously awarded contract to A. C. Schultes, Inc., Woodbury Heights, NJ for maintenance, repair service, parts replacement and emergency services for pump stations. Total not to exceed \$7,500.00.

## Vehicle Maintenance

- 24-1455 Amending R24-945 for Jesco, Inc., Piscataway, NJ due to clerical error. Total not to exceed \$1,571.86.
- 24-1456 Approval to pay confirming orders to National Fuel Oil, Inc., Newark, NJ for gasoline. Total not to exceed \$29,927.33.
- 24-1457 Approval to pay confirming orders for parts and repairs. Total not to exceed \$6,878.22.  
*{Driven Brands Holdings dba AGN Glass LLC, Charlotte, NC \$343.86, Campbell Freightliner, LLC, Monroe, NJ \$1,105.77, Hoffman, Piscataway, NJ \$91.84, D & B Auto Supply, Middlesex, NJ \$1,810.16, Power Place, Whitehouse Station, NJ \$866.74, Air Brake & Equipment, Hillside, NJ \$2,659.85}.*

24-1458 Approval to pay confirming orders to Driven Brands Holdings dba AGN Glass LLC, Charlotte, NC \$1,299.38 for parts and repairs. Total not to exceed \$1,299.38.

**MOTION TO ADD ABOVE RESOLUTIONS 24-1400 THROUGH 24-1458 TO THE CONSENT AGENDA FOR THE JULY 23, 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 JULY 9, 2024 REGULAR MEETING**

*ADMINISTRATION – Colleen Mahr, County Administrator*  
County Counsel

24- Authorizing a Novation Agreement between Otto Environmental Systems North America and Duramax Holdings, LLC, d/b/a Otto Environmental Systems.

Greater Raritan WDB

24- Authorizing certification of funds for previously awarded contracts to various public, private and governmental agencies in Hunterdon and Somerset Counties, Contract #CY-COM-0066-24, to pay stipends for youth participants in the 2024 Summer Youth Work Experience Program. Total not to exceed \$128,000.00.

*CONSTITUTIONAL OFFICERS*

Jail

24- Award of contract JCC-0014-24 to Atlantic Tactical Inc. (New Cumberland, PA) for Open End Cooperative Pricing Bid Ammunition & Related Police Supplies. First Year of a Two Year Contract.

24- Award of contract for the Somerset County Kitchen Disposable contract JCC-0003-24 to the following five successful bidders: 1. Term Enterprise Inc. T/A Allen Paper and Supply (Dover, NJ), 2. Plastic Express (Union, NJ), 3. United Sales USA Corp. (Brooklyn, NY), 4. Alpha I Inc. T/A Village Supply (Somerset, NJ) and 5. W.B. Mason (Cranbury, NJ). This is the first year of a two year contract.

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

Engineering

24- Authorizing Change Order #5 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 project time by 90 days and a decrease of (\$208,423.57) from the as-bid contract amount of \$6,997,457.00. The new total of \$7,436,853.46, includes CO #1 for \$200,439.60, CO #3 for \$373,886.42 and CO #4 for \$73,494.01. Total not to exceed (\$208,423.57).

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

24- Authorizing application to the U.S. Department of Justice, Bureau of Justice Assistance for the BJA FY24 Body-Worn Camera Policy & Implementation Program to Support Law Enforcement Agencies grant in the amount of up to one million dollars.



MOTION TO ADD RESOLUTIONS 24- THROUGH 24- TO AGENDA FOR THE JULY 9, 2024 MEETING

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

PUBLIC

ADJOURNMENT

DRAFT