



**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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**Work Session Meeting**

**August 27, 2024**

**5:00pm**

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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 August 27, 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 September 10, 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 AWARD**

## Professional Achievement Award

- Katie Himics

**COMMUNICATIONS**

- #68 Mercer County, Board of Commissioners Resolution No. 2024-442, to support Senate Bill 2346 and Assembly Bill 2258, creating a Code Red Alert program during certain hot weather and air quality events.
- #69 Jersey Central Power & Light Company filing a “Notice of Public Hearing regarding Jersey Central Power & Light Company’s (“JCP&L” or the Company”) Annual Universal Service Fund (“FUSF”) compliance filing.
- #70 Jersey Central Power & Light Company filing and Notice of Public Hearings regarding the Provision of Basic Generation Service (“BGS”) for the period beginning June 1, 2025.
- #71 Notice of Public Service Electric and Gas Company 2024 PSE&G Gas Conservation Incentive Program, filing and notice of public hearings.
- #72 Notice of Public Service Electric and Gas Company 2024/2025 Annual Compliance filing of a change in the Societal Benefits Charge Rates
- #73 Notice of Public Service Electric and Gas Company 2024/2025 Annual BGSS Commodity Charge filing for its residential Gas Customers.
- #74 Notice of Public Service Electric and Gas Company for filing and public hearings for Basic Generation Service (BGS) Charges procured on behalf of its BGS Customers and notice of proposed recovery through its BGS Changes.

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

## Cultural &amp; Heritage

- 24-1700 Authorizing the Somerset County Cultural & Heritage Commission to receive funds in the amount of \$217,000.00 from the New Jersey State Council on the Arts Department of State Local Arts Program grant for calendar year 2025. Grant requires a 1:1 in-kind match for all funds used for operating. To be appropriated in Cultural & Heritage's 2025 Salary & Wage budget.

## Engineering

- 24-1701 Rejecting bids for Contract 23009, Exterior Repairs to Van Horne House Phase III, 941 East Main Street, Bridgewater Township, Somerset County, New Jersey.

## Planning

- 24-1702 Authorizing the execution of a Lease Agreement with the Heritage Trail Association for the Van Horne House located in the Township of Bridgewater.

24-1703 Authorizing the execution of a Lease Agreement with the Borough of Rocky Hill and Township of Montgomery for Van Horne Park located in the Borough of Rocky Hill and Township of Montgomery.

*HUMAN SERVICES – Zachary Berliner, Director*

Rutgers Cooperative Extension

24-1704 Authorizing the execution of 2024 County Salary Reimbursement Agreement between The County of Somerset and Rutgers Cooperative Extension Rutgers, The State University for the period of January 1, 2024 to December 31, 2024 for employees listed on the salary addendum. Total not to exceed \$167,410.00.

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

24-1705 Authorizing application to the SFY 2025 Operation Helping Hand Grant Program administered by the NJ Department of Law & Public Safety, and to accept and insert funding into the Somerset County 2024 budget, when approved, in the amount of \$100,000.00.

*PUBLIC WORKS – Paul McCall, Director*

Transportation

24-1706 Authorizing the County of Somerset to submit an RFP to the NJ Department of Human Services, Division of Aging Services for a grant under the 2025 Age-Friendly Grant Program, and to accept \$70,000.00 of funding if awarded. No matching funds required.

**AWARD OF CONTRACTS**

*ADMINISTRATION – Colleen Mahr, County Administrator*

Administrator

24-1707 VOID

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

24-1708 Award of contract to Election Systems and Software, LLC, Omaha, NE for Election goods and services to the Somerset County Board of Elections, General Election 2024. Total not to exceed \$148,605.00.

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

Engineering

24-1709 Award of professional services contract to Mark Tinder Appraisals, LLC, Somerville, NJ for as needed appraisal services for the year 2024, Somerset County, New Jersey. Total not to exceed \$25,000.00.

*HUMAN SERVICES – Zachary Berliner, Director*

Operations and Planning

24-1710 Authorizing execution of contracts to Samaritan Homeless Interim Program in the amount of not to exceed \$25,000.00 and to Visions & Pathways in the amount of not to exceed \$65,000.00 for the period of January 1, 2024 through December 31, 2024. Total not to exceed \$90,000.00.

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

24-1711 Award of contract to Dr. Howard Gilman, MD, Holmdel, NJ, Contract JC-XS-0016-24, Option A, Forensic Psychiatrist, for the Somerset County Prosecutor's Office.

*PUBLIC WORKS – Paul McCall, Director*

## Transportation

24-1712 Award of contract to SHI International Corp, Somerset, NJ utilizing Bergen County Cooperative Purchasing Alliance #CK04 Contract #24-38 for the purchase and installation of Rosco Cameras. Total not to exceed \$51,865.70.

## Vehicle Maintenance

24-1713 Authorizing award of contract CC-0094-23R to H.A. DeHart & Son, Inc., Thorofare, NJ for original equipment manufacturer (OEM) recycling parts. Second year of two year contract. Total not to exceed \$10,000.00.

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

## Greater Raritan WDB

24-1714 Approval to pay confirming order to FutureWork Systems L.L.C. for Workforce Innovation and Opportunity Act (WIOA) Data Reporting and Analysis funds awarded to the Greater Raritan Workforce Development Board. Total not to exceed \$12,971.00.

## Human Resources

24-1715 Approval to pay confirming order to W.B. Mason, Secaucus, NJ for an August 2024 invoice. Total not to exceed \$67.75.

*CONSTITUTIONAL OFFICERS*

## Jail

24-1716 Approval to pay confirming order for Galls, LLC, Lexington, KY for services provided to the Somerset County Jail. Total not to exceed \$839.79.

24-1717 Approval to pay confirming order for Elizabeth P. Layman, Durham, NC for Prison, Rape Elimination Act (PREA) training conducted for the Somerset County Jail. Grant funding will cover 50% of the expense. Total not to exceed \$3,696.56.

24-1718 Approval to pay confirming order for Just Detention International, Los Angeles, CA for Prison, Rape Elimination Act (PREA) training conducted for the Somerset County Jail. Total not to exceed \$18,968.51.

24-1719 Authorizing certification of funds for previously awarded contracts. Total not to exceed \$76,000.00.  
{Galls, LLC (Lexington, KY) for \$40,000.00 / Interboro Packaging (Montgomery, NY) for \$10,000.00 / Allen Paper and Supply (Morristown, NJ) for \$5,000.00 / United Sales USA Corp (Brooklyn, NY) for \$10,000.00 / Bob Barker Company (Fuquay Varina, NC for \$10,000.00 / Charm-Tex (Brooklyn, NY) for \$1,000.00}.

24-1720 Amending & cancelling the certification of funds for previously awarded contract for County Commissioners of Morris County, Morristown, NJ R24-1252 for \$58,874.34 and Polaris Pharmacy, Warrington, PA, R24-527 for \$10,000.00. Total decrease not to exceed (\$68,874.34).

- 24-1721 Amending certification of funds for previously awarded contracts R24-360 for Galls, LLC Lexington, KY. This will close out the balance on the open blanket purchase order. Total not to exceed (\$24,257.60).

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

Culture & Heritage

- 24-1722 Authorizing the rescinding and reallocation of \$2,000.00 of Local Arts Program Grant funds previously awarded to the Borough of South Bound Brook to the Somerset County Cultural & Heritage Commission.

Engineering

- 24-1723 Authorizing certification of funds for previously awarded contract to IH Engineers, P.C., Princeton, NJ, for design of the 2021 road resurfacing and ADA compliance program, Somerset County, New Jersey. Total not to exceed \$3,565.39.
- 24-1724 Authorizing certification of funds for previously awarded contract to Pennoni Associates, Inc., Newark, NJ, for construction inspection for the 2022 road resurfacing & ADA compliance program, Somerset County, New Jersey. Total not to exceed \$92,745.00.

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

Finance

- 24-1725 Insertion of a Special Item of Revenue in the Budget for the N.J. Department of Human Services, Division of Aging Services, State Aid Reimbursement Benefit in the amount of \$58,000.00 into the 2024 county budget.
- 24-1726 Insertion of a Special Item of Revenue in the Budget for the N.J. Department of Health, Sustaining Local Public Health Infrastructure Grant in the amount of \$168,049.00 into the 2024 county budget.
- 24-1727 Approval to pay confirming order to Pino Consulting Group, Inc., Toms River NJ. Total not to exceed \$1,462.50.
- 24-1728 Payment of Claims and Ratifying Payment of Claims.

*HUMAN SERVICES – Zachary Berliner, Director*

Operations and Planning

- 24-1729 Authorizing the cancellation of certification of funds for previously awarded contracts for Motivated Security Services Inc., Contract CC-0051-22R. total not to exceed (\$4,862.91).

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

- 24-1730 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 item number 2.1, as listed in resolution number 23-2311. Total not to exceed \$2,481.85.

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

911 Communications

- 24-1731 Approval to pay confirming order to Ricoh USA for July subscription services. Total not to exceed \$90.97.

- 24-1732 Approval to pay confirming order to APCO Institute, Inc. for PST Recertification for seven (7) dispatchers. Total not to exceed \$210.00.
- 24-1733 Approval to pay confirming order to Windstream for Internet access loop July payment. Total not to exceed \$710.72.
- 24-1734 Approval to pay confirming order to American Tower Corporation for July lease rent. Total not to exceed \$4,809.02.

*PUBLIC WORKS – Paul McCall, Director*

Facilities and Services

- 24-1735 Amending resolution R24-1445 for Fire and Security Technologies, Lebanon, NJ to adjust amount due to pricing reduction. Total not to exceed (\$372.00).
- 24-1736 Approval to pay confirming order to Johnson Controls US Holdings DBA Johnson Controls Fire Protection LP, Milwaukee, WI for Jail sprinkler inspection, Fire and Security Technologies, Lebanon, NJ for Saturday labor fees. Total not to exceed \$990.21.
- 24-1737 Authorizing certification of funds for previously awarded contract to Genserve, LLC., Plainview, NY for generator repairs. Total not to exceed \$30,000.00.

Recycling

- 24-1738 Approval to pay confirming order to Colgate Paper Stock Co., Inc., New Brunswick, NJ for commodities. Total not to exceed \$4,186.31.

Roads & Bridges

- 24-1739 Approval to pay confirming order to Pumping Services, Inc., Middlesex, NJ., for Green Brook flood project. Total not to exceed \$29,425.21.

Vehicle Maintenance

- 24-1740 Approval to pay confirming orders for parts and repairs. Total not to exceed \$49,241.81.  
{*Campbell Freightliner, LLC, Monroe, NJ \$4,038.67, Stertil- Koni USA, Inc., Stevensville, MD \$2,227.97, Mike's Towing & Recovery, Branchburg, NJ \$1,861.88, Samuels, Inc. t/a Buy Wise Auto Parts, Vauxhaull, NJ \$845.04, David M. Bittrich Inc. dba D&B Auto Supply, Middlesex, NJ \$3,570.89, Air Brake & Equipment, Hillside, NJ \$13,650.79, Sanitation Equipment, Totowa, NJ \$9,438.70, Versalift East Parts and Accessories, Bethlehem, PA \$5,699.91, F & S Tire Corp., Inc., Edison, NJ \$7,907.96.*}
- 24-1741 Amending resolution R24-1555 for Campbell Freightliner, LLC, Monroe, NJ due to clerical error of duplicate invoices. Total not to exceed (\$218.68).
- 24-1742 Amending resolution R24-1164 for Trius, Inc., Farmingdale, NJ for parts and repairs for road maintenance equipment due to clerical error of the wrong contract number. Total not to exceed \$10,000.00.

**MOTION TO ADD ABOVE RESOLUTIONS 24-1700 THROUGH 24-1742 TO THE CONSENT AGENDA FOR THE SEPTEMBER 10, 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 AUGUST 27, 2024 REGULAR MEETING**

*ADMINISTRATION – Colleen Mahr, County Administrator*  
Administrator

24- Authorizing award of contract CY-XS-9015-24R to Holman Frenia Allison, P.C., (HFA) of Lakewood, NJ for accounting services for the purpose of performing Examination/Cost Benefit Analysis of Programs and Services for the year of 2024 for the County of Somerset. Total not to exceed \$39,000.00.

Greater Raritan WDB

24- Authorizing the reallocation of previously awarded Program Year 2023 Workforce Innovation and Opportunity Act (WIOA) funding for the second year of four-year grant funded contract GRWDB-COM-0001-23 for career training services with the Somerset County Department of Human Services for the period of July 1, 2024, to June 30, 2025. Total not to exceed \$485,377.16.

24- Authorizing certification of funds for previously awarded contract to Vision Development Group, Branchburg, NJ, contract CY-COM-0066-24, to pay stipends for youth participants in the 2024 Summer Youth Work Experience Program. Total not to exceed \$12,800.00.

*CONSTITUTIONAL OFFICERS*

Surrogate

24- Approval to pay confirming order to Dr. James Amemasor, Newark NJ, for professional services. Total not to exceed \$5,000.00.

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

Planning

24- Award of contract to French and Parrello Associates for Phase II Site investigation activities in connection with the acquisition of Block 2 Lots 5, 5.01 in the Borough of Bound Brook, Somerset County, New Jersey and Block 357 Lots 1, 2 in the Borough of Middlesex, Middlesex County, New Jersey. Total not to exceed \$66,700.00.

**MOTION TO ADD RESOLUTIONS 24-XXXX THROUGH 24-XXXX TO AGENDA FOR THE AUGUST 27, 2024 MEETING**

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

PUBLIC:

ADJOURNMENT

DRAFT