



# 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****October 8, 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 October 8, 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 October 22, 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**

- #78 Jersey Central Power & Light (“JCP&L”); notice of filing and public hearing of a petition seeking review and approval of its deferred balances relating to and adjustment of the Societal Benefits Charge clause of its filed tariff, BPU Docket No. ER24040209.
- #79 New Jersey Transit; notice of public hearing to gather information and comments regarding potential program developments pursuant to the Senior Citizen & Disabled Residents Transportation Assistance Program Act (“SCDRTAP”).
- #80 County Clerk Steve Peter, notice of fees collected for September 2024 in the amount of \$4,818,254.03 of which \$678,570.21 was retained by the County for its own use.

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

## Engineering

- 24-2000 Approving the FY 2024 Annual Transportation Program (ATP) for the County of Somerset.
- 24-2001 Approving submittal of a grant application and execution of a grant contract with the New Jersey Department of Transportation for fiscal year 2025 funds for projects included in the 2025 Annual Transportation Program (ATP).

## Planning

- 24-2002 Authorizing release of performance bond #FP0025239 in the amount of \$26,254.80 to Summerfields at Franklin L.L.C., as Principal; and First Indemnity of America Insurance Company as surety for the construction of improvements within the County right-of-way of Weston Canal Road (County Route #623), with reference to a project located in Block 516.01, Lot 4.17, Franklin Township and on file with the County Planning Board as FL 902S.

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

## Finance

- 24-2003 Authorization to apply for and accept funding for sports complex improvements at Mountainview Park in Hillsborough, New Jersey through the Department of Community Affairs. Total not to exceed \$1,000,000.00.
- 24-2004 Authorization to apply for and accept funding for land improvements in Hillsborough, New Jersey through the Department of Community Affairs. Total not to exceed \$90,000.00.

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

## 911 Communications

- 24-2005 Authorizing the Department of Public Health & Safety to apply for the State of New Jersey Office of Information and Technology, Office of Emergency Telecommunications Services Next Generation 911 Grant for the period of July 1, 2024, to June 30, 2025.

## Emergency Management

- 24-2006 Authorizing the appointment of Joseph Schardien to be a Deputy Coordinator, in accordance with N.J.S.A. App.A: 9-42 and in compliance with NJOEM Directive NJOEM-6, of Somerset County's Office of Emergency Management for a one-year term ending October 22, 2025.

## Health Department

24-2007 Authorizing the Somerset County Department of Health to apply for and accept funding from the New Jersey Department of Environmental Protection (NJDEP) for the County Environmental Health Act (CEHA) grant up to \$500,000.00 for the grant period July 1, 2024, to June 30, 2025. The County will administer environmental control in areas of air, water, noise and solid waste. The County will agree to match up to 50% of the total project amount.

*PUBLIC WORKS – Paul McCall, Director*

## Public Works

24-2008 Authorizing the execution of a Shared Services Agreement between Somerset County and East Amwell Township for sharing Department of Public Works equipment and personnel.

24-2009 Authorizing the execution of a Shared Services Agreement between Somerset County and Hillsborough Municipal Utilities Authority for sharing Department of Public Works equipment and personnel.

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

## Economic Development

24-2010 Award of contract CY-COM-0099-24 to CITYDATA Inc. for location analytics software. First year of a two-year contract with three optional one-year extensions. Total not to exceed \$49,200.00.

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

## Engineering

24-2011 Authorizing change order #2 for Konkus Corporation, Hillsborough, NJ, for the replacement of County Bridge No. C0701, South Branch Road over Brokaw Brook, Township of Branchburg, Somerset County, New Jersey, contract no. 21004. An increase of \$377,638.67 from the as-bid contract amount of \$3,166,307.69, which includes increase change order #1 in the amount of \$453,692.94. A new total of \$3,997,639.30. Total not to exceed \$377,638.67.

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

## Purchasing

24-2012 Award of contract CC-0124-23 to W.B. Mason Co., Inc. for an Open-End Contract for the purchase of: Option A: Bottled Water and Cooler Rental; and Option B: Individual Bottled Water. Second year of a two-year contract.

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

24-2013 Award of contract to Emergency Vehicles, Inc., Lake Park, FL, for a new crime scene truck, utilizing county contract CC-9082-24. Total not to exceed \$477,860.00.

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

## Emergency Management

24-2014 Authorizing the amendment of R23-2010 to decrease the total price of contract 83909 to Motorola Solutions Inc, for the purchase of HAZMAT mobile radio units for the Office of Emergency Management due to a product being unavailable. Total not to exceed \$24,919.53.

*PUBLIC WORKS – Paul McCall, Director*

## Facilities and Services

- 24-2015 Award of contract #CC-0146-23 to Grafas Painting Contractors, Inc. dba GPC, Inc. (Millburn, NJ) and to K&B Contractors, LLC (Woodland Park, NJ). Category A: interior painting service; category B: exterior painting service; and category C: wall covering service for painting & wall covering services. Second year of a two-year contract. Awarded as follows: Grafas Painting Contractors, Inc., dba GPC, Inc. will be awarded for category A and K&B Contractors LLC will be awarded for category B and C.
- 24-2016 Award of contract to Direct Flooring (Flemington, NJ), utilizing #ESCNJ 23/24-14 for the replacement of carpeting and flooring at the Historic Courthouse meditation room. Total not to exceed \$13,454.00.
- 24-2017 Award of contract to Direct Flooring (Flemington, NJ), utilizing #ESCNJ 23/24-14 for the replacement of carpeting and flooring at 20 N. Bridge St., 3rd floor security office. Total not to exceed \$11,703.90.
- 24-2018 Award of contract CC-0144-24 to Firstline Locksmith, LLC, for locksmith services and locking hardware, first year of a two-year contract. Total not to exceed \$3,500.00.

## Recycling

- 24-2019 Awarding second year of a two-year contract, CC-0127-23R2 to furnish and deliver: Option 1-plastic recycling containers; and Option 2-composting machines, to T.M. Fitzgerald & Associates, Havertown, PA. Total not to exceed \$20,000.00.

## Roads &amp; Bridges

- 24-2020 Award of contract CC-0054-24 to Atlantic Salt, Inc., Lowell, MA; and Morton Salt, Inc., Chicago, IL.; for rock salt and treated salt. First year of a two-year contract. Certification of Funds will be completed at the time each order is placed.
- 24-2021 Award of contract CC-0028-24 to Pave-Rite, Inc., Bridgewater, NJ.; Sunbelt Rentals. Inc., Fort Mill, SC.; Herc Rentals, Inc., Fairfield, NJ.; Magnum Vac Service, LLC., Flanders, NJ; and United Rentals (North American), Inc., South Plainfield, NJ., for equipment and tool rental. First year of a two-year contract. Total not to exceed \$50,000.00.
- 24-2022 Award of contract CC-0058-24 to Deer Carcass Removal Services, LLC., Cream Ridge, NJ for deer carcass removal. First year of a two-year contract. Total not to exceed \$50,000.00.

## Vehicle Maintenance

- 24-2023 Award of contract CC-0036-23 to National Fuel Oil, Inc., Newark, NJ; Griffith-Allied Trucking LLC dba Allied Oil, Hillsborough, NJ; and Sunoco, LLC, Fort Wayne, IN, for Red Dyed #2 Diesel Fuel, (Ultra Low Sulfur Diesel) and Red Dyed Winter Blend Diesel and Fuel Oil. Second year of two-year contract. Total not to exceed \$100,000.00.

**FINANCE***CONSTITUTIONAL OFFICERS*

## County Clerk

- 24-2024 Approval to pay confirming order to Royal Printing Service, (West New York, NJ) for 2024 General Election printing services. Total not to exceed \$72,136.40.

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

## Engineering

- 24-2025 Authorizing certification of funds for previously awarded contract to US Geological Survey, Lawrenceville, NJ for cooperative agreement with the Department of the Interior USGS for operation of a flood information system. Total not to exceed \$43,666.25.
- 24-2026 Authorizing certification of funds for previously awarded contract to T2 UES, Inc., Cherry Hill, NJ, for subsurface utility investigation, Somerset County, New Jersey. Open end contract CC-0102-24. Total not to exceed \$15,847.50.

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

## Finance

- 24-2027 Insertion of a Special Item of Revenue in the Budget for the Department of Health and Human Services Substance Abuse and Mental Health Services Administration (SAMHSA), and the Community Behavioral Health Clinic Improvement and Advancement Grant (CCBHC-IA) grant in the amount of \$1,879,144.00 into the 2024 county budget.
- 24-2028 Insertion of a Special Item of Revenue in the Budget for the New Jersey Division of Highway Traffic Safety, Comprehensive Traffic Safety Program (CTSP) in the amount of \$230,320.00 into the 2024 county budget.
- 24-2029 Insertion of a Special Item of Revenue in the Budget for the New Jersey Division of Highway Traffic Safety, Occupant Protection Somerset and Hunterdon Counties Grant in the amount of \$91,800.00 into the 2024 county budget.
- 24-2030 Insertion of a Special Item of Revenue in the Budget for the New Jersey Department of Law and Public Safety, Victims of Crime Act (VOCA), Sexual Assault Response Team (SART)/Forensic Nurse Examiner (FNE) Program in the amount of \$144,000.00 into the 2024 county budget. In-Kind match appropriated in the Prosecutor's Salary and Wage budget.
- 24-2031 Authorizing certification of funds for previously awarded contract to Shain Schaffer, PC, Bernardsville, NJ. Total not to exceed \$75,000.00.
- 24-2032 Approval to pay confirming orders to Shain Schaffer, PC, Bernardsville, NJ; Robert T. Simmelkjaer, Esq., Haworth, NJ; and Bethel Bindery, Inc., Tuckerton, NJ. Total not to exceed \$14,126.95.
- 24-2033 Payment of Claims and Ratifying Payment of Claims.

## IT

- 24-2034 Amending resolution R24-363 for Verizon New Jersey, Basking Ridge, NJ, to increase the blanket order purchase order #271451 from \$50,000.00 to \$160,000.00. Total not to exceed \$160,000.00.

## Records Management

- 24-2035 Approval to pay confirming order to Vital Records Holdings (VRC), Birmingham, AL for records management physical storage and service. Invoices for July and August 2024. Total not to exceed \$5,728.69.

*HUMAN SERVICES – Zachary Berliner, Director*

## Aging and Disability Services

- 24-2036 Authorizing modification of R23-2067. Allowing for the additional allocation of new funds totaling \$55,687.00 to be added to the 2024 Area Plan Contract (APC) DOASA24AA012 which will result in a new contract amount of \$2,207,752.00 for the period of January 1, 2024, through December 31, 2024.
- 24-2037 Approval to pay a confirming order to Blanca Ramirez for Zumba classes on Tuesdays and Fridays in July and August 2024 at the Warren Brook Senior Center. Total not to exceed \$800.00.
- 24-2038 Approval to pay a confirming order to the Somerset County Park Commission for rental expenses for the Warrenbrook Senior Center operations July through September 2024. Total not to exceed \$750.00.
- 24-2039 Approval to pay a confirming order for Gary Morton for music for the Thrill and Grill Picnic on September 13, 2024. Total not to exceed \$200.00.
- 24-2040 Approval to pay a confirming order for Saker Shoprites, Inc. (Holmdel, NJ), for the purchase of vases and flowers for the Senior Art Show. Total not to exceed \$97.05.

## Community Development Office

- 24-2041 Authorizing certification of funds for previously awarded contracts for Community Development. Total not to exceed \$479,912.00.  
*{MLK Youth Center, Midland Adult Services, Borough of North Plainfield, Our House, Safe and Sound, Borough of Somerville, Borough of South Bound Brook, Visions and Pathways, Youth Consultation Services}*
- 24-2042 Authorizing certification of funds for previously awarded contracts for Community Development. Total not to exceed \$373,842.00.  
*{Arc of Somerset, Borough of Bound Brook, Community Hope, Hillsborough YMCA, HomeSharing, Shimon & Sara Birnbaum Jewish Community Center, Jewish Family Service, Borough of Manville, Middle Earth Inc.}*

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

- 24-2043 Approval to pay a confirming order to John H. Stamler Police Academy, Scotch Plains, NJ, for an instructor course for a detective. Total not to exceed \$30.00.

*PUBLIC WORKS – Paul McCall, Director*

## Facilities and Services

- 24-2044 Approval to pay confirming orders to Occupational Health Centers of NJ, PA, Elkridge, MD for respiratory FIT test; Atlantic Plumbing Supply Corp, Long Branch, NJ for supplies; and Open Systems Integrators, Inc., Hamilton, NJ for intercom system troubleshooting. Total not to exceed \$980.46.

## Roads &amp; Bridges

- 24-2045 Amending resolution R24-540 to reduce the amount of a previously awarded contract to Atlantic Salt, Inc., Lowell, Ma., contract CC-0054-22. Total not to exceed (\$64,359.02).
- 24-2046 Approval to pay a confirming order to Morton Salt, Inc., Palatine, IL., for salt. Total not to exceed \$15,265.07.

## Vehicle Maintenance

- 24-2047 Authorizing certification of funds for previously awarded contracts to Air Brake & Equipment, Hillside, NJ, and Sanitation Equipment, Totowa, NJ, for parts and repairs. Total not to exceed \$40,000.00.
- 24-2048 Amending resolution R24-1552 for Hudson County Motors, Inc., Secaucus, NJ, due to non-contracted parts and repairs. Total not to exceed (\$16,019.09).
- 24-2049 Approval to pay confirming orders for parts and repairs. Total not to exceed \$27,747.29.  
*{Driven Brands Holdings dba AGN Glass LLC, Charlotte, NC \$451.02, Campbell Freightliner, LLC, Monroe, NJ \$2,121.72, Steril-Koni USA, Inc., Stevensville, MD \$12,585.69, Mike's Towing & Recovery, Branchburg, NJ \$4,048.70, Cliffside Body Corporation, Fairview, NJ \$162.00 Fred Beans Parts, Inc., Doylestown, PA \$845.35, Power Place, Whitehouse Station, NJ \$921.52, Gabrielli Kenworth of NJ, Dayton, NJ \$3,359.16, Sanitation Equipment, Totowa, NJ \$3,252.13}*

**MOTION TO ADD ABOVE RESOLUTIONS 24-2000 THROUGH 24-2049 TO THE CONSENT AGENDA FOR THE OCTOBER 22, 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 OCTOBER 8, 2024 REGULAR MEETING**

*ADMINISTRATION – Colleen Mahr, County Administrator*  
 Greater Raritan WDB

- 24-XXXX Approval to pay a confirming order for Visions and Pathways to pay part of stipend for a 2024 Summer Youth Workforce Experience participant, not to exceed \$496.00.
- 24-XXXX Approval to pay a confirming order for On-the-Job Training (OJT) provided by JLOVESUS, Inc. (DBA A Place at Home). Total not to exceed \$10,000.00.

*ENGINEERING AND PLANNING – Matthew D. Loper, Director*  
 Cultural & Heritage

- 24-XXXX Authorizing award of contract CY-COM-0102-24 to Ahali Consulting LLC for consulting services for the launch of phase II of the Somerset County Cultural & Heritage Commission's Docent Training Program. Total not to exceed \$90,611.00.

*PUBLIC WORKS – Paul McCall, Director*

Transportation

- 24-XXXX Authorizing the County of Somerset to Submit an RFP to the Somerset County Office on Aging and Disability Services for a grant under the 2025 - 2027 OOADS Area Plan Contract to provide assisted transportation and to accept funding if awarded.

MOTION TO ADD RESOLUTIONS 24-XXXX THROUGH 24-XXXX TO AGENDA FOR THE OCTOBER 8, 2024 MEETING

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

PUBLIC

ADJOURNMENT

DRAFT