

+ The Warren County Mosquito Extermination Commission held a reorganization meeting on Thursday, January 15, 2026, in person at the office of the Warren County Mosquito Extermination Commission, 2 Furnace Street, Oxford, New Jersey, with remote attendance available through *GoToMeeting*. This meeting was held in accordance with the Open Public Meetings Act, Chapter 231, P.L.1975.

Superintendent Gruener called the meeting to order at 8:15 AM.

ROLL CALL OF COMMISSIONERS

Mr. Burke, Chairman	YES
Mr. Summers, Vice-Chairman	YES <small>(remote)</small>
Ms. Greason, Secretary/Treasurer	YES
Mr. Eriksen	YES
Ms. Cooke-Gibbs	NO
Dr. Vincent Zaccheo	YES
Ms. Ciesla, County Commissioner	NO

SALUTE TO THE FLAG

OPEN PUBLIC MEETING NOTICE

Superintendent Gruener: Adequate notice of this meeting was given in accordance with the Open Public Meetings Act by forwarding a schedule of regular meetings of the Warren County Mosquito Commission to the Warren County Clerk, the Warren County Board of Commissioners, The Star Ledger, The Express Times, and by posting a copy thereof on the bulletin board in the office of the Board of Commissioners and the Mosquito Commission. The Warren County Mosquito Commission may take formal action at this meeting. The meeting was announced to include a link and a phone number to join the meeting remotely using a phone, computer, tablet, or smartphone, as well as attending in person. Public participation is encouraged. To ensure full public participation, those individuals with disabilities who wish to attend the meetings were advised to submit any requests for special accommodation one week in advance.

ANNOUNCEMENTS

REORGANIZATION

Ms. Gruener asked for nominees for Chairman, Vice-Chairman, and Secretary/Treasurer. Commissioner Eriksen nominated the current slate of officers: Bradley Burke as Chairman, Peter Summers as Vice-Chairman, and Eileen Greason as Secretary/Treasurer. Superintendent Gruener asked if there were any additional nominations, there being none, nominations were closed and election of officers proceeded. The slate of nominees was presented for election by voice vote and all commissioners voted in favor of the current slate with no objections and no abstentions.

The following appointments were provided for consideration for the upcoming year:

Commissioner Special Counsel: Gebhardt & Kiefer PC
Official Newspapers: The Star Ledger & The Express-Times
Appointing Authority, Civil Service: Jennifer Gruener
County and Municipal Personnel System Supervisor (CAMPS) : Jennifer Gruener
Certifying Officer (Divisions of Pensions): Jennifer Gruener
Certifying Officer Supervisor (Divisions of Pensions): Eileen Greason



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Public Agency Compliance Officer: Jennifer Gruener
Public Information Officer: Jennifer Gruener
Custodian of Petty Cash Fund: Jennifer Gruener
NJMCA Trustee: Jennifer Gruener

A motion was made by Commissioner Eriksen to approve the appointments as read. The motion was seconded by Commissioner Zaccheo, and the motion carried.

Authorized Signatures:

Purchase Orders: Jennifer Gruener
Check Signers: Bradley Burke, Peter Summers, Eileen Greason
View PNC Bank account & complete online transfers: Jennifer Gruener, Christine Fisher
Pensions: Jennifer Gruener
Civil Service: Jennifer Gruener
Official Forms & Official Correspondence: Bradley Burke, Jennifer Gruener
NJPDES Pesticide Discharge Mgmt. Plan: Jennifer Gruener

A motion was made by Commissioner Summers to approve the authorized signature list. The motion was seconded by Commissioner Eriksen and the motion carried.

2026 Meeting Schedule

A motion was made by Commissioner Greason, seconded by Commissioner Eriksen, to approve the 2026 and January 2027 meeting schedule, and the motion carried.

APPROVAL OF MINUTES

Chairman Burke stated the Commissioners were provided with minutes from the December 18, 2025, meeting. He asked if there were any corrections or modifications to the minutes. There being none, Commissioner Eriksen made a motion to approve the minutes. Commissioner Greason seconded the motion, and the motion carried.

PUBLIC COMMENTS

SECRETARY/TREASURER'S REPORTS

Chairman Burke noted that the December 31, 2025, Budget & Treasurer's Reports were presented at the meeting for approval. Ms. Fisher noted that an updated Budget Report was included in the final meeting email. Chairman Burke asked if there were any questions or concerns regarding the Budget & Treasurer's Reports. There being none, Commissioner Greason made a motion to approve the reports. The motion was seconded by Commissioner Summers, and the motion carried.

SUPERINTENDENTS REPORT

Ms. Gruener and Ms. Fisher have been working to close out 2025 and open 2026 (administratively and financially). Work continues on the 2025 Annual Report. Staff have been using paid leave time before the end of the year and through the first two weeks of January. The school IPM annual records were prepared and mailed. The 2025 season summary was completed for the NJMCA newsletter. The aerial larviciding bid ad was placed and the bid opening was January 13, 2026; however, no bids were received. The second advertising is scheduled for January 20, 2026, with the bid opening scheduled for February 11, 2026. If no bid is received after the second round of advertising, then the commission can


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go into negotiations with an aerial applicator. Mr. Necina will be attending the Northeast Aerial Applicators Association's annual meeting January 11-13, 2026. The FAA COA reports for the treatment drone were filed in December. The new replacement spreader has been installed in the drone, and Mr. Necina and Mr. Hagerty are working on calibrating it. Seasonal positions were advertised on Facebook through all the community sites that Ms. Fisher and Ms. Gruener have joined. Two applications were received. Two of last year's seasonal staff were contacted and asked if they had interest in returning this season; of which one showed interest in returning.

The Oxford rain gauge recorded 3.35" of precipitation in December, which is below the ten-year average of 4.55" for that gauge. Research is being done on 3D printers for purchase. CDC traps parts will be able to be fabricated from the printer. Sixteen gravid traps have been rebuilt.

The air dryer tank purge valve on the 2018 International dump truck was stuck; Cory Brothers replaced the valve on site.

UAS mapping of several sites is in the planning stages, including the entire length of the Morris Canal within the Warren County border.

Ms. Giordano has been working on creating the tick presentation for the DGNRA NPS personnel. Ms. Giordano also prepared tick finding reports for Johnsonburg, Frelinghuysen Forest Preserve, and Merrill Creek.

Ms. Hankinson is learning Canva, a graphic design software, and she has developed a draft infographic to clarify the difference between larval and adult mosquito control. She also developed two coloring sheets. The NACCHO Social Media toolkit was read, and a social media plan is being developed. Ms. Fisher had new lawn signs and banners printed for a source reduction message. Ms. Giordano researched ways to redesign the laboratory for more workspace and a better flow. Ms. Giordano and Mr. Hagerty attended the Mosquito Surveillance & Management class through Continuing Education at Rutgers University. Ms. Hankinson has been doing ArcGIS online training. Mr. Hagerty and Ms. Giordano joined Sussex County Mosquito Control to inspect caves for overwintering mosquitoes. Ms. Giordano completed the "Advanced Adult Mosquito Identification Course" held through NEVBD and the SMCC.

Ms. Gruener stated she has prepared a water management evaluation and will email it to all commissioners for review and to allow for more of a conversation at the March meeting. Mr. Flohn's weekly reports were reviewed and entered onto a spreadsheet; most of his work was mosquito inspections, 14% was water management, 10% was mowing. The number of water management projects has declined over the years due to permitting changes. The direction to take the water management programs needs to be decided, whether it be towards cleaning and mowing stormwater facilities, to hire a sub-contractor to complete the water management projects instead of having a heavy equipment operator on staff or enter into a shared services arrangements with the township where the project exists. After the meeting today, Ms. Gruener will call into the Water Management Network Meeting, this meeting may shed more light on what the counties are planning to do with their water management programs.

PRESENTATION OF BILLS

Chairman Burke noted that master voucher M2025-12a (Resolution 2025-27) was presented at the meeting for approval. Chairman Burke asked if there were any questions or concerns. There being none, Commissioner Eriksen made a motion to approve master voucher M2025-12a (Resolution 2025-27) in the amount of \$113,008.19. The motion was seconded by Commissioner Greason and the motion carried. Chairman Burke noted that master voucher M2026-01 (Resolution 2026-01) was presented at the meeting for approval. Chairman Burke asked if there were any questions or concerns. There being none, Commissioner Zaccheo made a motion to approve master voucher M2026-01 (Resolution 2026-01) in the amount of \$55,040.03. The motion was seconded by Commissioner Greason and the motion carried.


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COMMUNICATION

- J. Gruener to Aerial Larviciding Bid Packet recipients re: Aerial Larviciding Bid Packet
- J. Gruener to Aerial Application affected Townships re: Congested Area Aerial Application Notification
- J. Gruener to School IPM Coordinators in affected Townships re: Records of Insecticide Applications
- P. Crosswell, Crosswell Institute-Schulte IT Consultants to J. Gruener re: GIS Management Survey
- J.Gruener to J. O'Connell, NJ DEP Bureau of Pesticide Control re: Required Legal Notifications

UNFINISHED BUSINESS

NEW BUSINESS

RESOLUTIONS

RESOLUTION 2026-02
Purchasing and Contracting Agent

On a motion by Robert Eriksen, seconded by Vincent Zaccheo, the following resolution was adopted by the Mosquito Extermination Commission of the County of Warren at a meeting held January 15, 2026.

WHEREAS, the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., provides the regulations for procurements of goods and services for the governing body of any local unit; and

WHEREAS, pursuant to N.J.S.A. 29:9 et seq., the Warren County Mosquito Extermination Commission is a public body duly organized and existing under and by virtue of the laws of the State of New Jersey; and

WHEREAS Part C, 40A:11-9 of the Local Public Contracts Law, provides that the governing body of any local unit may by resolution establish the office of the purchasing agent; and

WHEREAS, the Warren County Mosquito Extermination Commission is desirous of having the Superintendent serve in this capacity; and

NOW, THEREFORE, BE IT RESOLVED by the Warren County Mosquito Extermination Commission that the Superintendent is appointed as the purchasing agent for the Commission with authority, as its contracting agent, to prepare public advertising for bids and to receive bids for the purchase of work, materials and supplies on behalf of the Commission and is authorized to make awards of contracts in the name of the Commission provided in accordance with the Commission's Purchasing Policy (approved January 16, 2014) and N.J.S.A. 40A: 11-9; and



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RESOLUTION 2026-03
Resolution Authorizing Contracting with Certain Approved State Contract Vendors for Contracting Units Pursuant to N.J.S.A. 40A:11-12a

On a motion by Robert Eriksen, seconded by Eileen Greason, the following resolution was adopted by the Mosquito Extermination Commission of the County of Warren at a meeting held January 15, 2026.

WHEREAS the Warren County Mosquito Extermination Commission, pursuant to N.J.S.A. 40A:11-12a and N.J.A.C. 5-34-7.29 et seq., may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of Treasury; and

WHEREAS the Warren County Mosquito Extermination Commission has the need on a timely basis to purchase goods or services utilizing State Contracts; and

WHEREAS the Warren County Mosquito Extermination Commission intends to enter into contracts with the attached Reference State Contract Vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts; and

NOW, THEREFORE, BE IT RESOLVED that the Warren County Mosquito Extermination Commission authorized the purchasing agent to purchase certain goods and services from those approved New Jersey State Contract Vendors on the list below, pursuant to all conditions of the individual State contracts; and

BE IT FURTHER RESOLVED that the governing body of the Warren County Mosquito Extermination Commission pursuant to N.J.A.C. 5:30-5.5(b), the certification of available funds, shall either certify the full maximum amount against the budget at the time the contract is awarded, or no contract amount shall be chargeable or certified until such time as the goods or services are ordered or otherwise called for prior to placing the order, and a certification of availability of funds is made by the Superintendent; and

BE IT FURTHER RESOLVED that the duration of the contracts between the Warren County Mosquito Extermination Commission and the State Contract Vendors shall be from January 1, 2026 to December 31, 2026.

Referenced State Contract Vendors



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<u>Commodity/Service</u>	<u>Vendors</u>	<u>State Contract #</u>
T 0153: Insecticides for Mosquito and Tick Control	Clarke Mosquito Control Products	22-FOOD-12298
T 0153: Insecticides for Mosquito and Tick Control	Adapco LLC	22-FOOD-12297
T 0153: Insecticides for Mosquito and Tick Control	Target Specialty Products	22-FOOD-12299
T 0153: Insecticides for Mosquito and Tick Control	ES OPCO USA LLC DBA Univar Environmental Sciences	22-FOOD-12301

EXECUTIVE SESSION

With no further business to discuss, the meeting was adjourned at 9:31 am.

Respectfully Submitted,



Eileen M. Greason,
Secretary/Treasurer