

The Warren County Mosquito Extermination Commission held a reorganization meeting on Thursday, January 18, 2024, 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. Eriksen, Vice-Chairman	YES <small>(remote)</small>
Ms. Greason, Secretary/Treasurer	YES <small>(remote)</small>
Ms. Cooke-Gibbs	NO
Dr. Roscoe	YES <small>(remote)</small>
Mr. Summers	YES <small>(remote)</small>
Ms. Ciesla, County Commissioner	NO

The following staff members attended this regular meeting: Superintendent Jennifer Gruener and Recoding Secretary Christine Fisher.

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. Formal action may be taken by the Warren County Mosquito Commission 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 to attend in person. Public participation is encouraged. In order to assure 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 Chairman, Vice-Chairman, and Secretary/Treasurer. Commissioner Greason nominated Bradley Burke for the position of Chairman, the motion was seconded by Commissioner Eriksen. Commissioner Roscoe nominated Robert Eriksen for the position of Vice-Chairman, Commissioner Eriksen declined the nomination. Commissioner Roscoe then nominated Peter Summers for Vice-Chairman; Commissioner Greason seconded the motion. Commissioner Burke nominated Eileen Greason for the position of Secretary/Treasurer, the motion was seconded by Commissioner Eriksen. Commissioner Summers made a motion to close nominations, the motion was seconded by Commissioner Greason. The motion carried with all in favor. Superintendent Gruener called for the election of the slate of officers to be done by consent, Commissioner Roscoe made the motion with Commissioner Greason seconding and the motion carried with all in favor. Superintendent Gruener thanked the commissioners for committing to another year. The meeting was then turned over to Chairman Burke.


E. Greason

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

Commission Special Counsel: Gebhardt & Kiefer PC
Official Newspapers: The Star Ledger & The Express-Times
Appointing Authority (Civil Service): Jennifer Gruener
County & Municipal Personnel System Supervisor (CAMPS): Jennifer Gruener
Certifying Officer (Division of Pensions): Jennifer Gruener
Certifying Officer Supervisor (Division of Pensions): Eileen Greason
Public Agency Compliance Officer: Jennifer Gruener
Public Information Officer & Backup: Jennifer Gruener, Stepanie Oliphant
Custodian of Petty Cash Fund: Jennifer Gruener
NJMCA Trustee & Alternate Trustee: Jennifer Gruener, Stepanie Oliphant

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

Authorized Signatures:

Vouchers: Jennifer Gruener
Check signers: Bradley Burke, Petter Summers, Eileen Greason
View PNC Bank account & complete online transfers: Jennifer Gruener, Christine Fisher
Pension: Jennifer Gruener, Eileen Greason
Civil Service: Jennifer Gruener
Official Forms & Correspondence: Bradley Burke, Jennifer Gruener
NJPDES Pesticide Discharge Mgmt. Plan: Jennifer Gruener, Stephanie Oliphant

A motion was made by Chairman Burke, seconded by Commissioner Summers, to approve the authorized signature list, and the motion carried.

2024 Meeting Schedule

A motion was made by Commissioner Greason, seconded by Commissioner Summers to approve the 2024 and January 2025 meeting schedule, and the motion carried.

APPROVAL OF MINUTES

Chairman Burke stated the Commissioners were provided with minutes from the December 21, 2023, meeting. He asked if there were any corrections or modifications to the minutes. One correction was noted on page four. Commissioner Greason made a motion to approve the minutes with the correction. Commissioner Summers seconded the motion and the motion carried.

PUBLIC COMMENTS

SECRETARY/TREASURER'S REPORTS

Chairman Burke noted the December 31, 2023, Budget & Treasurer's Reports were presented at the meeting for approval. Chairman Burke asked if there were any questions or concerns regarding the Budget & Treasurer's Reports. There being none, Commissioner Roscoe made a motion to approve the Budget & Treasurer's Reports. The motion was seconded by Commissioner Burke and the motion carried.


E. Greason

SUPERINTENDENT'S REPORT

The 2024 Aerial Larviciding Bid packet was advertised and mailed to potential bidders. The Teams meeting with Susan Cardone from the Civil Service Commission took place on January 9, 2024, and went very well. Staff continue to work on the 2023 Annual Report, and it will likely be ready for the February meeting. Work has continued on the Drone Policy and public statement; it will also likely be ready for the February meeting. Employee time calendars and leave timecards were closed out for 2023 and approved time was carried forward to 2024. The 2023 accounting was closed out and the new accounting year begun. The required IRS filing, in regard to the Affordable Care Act, was generated by the County, in response to a request made by Superintendent Gruener; employees received 1095's for their records.

The Oxford rain gauge recorded 8.76" of precipitation for December, which is significantly higher than the 10-year average of 4.07". Frontier Precision has offered to provide the Commission with one free year of VectorSurv integration for feedback on the use experience. Ms. Giordano offered suggestions on how to best proceed and agreed to explore this integration.

A quote was received from A&S Hydraulics to repair the power tilt on the Kobelco excavator, a repair request was sent to the SMCC, repairs are awaiting SMCC approval. Stream blockages continue to be documented and removal projects planned.

Larval routes continue to be reviewed and revised. Ms. Oliphant and Mr. Flohn worked to remove retired sites from the Delaware Gap National Recreational Area route. Mr. Hagerty passed his Pesticide Application Category 11 (aerial) exam. We now have four staff members licensed in aerial applications and two certified remote pilots. Ms. Oliphant has started training Mr. Hagerty on the East Route; so that he will know all four larval routes. Ms. Giordano worked on cataloging preserved larval samples with imagery taken with the Leica scope. Ms. Giordano has also been working on perfecting methods to preserve insects in resin, which was initially wanted for public education, however now it is realized it can work as a preservation method for collections. Ms. Giordano summarized the tick data for the annual report; the figure was included in the meeting packet.

The Yale wire-rope hoist in the garage bay initially failed its annual inspection as it lost functionality during inspection; repairs have been made and it has since passed inspection.

PRESENTATION OF BILLS

Chairman Burke noted that master voucher M2023-12a (Resolution 2023-23) was presented at the meeting for approval. Chairman Burke asked if there were any questions or concerns. There being none, Commissioner Greason made a motion to approve master voucher M2023-12a (Resolution 2023-23) in the amount of \$21,344.87. The motion was seconded by Commissioner Eriksen and the motion carried. Master voucher M2024-01 (Resolution 2024-01) was also presented for approval. Chairman Burke asked if there were any questions or concerns. There being none, Commissioner Eriksen made a motion to approve master voucher M2024-01 in the amount of \$32,106.65. The motion was seconded by Commissioner Summers and the motion carried.

COMMUNICATION

- WC Board of Commissioners to J. Gruener re: Invitation to Annual Reorganization Meeting
- VectorSurv to J. Gruener re: CDC's Anopheles Distribution Maps
- National Park Service to J. Gruener re: NPS Investigator's Annual Report
- J. Gruener to Aerial Larviciding Bid Packet Recipients re: Aerial Larviciding Bid Packet
- J. Gruener to Allamuchy, Frelinghuysen, Hope, Independence, Liberty, Oxford, White, & Hardwick Townships re: Approval for aerial mosquito control applications in affected townships


E. Greason

UNFINISHED BUSINESS

NEW BUSINESS

RESOLUTIONS

**RESOLUTION 2024-02
Purchasing and Contracting Agent**

On a motion by Robert Eriksen seconded by Douglas Roscoe the following resolution was adopted by the Mosquito Extermination Commission of the County of Warren at a meeting held January 18, 2024.

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

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

**RESOLUTION 2024-03
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 Peter Summers, seconded by Eileen Greason, the following resolution was adopted by the Mosquito Extermination Commission of the County of Warren at a meeting held January 18, 2024.

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


E. Greason

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, 2024 to December 31, 2024.

Referenced State Contract Vendors

<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 9:08 am.

Respectfully Submitted,



Eileen M. Greason,
Secretary/Treasurer

The Warren County Mosquito Extermination Commission held a regular monthly meeting on Thursday, February 15, 2024, 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.

Chairman Burke called the meeting to order at 8:16 AM.

ROLL CALL OF COMMISSIONERS

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

The following staff members attended this regular meeting in person: Superintendent Jennifer Gruener and Recoding Secretary Christine Fisher.

SALUTE TO THE FLAG

OPEN PUBLIC MEETING NOTICE

Chairman Burke: 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. Formal action may be taken by the Warren County Mosquito Commission 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 to attend in person. Public participation is encouraged. In order to assure 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.

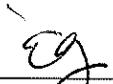
ANNOUNCEMENTS

The annual meeting of the NJ Mosquito Control Association will be held March 20-22, 2024. The Commission will pay for any Commissioners that are interested in attending.

APPROVAL OF MINUTES

Chairman Burke stated the Commissioners were provided with minutes from the January 18, 2024, meeting. He asked if there were any corrections or modifications to the minutes. None were noted. Commissioner Eriksen made a motion to approve the minutes. Commissioner Greason seconded the motion and the motion carried with Commissioner Cooke-Gibbs abstaining.

PUBLIC COMMENTS


E. Greason

SECRETARY/TREASURER'S REPORTS

Chairman Burke noted the January 31, 2024, Budget & Treasurer's Reports were presented at the meeting for approval. Chairman Burke asked if there were any questions or concerns regarding the Budget & Treasurer's Reports. There being none, Commissioner Roscoe made a motion to approve the Budget & Treasurer's Reports. The motion was seconded by Commissioner Eriksen and the motion carried.

SUPERINTENDENT'S REPORT

The 2024 Aerial Larviciding Bid opening occurred on February 6, 2024, and will be discussed under New Business. The new Equipment Use Agreement from the State Mosquito Control Commission was received and will be discussed under New Business. Staff continues to work on the 2023 Annual Report; it will be completed for the March meeting. Works continues on the Drone (UAS) policy and public statement; it is currently in attorney review. The Work Injury Policy was revised and sent to the attorney for review. Two seasonal staff from last year have committed to returning, which leaves three positions open. Two applications have been received to date. The US Department of Interior, National Park Service, Investigator Annual Report for the work done in the Delaware Water Gap National Recreation Area was submitted. Ms. Oliphant updated the Pesticide Discharge Management Plan. Mr. Hagerty continues to update the SDS books and the RTK files in compliance with the OSHA/PEOSH Hazardous communication standard and NJ Right to Know regulations. The NJOSH-300A form, Summary of Work-Related Injuries and Illnesses was completed as per OSHA recordkeeping requirements. The NJ Park Service was contacted to clarify how to gain permission to use UAS on state-administered land. A list of areas where staff would like to use UAS was requested from the Park Service; the list is being compiled.

The Oxford rain gauge recorded 7.00" for January 2024, which is twice the 10-year average of 3.13". Collections of *Wy. smithii* larvae were made from the pitcher plant in Frelinghuysen Township. Larval routes continue to be reviewed and revised.

The SMCC approved the repairs to the state-owned Kobelco excavator; however, A&S Hydraulics is waiting on parts to perform the repair. Stream blockages continue to be documented and removal projects planned. Quotes for the refurbishment of the state-owned Kobelco excavator were received and forwarded to the SMCC. Ms. Oliphant is working on updating sections of the BMPs for the NJ Mosquito Control Water Management Network.

The Revco freezer had a loose wire, which melted the plug and the outlet. The issue was repaired under warranty. The County electrician replaced the plug, outlet, and breaker. GIS data was downloaded for QGIS practice, an open-source mapping program. Attempts are being made at making a map with all critical infrastructures, FRIA's, and state land for use in the UAS program. At the request of the County Treasurer, Ms. Gruener had a conference call with a sales representative from Western Pest Services regarding grant funding available for Spotted Lantern Fly control and what Western Pest Services can offer the County under that funding. Numerous meetings and virtual training have taken place over the last month.

PRESENTATION OF BILLS

Chairman Burke noted that master voucher M2024-02 (Resolution 2024-04) was presented at the meeting for approval. Chairman Burke asked if there were any questions or concerns. Ms. Fisher commented about PO # 11609. Check number 5637 in the amount of \$60, dated October 21, 2021, was reported lost by the addressee, Charles Zellars (NJ Light trap cooperator). The check was replaced with check number 5896 on August 24, 2022. A stop payment was not placed on the original check because as per PNC Bank policy it was considered a stale check and would not be honored. Jump forward to January 2024, the original check was paid by PNC Bank, so a new PO had to be issued to address the deduction from the checking account. There being no questions or concerns, Commissioner Greason made a


E. Greason

motion to approve master voucher M2024-01 (Resolution 2024-04) in the amount of \$64,974.76. The motion was seconded by Commissioner Eriksen and the motion carried.

COMMUNICATION

- J. Gruener to St. Angelo, Gebhardt & Kiefer PC re: Professional Services Contract
- AMCA to J. Gruener re: Survey request
- J. Gruener to National Park Service re: Submission of Investigator's Annual Report
- A. Angelus, OMCC to J. Gruener re: SMCC Equipment Inventory List
- B. Brookes, NJ Local Government Services to J. Gruener re: Qualified Purchasing Agent Exam Passed/ Certificate Issued
- J. Gruener to A. Alleger, NJDEP re: 2023 Structural Pesticide Use Survey

UNFINISHED BUSINESS

NEW BUSINESS

Award of Aerial Larviciding Contract

Ms. Gruener stated that one complete bid was received for the aerial larviciding contract. The bidder was Wings Aerial Applicators LLC (WAA). Prices were increased slightly from last year to \$10.74 when treating at 5 lbs. per acre, \$12.22 when treating at 7 lbs. per acre and \$14.44 when treating at 10 lbs. per acre. Ms. Gruener stated that last year's aerial larviciding program with WAA went smoothly and recommended awarding the contract to WAA. WAA's plane is fully digital and so treatment files are emailed and uploaded. Also, WAA staff loads the plane, which reduces the number of Commission staff that must attend the treatment. Commissioner Eriksen made a motion to award the aerial larviciding contract to Wings Aerial Applicators LLC, the lowest responsible bidder. The motion was seconded by Commissioner Greason and the motion carried.

SMCC State Equipment Use Agreement

The State Mosquito Control Commission's Equipment Use Agreement has been updated, although much wordier, not much has changed. One change is that the \$1,000 deductible for repairs has been removed. Vendors must now be registered with NJSTART and will be paid directly from the state; the commission will no longer need to pay for the repairs and wait for reimbursement. Also, the emergency repair clause has been removed; repairs must wait for SMCC approval. The Commission is still responsible for performing the routine maintenance and the costs associated with doing so. The attorney reviewed the revised agreement, although she had a few concerns she felt the removal of the deductible outweighed the concerns. Commissioner Greason made a motion to approve the SMCC Equipment Use Agreement. Commissioner Roscoe seconded the motion and the motion carried.

RESOLUTIONS

RESOLUTION 2024-05

Award of Contract for Larviciding Applications by Aircraft

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 February 15, 2024.


E. Greason

WHEREAS, the Warren County Mosquito Extermination Commission requires the services of an aerial applicator to provide aerial larviciding to large tracts of mosquito habitat that are too large to efficiently treat with ground-based equipment; and

WHEREAS, the Warren County Mosquito Extermination Commission solicited formal bids, for the aforementioned services, in accordance with the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.; and

WHEREAS, one formal bid for the Larviciding Applications by Aircraft Contract was received and opened on February 6, 2024; and

WHEREAS, Wings Aerial Applicators, LLC of Southhampton Township, NJ, was the only bidder with the following prices and no minimum charge per trip:

Product	Rate/Acre	Price
Bti	5 lbs/Acre	\$10.74
Bti	7 lbs/Acre	\$12.22
Bti	10 lbs/Acre	\$14.44

WHEREAS, Wings Aerial Applicators, LLC, submitted all required, completed forms along with the entire bid package finding them a responsible and responsive bidder; and

THEREFORE, BE IT RESOLVED the Warren County Mosquito Extermination Commission hereby awards the contract for Larviciding Applications by Aircraft to Wings Aerial Applicators, 562 Onga Hat Road, Southhampton, NJ 08088 (mailing address PO Box 67 New Libson, NJ 08604).

RESOLUTION 2024-06

Resolution Authorizing a State Equipment Use Agreement with the N.J. State Mosquito Control Commission

On a motion by Eileen Greason seconded by Douglas Roscoe the following resolution was adopted by the Mosquito Extermination Commission of the County of Warren at a meeting held February 15, 2024.

WHEREAS, a New Jersey Department of Environmental Protection State Equipment Use Agreement has been prepared and tendered by the New Jersey State Mosquito Control Commission designating various State Mosquito Control Commission owned equipment to be utilized by Warren County for the purposes of Mosquito Control; and

WHEREAS the assigned equipment is stored at the Warren County Mosquito Extermination Commission yard or designated project areas throughout the county and is insured as specified in the agreement; and

WHEREAS Exhibit A lists the equipment to be leased under this Agreement and may be amended from time to time upon mutual agreement of the parties; and



E. Greason

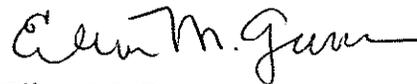
WHEREAS, the prior State Equipment Use Agreement has expired, and this agreement shall become effective upon the date of the last signatory and shall continue until December 31, 2024, unless otherwise terminated or in accordance with the terms of the agreement.

NOW, THEREFORE, BE IT RESOLVED by the Warren County Mosquito Extermination Commission hereby authorizes the Superintendent of the Commission to execute State Equipment Use Agreement #2024-21.

EXECUTIVE SESSION

With no further business to discuss, the meeting was adjourned at 8:56 am.

Respectfully Submitted,



Eileen M. Greason,
Secretary/Treasurer

The Warren County Mosquito Extermination Commission held a regular monthly meeting on Thursday, March 14, 2024, 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.

Chairman Burke called the meeting to order at 8:19 AM.

ROLL CALL OF COMMISSIONERS

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

The following staff members attended this regular meeting in person: Superintendent Jennifer Gruener and Recoding Secretary Christine Fisher.

SALUTE TO THE FLAG

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Chairman Burke: 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. Formal action may be taken by the Warren County Mosquito Commission 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 to attend in person. Public participation is encouraged. In order to assure 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

APPROVAL OF MINUTES

Chairman Burke stated the Commissioners were provided with minutes from the February 15, 2024, meeting. He asked if there were any corrections or modifications to the minutes. Two corrections were noted on page three. Commissioner Greason made a motion to approve the minutes with corrections. Commissioner Roscoe seconded the motion and the motion carried with Commissioner Summers abstaining.

PUBLIC COMMENTS


E. Greason

SECRETARY/TREASURER'S REPORTS

Chairman Burke noted the February 29, 2024, Budget & Treasurer's Reports were presented at the meeting for approval. 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 Budget & Treasurer's Reports. The motion was seconded by Commissioner Summers and the motion carried.

SUPERINTENDENT'S REPORT

Wings Aerial Applicators was contacted to inform them that they were awarded the aerial larviciding contract contingent upon WCMEC receiving final documents. The new equipment use agreement with the State Mosquito Control Commission was completed and returned for final signatures. The 2023 Annual Report was completed and will be discussed under New Business. The attorney reviewed the UAS (drone) policy, which will be discussed under New Business. The Work Injury Policy is still under review with the attorney. Two applications were received for the three open seasonal positions. Both applicants were interviewed, and one was hired. The Central File and associated SDS books and RTK files have been updated. The RTK Survey is currently being worked on but isn't due until July so it will probably be deprioritized for now. The Commission's written Hazardous Communications program underwent annual review; no revisions were necessary. The list for the NJ State Park Service to gain permission for the use of UAS in the state-administered land was compiled and a contact list is being sought. The annual municipality packets were mailed out in compliance with the NJ PCP regulations. Ahead of scheduled treatment with extended-release briquettes, notification letters were sent to the local school districts that have known mosquito larval sites on their properties,. These treatments are scheduled to occur the first week of April when most schools are closed for spring break. The in-house basic pesticide training program was updated to comply with 2024 NJDEP requirements. The associated handouts are being updated so the packet can be submitted to the NJ DEP Pesticide Control Program for approval. Ms. Gruener and Ms. Oliphant are both applying for trainer certification. The annual records retention and disposal process has begun. A renewal application of the National Park Service research and collecting permit was submitted for Delaware Gap National Recreation Area.

The Oxford rain gauge recorded 2.23" for February 2024, which is below the 10-year average. Despite the lower-than-average rainfall, many areas remained flooded from the previous month as well as from melting snowpack. Attempts were made to raise the larvae of the *Wy.smithii* collected from the pitcher plants in Frelinghuysen Township to possibly start a colony. Work continues on pinning adult mosquitoes that had been collected during the past season.

Tire locations have been noted for later removal. Stream blockages continue to be documented and removal projects planned. Quotes for the refurbishment of the state-owned bulldozer are being sought. Ms. Oliphant continues to work on updating the Best Management Practices for the NJ Mosquito Control Water Management Network. Mr. Flohn has been working on truck and brush mower maintenance.

The larval routes have been revised and are now being driven to check fluidity of the revisions. Ms. Giordano has updated the surveillance calendar for 2024. Mr. Flohn has checked all CDC, gravid and BG traps and repaired as needed. Mr. Flohn is in the process of constructing an emergence trap that can be placed ~~of~~ ^{over} catch basins to collect the emerging adults, this will be helpful in evaluating different control products.

The mosquito and tick school presentations have been updated. Ms. Giordano and Ms. Fisher gave a presentation to fourth grade students at Blairstown Elementary School.

Most staff attended the NJMCA pesticide training at Saint Elizabeth's College.


E. Greason

PRESENTATION OF BILLS

Chairman Burke noted that master voucher M2024-03 (Resolution 2024-07) was presented at the meeting for approval. Chairman Burke asked if there were any questions or concerns. There being no questions or concerns, Commissioner Greason made a motion to approve master voucher M2024-03 (Resolution 2024-07) in the amount of \$57,546.33. The motion was seconded by Commissioner Summers and the motion carried.

COMMUNICATION

- J. Gruener to Wings Aerial Applicators LLC re: Award of Aerial Larviciding Contract
- J. Gruener to All Municipalities re: Annual Packet regarding Adult Mosquito Control
- J. Gruener to WC Libraries; Northeast Branch, Headquarters, Phillipsburg Free Public Library & WCCC Library re: 105th and 106th NJMCA Proceedings copies
- M. Tropiano, NJDEP to S. Oliphant, to & fro re: Freeborn Lane Ditch Maintenance Project
- S. Oliphant to R. Klee & Associates NJ F&W, to & fro re: Freeborn Lane Ditch Maintenance Project
- J. Gruener to NJ Motor Vehicle Commission re: Staff & pending employee Driver History Abstract requests
- J. Gruener to A. Angelus, SMCC re: Completed Lease Agreement & associated documents
- J. Gruener to National Park Service re: NPS Permit Application
- J. Gruener to Warren Hills, Regional HS, Liberty Learning Center, Washington Twp. School District, North Warren HS, Blairstown Elementary School, Blair Academy, Great Meadows Regional School District re: Pesticide Application
- RTK Survey, NJDOH to J. Gruener re: RTK Survey available
- NEVBD to J. Gruener re: Professional Assessment Survey
- NJDOH to J. Gruener re: Grant Reporting Survey

UNFINISHED BUSINESS

NEW BUSINESS

Approval of Unmanned Aerial Systems (UAS) Policy

Ms. Gruener stated the Unmanned Aerial Systems Policy (UAS) was created to establish appropriate use of the UAS and to document operational procedures to guide flight operation planning and execution for safe and effective flight operations. The UAS Policy was reviewed by the attorney and then revised based on the attorney comments. After some discussion, Commissioner Greason made a motion to approve the UAS Policy. The motion was seconded by Commissioner Summers and the motion carried.

2023 Annual Report

The following is a summary of the 2023 Annual Report.

Year 2023 was a busy year for the Warren County Mosquito Control Commission, both administratively and operationally. One of the biggest challenges administratively during the year was locating affordable healthcare for the Commission employees and leaving the State Health Benefits Program. This transition was challenging; however, large savings were made to both the Commission and the County were realized. Now that the Commission employees are part of the County's self-insured healthcare fund, that account line will no longer appear in the Commission's budget. The Commission's website was migrated to a new host and with that came a need to change email servers as well. Both transitions went relatively smoothly and resulted in a higher level of cybersecurity.

After a long wait, Rutgers finally offered the mosquito identification certification exam, which both Ryan Hagerty and Stacey Giordano passed on the first attempt showing competency in larval and adult


E. Greason

mosquito identification. Ryan Hagerty passed his Part 107 FAA certification as a remote pilot, so that now the Commission has two employees licensed to operate unmanned aircraft. John Necina added two new categories to his pesticide licensing (aerial and demonstration/research pesticide), which will enable the Commission to perform public health insecticide applications with unmanned aircraft in the future. The spring of 2023 was relatively dry, which got the mosquito season off to a very slow start. Throughout April, May, and most of June rainfall was way below average. Larval mosquito sites throughout the County had dried down and adult mosquito populations were low. However, towards the end of June that really changed when rainfall picked up. Over 16 inches of rain was recorded in the Oxford rain gauge in July and sporadically large rainfall events continued to flood sites for the remainder of the season. As a result, it was one of the busiest aerial larviciding years in the Commission's history. Funds that had been allocated for equipment purchases were reallocated for purchasing additional insecticides and contracted aerial services. Additionally, mosquito-eating fish were desperately needed since most of the fish sites had dried down in the spring. Commission staff did an amazing job keeping up with ground larviciding and when fish and time were available, fish sites were restocked. On average, the NJ light traps caught more mosquitoes per night in 2023 (31.01/trap night) than they have since 2009 (36.01/trap night). Some populations in particular parts of the County were extremely high. In response, staff performed truck mounted ultra-low volume (ULV) applications on a targeted and localized basis and were able to keep service requests relatively low for such a busy year. A third ULV sprayer was even put into rotation to keep the adult mosquito populations below nuisance and disease thresholds. There were more than double the average number of WNV positive mosquitoes collected in the County in 2023 and targeted ULV applications were done in those areas, which successfully lowered the risk of human disease. There were no human WNV cases in Warren County in 2023. Commission staff initiated numerous research and field studies in 2023, bringing the Commission to the forefront of integrated mosquito control. The purchase of the Commission's first UAS allowed for real-time aerial mapping and inspection to be performed. This program will increase efficiency, accuracy, and safety. In-house insecticide resistance techniques were perfected, and valuable insights gained that will direct future control decisions. The Commission's colony mosquitoes were used in a field trial for a brand-new adult mosquito control insecticides with a novel active ingredient. And last but not least, the Commission received state grant funding for the third year in a row, which allowed the tick surveillance program to expand and cover more sites in other parts of the County.

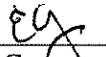
After some discussion, Commissioner Greason made a motion to accept the 2023 Annual Report. The motion was seconded by Commissioner Summers and the motion carried.

RESOLUTIONS

RESOLUTION 2024-08 Establishment of the Unmanned Aerial Systems (UAS) Policy

On a motion by Eileen Greason seconded by Peter Summers the following resolution was unanimously adopted by the Mosquito Extermination Commission of the County of Warren at a meeting held March 14, 2024.

WHEREAS the unmanned aerial systems (UAS) are currently being used in mosquito control districts around the world and have proven to be an efficient, effective, and safe tool for integrated mosquito management; and


E. Greason

WHEREAS the purpose of the Warren County Mosquito Extermination Commission's UAS program is to efficiently and safely perform aerial inspections of mosquito habitat, create accurate maps of planned and completed water management projects, and perform public health insecticide application with Commission-owned or managed UAS; and

WHEREAS the Warren County Mosquito Commission is in need of a policy establishing the appropriate use of UAS and documenting the operational procedures guiding the use of UAS for safe and effective flight operations; and

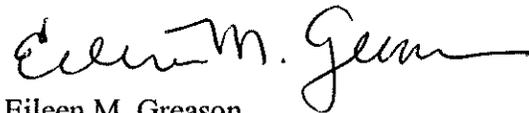
WHEREAS the Commission's attorney has reviewed and revised the UAS policy dated March 14, 2024; and

THEREFORE, BE IT RESOLVED the Warren County Mosquito Extermination Commission hereby approves of the unmanned aerial systems (UAS) policy dated March 14, 2024.

EXECUTIVE SESSION

With no further business to discuss, the meeting was adjourned at 9:17 am.

Respectfully Submitted,



Eileen M. Greason,
Secretary/Treasurer

The Warren County Mosquito Extermination Commission held a regular monthly meeting on Thursday, April 18, 2024, 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.

Chairman Burke called the meeting to order at 8:19 AM.

ROLL CALL OF COMMISSIONERS

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

The following staff members attended this regular meeting in person: Superintendent Jennifer Gruener and Recoding Secretary Christine Fisher.

SALUTE TO THE FLAG

OPEN PUBLIC MEETING NOTICE

Chairman Burke: 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. Formal action may be taken by the Warren County Mosquito Commission 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 to attend in person. Public participation is encouraged. In order to assure 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

APPROVAL OF MINUTES

Chairman Burke stated the Commissioners were provided with minutes from the March 14, 2024, meeting. He asked if there were any corrections or modifications to the minutes. One correction was noted on page two. Commissioner Greason made a motion to approve the minutes with correction. Commissioner Roscoe seconded the motion and the motion carried.

PUBLIC COMMENTS

SECRETARY/TREASURER'S REPORTS

Chairman Burke noted the March 31, 2024, Budget & Treasurer's Reports were presented at the meeting for approval. Chairman Burke asked if there were any questions or concerns regarding the Budget & Treasurer's Reports. There being none, Commissioner Eriksen made a motion to approve the


E. Greason

Budget & Treasurer's Reports. The motion was seconded by Commissioner Greason and the motion carried.

SUPERINTENDENT'S REPORT

The NJDEP Bureau of Pesticide Control issued guidance on treatment drones, which prompted Ms. Gruener to pursue the purchase of a treatment drone to be discussed under New Business. The Work Injury Policy is still in attorney review. Another application and one resume were received for the two remaining open seasonal positions. One person was conditionally hired, contingent upon the outcome of the drug screen and driver abstract report. The other person was contacted but never submitted an application. The disease surveillance/trapper position remains open; full-time staff can fill in if a candidate is not found. Ms. Gruener, Ms. Oliphant, Mr. Hagerty and Mr. Necina attended the annual meeting of the NJMCA at the Golden Nugget in Atlantic City, NJ. The final summary of the annual Motor Vehicle Records review was completed and submitted to the NJIIF. The Local Finance Notice outlining the requirements of local government officials to file financial disclosure forms by the end of April was received and shared with the Commissioners and the Commission attorney. The contact list for the NJ State Park Service to gain permission for the use of UAS in state-administered land has not yet been received. The application and associated materials for the updated in-house basic pesticide training program has not yet been submitted; the due date is October 31, 2024. The current training program will likely be used for this year's seasonal employees. The annual records retention process continues. The renewal application of the NPS research and collecting permit was received for monitoring mosquitoes and ticks in the Delaware Gap National Recreation Area. The results of the NEVBD Focus group were received and have been emailed for review. Mr. Hagerty's desktop computer will need to be replaced soon, so Ms. Gruener is going to ask our IT contractor for quotes.

The Oxford rain gauge recorded 6.65" for March 2024, which is almost double the 10-year average of 3.37". Larval surveillance is showing mostly *Aedes cinereus* in the majority of airspray sites, with some *Ae. canadensis*, *Ae. excrucians*, *Ae. vexans*, and *Ae. sticticus* being collected as well. Quite a few service requests have been received already; newspaper ads have been scheduled and adult mosquito control is set to begin May 3rd for the season. ULV sprayers have been installed on the trucks. Flow rate calibration and droplet testing is scheduled.

The first aerial larviciding treatment of the season took place on April 14, 2024, which covered 713 acres in Frelinghuysen, Allamuchy, Independence, Oxford, White, and Liberty Townships. The Charles O. Hayford Hatchery in Hackettstown supplied about 8,000 *Gambusia affinis* which were stocked at eight sites in the Hardwick, Independence, Liberty, and Knowlton Townships. Most sites have not dried down and are still stocked with fish. Mr. Hagerty set up the holding tanks for the fish leftover from the stocking. Routes are being monitored.

The Musconetcong River Association reached out for assistance with tire removal from their river clean up; the County Road Department had already picked up the tires before staff could do so. Ms. Oliphant has received quotes for refurbishment of the State-owned John Deere bulldozer. Brush clearing has been done at sites throughout the County. Hand clearing of blockages was done at sites in White, Oxford, and Lopatcong Townships.

Mr. Necina continues mapping locations with the UAS. Ms. Giordano and Mr. Hagerty began tick surveillance for the season; all five routine sites have been visited.

PRESENTATION OF BILLS

Chairman Burke noted that master voucher M2024-04 (Resolution 2024-09) was presented at the meeting for approval. Chairman Burke asked if there were any questions or concerns. There being no questions or concerns, Commissioner Summers made a motion to approve master voucher M2024-04


E. Greason

(Resolution 2024-09) in the amount of \$148,495.74. The motion was seconded by Commissioner Eriksen and the motion carried.

COMMUNICATION

- N. Gargiulo to J. Gruener, to & fro re: Seasonal employment position
- J. Malzone, DWGNRA to J. Gruener re: Research permit
- E. Mader to J. Gruener re: Mosquito Focus Group results
- J. Gruener to Wings Aerial Applicators re: Signed contract
- J. Gruener to WC Board of Commissioners re: 2023 Annual Report submission
- D. Markowski, AMCA to J. Gruener re: AMCA Federal Appropriation, Vector-borne Diseases
- NJDEP to J. Gruener re: Policy Memo for Pesticide Application by Drone in NJ
- J. Gruener to WC Municipal Clerks re: Use of Drones in WC Mosquito Control
- J. Gruener to State of NJ, Affirmative Action re: Aerial Larviciding Contract awarded
- NEVBD to J. Gruener re: NEVBD Professional Needs Assessment Survey
- J. Gruener to Oxford Volunteer Fire Dept. re: Annual Pesticide List update
- A. Lazorisak, WC Board of Commissioners to J. Gruener re: Financial Disclosure Statements
- J. Gruener to Wings Aerial Applicators re: Documents pertaining to the Aerial Contract
- A. Giordano to 2023 NJ light trap cooperators re: NJLT Installation Notice
- K. Hayes, Warren Hills Regional School District re: Pesticide Application

UNFINISHED BUSINESS

NEW BUSINESS

Bid Specifications for an Unmanned Aerial System for Mosquito Control Applications and Authorization to Advertise for Bids

Ms. Gruener stated Resolution 2024-10 was included in the meeting packet. The bid specifications were reviewed and approved by the commission attorney. The purchase of this UAS would give the ability to apply pesticides with a UAS and was planned for in the 2024 budget as well as in the 2024 Plans & Estimates. Guidelines for UAS use were given by the NJ DEP Pesticide Control Program and all licensing for its use has been obtained by staff. After some discussion, Commissioner Eriksen made a motion to approve the bid specifications and accompanying Resolution 2024-10 for the UAS for mosquito control applications. The motion was seconded by Commissioner Greason and the motion carried.

Release Reserve Funds

Ms. Gruener stated that the Annual PERS Employer Appropriation came through \$8,424 higher than budgeted. The invoice was not posted when the budget was submitted for approval and the formula to estimate the increase does not historically match what is billed. It is too early in the year to transfer the funds from another line item without causing a shortage somewhere else in the budget. Ms. Gruener requested that \$8,500 be transferred from reserve funds to cover the shortage. After discussion, Commissioner Greason made a motion to release reserve funds in the amount of \$8,500 to cover the shortage from the PERS Employer Annual Appropriation. Commissioner Roscoe seconded the motion and the motion carried.

2024 Salaries & Wages

Ms. Gruener stated that the County budget has been approved. A 5% COLA increase was budgeted for full-time employees; however, a partial increase was already given to compensate for the 27-pay year. Typical years have 26 pays but 2024 has 27 pays due to the way the pay day fell on the day of the weeks. This 27-pay year equated to ~ 3.88% increase. The remaining ~1.11% of the budgeted increase is up for


E. Greason

discussion. Also, the NJ minimum wage increased to \$15.13/hour in 2024. Ms. Gruener stated she would like to increase the seasonal employee wage and the returning seasonal wage. After some discussion, Chairman Burke made a motion to approve the additional 1.11% increase for the full-time employee retro-active to January, bringing their total pay increase from 2023 to 2024 to 5% and to increase the base seasonal employee pay rate to \$16/hour, and to give returning 2024 seasonal employees an additional \$1/hour for returning (making the increase for 2024 \$2/hour). The motion was seconded by Commissioner Greason and the motion carried.

RESOLUTIONS

RESOLUTION 2024-10

Approval of the Bid Specification for an Unmanned Aerial Systems for Mosquito Control Applications and Authorization to Advertise for Bids for Unmanned Aerial Systems for Mosquito Control Applications

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 April 18, 2024.

WHEREAS the Warren County Mosquito Extermination Commission uses an integrated approach to control mosquito populations in the most efficient and environmentally manner possible; and

WHEREAS the Warren County Mosquito Extermination Commission's commitment to public health includes the adoption of advanced technologies like unmanned aerial systems (UAS); and

WHEREAS the use of UAS for mosquito control applications has recently been endorsed by the NJ Department of Environmental Protection, Bureau of Pesticide Control under specific conditions; and

WHEREAS the Warren County Mosquito Extermination Commission's UAS program is fully capable of meeting those conditions once a treatment UAS is purchased; and

WHEREAS a treatment UAS will enhance operational safety, allow for increased precision in targeted insecticide applications, and improve response time to sudden increases in mosquito control activity; and

WHEREAS the Warren County Mosquito Extermination Commission desires to purchase a UAS capable of applying EPA registered public health insecticides for the control of mosquito populations; and

WHEREAS the Warren County Mosquito Extermination Commission planned for this purchase in their approved 2024 Budget as well as the 2024 Plans & Estimates documents; and

WHEREAS there is a need to solicit formal bids, for this purchase, in accordance with the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.; and

THEREFORE, BE IT RESOLVED that bid specification for the Unmanned Aerial System for Mosquito Control Applications by Warren County Mosquito Extermination Commission is hereby approved.

THEREFORE, BE IT FURTHER RESOLVED that the Superintendent is hereby authorized to advertise for bids for the above in the Star Ledger.


E. Greason

The Warren County Mosquito Extermination Commission held a regular monthly meeting on Thursday, May 16, 2024, 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.

Chairman Burke called the meeting to order at 8:19 AM.

ROLL CALL OF COMMISSIONERS

Mr. Burke, Chairman	YES
Mr. Summer, Vice-Chairman	YES (remote)
Ms. Greason, Secretary/Treasurer	YES (remote)
Mr. Eriksen	YES (remote)
Ms. Cooke-Gibbs	NO
Dr. Roscoe	YES (remote)
Ms. Ciesla, County Commissioner	YES (remote)

The following staff members attended this regular meeting in person: Superintendent Jennifer Gruener and Recoding Secretary Christine Fisher.

SALUTE TO THE FLAG

OPEN PUBLIC MEETING NOTICE

Chairman Burke: 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. Formal action may be taken by the Warren County Mosquito Commission 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 to attend in person. Public participation is encouraged. In order to assure 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

Ms. Gruener shared that May is Tick Borne Disease Awareness Month.

APPROVAL OF MINUTES

Chairman Burke stated the Commissioners were provided with minutes from the April 18, 2024, meeting. He asked if there were any corrections or modifications to the minutes. There being none, Commissioner Greason made a motion to approve the minutes. Commissioner Roscoe seconded the motion and the motion carried.

PUBLIC COMMENTS

SECRETARY/TREASURER'S REPORTS

Chairman Burke noted the April 30, 2024, Budget & Treasurer's Reports were presented at the meeting for approval. Chairman Burke asked if there were any questions or concerns regarding the


E. Greason

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.

Ms. Fisher stated she needed to explain an issue that occurred. She stated that she is the bookkeeper for the NJ Mosquito Control Association (NJMCA) and makes deposits for both WCMEC and NJMCA. She stated she made a mistake by depositing NJMCA checks, using WCMEC's deposit slip. The checks were made out to NJMCA and endorsed using the NJMCA endorsement stamp with the NJMCA account number. Both organizations have accounts with PNC Bank. After realizing the error, Ms. Fisher made multiple calls to PNC Bank hoping to have the issue rectified internally by PNC Bank. The error was never caught by PNC Bank. A return phone call is awaited from the Assistant Manager of the Washington PNC Bank Branch, where the deposit was made. He is waiting word to find out if he is able to make the correction, which would still need to be verified by an authorized signer or if WCMEC would need to make the correction. If WCMEC needs to make the correction, the auditor will be contacted for advice as to how to best do so.

SUPERINTENDENT'S REPORT

The Work Injury Policy was updated to comply with recent changes in covered doctors and insurance procedures. It was reviewed by the attorney and will be discussed under New Business. After one conditionally hired seasonal employee did not meet conditions of employment, the two open positions were re-advertised on social media as part-time, which generated more interest and the receipt of two applications. One applicant is a retiree and the other a former seasonal employee; both have been offered conditional employment dependent on passing the physical/drug screen and motor vehicle report review. One would be a route seasonal and the other disease surveillance. The route seasonal would be working three days a week with Mr. Hagerty and Mr. Flohn covering the remainder of the route. A new seasonal employee started Monday, May 13, 2024, and is currently being trained. The two returning seasonal employees also started May 13, 2024.

The 2024 beekeeper list was downloaded and mapped, and the 2024 beekeeper email list updated. The bid for the treatment UAS was advertised and one bid was received. The bid will be discussed under new business. The GPS tracking devices were received and installed in all the trucks. Ms. Gruener is learning software. All staff were notified regarding the installation of tracking devices. A policy is currently being developed.

The Oxford rain gauge recorded 4.12" of precipitation for April, which was rather consistent across the county and state. Adult surveillance at service request locations have noted mostly *Ae. sticticus* and *Ae. cinereus*, along with some *Culex spp.* and *Uranotaenia sapphirina* species of mosquitoes. The *Ae. sticticus* seem to be the source of most service requests. They are persistent biters, however short lived so populations should decrease soon. Disease surveillance started on an intermittent basis; the state is not accepting samples for testing until May 20, 2024. Ms. Giordano will take samples to Hunterdon County tomorrow, May 17, 2024, Hunterdon County will then transport the samples to the state lab for testing on May 20th.

The power tilt was repaired and reinstalled on the state-owned Kobelco.

Fish stocking has taken place three times; April 24, April 26, and May 1, 2024, at sites in Blairstown, Frelinghuysen, Hardwick, Hope, Independence, Knowlton, Liberty, Mansfield, and White Townships. All routes are currently being monitored; there were 1,056 inspections in April and another 371 inspections so far in May. The Cougar and Promist ULV sprayers were calibrated for flow rates and droplet size in Sussex County by the Adapco sales representative; one more ULV sprayer needs to be calibrated. Adult mosquito control took place at three locations in two townships on the night of May 6th in response to high trap numbers following service requests.

Mosquito and tick presentations were given to fourth grade students at Pohatcong and Harmony Elementary schools. A display was set up in the Southwest Branch of the Warren County Library to raise


E. Greason

awareness of malaria and to provide safe travel tips. CDC tick awareness trail signs were provided to the Oxford Furnace Lake and the Warren County Parks Foundation.

A service request regarding standing water was received from 3245 Belvidere Road, Harmony Township. In this location, Beaver Brook left its banks during the July 2023 storm and the property owner is waiting NJDEP approval to put the brook back within its banks. The affected area was mapped with the drone and images shared with the property owner and the NRCS representative. Larvae was not found in the standing water during inspections; it will be rechecked following the next rain.

Tick surveillance continues and nymphal *Ix. scapularis* appeared in the collections on May 2, 2024. The 2023 tick collection summary was shared with the Frelinghuysen Forest Preserve South land manager, Martin Connor. The Forest Preserve is one of the fixed tick surveillance locations.

Ms. Oliphant, Ms. Giordano, and Mr. Hagerty attended the NJ DOH Tick Surveillance Training at Rutgers University May 7-8, 2024. Ms. Gruener and two daughters and Ms. Fisher and grandson participated in Bring Your Child to Work Day on April 25, 2024.

PRESENTATION OF BILLS

Chairman Burke noted that master voucher M2024-05 (Resolution 2024-12) was presented at the meeting for approval. Chairman Burke asked if there were any questions or concerns. There being no questions or concerns, Commissioner Summers made a motion to approve master voucher M2024-05 (Resolution 2024-12) in the amount of \$56,558.87. The motion was seconded by Commissioner Greason and the motion carried.

COMMUNICATION

- C. Carlantonio, Demandstar to C. Fisher re: UAS bid advertising
- J.Necina to J.Kurylo, USDA re: Drone footage, Harmony, NJ
- J. Gruener to M. Connor, Frelinghuysen Forest Preserve re: tick data
- J. Gruener to R. Murray, WC Resident re: Tenant issue at 3 Orchard Avenue
- J. Andrews, Valent BioSciences to J. Gruener re: ReMoa Tri Cage Trial

UNFINISHED BUSINESS

NEW BUSINESS

Work Injury Policy

Ms. Gruener stated the updated Work Injury Policy was included in the meeting packet. It was reviewed and approved by the attorney. The policy was updated to include more information, updated guidelines, updated designated hospitals and physicians and PEOSH reporting. After some discussion Commissioner Greason made a motion to approve the updated Work Injury Policy. Commissioner Roscoe seconded the motion and the motion carried.

Award of Contract for Unmanned Aerial System for Mosquito Control

Ms. Gruener stated that one complete bid was received in response to the Bid for Unmanned Aerial System for Mosquito Control. The bid was received from Frontier Precision. Delivery time of the UAS and itemized supplies is three to four months from the time of order. The costs of onsite training and related travel expenses may be reduced if training is able to be combined with Ocean County Mosquito Control's staff. Ms. Gruener recommended accepting the bid from Frontier Precision contingent upon receiving the mandatory NJ Affirmative Action Certification from Frontier Precision, which was not required at time of bid submission. After some discussion, Commissioner Summers made a motion to award the contract for Unmanned Aerial System for Mosquito Control to Frontier Precision with the purchase not to exceed \$40,430.00. Commissioner Greason seconded the motion and the motion carried.


E. Greason

RESOLUTIONS
RESOLUTION 2024-13
Revision of the Workplace Injury Procedure

On a motion by Eileen Greason, seconded by Douglas Roscoe the following resolution was unanimously adopted by the Mosquito Extermination Commission of the County of Warren at a meeting held May 16, 2024.

WHEREAS, the Warren County Mosquito Extermination Commission established a Workplace Injury Procedure on May 18, 2017; and

WHEREAS, the Warren County Mosquito Extermination Commission's Workplace Injury Procedure is in need of revisions; and

WHEREAS, the Warren County Mosquito Extermination Commission wishes to replace Workplace Injury Policy dated May 18, 2017, with the Workplace Injury Policy dated May 16, 2024; and

WHEREAS, the Commission's Superintendent made revisions to the Workplace Injury Policy to clarify the procedure, update responsibilities, and add the PEOSH reporting requirements; and

WHEREAS, the revised Workplace Injury Policy, dated May 16, 2024, was reviewed by the Commission attorney and the revisions were found to be acceptable; and

THEREFORE, BE IT RESOLVED the Warren County Mosquito Extermination Commission hereby approves of the revised Workplace Injury Policy dated May 16, 2024.

RESOLUTION 2024-14
Award of Contract for Unmanned Aerial System for Mosquito Control Application

On a motion by Peter Summers, seconded by Eileen Greason the following resolution was adopted by the Mosquito Extermination Commission of the County of Warren at a meeting held May 16, 2024.

WHEREAS the Warren County Mosquito Extermination Commission's commitment to public health includes the adoption of advanced technologies like unmanned aerial systems (UAS); and

WHEREAS a treatment UAS will enhance operational safety, allow for increased precision in targeted insecticide applications, and improve response time to sudden increases in mosquito control activity; and

WHEREAS the Warren County Mosquito Extermination Commission desires to purchase a UAS capable of applying EPA registered public health insecticides for the control of mosquito populations; and


E. Greason

WHEREAS the Warren County Mosquito Extermination Commission planned for this purchase in their approved 2024 Budget as well as the 2024 Plans & Estimates documents; and

WHEREAS, the Warren County Mosquito Extermination Commission solicited formal bids, for the aforementioned services, in accordance with the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.; and

WHEREAS, one formal bid for the Unmanned Aerial System for Mosquito Control Applications was received and opened on May 9, 2024; and

WHEREAS, Frontier Precision, Inc., 1713 Burlington Drive, Bismarck ND 58504, was the only bidder and submitted a proposal for a UAS capable of applying liquid and/or granular insecticide with batteries, battery chargers, an atomizer kit, COA submittal support, and onsite training for a total price of \$40,430.00; and

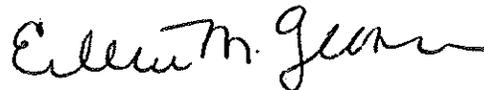
WHEREAS, Frontier Precision Inc., submitted all required, completed forms along with the entire bid package finding them a responsible and responsive bidder; and

THEREFORE, BE IT RESOLVED the Warren County Mosquito Extermination Commission hereby awards the contract for Unmanned Aerial System for Mosquito Control Applications to Frontier Precision, 1713 Burlington Drive, Bismarck ND 58504, for a price not to exceed \$40,430.00.

EXECUTIVE SESSION

With no further business to discuss, the meeting was adjourned at 8:57 am.

Respectfully Submitted,



Eileen M. Greason,
Secretary/Treasurer

The Warren County Mosquito Extermination Commission held a regular monthly meeting on Thursday, June 20, 2024, 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.

Chairman Burke called the meeting to order at 8:20 AM.

ROLL CALL OF COMMISSIONERS

Mr. Burke, Chairman	YES
Mr. Summer, Vice-Chairman	YES (remote)
Ms. Greason, Secretary/Treasurer	YES
Mr. Eriksen	NO
Ms. Cooke-Gibbs	YES (remote)
Dr. Roscoe	NO
Ms. Ciesla, County Commissioner	YES (remote until 8:47)

The following staff members attended this regular meeting in person: Superintendent Jennifer Gruener and Recoding Secretary Christine Fisher.

SALUTE TO THE FLAG

OPEN PUBLIC MEETING NOTICE

Chairman Burke: 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. Formal action may be taken by the Warren County Mosquito Commission 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 to attend in person. Public participation is encouraged. In order to assure 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

APPROVAL OF MINUTES

Chairman Burke stated the Commissioners were provided with minutes from the May 16, 2024, meeting. He asked if there were any corrections or modifications to the minutes. There being none, Commissioner Greason made a motion to approve the minutes. Commissioner Summers seconded the motion and the motion carried.

PUBLIC COMMENTS

SECRETARY/TREASURER'S REPORTS

Chairman Burke noted the May 31, 2024, Budget & Treasurer's Reports were presented at the meeting for approval. Chairman Burke asked if there were any questions or concerns regarding the


E. Greason

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.

Ms. Fisher gave an update regarding the NJ Mosquito Control Association (NJMCA) deposit error. On May 16, after the last meeting she received a call back from the Assistant Branch Manager of the Washington PNC Bank. He stated that PNC Bank was unable to make the correction internally. When questioned as to why the error was not caught, he said the name on the check and account were "close" and that a couple of the checks listed the WCMEC name as well. Ms. Fisher noted on two checks the address was listed as c/o Warren County Mosquito Commission. Ms. Fisher then contacted Nisivoccia, the auditors, asking for input on how to best correct the error. They said to create a purchase order to resolve the issue. The purchase order is included with the monthly bills. Ms. Fisher apologized for this error and has noted steps have been taken so that this does not happen again. Previously, the deposit slips had been kept in completely different places in filing cabinet drawers in her workspace, but since the mistake occurred the NJMCA deposit slips have been moved to the location of the NJMCA checks in Ms. Gruener's office.

SUPERINTENDENT'S REPORT

Both new hires started employment, both are part-time; one is working as the disease surveillance trapper and the other as an assistant inspector on the north route. The trapper has completed her training and is working independently. The assistant inspector is still field training. The final 2023 audit was received, there are no recommendations, it will be discussed under New Business. A policy on GPS vehicle tracking devices is being drafted. The floors were scheduled to be cleaned (carpets cleaned, tiles striped and waxed) Monday June 10; all moveable furniture and accessories were moved to the garage toward the end of the day. However, the company cancelled after the close of business, so all furniture and accessories were moved back in place the next morning. The process has been rescheduled for Thursday night, June 20th. All mandatory paperwork for the treatment UAS was received from Frontier Precision; the contract is now fully executed. The treatment UAS was ordered. The laptop used by the seasons for training and for data downloads has died; a replacement has been ordered. Ms. Gruener joined the Governmental Purchasing Association of NJ and will be attending their mini-conference in September to earn continuing education credits for her QPA certification renewal (25 credit hours are required every 3 years). Ms. Gruener was able to attend the NJ League of Municipalities mini-conference to receive several continuing education credits. At that conference she learned that local public contracts law released updates in April and about new legislation that will update OPRA.

The Oxford rain gauge recorded 4.12" of precipitation for May. Conditions have been dry; some sites are drying down and fish are beginning to die off. A stocking of sunfish is planned for next Thursday, June 27th, however it may need to be cancelled if it does not rain. Mostly, permanent water species of mosquitoes have been collected in the NJ Light traps. Mostly flood water mosquito species have been collected in CO²-baited traps. *Culiseta melanura* mosquitoes, the vector for EEE, have been more abundant than usual. To date, 100 samples of mosquitoes have been submitted to NJ PHEL for testing; 79 have been tested with one sample testing positive for West Nile virus. The sample was collected on May 21, 2024 from Meadow Breeze Park in Washington Township; it is the earliest positive WNV sample ever in Warren County. Dengue fever cases are high; over five million cases worldwide with 2,000 deaths, and a higher-than-normal number of travel-related cases coming into NJ.

Mr. Flohn has been training the newest seasonal employee, so water management work has stalled. Tire pick up occurred along the Paulins Kill Valley Trail in Hardwick and Frelinghuysen and from Independence Township along Cemetery Road. The state-owned timber mats were loaned to Middlesex County MEC. The Commission was contacted by North Jersey RC&D regarding removal of several log jams in the Pequest River by the Kenco property.


E. Greason

Over 1,882 larval inspections with 284 treatments were done in May. Catch basins have been treated for the first time this season. Inspections began on the abandoned pool list and the inspectors are finding many of the pools have been removed or are being renovated. In May, adult mosquito control was performed at five locations on three nights and so far in June one location was treated on one night.

Ms. Gruener gave two interviews with WRNJ. A display was set up in the Southwest Branch of the Warren County library for Mosquito Control Awareness Week.

The tick surveillance project continued into June with twenty seven tick collection events; 429 ticks, of which 41 were dog ticks, the rest black-legged ticks, were collected. Several submissions have been sent to the NJPHEL lab for testing. There are problems with the Revco freezer that will be discussed under New Business.

PRESENTATION OF BILLS

Chairman Burke noted that master voucher M2024-06 (Resolution 2024-15) was presented at the meeting for approval. Chairman Burke asked if there were any questions or concerns. There being no questions or concerns, Commissioner Greason made a motion to approve master voucher M2024-06 (Resolution 2024-15) in the amount of \$61,546.36. The motion was seconded by Commissioner Summers and the motion carried.

COMMUNICATION

- D. Robinson, Rutgers NJSC to C. Fisher re: NJ CoCoRaHS Thank you and certificate
- J. Gruener to A. Angelus, to & fro re: Revco freezer disposal procedure
- E. Burnett, WC Public Information to C. Fisher & J. Gruener re: Warren County Farmers' Fair
- J. Gruener to NJ Affirmative Action Office re: Award of Unmanned Aerial System (UAS) for Mosquito Control Applications awarded
- K. Cervantes, NJDOH to J. Gruener re: VBD News & Updates
- L. Tessieri, North Jersey RCD to J. Gruener, to & fro re: Large log jam on Pequest at Kenco Project

UNFINISHED BUSINESS

NEW BUSINESS

2023 Audit

The 2023 Financial Audit was received and reviewed. There were no recommendations made. After some discussion, Chairman Burke made a motion to accept the 2023 Financial Audit by Nisivoccia. Commissioner Greason seconded the motion and the motion carried.

Tentative Purchase of Ultra Low Temperature Freezer

Ms. Gruener stated the Revco freezer is not functioning again. In the meantime, staff have been picking up dry ice Monday mornings at Wilson Products in Easton, PA so traps could be set Monday and Tuesday before it sublimates. New freezers have been priced out and other options have been explored (CO2 tanks, yeast generators, etc.). The process to dispose of the state-owned Revco freezer has been researched. Cryostar, the company that rebuilt the freezer, has been out multiple times trying to solve issues. It was finally decided that the second stage compressor died. The freezer was picked up and taken back to their shop for repair. For the interim, an upright freezer was purchased for the lab with Tick Grant funds, this is larger than the previous lab freezer. Ms. Giordano was running out of room in the freezer with tick and mosquito samples, so this was a necessary purchase anyhow. As a bonus, the new freezer can hold a box of dry ice, which will slow down the sublimation. Ms. Gruener asked for approval to purchase an ultra-low temperature, 11 cubic foot chest freezer from Life Science Refrigeration to replace the Revco if not repairable under the implied warranty. After some discussion, Commissioner


E. Greason

Greason made a motion to purchase the chest freezer from Life Science Refrigeration if repairs to the freezer are not covered under the implied warranty. The motion was seconded by Commissioner Summers and the motion carried.

RESOLUTIONS

RESOLUTION 2024-16

Resolution Approving the Purchase of a Replacement Ultra Low Temperature Freezer

On a motion by Eileen Greason, seconded by Peter Summers the following resolution was unanimously adopted by the Mosquito Extermination Commission of the County of Warren at a meeting held June 20, 2024.

WHEREAS, the Warren County Mosquito Extermination Commission (the "Commission") currently leases a 2001, 23 cubic foot, ultra-low temperature (ULT) freezer from the NJ State Mosquito Control Commission Equipment Use Program (SMCC#83); and

WHEREAS the NJ State Mosquito Control Commission no longer supports the ULT freezer but is not able to surrender it to the Commission; and

WHEREAS the current ULT freezer is integral to the Commission's adult mosquito surveillance program as well as the Commission's disease surveillance program; and

WHEREAS the ULT freezer is utilized for storage of dry ice and storage of mosquito and tick samples slated for virus testing; and

WHEREAS the state-leased ULT freezer is 23 years old and is currently not functioning properly; and

WHEREAS it has not yet been determined if the repairs to the state-leased ULT freezer may be covered under a repair warranty from Cryostar Industries; and

WHEREAS Cryostar Industries has scheduled for the pickup of the ULT freezer for evaluation; and

WHEREAS, if repairs to the ULT freezer are not covered under the current implied repair warranty, replacement of the freezer is advised due to the age of the freezer and increasing repairs; and

WHEREAS replacement freezers suitable to our needs were researched; and

WHEREAS it was determined that a chest freezer larger than 5 cubic square feet but smaller than 23 cubic square feet with a temperature range of -40° C to -86° C would best fit the needs of the Commission; and

WHEREAS, pursuant to NJ Public Contracts law, quotes were obtained from more than 3 vendors for ULT freezers between 5 cubic feet and 23 cubic feet in size; and


E. Greason

WHEREAS, the lowest quote for the most suitable chest freezer was received from Life Science Refrigeration, 145 Gibraltar Ave, Annapolis, MD, for an 11 cubic foot chest freezer for a total price of \$8,898.00; and

WHEREAS, the purchase of a replacement ULT freezer was not included in the 2024 budget; and

WHEREAS, funds for the purchase of a replacement ULT freezer are available in line M-15 (Equipment Purchase); and

WHEREAS, the Superintendent has prepared Certification of Availability of Funds in connection with the purchase.

THEREFORE, BE IT RESOLVED, the Warren County Mosquito Extermination Commission hereby authorizes the purchasing agent to purchase an 11 cubic foot ultra-low temperature chest freezer from Life Science Refrigeration, 134 Gibraltar Ave, Annapolis, MD 21401.

EXECUTIVE SESSION

With no further business to discuss, the meeting was adjourned at 9:13 am.

Respectfully Submitted,



Eileen M. Greason,
Secretary/Treasurer

The Warren County Mosquito Extermination Commission held a regular monthly meeting on Thursday, July 18, 2024, 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.

Chairman Burke called the meeting to order at 8:16 AM.

ROLL CALL OF COMMISSIONERS

Mr. Burke, Chairman	YES
Mr. Summer, Vice-Chairman	YES (remote)
Ms. Greason, Secretary/Treasurer	YES
Mr. Eriksen	YES (remote)
Ms. Cooke-Gibbs	NO
Dr. Roscoe	YES (remote)
Ms. Ciesla, County Commissioner	NO

The following staff members attended this regular meeting in person: Superintendent Jennifer Gruener and Recoding Secretary Christine Fisher.

SALUTE TO THE FLAG

OPEN PUBLIC MEETING NOTICE

Chairman Burke: 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. Formal action may be taken by the Warren County Mosquito Commission 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 to attend in person. Public participation is encouraged. In order to assure 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

APPROVAL OF MINUTES

Chairman Burke stated the Commissioners were provided with minutes from the June 20, 2024, meeting. He asked if there were any corrections or modifications to the minutes. Three corrections were noted. Commissioner Greason made a motion to approve the minutes with corrections. Commissioner Roscoe seconded the motion, and the motion carried.

PUBLIC COMMENTS

SECRETARY/TREASURER'S REPORTS

At the April 18, 2024, meeting, approval was given to transfer \$8,500 out of reserve funds to cover the annual PERS employer appropriation bill that came through higher than budgeted. Once the budget


E. Greason

transfer was completed in MSI, it was realized the Budget Report for April and May changed and were presented for approval.

Chairman Burke noted the June 30, 2024, Budget & Treasurer's Reports were presented at the meeting for approval. Chairman Burke asked if there were any questions or concerns regarding the Budget & Treasurer's Reports for June as well as the updated versions of the budget report for April and May. There being none, Commissioner Eriksen made a motion to approve the reports. The motion was seconded by Commissioner Summers and the motion carried.

Two fund transfers were presented for approval; \$500 from M-03 Insurance to M-13 Shop Supplies and \$4,000 from M-01 Salaries/Wages to M-15 Equipment Purchases. Commissioner Eriksen made a motion to approve the transfers. Commissioner Greason seconded the motion, and the motion carried.

SUPERINTENDENT'S REPORT

A draft policy on the GPS tracking of vehicles was completed and sent to the attorney for review. The floors were cleaned by ServicePRO; carpets were steamed, and the tile was stripped and waxed. The 2023 Right to Know survey was completed and submitted. The North Route seasonal finished his field training and is working independently. Replacement trucks are being researched on the NJ State Contract.

The Oxford rain gauge recorded 1.77" of precipitation in the month of July, which is way below the 10-year average. Precipitation for the month varied greatly between the north and south portions of the county, as well as the state. The state climatologist's office reported that June temperatures were 3.3° above average, making it the second warmest June on record since 1895. The high temperatures have been fueling West Nile virus activity; three mosquito samples have tested positive to date, the first collected May 21, 2024. High populations of *Culiseta melanura* and *Coquillettidia perturbans* (vectors of eastern equine encephalitis) have been collected in Warren County and statewide. Service requests for *Aedes albopictus* mosquitoes have started to come in; yard audits have been conducted and the larval sources have easily been found; no adult mosquito control for *Ae. albopictus* mosquitoes has been done to date.

Several stream blockages were inspected and are being researched for access: several on the Pequest River in Liberty and Independence Townships, the Musconetcong River in Franklin Township, and Pohatcong Creek in Pohatcong Township along Ravine Road. Chainsaw work was done in Allamuchy Township and in Oxford Township for airspray route access. A blockage was removed on the Musconetcong River.

Sunfish were stocked on June 27, 2024, at three sites. Over two thousand inspections were conducted between June 14th and July 11th; with only 152 treatments necessary due to the dry conditions. A second round of catch basin treatments has begun; starting with the south route. In June, adult mosquito control applications were performed on four nights at eight locations in five townships.

Educational displays were set up at two branches of the Warren County Library for National Mosquito Control Awareness Week. Preparation for the Warren County Farmers Fair booth is underway. Ms. Gruener gave two interviews with WRNJ. Aerial photos of the fairgrounds were taken for the fair display.

The Revco freezer was repaired and returned and is working well. Truck number 353 has been overheating intermittently; since the truck was one of the oldest in the fleet the sprayer was taken off and installed on truck number 354 so the sprayer would be mounted on a newer, more reliable vehicle.

Egg pans were set out at several locations to collect *Culex* egg rafts for insecticide resistance testing and the ReMoA insecticide trials. Several thousand *Culex restuans* egg rafts, collected from Meadow Brook Park in Washington Township, were reared from egg to adult in the lab for use in ReMoA trials in Mercer County in conjunction with the OMCC, Valent Biosciences, Hunterdon County, Bergen County, and Mercer County mosquito control agencies. Also, in-house insecticide resistance testing was done.

against etofenprox via the Bottle Bioassay method with the mosquitoes not needed for the ReMoA trials. Tests were run with both ethanol-based stock solution and acetone-based stock solution. Tests showed a low-moderate level of resistance. Results were compared to IR testing completed in 2023 on *Cx.restuans* from this area and susceptibility to etofenprox has increased.

PRESENTATION OF BILLS

Ms. Fisher noted that an updated master voucher M2024-06 (Resolution 2024-15) was presented, it had previously been approved at the June meeting. The total of the master voucher was reduced at the June meeting when the Frontier Precision purchase order was removed. Chairman Burke noted that master voucher M2024-07 (Resolution 2024-17) was presented at the meeting for approval. Chairman Burke asked if there were any questions or concerns. There being no questions or concerns, Commissioner Greason made a motion to approve master voucher M2024-07 (Resolution 2024-17) in the amount of \$54,749.07 and to accept the updated master voucher M2024-06 (Resolution 2024-15). The motion was seconded by Commissioner Eriksen and the motion carried.

COMMUNICATION

- M. Anuth to J. Gruener re: Black fly issue to & fro
- NJMCA to J. Gruener re: AMCA request Unmanned Aerial Systems in Mosquito & Vector Control Ban
- NJ DOH to J. Gruener re: Dengue Virus Infections in the US
- L. Cartabona, Alpha Councilman to J. Gruener re: Warren Street property in Alpha
- A. Angelus, NJ DEP to A. Giordano re: Mosquito population summary
- S. Crans, NJ DEP to J. Gruener re: Adult mosquito control applications to date
- Musconetcong Watershed Association to WCMEC re: Thank you for removing fallen trees

UNFINISHED BUSINESS

Resolution Amending the 2024 Budget

At the April 18, 2024, meeting, approval was given to transfer \$8,500 out of reserve funds to cover the increase in the Annual PERS Employer Appropriation bill that came through higher than budgeted. Due to this, the 2024 budget needs to be amended to reflect the transfer. M-02 increased from \$67,145 to \$75,645 and the Mosquito Fund Balance Utilized from Prior Years increased from \$80,000 to \$88,500. The total mosquito budget increased from \$928,684 to \$937,184. Commissioner Eriksen made a motion to approve Resolution 2024-18. The motion was seconded by Commissioner Greason and the motion carried.

NEW BUSINESS

Unmanned Aerial Systems in Mosquito & Vector Control Ban

Ms. Gruener stated that the American Mosquito Control Association (AMCA) is advocating to lessen the impact of two unmanned aerial systems bills (H.R. 8070) which would ban drones made by Chinese company DJI. Many mosquito control agencies use DJI drones. The AMCA has penned a letter asking for an exemption for mosquito control agencies in non-critical infrastructure areas. The association also asked that mosquito control agencies consider sending the letter to their senators. Ms. Gruener asked for the commission's consideration in sending the letter. After much discussion, Commissioner Roscoe made a motion not to send the AMCA penned letter. The motion was seconded by Commissioner Eriksen. A roll call vote was called. Bradley Burke: No, Eileen Greason: No, Peter Summers: Yes, Robert Eriksen: Yes, Douglas Roscoe: Yes. The motion carried and the letter will not be sent.

RESOLUTIONS

RESOLUTION 2024-18 Resolution Amending the 2024 Budget


E. Greason

On a motion by Robert Eriksen, seconded by Eileen Greason the following resolution was unanimously adopted by the Mosquito Extermination Commission of the County of Warren at a meeting held July 18, 2024.

WHEREAS the Warren County Mosquito Extermination Commission (the "Commission") budget for the year 2024 was approved by the Board of Commissioners on October 19, 2023;

WHEREAS on April 18, 2024, the Commission approved the release of \$8,500 from reserve funding to insert into the M-02 account line of the 2024 budget to pay an unbudgeted increase in employer pension contribution to the State of New Jersey Division of Pensions and Benefits; and

WHEREAS the insertion of \$8,500 from reserve funding into the 2024 budget did not change the appropriation request from the County of Warren for the 2024 budget; however, it did change the total 2024 Commission budget; and

WHEREAS it is desired to amend said approved budget for full transparency and proper record keeping.

THEREFORE, BE IT RESOLVED, the Warren County Mosquito Extermination Commission hereby authorizes the following amendments to the approved budget of 2024 be made:

	From	To
M-02 Benefits -Pension Contribution	\$ 67,145	\$ 75,645
Total Mosquito Budget	928,684	937,184
Mosquito Fund Balance Utilized from Prior Year(s)	(80,000)	(88,500)
Mosquito Appropriation Total	848,684	848,684

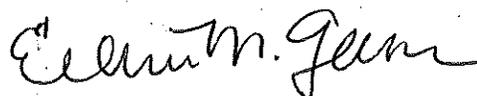
BE IT FURTHER RESOLVED that a copy of the amended budget will be forwarded to the Board of the County Commissioners and the County Treasurer.

EXECUTIVE SESSION

At 9:42, Chairman Burke made a motion to enter into Executive session. The motion was seconded by Commissioner Greason. Ms. Fisher left the room. No action was taken. Chairman Burke made a motion to leave Executive session at 10:03, the motion was seconded by Commissioner Eriksen and the motion carried.

With no further business to discuss, the meeting was adjourned at 10:05 am.

Respectfully Submitted,



Eileen M. Greason,
Secretary/Treasurer

The Warren County Mosquito Extermination Commission held a regular monthly meeting on Thursday, August 15, 2024, 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.

Chairman Burke called the meeting to order at 8:19 AM.

ROLL CALL OF COMMISSIONERS

Mr. Burke, Chairman	YES
Mr. Summer, Vice-Chairman	YES <small>(remote)</small>
Ms. Gteason, Secretary/Treasurer	YES
Mr. Eriksen	YES <small>(remote)</small>
Ms. Cooke-Gibbs	YES <small>(remote)</small>
Dr. Roscoe	NO
Ms. Ciesla, County Commissioner	NO

The following staff members attended this regular meeting in person: Superintendent Jennifer Gruener and Recoding Secretary Christine Fisher.

SALUTE TO THE FLAG

OPEN PUBLIC MEETING NOTICE

Chairman Burke: 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. Formal action may be taken by the Warren County Mosquito Commission 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 to attend in person. Public participation is encouraged. In order to assure 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

APPROVAL OF MINUTES

Chairman Burke stated the Commissioners were provided with minutes from the July 18, 2024, meeting. He asked if there were any corrections or modifications to the minutes. There being none, Commissioner Greason made a motion to approve the minutes. Commissioner Eriksen seconded the motion, and the motion carried.

PUBLIC COMMENTS

SECRETARY/TREASURER'S REPORTS

Chairman Burke noted the July 31, 2024, Budget & Treasurer's Reports were presented at the meeting for approval. Chairman Burke asked if there were any questions or concerns regarding the Budget &


E. Greason

Treasurer's Reports. There being none, Commissioner Greason made a motion to approve the reports. The motion was seconded by Commissioner Eriksen and the motion carried.

SUPERINTENDENT'S REPORT

The draft policy on GPS tracking of vehicles is still in attorney review. The Dodge Ram 1500 Tradesman pickup truck was found on the NJ state contract but unfortunately, the Ram box, the option which generated interest, is not available on the state contract. Truck 353 was involved in an accident with another vehicle, fortunately, no one was injured, and the sprayer had just been removed and installed on another vehicle. Truck 353 was having some mechanical issues and was slated to go to auction; however, it is likely to be considered a total loss by the insurance company. The 2025 insurance renewal applications were submitted to the NJIIF. The south route seasonal employee left to go back to college on August 6, 2024. The east route seasonal employee will be leaving on August 23rd. Both the north and central route seasonal employees can stay until they time out via the Civil Service rules. Ms. Gruener researched the Countering CCP Drones Act, HR 2864, which was incorporated into the National Defense Authorization Act that passed the House and is now in the Senate. Florida has its own ban on DGI drones; but offers grants to replace the drones for mosquito control, OEM, and police. The Chinese government has funded the DGI company, which seems to be the concern of the defense experts.

The Oxford rain gauge recorded 3.94" of precipitation in July, which was below the ten-year average for the gauge; statewide rainfall was also below average. Routine larval habitats throughout the county flooded after heavy rains and egg hatch began immediately with the high soil temperatures quickly warming the standing water; the Mountain Lake airspray site already had second instars the day after heavy rains. A high proportion of fish sites dried down over the month of July. A request for fish was sent to the state; however, due to the timing of the end of the fiscal year it may be several weeks before fathead minnows can be purchased. Netting fish from sites where they are abundant is an option, if staff members have time. It has been an active year for WNV, positive numbers are above the five-year average and are trending with 2018 both in Warren County and statewide. Statewide, six mosquito samples tested positive for EEE, and there was also one human and one-horse case in Atlantic County. Travel related Dengue cases have increased as well. Oropouche virus, which can be transmitted by the bite of an infected midge or mosquito, is resurfacing in South America.

Aedes albopictus trap numbers have been increasing; traps have been catching upwards of 50-70 per night. Tires were picked up from the Musconetcong Watershed Association (MWA) office following a request from them. A blockage on the Musconetcong River in Franklin township near the MWA office was removed by hand. A blockage on the Pequest River in Independence Township near the Kenco wetland mitigation site was removed. Right of Entries are still pending for several additional blockages on the Pequest River. Brush clearing was completed at several airspray sites before the rain; which made accessing to inspect much easier. Yard audits were conducted in Phillipsburg, Alpha, Greenwich, and Belvidere following service requests that yielded high *Ae. albopictus* trap counts. The second round of catch basin treatments was completed. Area-wide low volume larviciding was completed for *Ae. albopictus* control in parts of Phillipsburg and Alpha and during the same time area-wide adult mosquito control applications took place on August 8, 2024. Between July 11th and August 9th, adult mosquito control applications were performed on nine nights at sixteen locations in seven townships. An aerial larviciding application, covering 592 acres, took place on August 10th in Mountain Lake, Liberty Township and Cat Swamp, Oxford Township.

A display was set up in the County Commissioner building at the Warren County Farmer's Fair, it was staffed nightly from 5-9 from July 27th through August 3rd. RAVE alerts were sent out to encourage residents to dump/drain standing water from containers on their property in the towns of Hackettstown, Belvidere, Phillipsburg, in Washington and Alpha Boroughs, and in Lopatcong and Greenwich Townships. Ms. Gruener gave two interviews with WRNJ. Two residents from Washington Township called after an adulticide treatment stating they were concerned they had not received proper notifications. After these contacts, RAVE notifications for all adult mosquito applications are being considered.


E. Greason

The AC unit in the chemical shed malfunctioned and started smoking. The unit was replaced by WC Buildings & Grounds. An Asbury resident is interested in black fly program support, Ms. Gruener supplied the history and information on the program in Warren and Hunterdon Counties. Hunterdon County stated they would be willing to treat the Musconetcong River if Warren County provides funding to Pennsylvania to help treat the Delaware River.

Beyond Pesticides, an anti-pesticide group, has a new annual campaign, while Warren County has not seen it, many other counties have been contacted. A new malaria vaccine, R21, is available in Africa. Chairman Burke reported that Rutgers' Snyder Research Farms is researching catnip to be used as a tick and mosquito repellent.

PRESENTATION OF BILLS

Chairman Burke noted that master voucher M2024-08 (Resolution 2024-19) was presented at the meeting for approval. Chairman Burke asked if there were any questions or concerns. Ms. Fisher stated that there was an additional List of Bills presented, she noted that several checks had to be re-printed due to a printer misfeed and the second list was the re-print. There being none, Commissioner Greason made a motion to approve master voucher M2024-08 (Resolution 2024-19) in the amount of \$66,187.56. The motion was seconded by Commissioner Summers and the motion carried.

COMMUNICATION

- M. Watters, Warren County to J. Gruener re: Auction status
- J. Gruener to I. Gray, Pohatcong Twp. Council re: Hatchery on River Road
- S. Zapata, Center for Vector Biology, Rutgers University to J. Gruener re: Sampling midges
- USPS to WCMEC re: Oxford PO closed for renovations
- M. Anuth to J. Gruener, to & fro re: Black flies & Hump back gnats
- P. Brake, Frontier Precision to J. Gruener re: AG-210 UAS delivery & training

UNFINISHED BUSINESS

NEW BUSINESS

RESOLUTIONS

EXECUTIVE SESSION

With no further business to discuss, the meeting was adjourned at 9:04 am.

Respectfully Submitted,



Eileen M. Greason,
Secretary/Treasurer

The Warren County Mosquito Extermination Commission held a regular monthly meeting on Thursday, September 19, 2024, 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.

Chairman Burke called the meeting to order at 8:15 AM.

ROLL CALL OF COMMISSIONERS

Mr. Burke, Chairman	YES
Mr. Summer, Vice-Chairman	YES (remote)
Ms. Greason, Secretary/Treasurer	YES
Mr. Eriksen	YES (remote)
Ms. Cooke-Gibbs	NO
Dr. Roscoe	YES (remote)
Ms. Ciesla, County Commissioner	NO

The following staff members attended this regular meeting in person: Superintendent Jennifer Gruener and Recoding Secretary Christine Fisher.

SALUTE TO THE FLAG

OPEN PUBLIC MEETING NOTICE

Chairman Burke: 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. Formal action may be taken by the Warren County Mosquito Commission 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 to attend in person. Public participation is encouraged. In order to assure 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

APPROVAL OF MINUTES

Chairman Burke stated the Commissioners were provided with minutes from the August 15, 2024, 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 the August 31, 2024, Budget & Treasurer's Reports were presented at the meeting for approval. Chairman Burke asked if there were any questions or concerns regarding the


E. Greason

Budget & Treasurer's Reports. There being none, Commissioner Summers made a motion to approve the reports. The motion was seconded by Commissioner Eriksen and the motion carried.

SUPERINTENDENT'S REPORT

The GPS vehicle tracking policy has been returned from the attorney and will be discussed under new business. The insurance company has deemed truck 353 a total loss and has given the choice of salvaging the truck or retaining it, this will also be discussed under new business. The east route seasonal ended employment on August 23rd to return to college. The north route seasonal ended employment on September 6th to go on a two-week vacation but is willing to return, if needed. The central route seasonal can stay through October, if needed. The end of the year 2023-24 tick surveillance grant report was submitted to the NJDOH. The tick grant has been verbally approved for the 2024-25 fiscal year; however, no official documentation has been received yet. The program coordinator position at the state is currently vacant, so the fall tick surveillance program will be started cautiously in case collection guidelines change as the season progresses. Ms. Gruener presented an update on WNV activity to the County Board of Commissioners at the September 11th meeting along with Michael Ricciardi, the new epidemiologist for the WC Health Department.

The Oxford rain gauge collected 6.76" of rain for the month of August. This was slightly above the ten-year average for that gauge, it was also the lowest precipitation amount recorded in Warren County by the CoCoRaHS system; Knowlton Township was the highest recorded at 11.96". *Aedes albopictus* numbers remain higher than ever in many areas of the County. Factors that may have affected increased populations include a mild winter, and a warmer than average Spring as *Ae. albopictus* rely on degree days for their development. *Ae. albopictus* started appearing in traps in May when normally they don't appear until June. Social media posts, RAVE calls, and yard audits have been done to educate the public to help reduce populations.

West Nile virus started early this season, with the first positive mosquito sample appearing in May. A total of 372 samples have been sent to the NJPHL lab for testing with 28 samples testing positive for WNV, to date. Over the last two weeks night-time temperatures have declined and there have been no additional positive mosquito samples. Warren County has gotten its first WNV positive human case since 2018. The health department investigated and relayed information to Ms. Gruener. The person did not have any travel history and likely contracted the virus at home. The neighborhood was scouted immediately, larval sites found and treated, adult mosquito traps set, and adult mosquito control applications were performed in the neighborhood. One sample from one of the traps set in that neighborhood returned a positive mosquito sample; therefore, additional adult mosquito control applications were performed. Statewide, there have been sixteen human WNV positive cases confirmed with three of those cases being fatalities. Statewide, thirteen mosquito samples tested positive for EEE, in addition there has been one human case and two horse cases. Three travel related Dengue cases were confirmed in Warren County, as well. The mosquitoes of highest abundance caught by CO₂-baited traps during the period August 10- September 13, 2024, were flood water mosquitoes. Floodwater mosquitoes were also present in higher numbers in the NJLT's moving into September than they had been previously. Collections of *Cx. erraticus*, a potential bridge vector of both WNV and EEE, have continued to be higher than normal.

The final Right of Entry for the Hudson Lane- Pequest River stream clearing project in Liberty Township was received and most of the blockage has been removed. Stormwater facilities in Greenwich and Pohatcong Townships have been hand cleaned, as well as could be, and maintenance letters were sent to the responsible parties.

Yard audits were conducted in Alpha, Belvidere, Lopatcong, Phillipsburg, and Washington Borough following service requests that yielded high *Ae. albopictus* trap counts. Between August 12 and September 13, 2024, there were 2,274 larval inspections performed. The third aerial larviciding treatment


E. Greason

of the year was completed on August 22, 2024, covering 1,418 acres. The third round of catch basin treatments was started but interrupted by rainfall events that diverted staff to larviciding inspections/treatments. Roughly, 20,000 *Gambusia affinis* were obtained from the Charles O. Hayford Hatchery in Hackettstown on September 6, 2024. Between August 10th and September 13th, adult mosquito control applications were performed on thirteen nights at thirty-eight locations in nineteen townships.

A Dump and Drain message was shared on social media via the Warren County Facebook page and shared to additional community pages by staff. Repellent was provided to Phillipsburg Public Works and Liberty Township for Community Day. UAS mapping was performed at three locations with adult mosquito issues where the source of the mosquito populations was previously unknown.

PRESENTATION OF BILLS

Chairman Burke noted that master voucher M2024-09 (Resolution 2024-20) was presented at the meeting for approval. Chairman Burke asked if there were any questions or concerns. There being none, Commissioner Greason made a motion to approve master voucher M2024-09 (Resolution 2024-20) in the amount of \$96,475.08. The motion was seconded by Commissioner Eriksen and the motion carried.

COMMUNICATION

- M. Anuth to B. Burke re: Compliments on Ms. Gruener's expertise and response
- S. Crans, SMCC to J. Gruener, to & fro re: Drone Survey from SMCC
- S. Crans, SMCC to J. Gruener re: Title 26 Chapter 9
- S. Oliphant to Greenwich Station LP re: Stormwater Detention Basin maintenance
- NJDCA to WCMEC re: Adoptable OPRA Request Form
- S. Sullivan, WC resident to J. Gruener re: Adult mosquito spraying in Stewartville, NJ
- NJ Pensions & Benefits to J. Gruener re: Annual Certification renewal
- T. Williams, PMA Management Corp. to J. Gruener re: PMA claim, 353 accident
- T. Chang, Northwest NJ Beekeeper Association to J. Gruener, to & fro re: Invitation to speak October 19, 2024
- P. Brake, Frontier Precision to J. Gruener, to & fro re: UAS Training
- J. Gruener to NJ DEP Parks re: UAS Permit

UNFINISHED BUSINESS

NEW BUSINESS

GPS Vehicle Tracking Policy

Ms. Gruener stated the GPS Vehicle Tracking Policy has been reviewed by the attorney. The purpose of the policy is to ensure transparency and accountability for the use of Commission vehicles. After some discussion, Commissioner Greason made a motion to approve the GPS Vehicle Tracking Policy. The motion was seconded by Commissioner Roscoe and the motion carried with all in favor.

Salvage 2008 Ford Ranger

Ms. Gruener stated that the 2008 Ford Ranger, vehicle number 353, which was involved in a motor vehicle accident, was deemed a total loss by the insurance company. The insurance company gave the commission a choice as to salvage the vehicle or to retain the vehicle. The amount received if the vehicle is salvaged is \$11,146 (\$12,146 less \$1,000 deductible) and the total received if the vehicle is retained is \$10,096. If retained, the vehicle would still need to be disposed of through auction or Gov Deals. After some discussion, Commissioner Eriksen made a motion to salvage the 2008 Ford Ranger. The motion was seconded by Commissioner Greason and the motion carried with all in favor.


E. Greason

RESOLUTIONS

**RESOLUTION 2024-21
Establishment of the GPS Vehicle Tracking Policy**

On a motion by Eileen Greason, seconded by Douglas Roscoe the following resolution was unanimously adopted by the Mosquito Extermination Commission of the County of Warren at a meeting held September 19, 2024.

WHEREAS the purpose of the Warren County Mosquito Extermination Commission's GPS vehicle trackers is to ensure full transparency and accountability for the use of all Commission vehicles; and

WHEREAS the use of GPS vehicle trackers will increase employee safety as well as operational efficiency; and

WHEREAS the Warren County Mosquito Commission is in need of a policy establishing the appropriate use and operational guidelines of GPS vehicle trackers; and

WHEREAS the Commission's attorney has reviewed and revised the GPS Vehicle Tracking Policy; and

THEREFORE, BE IT RESOLVED the Warren County Mosquito Extermination Commission hereby approves of the GPS Vehicle Tracking Policy dated September 19, 2024.

**RESOLUTION 2024-22
Resolution to Salvage the 2008 Ford Ranger**

On a motion by Robert Eriksen, seconded by Eileen Greason the following resolution was unanimously adopted by the Mosquito Extermination Commission of the County of Warren at a meeting held September 19, 2024.

WHEREAS N.J.S.A. 40A:11-36(6) provides that a public entity may sell personal property not needed for public use, the estimated fair value of which does not exceed the applicable bid threshold, at private sale without advertising for bids; and

WHEREAS one of the Commission's vehicles was involved in an accident (2008 Ford Ranger XLT, VIN 1FTYR15E48PA04719) and is no longer fit for use by the Commission and has only scrap value according to the Commission's insurance adjuster;


E. Greason

WHEREAS the Commission's insurance adjuster will arrange to dispose of the vehicle and make payment to the Commission in the amount of \$11,146.00 for the loss of the vehicle.

THEREFORE, BE IT RESOLVED, by the Warren County Mosquito Extermination Commission that the above-referenced vehicle be salvaged, with arrangements made by the Commission's insurance adjuster.

BE IT FURTHER RESOLVED, the Superintendent is authorized to execute the title and all other documents necessary to effectuate the intent of this resolution.

EXECUTIVE SESSION

With no further business to discuss, the meeting was adjourned at 9:11 am.

Respectfully Submitted,



Eileen M. Greason,
Secretary/Treasurer

The Warren County Mosquito Extermination Commission held a regular monthly meeting on Thursday, October 17, 2024, 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.

Chairman Burke called the meeting to order at 8:16 AM.

ROLL CALL OF COMMISSIONERS

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

The following staff members attended this regular meeting in person: Superintendent Jennifer Gruener and Recoding Secretary Christine Fisher.

SALUTE TO THE FLAG

OPEN PUBLIC MEETING NOTICE

Chairman Burke: 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. Formal action may be taken by the Warren County Mosquito Commission 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 to attend in person. Public participation is encouraged. In order to assure 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

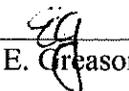
APPROVAL OF MINUTES

Chairman Burke stated the Commissioners were provided with minutes from the September 19, 2024, meeting. He asked if there were any corrections or modifications to the minutes. There being none, Commissioner Greason made a motion to approve the minutes. Commissioner Roscoe seconded the motion, and the motion carried.

PUBLIC COMMENTS

SECRETARY/TREASURER'S REPORTS

Chairman Burke noted the September 30, 2024, Budget & Treasurer's Reports were presented at the meeting for approval. Chairman Burke asked if there were any questions or concerns regarding the Budget & Treasurer's Reports. There being none, Commissioner Eriksen made a motion to approve the


E. Greason

reports. The motion was seconded by Commissioner Summers and the motion carried. A budget transfer was also presented for approval. Ms. Gruener stated she would like to transfer \$1,195 from M-04 Telephone/Internet to M-11 Fuel/Equipment Maintenance to cover the projected shortage. Chairman Burke asked if there were any questions or concerns regarding the budget transfer. There being none, Commissioner Eriksen made a motion to approve the transfer. The motion was seconded by Commissioner Greason and the motion carried.

SUPERINTENDENTS REPORT

It's been a busy month, even though mosquito populations are down, year-end paperwork has begun. The bid specifications for a small pickup truck to replace truck 353 were developed and sent to the attorney for review. This will be discussed under new business. The draft 2025 Plans & Estimates document was completed and will be discussed under new business. The 2025 draft budget was developed and will be discussed under new business. Ms. Oliphant is working on the NJ Pollution Discharge Elimination System (NJPDES) Pesticide General Permit renewal application. The current application expires in April 2025. A special use permit application for UAS (drone) use on state-administered land was submitted for mapping/inspection at Allamuchy Mountain State Park, Jenny Jump State Forest, Kittatinny Valley State Park (Paulinskill Valley Trail), Stephens State Park, and Worthington State Forest. Once approved, a Certificate of Insurance and pilot credentials will need to be submitted. The Hyllo AG-210 UAS was received. Work was done on the COA application for use of the treatment UAS. Training on the UAS will begin next week. The last seasonal employee left on October 11, 2024.

September was a dry month; only 0.94 inches of rain was recorded in the Oxford rain gauge, which is below the 10-year average of 4.88." It was one of the driest Septembers on record. The mosquito populations have been low apart from *Aedes albopictus*. The second Warren County WNV positive human case for 2024 was investigated by the WC Health Department and the information relayed to Ms. Gruener. The resident had a very limited travel history and most likely acquired the virus at home. The neighborhood was scouted immediately, larval sites found and treated, and adult mosquito traps set, and adult mosquito control applications were performed in the neighborhood. Statewide to date, there have been 32 reported WNV positive human cases for 2024 with five fatalities. There has also been a lot of EEE activity statewide. Trap collections from NJ light traps have slowed down with only 287 female mosquitoes collected from September 14 to October 11, 2024. During this time frame larval inspections also slowed. The third round of catch basin treatments was completed. Between September 13 and October 11, 2024, adult control applications were performed on seven nights at ten locations. Door knockers were placed and one-on-one education occurred throughout several neighborhoods during yard audit operations.

Tires were picked up from the Shabbecong Mountain Preserve in Washington Borough. The stream clearing project on the Pequest River at Hudson Lane, Liberty Township was completed.

Ms. Gruener gave an interview with the Ridge View Echo, a local newspaper from Blairstown.

Mr. Necina and Mr. Hagerty performed UAS mapping at several locations with adult mosquito issues where the habitat was previously unknown. Additionally, sites that may be a good fit for UAS treatment are being researched; 150 potential acres have been found to date. Blank pesticide products from different companies have been ordered for use in the treatment UAS training.

Mr. Necina repaired the eyewash station by removing the flow restrictors and it is now working properly. Ms. Giordano and Mr. Hagerty have begun tick surveillance for the fall season. Ms. Fisher brought in her sewing machine and she and Ms. Giordano constructed a new tick drag. The annual inspection of the SMCC-leased equipment was conducted with no comments received. The dump truck and state-owned trailer underwent annual state and federal inspections, and both passed. The state owned power tilt was repaired and re-installed on the Kobelco. The state-owned bulldozer was moved around to


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various vendors to obtain quotes for refurbishment. Four GPS trackers stopped working; this was discovered by the company and the units were replaced. The NJIIF held a chainsaw safety training, and it was attended by Mr. Necina, Mr. Hagerty and Mr. Rose.

PRESENTATION OF BILLS

Chairman Burke noted that master voucher M2024-10 (Resolution 2024-23) 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 M2024-10 (Resolution 2024-23) in the amount of \$77,522.60. The motion was seconded by Commissioner Roscoe and the motion carried.

COMMUNICATION

- J. Gruener to WC Board of Commissioners re: Re-appointment of Commissioners Eriksen & Summers
- J. Gruener to B. Chevrestt, NJ DEP, to & fro re: Special Use permit for UAS on state land
- S. Crans, NJDEP OMCC to J. Gruener re: 2025 Plans & Estimates Report request
- S. Williams, PMA Group to Mr. Quade re: Claim number L004379967

UNFINISHED BUSINESS

NEW BUSINESS

Approval of Bid Specifications and Authorization to Advertise for Bid for Small Pick-up Truck

Ms. Gruener stated Ocean County shared bid specifications for a small pick-up truck; the specifications were then modified to meet the commission's needs and reviewed and approved by the attorney. The pages pertaining to the specs of the vehicle were included in the meeting packet. If no bids are received from the first advertisement, then the bid request must be advertised for a second time. If no bids are received after the second advertisement, then the commission is able to purchase a truck that meets the bid request. After some discussion, Commissioner Greason made a motion to approve the bid specifications. The motion was seconded by Commissioner Eriksen and the motion carried.

2025 Budget Request

Ms. Gruener stated that the 2025 budget request was included in the meeting packet. Ms. Gruener reviewed the changes which included not filling the seasonal position surveillance/trapping position, a reduction in the vehicle repair line in anticipation of purchasing a new vehicle, a reduction in pesticide due to purchasing inventory with 2024 funds, and a reduction in NJ Light trap cooperator reimbursement. Estimates were placed in the lines for employer pension contribution and insurance as the 2025 figures have not been released. After some discussion, Commissioner Eriksen made a motion to approve the 2025 Budget Request. The motion was seconded by Commissioner Greason and the motion carried.

2025 Plans & Estimates

The 2025 Plans & Estimates were included in the meeting packet. Ms. Gruener reviewed the summary of changes to the document. These include the following: Commission Owned Equipment – plans to purchase equipment to support the UAS treatment missions; Seasonal Employees – plans to not fill the fifth seasonal position and have the Biologist perform surveillance trapping which would easier allow for flexibility to change trap locations; Light Traps-plans to reduce the number of NJLT's; Chemical Control, Larviciding/Pupaciding, Ground - updated to reflect the use of extended-release granular products via the backpack spreader; Aerial- plans to use the new UAS for aerial larviciding, and ULV adult mosquito control. Commissioner Eriksen noted that Commissioner Summers is not listed as Vice Chairman on the cover page. After some discussion, Commissioner Greason made a motion to


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adopt the 2025 Plans and Estimates and to forward copies to the proper entities. The motion was seconded by Commissioner Roscoe and the motion carried.

RESOLUTIONS

RESOLUTION 2024-24

Approval of Bid Specifications for a Small Pickup Truck and Authorization to Advertise for Bids for a 2024 Ford Ranger XL 4WD Super Cab or Equal and/or better

On a motion by Eileen Greason, seconded by Robert Eriksen the following resolution was unanimously adopted by the Mosquito Extermination Commission of the County of Warren at a meeting held October 17, 2024.

WHEREAS, the Warren County Mosquito Extermination Commission is in need of a small four wheel drive vehicle to replace a truck in the fleet, which was deemed a total loss following an accident; and

WHEREAS, the pickup trucks currently available on the NJ State Contract and other cooperative purchasing contracts do not fit the needs of the Commission at this time; and

WHEREAS, the Warren County Mosquito Extermination Commission is in need of a compact 4-wheel drive pickup truck for use in both the larviciding program and the adulticiding program; and

WHEREAS, the Warren County Mosquito Extermination Commission needs to solicit formal bids, for the aforementioned truck, in accordance with the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.; and

THEREFORE, BE IT RESOLVED that bid specifications for one (1) Ford Ranger Super Cab XL 4x4 Pickup Truck or Equal and/or better for the Warren County Mosquito Extermination Commission are hereby approved.

THEREFORE, BE IT FURTHER RESOLVED that the Superintendent is hereby authorized to advertise for bids for the above in the Star Ledger.

RESOLUTION 2024-25

Resolution Approving the 2025 Budget Request

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 October 17, 2024.

WHEREAS, the Warren County Mosquito Extermination Commission was duly created and validly exists under virtue of New Jersey State Statute Title 26, Chapter 9; and


E. Greason

WHEREAS, the County of Warren requires the preparation and submission of the 2025 Warren County Mosquito Extermination Commission's budget to the Warren County Board of County Commissioners; and

WHEREAS, the Warren County Mosquito Extermination Commission's annual budget for Fiscal Year 2025 estimates the expenditures for the upcoming year required for the Salaries/Wages and Benefits for all of its employees as well as all Operational Expenses required to fulfill its mission and operate through the ensuing year; and

WHEREAS, the Warren County Mosquito Extermination Commission, reviewed the proposed 2025 Budget prior to the October 17, 2024 regular meeting; and

THEREFORE, BE IT RESOLVED that the Warren County Mosquito Extermination Commission approves of the 2024 Proposed Budget; and

THEREFORE, BE IT FURTHER RESOLVED that the 2025 Proposed Budget will be submitted to Warren County Board of County Commissioners for its approval.

RESOLUTION 2024-26
Resolution Approving the 2025 Plans & Estimates

On a motion by Eileen Greason, seconded by Douglas Roscoe the following resolution was adopted by the Mosquito Extermination Commission of the County of Warren at a meeting held October 17, 2024.

WHEREAS, in compliance with New Jersey Statute 26:9-22, the Warren County Mosquito Extermination Commission annually develops a Plans and Estimates document for the upcoming year and submits it to the Director of the New Jersey Agricultural Experiment Station; and

WHEREAS, the Warren County Mosquito Extermination Commission follows the outline established through the Associated Executives of Mosquito Control Work in New Jersey (NJMCA Annual Meeting Proceedings, 1999, pages 53, 59-61) to standardize submissions from the counties; and

WHEREAS, the Warren County Mosquito Extermination Commission, reviewed the 2025 Plans and Estimates prior to the October 17, 2024 regular meeting; and

THEREFORE, BE IT RESOLVED that the Warren County Mosquito Extermination Commission approves of the 2025 Plans and Estimates; and

THEREFORE, BE IT FURTHER RESOLVED that the 2025 Plans and Estimates will be submitted to the current Executive Director of the NJ Agricultural Experiment Station, Laura Lawson, for her review and comments.



E. Greason

EXECUTIVE SESSION

Commissioner Greason made a motion to enter into Executive Session at 9:20 am, the motion was seconded by Commissioner Eriksen and the motion carried. No action was taken during the session. Commissioner Greason made a motion to leave Executive Session at 9:40 am, the motion was seconded by Commissioner Eriksen and the motion carried.

With no further business to discuss, the meeting was adjourned at 9:41am.

Respectfully Submitted,



Eileen M. Greason,
Secretary/Treasurer

The Warren County Mosquito Extermination Commission held a regular monthly meeting on Thursday, November 21, 2024, 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.

Chairman Burke called the meeting to order at 8:23 AM.

ROLL CALL OF COMMISSIONERS

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

The following staff members attended this regular meeting in person: Superintendent Jennifer Gruener and Recoding Secretary Christine Fisher.

SALUTE TO THE FLAG

OPEN PUBLIC MEETING NOTICE

Chairman Burke: 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. Formal action may be taken by the Warren County Mosquito Commission 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 to attend in person. Public participation is encouraged. In order to assure 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

The annual holiday breakfast will be held immediately after the December 19, 2024 meeting at the Commission office.

APPROVAL OF MINUTES

Chairman Burke stated the Commissioners were provided with minutes from the October 17, 2024, meeting. He asked if there were any corrections or modifications to the minutes. One correction was noted on page five. Commissioner Eriksen made a motion to approve the minutes with correction. Commissioner Greason seconded the motion, and the motion carried.

PUBLIC COMMENTS



E. Greason

SECRETARY/TREASURER'S REPORTS

Chairman Burke noted the October 31, 2024, Budget & Treasurer's Reports were presented at the meeting for approval. 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 Eriksen and the motion carried. Ms. Gruener noted a budget transfer may be needed into M-15 Equipment Purchases in December.

SUPERINTENDENTS REPORT

No bids were received on November 7, 2024, for the small pick-up truck; therefore, it was re-advertised with a new bid opening date of December 3, 2024. Ford Mavriks were found to be available on the Bergen County Cooperative Pricing System, those trucks were researched and found to be unsuitable for our needs. The 2025 budget request was sent to the Board of County Commissioners. The 2025 Plans & Estimates were mailed to NJAES and the SMCC; digital copies were also emailed. A renewal application for the NJ Pollution Discharge Elimination System (NJPDES) Pesticide General Permit was submitted. The current permit expires in April 2025. The 2024-25 tick grant funding was received. Ms. Gruener submitted an updated in-house training module to the NJDEP Pesticide Control Program along with an application to renew her trainer certification number. Ms. Giordano and Mr. Hagerty were registered for upcoming Mosquito Biology courses that were intended to be companion courses to the Mosquito Identification course completed in 2022 and 2023. Ms. Gruener and Ms. Oliphant worked to understand ArcOnline data storage and credit usage and then worked with a representative from Frontier Precision to reduce the amount of data stored on ArcOnline to decrease credit usage on the account.

There was no precipitation collected in the Oxford rain gauge in October! The state climatologist reported that it was the driest October on record; weather records date back to 1895. Disease surveillance ended with the last collections from the end of October submitted in the first week of November. A total of 488 mosquito samples were submitted for disease testing. Across the state, to date there have been 34 human cases of WNV. The final collection day of the year for the NJ light traps was October 15th, when the traps were collected.

Ditch maintenance was performed in Allamuchy Township on the Freeborn Lane ditch system. The state-owned bulldozer was hauled to and from Milletto Brothers (Cedarville, NJ) for a final quote on refurbishment. The power tilt has been removed from the Kobelco and is awaiting repairs. The stormwater plans for the cannabis facility in Frelinghuysen Township were retrieved and are being reviewed.

The outdoor fish holding tanks were cleaned for winter storage. Fish sites on all routes are being thoroughly inspected by Mr. Hagerty and Mr. Flohn as many have dried down. It is likely there will not be enough fish available to restock in the spring when the sites re-flood, at least initially, so plans for alternate treatments are being explored. Mr. Hagerty and Mr. Necina were trained on the Hyllo AG-210 by Peter Brake from Frontier Precision; other staff members attended parts of the training as time allowed. The Hyllo was calibrated to disperse one pesticide product with blank material. Mr. Flohn repaired the catch basin dipper and made additional ones as well.

Email notices were sent to school districts in the County offering our mosquito and tick program; several schools have already booked presentations. Fall tick surveillance continued and will be reported on at the end of the collection season. A new tick was discovered in South Jersey; it is native to the states but not to NJ and can carry the bacteria that causes Lyme disease. The 2023 Vector Control Assessment from NACCHO which compares the survey results from 2017, 2020, and 2023, was presented and discussed briefly. Also, a paper published by NEVBD with the results of the focus group discussions that took place in 2022 was discussed.


E. Greason

PRESENTATION OF BILLS

Chairman Burke noted that master voucher M2024-11 (Resolution 2024-27) was presented at the meeting for approval. Chairman Burke asked if there were any questions or concerns. There being none, Commissioner Greason made a motion to approve master voucher M2024-11 (Resolution 2024-27) in the amount of \$51,612.40. The motion was seconded by Commissioner Summers and the motion carried.

COMMUNICATION

- A. Lazorisak to P. Summers, J. Gruener cc'd. re: Commissioner re-appointment
- A. Lazorisak to R. Eriksen, J. Gruener cc'd. re: Commissioner re-appointment
- T. Williams, PMA Management Corp. to T. Quade & J. Gruener re: Notice of Claim Form
- A. Lazorisak to J. Gruener re: Snow & Emergency Closing Notification
- J. Gruener to Fred Beans Ford, John Johnson Dodge, & Rossi Chevrolet re: Pick up truck bid packet
- A. Angelus, OMCC to J.Gruener re: 2025 SMCC Equipment Lease Agreement
- J. Gruener to T. Keyworth, NJDEP re: Unmanned aerial vehicles SUP
- J. Gruener to L. Lawson, NJ Ag. Exp. Station re: 2025 Plans & Estimates
- J. Gruener to IPM Coordinators: Warren Hills Regional HS, Liberty Learning Center, North Warren Regional School District, Blair Academy, Port Colden Elementary School, Great meadows Regional School District, Blairstown Elementary School re: 2024 Record of Insecticide Application
- J. Gruener to Fred Beans Ford, John Johnson Dodge, & Rossi Chevrolet, Allied Solution Enterprise, Upfitme.com, Pelegrino Auto Group, Performance Auto Group re: Pick up truck bid packet
- A. Angelus, OMCC to J. Gruener re: Newspaper Ads/Changing formats in regards to pesticide legal & display ad placement

UNFINISHED BUSINESS

Ms. Gruener stated that Ms. Oliphant submitted her letter of resignation, commencing December 20, 2024. Ms. Oliphant is leaving to attend graduate school at the university of Tennessee to study botany. Commissioner Greason made a motion to accept Ms. Oliphant's resignation. The motion was seconded by Commissioner Eriksen with compliments to a job well done in mosquito control, and the motion carried.

NEW BUSINESS

RESOLUTIONS

EXECUTIVE SESSION

With no further business to discuss, the meeting was adjourned at 9:02 am.

Respectfully Submitted,



Eileen M. Greason,
Secretary/Treasurer

E. Greason

The Warren County Mosquito Extermination Commission held a regular monthly meeting on Thursday, December 19, 2024, 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.

Chairman Burke called the meeting to order at 8:24 AM.

ROLL CALL OF COMMISSIONERS

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

The following staff members attended this regular meeting in person: Superintendent Jennifer Gruener and Recoding Secretary Christine Fisher.

SALUTE TO THE FLAG

OPEN PUBLIC MEETING NOTICE

Chairman Burke: 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. Formal action may be taken by the Warren County Mosquito Commission 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 to attend in person. Public participation is encouraged. In order to assure 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

The annual holiday breakfast will be held immediately after the meeting today.

APPROVAL OF MINUTES

Chairman Burke stated the Commissioners were provided with minutes from the November 21, 2024, meeting. He asked if there were any corrections or modifications to the minutes. One correction was noted on page two. Commissioner Eriksen made a motion to approve the minutes with correction. Commissioner Greason seconded the motion, and the motion carried.

PUBLIC COMMENTS

SECRETARY/TREASURER'S REPORTS

Chairman Burke noted the November 30, 2024, Budget & Treasurer's Reports were presented at the meeting for approval. Chairman Burke asked if there were any questions or concerns regarding the


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Budget & Treasurer's Reports. There was a brief discussion regarding the rounding in the last column of the Budget Report. The percentages of the budget expended are shown to the second decimal place; however, they are rounded to the nearest tenth of a percentage. This seems to be a setting in accounting software. Ms. Fisher and Ms. Gruener will look into whether or not that can be changed. Commissioner Greason made a motion to approve the reports. The motion was seconded by Commissioner Roscoe and the motion carried.

SUPERINTENDENTS REPORT

The aerial larviciding bid packet was revised to comply with updated disclosure/certifications for business dealings in Russia and Belarus. Ms. Gruener stated she would like to advertise for bids in December to avoid possible issues by placing an ad in a printed newspaper in 2025. The Express Times and The Star Ledger, the official newspapers of the Commission, are planning to end print editions in early 2025. Under local public contract law, all advertisements for bids shall be published in the official newspaper of the contracting unit. The NJ Association of Counties, NJ State League of Municipalities, and the NJ School Boards Association are urging State Leaders to address the public notice crisis prior to reorganization meetings. The 2025 Aerial Larviciding Bid will be discussed further under New Business. The 2025 State Equipment Use Agreement was received; there are no changes from the 2024 agreement, and it will be discussed further under New Business. After a second round of advertising for bid proposals for a small pickup truck, no bids were received for the December 3rd opening; therefore, a contract was negotiated under exemptions to public bidding in the local public works contracts law and will be discussed under New Business. Work on the 2024 Annual Report has begun; fortunately, before Ms. Oliphant left she completed her portions of the report. The COA was submitted to the FAA for use of the Hylio AG-210 for insecticide treatments.

The Oxford rain gauge collected 3.5" of precipitation in November; however, the area is still in a deficit. The state climatologist stated that Fall 2024 was the driest and the 4th warmest on record.

A service request was received for a small, downed tree in the Musconetcong River. It does not look like it will cause a mosquito issue. A service request was received regarding a possible beaver dam at the Mountain Lake outflow in Liberty Township. No dam was found; however, several small debris blockages were found. Also, there is at least one possibly two small sailboats downstream in the brook that could be constricting flow. Drone imagery will be taken, and attempts will be made to remove the boats and blockages. The sandblasting and painting of the Kobelco excavator is complete; the work seems satisfactory, and the state inspected and approved the work. The Power Tilt repairs are still awaiting approval from the SMCC; the state had been unsure if it was owned by the state or by our commission. Ms. Gruener found paperwork denoting state ownership and forwarded that to the SMCC. Mr. Necina and Mr. Hagerty are investigating UAS treatment sites. The first-year plan is to choose sites that are easy to fly with good landing zones. Additionally, 2024 service requests that have unidentified larval sources are being investigated.

Ms. Fisher and Ms. Giordano gave presentations to 4th grade students at Harmony Township and Washington Borough's Memorial Elementary Schools.

Fall tick surveillance has been completed, samples identified and submitted to PHEL for pathogen testing. Twenty-four sites were sampled this past fall, nine of those sites were sampled more than once. A total of 524 *Ixodes scapularis* ticks were collected, the vast majority of which were adult ticks.

Ms. Giordano was asked to give a presentation on rearing mosquitoes at the 2025 NJMCA Pesticide Training Sessions and has already started working on her presentation.

Despite the eyewash station being repaired in-house, the County has contracted with Cintas to install and maintain a portable eyewash station in the Commission garage.

Annual inspections were completed on all vehicles; four trucks needed new batteries replaced.

PRESENTATION OF BILLS

Chairman Burke noted that master voucher M2024-12 (Resolution 2024-28) 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 M2024-12 (Resolution 2024-28) in the amount of \$46,485.90. The motion was seconded by Commissioner Greason and the motion carried.

COMMUNICATION

- S. Lisowski, NJ Dept. of Agriculture to J. Gruener re: Detection of *T. orientalis* in cattle in NJ
- J. Gruener to R. Direnzo, Pellegrino Fleet & C. Clayton, Wayne Mazda re: Return of small pick-up bids, received late

UNFINISHED BUSINESS

NEW BUSINESS

2025 Aerial Larviciding Bid Packet

Ms. Gruener stated that the 2025 aerial larviciding bid packet was revised to comply with updated disclosure/certifications for business dealings in Russia and Belarus. The updated Notice to Bidders page was included in the meeting packet. Ms. Gruener stated she would like to advertise for bids in December to avoid possible issues with placing an ad in a printed newspaper in 2025, as both official newspapers will discontinue print versions in 2025. The advertisement for bids will be placed December 26, 2024, with the opening of bids January 14, 2025. Chairman Burke asked if there were any questions. There being none, Commissioner Greason made a motion to approve the 2025 Aerial Application Bid specifications. Commissioners Summers seconded the motion, and the motion carried.

SMCC State Equipment Use Agreement

Ms. Gruener stated that no changes were made to the agreement. The bulldozer, although surrendered, remains on Exhibit A, Equipment Assignment List, and since the Commission is still in possession of it. Commissioner Greason made a motion to approve the SMCC Equipment Use Agreement. Commissioner Eriksen seconded the motion, and the motion carried.

Purchase of 2025 Ford Ranger XLT Crew Cab 4x4

After a second round of advertising for bid proposals for a small pickup truck, no bids were received on December 3rd. Therefore, under exemptions to public bidding in the local public works contracts law, the Commission is able to purchase a truck that meets the bid specifications with a two-thirds majority of the commission voting in favor of the purchase. Mr. Flohn traveled around to several dealers and requested quotes. Several quotes were received for 2024 compact pick-up trucks, all with five-foot beds. One bid was received from Ciocca Ford of Flemington for a 2025 Ford Ranger with a six-foot bed. The six-foot bed is ideal for Commission use as it will hold a ULV sprayer and the work box that holds the daily-use hand held sprayers; which the five-foot beds are not able to. The lowest bid does not need to be taken, it is acceptable to consider price and other factors when choosing a vendor with the quote process. Another positive is that the 2025 Ford Ranger can be ordered in the color similar of those already in our fleet (blue). Delivery would take place in mid to late February. The commission attorney was contacted for review; she stated the vendor must still comply with EOE/Affirmative Action, and supply a NJ Business Registration Certificate. After some discussion Commissioner Eriksen made a motion to purchase the 2025 Ford Ranger XLT Crew Cab 4x4 from Ciocca Ford for the amount of \$38,053.25. The motion was seconded by Commissioner Greason. Chairman Burke called for a roll call vote. Chairman Burke: yes, Vice-Chairman Summers: yes, Secretary/Treasurer Greason: yes, Commissioner Eriksen:


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yes, Commissioner Roscoe: yes, Commissioner Cooke-Gibbs: absent, County Commissioner Ciesla: absent.

Draft 2025 meeting Schedule

The draft 2025 meeting schedule was included in the meeting packet for informational purposes and will be up for approval at the January reorganization meeting. It was noted that all meetings are scheduled on the third Thursday of the month except March, which is on the second Thursday due to the conflict with the NJMCA Annual Meeting. No further comments were made.

RESOLUTIONS

RESOLUTION 2024-29

Approval of 2025 Aerial Application Bid Specifications and Authorization to Advertise for Bids for Aerial Application of Larvicides

On a motion by Eileen Greason, seconded by Peter Summers, the following resolution was adopted by the Mosquito Extermination Commission of the County of Warren at a meeting held December 19, 2024.

WHEREAS, the Warren County Mosquito Extermination Commission requires the services of an aerial applicator to provide aerial larviciding to large tracts of mosquito habitat that are too large to efficiently treat with ground-based equipment; and

WHEREAS, the Warren County Mosquito Extermination Commission needs to solicit formal bids, for the aforementioned services, in accordance with the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.; and

THEREFORE, BE IT RESOLVED that bid specification for the aerial application of larvicides for 2025 for Warren County Mosquito Extermination Commission is hereby approved.

THEREFORE, BE IT FURTHER RESOLVED that the Superintendent is hereby authorized to advertise for bids for the above in the Star Ledger.

RESOLUTION 2024-30

Resolution Authorizing the 2025 State Equipment Use Agreement with the N.J. State Mosquito Control Commission

On a motion by Eileen Greason, seconded by Robert Eriksen, the following resolution was adopted by the Mosquito Extermination Commission of the County of Warren at a meeting held December 19, 2024.

WHEREAS, a New Jersey Department of Environmental Protection State Equipment Use Agreement has been prepared and tendered by the New Jersey State Mosquito Control Commission designating various State Mosquito Control Commission owned equipment to be utilized by Warren County for the purposes of Mosquito Control; and



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WHEREAS the assigned equipment is stored at the Warren County Mosquito Extermination Commission yard or designated project areas throughout the county and is insured as specified in the agreement; and

WHEREAS Exhibit A lists the equipment to be leased under this Agreement and may be amended from time to time upon mutual agreement of the parties; and

WHEREAS, the prior State Equipment Use Agreement will expire December 31, 2024, and this agreement shall become effective upon the date of the last signatory and shall continue until December 31, 2025, unless otherwise terminated or in accordance with the terms of the agreement.

NOW, THEREFORE, BE IT RESOLVED by the Warren County Mosquito Extermination Commission hereby authorizes the Superintendent of the Commission to execute State Equipment Use Agreement #2025-21.

RESOLUTION 2024-31

Resolution Authorizing Contract to Purchase 2025 Ford Ranger XLT Crew Cab 4 x 4

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 by two-thirds majority vote at a meeting held December 19, 2024.

WHEREAS, the Warren County Mosquito Extermination Commission is in need of a small four-wheel drive vehicle to replace a truck in the fleet, which was deemed a total loss following an accident; and

WHEREAS, on October 23, 2024, the Commission publicly advertised a notice to bidders for the receipt of bids by November 7, 2024, for the provision of the aforesaid or equivalent vehicle, with no bids being received by November 7, 2024; and

WHEREAS, on November 18, 2024, the Commission publicly advertised for a second time a notice to bidders for the receipt of bids by December 3, 2024, for the provision of the aforesaid or equivalent vehicle, with no bids being received by December 3, 2024; and

WHEREAS, pursuant to N.J.S.A. 40A:11-5(3), where bids have been advertised on two occasions and no bids have been received on both occasions in response to the advertisement, a public entity may negotiate and award a contract upon the adoption of a resolution by a two-thirds affirmative vote of the authorized membership of the governing body; and

WHEREAS, quotes were sought and received from 6 different dealerships for a small pickup truck that met the commission approved specifications; and

WHEREAS, a contract in conformance with the advertised bids has been negotiated with Ciocca Ford Lincoln of Flemington, 215 US Highway 202, Flemington, NJ 08822, for the provision of a 2025 Ford Ranger XLT Crew Cab 4x4 for a price of \$38,053.25; and


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WHEREAS, the Superintendent has certified that funds are available for the purchase of a 2025 Ford Ranger XLT Crew Cab 4x4 in account number M-15 Equipment Purchases; and

NOW, THEREFORE, BE IT RESOLVED that the Warren County Mosquito Extermination Commission hereby authorizes the contract with Ciocca Ford Lincoln of Flemington, 215 US Highway 202, Flemington, NJ 08822 for the provision of a 2025 Ford Ranger XLT Crew Cab 4x4 with specified options at the negotiated price of \$38,053.25.

Commissioner	Yes/Aye	No/Nay	Abstain	Absent
Bradley Burke	yes			
Peter Summers	yes			
Eileen Greason	yes			
Dr. Douglas Roscoe	yes			
Robert Eriksen	yes			
Cristianna Cooke-Gibbs				absent
Lori Ciesla				absent

EXECUTIVE SESSION

Commissioner Greason made a motion to enter into Executive Session at 9:27 am, the motion was seconded by Commissioner Eriksen and the motion carried. Ms. Fisher left the room. Commissioner Burke made a motion to exit Executive Session at 9:51 am, the motion was seconded by Commissioner Eriksen and the motion carried.

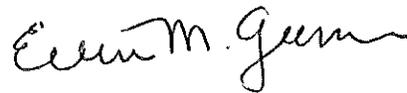
During the Executive Session, discussion took place regarding employee positions and re-distribution of responsibilities since Ms. Oliphant's resignation on December 20, 2024. Ms. Oliphant's responsibilities were divided among Mr. Hagerty, Mr. Necina, and Ms. Giordano. All three will increase participation in various reports, according to areas of expertise. As wetlands specialist, John Necina would take over the primary responsibilities associated with the water management projects and permits. This would not require a title change at this time. Mr. Necina has done an outstanding job implementing the UAS program for mapping and insecticide treatments, which should mesh well with the water management program. Chairman Burke made a motion to give John Necina a 5% merit raise, the motion was seconded by Commissioner Eriksen and the motion carried. Mr. Hagerty would take over the airspray program and daily guidance of the seasonal staff once onboard. He will also be trained to be a HazCom/RTK trainer and to be able to provide the annual Respiratory Fit Testing. This will be a good introduction into a supervisory role. Ms. Gruener would be the seasonal's direct supervisor. Chairman Burke made a motion to open the title of Senior Inspector with a salary range of \$50,000-75,000 and promote Ryan Hagerty to Senior Inspector. The motion was seconded by Commissioner Greason and the motion carried. Ms. Giordano will take over coordination of the catch basin program, service requests, and FieldSeeker database maintenance. She is already very familiar with these programs as she was heavily involved in the implementation of each of them and these responsibilities should mesh well with her current responsibilities. Commissioner Eriksen made a motion to give Anastasia Giordano a salary adjustment, adding \$10,200 to her base salary. The motion was seconded by Commissioner Greason and the motion carried. There will be a need to hire an additional inspector that can be trained to float on all the routes


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since Mr. Hagerty will be occupied by his new responsibilities. Commissioner Greason made a motion to open the Inspector Trainee position with a salary range of \$40-50,000. The motion was seconded by Commissioner Eriksen and the motion carried. Chairman Burke made a motion to give the remaining three employees a 3% cost of living increase for the new year starting January 1, 2025. The motion was seconded by Commissioner Eriksen and the motion carried.

With no further business to discuss, the meeting was adjourned at 9:58 am.

Respectfully Submitted,



Eileen M. Greason,
Secretary/Treasurer

