

MINUTES of a meeting of the **SOMERSET COUNTY PARK COMMISSION** held Thursday, January 15, 2009 at 5:30 PM at the Somerset County Park Commission Headquarters, 355 Milltown Road, Bridgewater, NJ.

"In accordance with Public Law Chapter 231, the open public meeting notice requirements have been satisfied whereby the starting time and place of this meeting have been filed with a county newspaper and the County Clerk and posted in a public information area in this office."

President Fuerst called the meeting to order.

PRESENT

Paul Consiglio
Steven Fuerst
John Gillen
Walter Hansen
Joanne Jaeger
Christopher Paladino
Dot Paluck
Rick Fontana, Freeholder Liaison

ABSENT

Rose McConnell
Gary Walsh

Other staff members present were:

Raymond Brown, Director
Joanne Steinruck, Executive Assistant
James Avens, Manager/Horticulture
Dave Dendler, Manager, Park Rangers
Pierce Frauenheim, Deputy Dir. Park Maint.
Stuart Lederman, Counsel
Dan Livak, Deputy Director/Bus. Admin.
Darrell Marcinek, Director, Golf Maint.

Marge Margentino, Manager, Stable
Alex Mathew, Manager, Info. Mgmt.
Bob Ransone, Director, Golf Operations
Jim Shelley, Principal Engineer
Cindie Sullivan, Deputy Director
Dina Trunzo, Manager, TR
Donna Van Deursen, Manager, HR

Also in attendance: Rich Reitman and Brian Newman

OATH OF OFFICE

Counsel Lederman gave the oath of office to Christopher Paladino and Walter Hansen as new Park Commissioners.

OPEN MEETING FOR PUBLIC COMMENT

No comment from the public.

ELECTION OF OFFICERS

Commissioner Consiglio reported that the Nominating Committee had met and their recommendation was as follows: Steven Fuerst as President, Joanne Jaeger as Vice President, and Raymond Brown as Secretary-Director. **MOVED BY:** Commissioner Consiglio; seconded by: Commissioner Gillen. **YEAS:** Commissioners Consiglio, Gillen, Hansen, Paladino, and Paluck. **NAYES:** None. **ABSENT:** Commissioners McConnell and Walsh.

APPROVAL OF THE MINUTES

President Fuerst called for the approval of the minutes of the regular meeting held on December 23, 2008. MOVED BY: Commissioner Jaeger; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Gillen, Hansen, Jaeger, Paladino, Paluck, and President Fuerst. NAYES: None. ABSENT: Commissioners McConnell and Walsh.

President Fuerst called for the approval of the minutes of the regular meeting held on January 8, 2009. MOVED BY: Commissioner Jaeger; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Gillen, Hansen, Jaeger, Paladino, Paluck, and President Fuerst. NAYES: None. ABSENT: Commissioners McConnell and Walsh.

President Fuerst called for the approval of the minutes of the Work Session held on January 8, 2009. MOVED BY: Commissioner Consiglio; seconded by: Commissioner Paluck. YEAS: Commissioners Consiglio, Gillen, Hansen, Jaeger, Paladino, Paluck, and President Fuerst. NAYES: None. ABSENT: Commissioners McConnell and Walsh.

President Fuerst commented that the minutes had a majority vote for those who attended the meetings.

APPROVAL OF BILLS FOR PAYMENT

Resolution R09-002 - Payment of Claims

Resolution authorizing payment of bills for \$475,128.52 comprising of check numbers 151277-151291, and 151845-151995. MOVED BY: Commissioner Jaeger; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Gillen, Hansen, Jaeger, Paladino, Paluck, and President Fuerst. NAYES: None. ABSENT: Commissioners McConnell and Walsh.

DIRECTOR'S REPORT

Director Brown submitted a report for the month of December 2008.

Resolution R09-003 – Recognizing James R. Dunwiddie

Resolution recognizes and thanks Jim for his 22 plus years of service to the Somerset Co. Park Commission. MOVED BY: President Fuerst; seconded by: Commissioner Jaeger. YEAS: Commissioners Consiglio, Gillen, Hansen, Jaeger, Paladino, Paluck, and President Fuerst. NAYES: None. ABSENT: Commissioners McConnell and Walsh.

Resolution R09-004 – Thanks and Appreciation of Robert Horowitz

Resolution thanks Rob for his service to Somerset County as a Park Commissioner. MOVED BY: President Fuerst; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Gillen, Hansen, Jaeger, Paladino, Paluck, and President Fuerst. NAYES: None. ABSENT: Commissioners McConnell and Walsh.

Resolution R09-005 – Thanks and Appreciation of Peter Schoberl

Resolution thanks Peter for his service to Somerset County as a Park Commissioner. MOVED BY: President Fuerst; seconded by: Commissioner Jaeger. YEAS: Commissioners Consiglio, Gillen, Hansen, Jaeger, Paladino, Paluck, and President Fuerst. NAYES: None. ABSENT: Commissioners McConnell and Walsh.

SERVICE AWARDS

President Fuerst presented a five year service award to Jane Parks.

COMMISSIONER CORRESPONDENCE

1. Letter from the New Jersey Secretary of Agriculture, Charles Kuperus, thanking the Park Commission for the letter of good wishes in his new position.
2. Letter received requesting the Park Commission consider creating an outdoor shooting range within the County park system since Ray's Sport Shop in North Plainfield will be closing.

Director Brown asked the Commissioners if this is an item they would care to consider? Commissioner Hansen supported the idea of exploring the concept and will work with staff to discuss the issues involved.

3. Letter from a county resident complimenting the Golf Division on the report given at the December 11th meeting and how leasing the golf course to a private company will have dire consequences on the well-maintained county golf courses.
4. Letter from the Association of New Jersey Environmental Commissions announcing that a grant has been awarded to them to educate the public on actions that can be taken to restore the health and beauty of the Passaic River and the watershed. The ANJEC is asking if the Park Commission has any information that can be helpful to educating the public.

REPORT OF TREASURER

Brian Newman provided the Treasurer's report having a book balance of \$967,663.94 as of December 31, 2008.

COMMITTEE REPORTS

FINANCE

Commissioner Gillen, Chair of the Committee, submitted a report for the month of December 2008.

Resolution R09-006 – Award of Contract to 1868 Public Affairs

Resolution for governmental affairs consultant for \$2,500.00 per month for one year. MOVED BY: Commissioner Gillen; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Gillen, Hansen, Jaeger, Paladino, Paluck, and President Fuerst. NAYES: None. ABSENT: Commissioners McConnell and Walsh.

Resolution R09-007 – Establishing Petty Cash Funds for 2009

Resolution establishes the amounts for petty cash for specific departments. MOVED BY: Commissioner Gillen; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Gillen, Hansen, Jaeger, Paladino, Paluck, and President Fuerst. NAYES: None. ABSENT: Commissioners McConnell and Walsh.

Resolution R09-008 – Designating 2009 Bank Depositories

Resolution designates the banks for deposits and names Marty J. Nadler as the custodian. MOVED BY: Commissioner Gillen; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Gillen, Hansen, Jaeger, Paladino, Paluck, and President Fuerst. NAYES: None. ABSENT: Commissioners McConnell and Walsh.

Resolution R09-009 – Establishing the 2009 Temporary Budget

Resolution provides for temporary appropriations for 2009. MOVED BY: Commissioner Gillen; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Gillen, Hansen, Jaeger, Paladino, Paluck, and President Fuerst. NAYES: None. ABSENT: Commissioners McConnell and Walsh.

Resolution R09-010 – Designating Alternate Representative to the Regional Center Partnership of Somerset County, Inc.

Resolution designates Daniel Livak as the alternate for Raymond Brown. MOVED BY: Commissioner Gillen; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Gillen, Hansen, Jaeger, Paladino, Paluck, and President Fuerst. NAYES: None. ABSENT: Commissioners McConnell and Walsh.

Resolution R09-011 – Designating Custodian of Government Records Under the OPRA Law

Resolution designates Daniel Livak as the custodian. MOVED BY: Commissioner Gillen; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Gillen, Hansen, Jaeger, Paladino, Paluck, and President Fuerst. NAYES: None. ABSENT: Commissioners McConnell and Walsh.

Resolution R09-012 – Appointing Alternate Fund Commissioners for the Somerset County Joint Insurance Fund

Resolution appoints Daniel Livak as the alternate for Raymond Brown. MOVED BY: Commissioner Gillen; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Gillen, Hansen, Jaeger, Paladino, Paluck, and President Fuerst. NAYES: None. ABSENT: Commissioners McConnell and Walsh.

ADMINISTRATION/HUMAN RESOURCES

Commissioner Consiglio, Chair of the Committee, submitted a report for the month of December 2008.

Donna VanDeursen, Manager, Human Resources reported that she has received applications for seasonal positions. Donna is in the process of scheduling on-site safety training which is specific to the needs of each department. This training is free of charge to the Park Commission through the Joint Insurance Fund.

INFORMATION MANAGEMENT

Commissioner Hansen, Chair of the Committee, submitted a report for the month of December 2008.

Alex Mathew, Manager, Information Management reported that staff is setting up the golf point of sale and tee time reservation systems hardware. He is also in the process of configuring and setting up the web based credit card system.

Resolution R09-013– Award of Contract to BCI Communications, Inc.

Resolution for telecommunications and computer network systems for the first year of a two-year contract. MOVED BY: Commissioner Hansen; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Gillen, Hansen, Jaeger, Paladino, Paluck, and President Fuerst. NAYES: None. ABSENT: Commissioners McConnell and Walsh.

VISITOR SERVICES

Dave Dendler, Manager Park Rangers reported that the Rangers are busy training staff on CPR and blood borne pathogens. Duke Island and Colonial Park currently have two inches of ice for ice skating which does not meet the four inch requirement. The Rangers are working the OEM search and rescue team. The deer culling in Bridgewater began on January 13th and Washington Valley Park began January 14th. The municipalities run the programs and they utilize the hunting clubs for their programs. The Park Commission provides the land. It is up to the township involved to provide the rules, notices, and insurance.

LEISURE SERVICES

Commissioner Jaeger, Chair of the Committee, submitted a report for the month of December 2008.

Cindie Sullivan, Deputy Director reported that the USTA has developed a new tennis program called Quick Start. This program introduces tennis to elementary age children. Karren Newman applied for a grant for the Green Knoll tennis pro to attend a Train the Trainer program in Hilton Head which was approved. An award for \$5,000 has been received from the New Jersey State Council of Arts for the summer concert series. Plans are underway for the concert series as well as the Garden State Winegrowers Festival to be held Memorial Day weekend. The third annual Bocce Tournament will be held June 20th. The Festival of Trees held at the EEC in December had record number of visitors this year. Over 1,000 people attended the recent reception for the Nature Through A Child's Eye. Maple sugaring will be held January 24th to February 22nd. The Pro-Celebrity Golf outing will be held on Monday May 11th this year. Tomorrow morning the Sponsorship Appreciation Breakfast will be held.

Dina Trunzo, Manager, TR reported that the adult program brochure has been distributed and registration was held on January 3rd. Programs begin January 20th and the teen and children programs will begin in February. Dina continues to work with schools to help distribute information about our programs to children and teens. At the end of March the teens and adults will be going on a weekend get-a-way in Clinton. Participants will have the opportunity to work on the daily living skills such as money

skills and etiquette while eating out and have fun bowling and spending time with friends. College students are inquiring about camp counselor positions. Dina and Lee Shahay recently toured the Developmental Learning Center in Warren. The complex was amazing and has its own recreation center. Tours are conducted once a month and Dina highly recommended anyone interested to go on a tour.

Marge Margentino, Manager, Stable reported that there were 350 registered riders at the winter lesson session. During the winter, only two classes an hour can be conducted. There are seven people registered for the winter Equine Art Workshop. A Jack Frost trail ride will be held January 18th. In December all Stable staff were certified in CPR and AED use. Marge was the instructor for a National level two-day driving clinic in Georgia, spot-lighting the driving course at Lord Stirling Stable.

Resolution R09-014 – Award of Contract to Rick’s Saddle Shop, Inc.

Resolution for Stubben Siegfried all purpose saddles. MOVED BY: Commissioner Jaeger; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Gillen, Hansen, Jaeger, Paladino, Paluck, and President Fuerst. NAYES: None. ABSENT: Commissioners McConnell and Walsh.

GOLF MANAGEMENT

Commissioner Paluck, Chair of the Committee, submitted a report for the month of December 2008.

Bob Ransone, Director Golf Operations reported that the final number of golf rounds increased 5,000 in 2008 from 2007. The National Golf Foundation has reported that golf rounds are down in general. This is golf’s third year in a row of earning more than \$8 million. The anticipated P & L net profits for all are \$550,000. Currently Monday’s and Tuesday’s in May and June are booked with outings at Neshanic Valley. Golf outings can also be held at Warrenbrook, Spooky Brook, and Quail Brook. Green Knoll does not have the room for receptions. Merri Makers is currently renovating Neshanic Valley banquet and grille rooms. On January 24th Merri Makers will host its first event at Neshanic Valley. Golf Magazine has selected Neshanic Valley as one of the best public golf courses to play in the US.

PLANNING AND LAND ACQUISITION

Commissioner Paluck, Chair of the Committee, submitted a report for the month of December 2008.

Commissioner Paluck reported that a site tour was held at the Skillman Village in Montgomery Township and she is optimistic that the County will work with the municipality to preserve the property.

CAPITAL FACILITES – CONSTRUCTION and ENGINEERING

Commissioner Paladino, Chair of the Committee, submitted a report for the month of December 2008.

Jim Shelley, Parks Section Engineer, reported that there are two projects ongoing. The Quail Brook Golf Course irrigation system and demolition of structures. There are two projects advertised for bid which are window and gutter replacements at Buck Garden

Visitor Center and roof replacement at the historic Van Camp Dutch Barn and Wagon House. The Van Camp bid is being funded through a Historic Preservation grant. Projects scheduled for February advertisement are outdoor deck replacement at the EEC and Colonial Park restroom reconstruction.

PROPERTY MANAGEMENT, HORTICULTURE & PARK MAINTENANCE

Commissioner Consiglio, Chair of the Committee submitted a report for the month of December 2008.

Jim Avens, Manager, Horticulture reported that staff from Buck Garden and Colonial Park are working on a booth exhibit for the New Jersey Flower and Garden Show which will be held February 12 through 15 at the New Jersey Convention and Expo Center. Planning and preparations for programs and events for 2009 are underway at both gardens. Garden lectures and topics have been confirmed for the Plant Sale and Earth Day celebration at Buck Garden on April 25 and 26. Staff has begun checking availability and ordering plants for the sale and garden use.

Pierce Frauenheim, Deputy Director Park Maintenance reported that staff is busy chipping Christmas trees at Colonial and North Branch Park. Pierce thanked Golf for its assistance. The chips are available free to the public. The Go Green Committee has met and is reaching out to employees for their suggestions. The Committee has already met with Park Maintenance, Horticulture, and Special Projects staff. A good suggestion has been to turn off computers when not in use and improve recycling operations.

Commissioner Jaeger reported that grants are available for going green and she recommended that staff work on grants.

AUDIT COMMITTEE

Brian Newman reported that proposals will be received today and an award to be made by the Freeholders at the next meeting.

President Fuerst asked if this could be a shared service product with the County. Brian responded that the County and Park Commission have different types of accounts.

FREEHOLDER'S REPORT

Freeholder Fontana reported the Park Planner, Tom Boccino, is obtaining appraisals for the Skillman Village. Rick feels the land would make a great Somerset County park. The freeholder encouraged the Commissioners to lobby capital projects so the Freeholders can move aggressively forward on new projects.

OLD BUSINESS

Director Brown reported the Pro/Celebrity golf outing has been moved from a Friday to Monday.....May 11, 2009. Also a reminder that the Commission's annual Sponsorship Breakfast is the Commission's way of saying "thank you" to all the local business that support the Park Commission and the programs and events that it offers.

NEW BUSINESS

President Fuerst reported that on January 8th Labor Counsel Dan O'Connell was selected to handle the commission's union negotiations. Steve thanked the staff and Commissioners for their hard work last year and looks forward to another year of continued success .

A motion to adjourn the meeting at 7:19 p.m. was made by Commissioner Consiglio; seconded by Commissioner Jaeger. YEAS: Commissioners Consiglio, Gillen, Hansen, Jaeger, Paladino, Paluck, and President Fuerst. NAYES: None. ABSENT: Commissioners McConnell and Walsh.

Respectfully submitted,

Raymond A. Brown
Director

Joanne Steinruck
Executive Assistant