

MINUTES of a meeting of the **SOMERSET COUNTY PARK COMMISSION** held Thursday, November 19, 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

William Crosby
Steven Fuerst
John Gillen
Joanne Jaeger
Christopher Paladino
Dot Paluck
Gary Walsh

ABSENT

Paul Consiglio
Walter Hansen
Rick Fontana, Freeholder Liaison

Other staff members present were: Brian Newman and Rich Reitman

Raymond Brown, Director
Joanne Steinruck, Executive Assistant
James Avens, Manager/Horticulture
Tom Boccino, Principal Planner/Land Acq.
Dave Dendler, Manager, Park Rangers
Pierce Frauenheim, Deputy Dir. Park Maint.
Property Mgmt. Coordinator
Stuart Lederman, Counsel
Darrell Marcinek, Director, Golf Maint.

Marge Margentino, Manager, Stable
Alex Mathew, Manager, Info. Mgmt.
Karren Newman, Manager, Recreation
Bob Ransone, Deputy Dir., Golf Management
Cathy Schrein, Manager, Environ. Science
Jim Shelley, Principal Engineer Don Korbobo,
Cindie Sullivan, Deputy Director
Dina Trunzo, Manager, TR
Donna VanDeursen, Manager, HR

Also in attendance: Rich Reitman, Brian Newman, and Mike Amorosa

OPEN MEETING FOR PUBLIC COMMENT

No comment from the public.

APPROVAL OF THE MINUTES

President Fuerst called for the approval of the minutes of the last regular meeting held October 15, 2009. MOVED BY: Commissioner Crosby; seconded by: Commissioner Jaeger. YEAS: Commissioners Crosby, Gillen, Jaeger, Paluck, Walsh, and President Fuerst. NAYES: None. ABSTAIN: Commissioner Paladino. ABSENT: Commissioners Consiglio and Hansen.

President Fuerst called for the approval of the minutes of the Work Session held November 12, 2009. MOVED BY: Commissioner Crosby; seconded by: Commissioner Paluck. YEAS: Commissioner Crosby, Paladino, Paluck, Walsh, and President Fuerst. ABSTAIN:

Commissioners Gillen and Jaeger. NAYES: None. ABSENT: Commissioners Consiglio and Hansen.

APPROVAL OF BILLS FOR PAYMENT

Resolution R09-093 - Payment of Claims

Resolution authorizing payment of bills for \$1,532,528.06 comprising of check numbers 165555-165593, 165936-165943, 165388-165487, 165783-165935, 166456-166541, and 166741-166805. MOVED BY: Commissioner Jaeger; seconded by: Commissioner Walsh. YEAS: Commissioners Crosby, Gillen, Jaeger, Paladino, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Consiglio and Hansen.

DIRECTOR'S REPORT

Director Brown submitted a report for the month of November 2009. Ray also reported that management spent a great amount of time in the past two weeks working on the proposed 2010 budget. Budget issues will be discussed further at the December Work Session. Commissioner Gillen reported that he and Commissioner Walsh spent time with staff members reviewing the many issuers facing the Commission for 2010. John complimented the staff on the work that was done in order to comply with the County's requests. John specifically complimented Leisure Services Division on working with the budget difficulties. Commissioner Gillen noted that most of the Commission's surplus is being used to balance the budget. Additional programs and services may also have to be cut. Commissioner Walsh reported that he is concerned about: 1. Healthcare costs. Having the County and Park Commission together on one plan should be considered. Alternative plans need to be looked into. This should become a top priority. 2. The County's continued acquisition of open space and parkland ,including the new structures that might be included, become the responsibility of the Park Commission. The Commission then assumes maintenance of these facilities but not the operating funding support needed to maintain up them to the standards to which the public has become accustomed. Thought should be given to utilizing the trust fund to pay these additional costs. Commissioner Walsh suggested that our legislators be made aware of this on-going matter and their legislative support solicited to make the necessary changes to our Trust Fund language to permit funding relief from the fund's resources. The Commissioner stated that he will not vote for a resolution to acquire additional property unless a fund is set up to maintain these properties. Director Brown reported that staff research found that the cost increase for new properties ranges from four to eight cents per square foot. Ray used a modest one cent per Square foot and found that the 1,000 additional acreages added in 2009 alone, the added cost of maintenance to the Commission would be approximately \$435,000. The proposed 2010 budget is ,in fact, being reduced by \$405,000. Ray also commented that he would not want the County nor the Commission to give up on the possibility of creating its long established goal of creating a county –wide park system of 20,000 acres of parkland. Counsel Lederman reported that legislation could be lobbied to allow Green Acres to give an endowment. Ray also reported that he, Tom Boccino, and Cindie Sullivan attended an annual NJ Green Acres staff retreat which was held at Duke Farms. This invite gave the Commission an opportunity to update the State on the success Somerset County has enjoyed in recent years as it continues to be an

aggressive implementer of its county wide open space master plan. Ray reported that it was encouraging to learn that there was strong support fro Somerset's program.

COMMISSIONER CORRESPONDENCE

1. The Printmaking Council payment for rent for the next two years.
2. Letters of apology from two individuals who vandalized the Roller Hockey Rink.
3. Certificate of Inspection received from the Hartford Steam Boiler that expires September 2010.
4. Letter from Township of Warren expressing their appreciation to the Watchung Hills School District for having the East County Reserve Pop Warner field groomed during the week of October 19th and for paying for it.
5. Letter from the Township of Hillsborough informing the Park Commission that the Ordinance titled "Parks and Recreation Areas" of the code of the Township of Hillsborough will be amended to include Article III titled, "Enforcement of Somerset County Park Commission Rules and Regulations" at the public hearing on December 8th.

REPORT OF TREASURER

Brian Newman provided the Treasurer's report having a book balance of \$2,130,782.07 as of October 31, 2009. Brian commented that the budget is on target and the revenue is what was anticipated.

COMMITTEE REPORTS

FINANCE

Commissioner Gillen, Chair of the Committee, submitted a report for the month of October 2009.

HUMAN RESOURCES

Donna Van Deursen, Manager, Human Resources reported that the employee Health and Safety Fair was held on November 18th. Over 100 door prizes were given away and the prize for guessing the weight of the pumpkin was a chain saw. Management staff has completed the Performance Evaluations and are working on goals for 2010. President Fuerst commented that he would like a report done similar to last year listing all the departments and the goals.

LEISURE SERVICES

Commissioner Jaeger, Chair of the Committee, submitted a report for the month of October 2009.

Cindie Sullivan, Deputy Director reported that a wrap up meeting with the winegrowers was held and the information shared during the budget meeting. There is a three year agreement

for \$8,000. Preparation of RFP's for professional and annual services is completed and resolutions recommending award of contracts will be prepared for the December meeting.

Cathy Schrein, Manager Environmental Science reported that programs continue.

Marge Margentino, Manager, Stable reported the Royal Lipizzan performance was successful.

Karren Newman, Manager Recreation reported that the Turkey Trot netted over \$6,000 and had 471 participants which is the largest group to date. The Fall Yoga ended November 18th and will begin again in January.

Dina Trunzo, Manager, TR reported that Cablevision taped a segment for its Neighborhood Journal program on the department's adaptive horseback riding program. The half-hour segments began airing November 16th and will continue to air through the week of November 23rd at various times each day. The taping also highlighted the role of the volunteers in hopes of recruiting more volunteers. Recently a participant's grandmother passed away and the family asked that in lieu of flowers that contributions be sent to the TR Department in her memory. Thus far, \$220 was received in contributions. The department is offering a new trip this year to New York City to see the holiday show at Radio City on December 12th. The bus trip was open to TR participants and a family member. The trip sold out and has a waiting list.

Resolution R09-094 – Award of Contract to Ag Choice, LLC

Resolution awards a contract for the first year of two years for furnishing and delivery of stable bedding. MOVED BY: Commissioner Jaeger; seconded by: Commissioner Paluck. YEAS: Commissioners Crosby, Gillen, Jaeger, Paladino, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Consiglio and Hansen.

Resolution R09-095 – Award of Contract to Somak Holidays

Resolution awards a contract for travel services for the trip to Africa to be held in March 2011. This is a trip sponsored through the Environmental Education Center and is paid for by the participants. Cathy Schrein reported that she checked the references provided and all had very positive comments. MOVED BY: Commissioner Jaeger; seconded by: Commissioner Paluck. YEAS: Commissioners Crosby, Gillen, Jaeger, Paladino, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Consiglio and Hansen.

GOLF MANAGEMENT

Commissioner Paluck, Chair of the Committee, submitted a report for the month of October 2009.

Darrell Marcinek, Director Golf Maintenance reported that 125 new trees have been planted on the golf courses to separate holes and protect certain areas. Darrell thanked Jim Avens for his assistance through this process. Staff is also winterizing the irrigation systems at the golf courses.

Bob Ransone, Deputy Director Golf Management reported that October was another poor month due to rain every weekend. However, November 2009 has started strong and is already \$43,600 ahead as compared to revenue in November and only \$47,000 is needed to meet the 2009 budget in golf revenues for the year. It is anticipated that will occur this coming week.

BUSINESS ADMINISTRATION

Dan Livak, Deputy Director/Business Administration reported that he has met with the Finance Committee and that budget work is ongoing.

INFORMATION MANAGEMENT

Alex Mathew, Manager, Information Management reported that staff continues to work with Park Maintenance on the automated fuel system at various locations such as data lines and network connections. The installation and testing of the P2K program for timekeepers is completed. Training will be done by the County within the next month.

VISITOR SERVICES

Dave Dendler, Manager Park Rangers reported that the fifth annual Adopt-A-Boulder had 15 participants. Blue Ridge Mountain Sports in Princeton has become an additional sponsor. Staff has attended ice rescue and lock out/tag out training. Two rangers will be taking CPR and first aid instructor's classes. Park Commission staff will be taught CPR and first aid from the ranger staff. The Deer Management program is ongoing. Warren and Bridgewater Townships will begin in January. Washington Valley Park and Duke Island Park will close for a day for hunting. Dave has not heard from Branchburg.

PROPERTY MANAGEMENT

Don Korbobo, Property Management Coordinator reported that he has completed his photo tour of all 266 insured structures for the inventory list. The list, when complete, will be put on the P drive. President Fuerst asked how many structures need substantial work and Don reported all are in good condition and being used.

PLANNING AND LAND ACQUISITION

Commissioner Paluck, Chair of the Committee, submitted a report for the month of October 2009.

Tom Boccino, Parks Section Principal Planner, Land Acquisition reported that he is working with consultants on various planning projects, including the improvements at Colonial Park, the GSA Master Plan, and the Natirar Community Garden concept plan.

CAPITAL FACILITIES – CONSTRUCTION and ENGINEERING

Commissioner Paladino, Chair of the Committee, submitted a report for the month of October 2009.

Jim Shelley, Parks Section Engineer reported that bid documents are being prepared for the Warrenbrook Golf Course Pond Dredging project and the Kitchen Renovations at the EEC project. Both projects will be released in December.

PARK MAINTENANCE & HORTICULTURE

Jim Avens, Manager Horticulture reported that Capital projects are currently underway at both Buck Garden and Colonial Park gardens. Progress is being made on the renovations of the walkway paving, steps, and stone walls at the Rose Garden and Fragrance & Sensory Garden. At Buck Garden, the lower pond bridge, a strong focal point of the garden, has been stabilized with new footings and improvements to the front entrance are underway.

An ambitious tree planting project was recently completed at numerous parks and golf courses. Muentnich Landscaping of Philipsburg furnished and installed 237 trees. Steven Muentnich has been excellent to work with. There have been 63 shade trees planted at Spooky Brook; 73 at Green Knoll; 29 at North Branch Park; 14 at Torpey; 30 at Natirar; 15 at Lord Stirling Park; five at Colonial Park; and eight at Duke Island Park.

Pierce Frauenheim, Deputy Director Park Maintenance reported that trees have been planted in various parks and especially at those locations where there was issues related to lack of shade i.e. bleachers and pavilions. East County Park was host to a first ever bicycle race with over 200 cyclists. Pierce complimented staff on a good job in facilitating that event. The Natirar trail renovations have been completed. The Torpey Athletic Complex concession stand and restroom / locker room project is near completion. The Go-Green Committee is working with PSE&G on installation of high energy/low cost lighting at Colonial Park. The Committee will give a cost-savings report at the December meeting.

Resolution R09-096 – Authorizing State Contract to Consolidated Steel & Aluminum Fence Co.

Resolution authorizes a state contract for the purchase and installation of a four-foot and six-foot high vinyl chain link fencing to replace fencing in Manville. The cost is expected not to exceed a total of \$38,009.00. MOVED BY: Commissioner Walsh; seconded by: Commissioner Paladino. YEAS: Commissioners Crosby, Gillen, Jaeger, Paladino, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Consiglio and Hansen.

Resolution R09-097 – Authorizing State Contract to Hertrich Fleet Services, Inc.

Resolution authorizes a state contract for the purchase of a 2010 Chevrolet Express Van to be used in the Horticulture Department. The cost is expected not to exceed a total of \$19,304.00. MOVED BY: Commissioner Walsh; seconded by: Commissioner Jaeger. YEAS: Commissioners Crosby, Gillen, Jaeger, Paladino, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Consiglio and Hansen.

Resolution R09-098 – Award of Contract to Fast Fire and Security Technologies

Resolution awards a contract for the first year with two one-year possible extensions for the testing and monitoring of fire alarms and security systems. MOVED BY: Commissioner Paluck; seconded by: Commissioner Walsh. YEAS: Commissioners Crosby, Gillen, Jaeger,

Paladino, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Consiglio and Hansen.

AUDIT COMMITTEE

Commissioner Walsh reported that auditing services will go out to bid in December.

FREEHOLDER'S REPORT

Director Brown reported that in December a resolution will be adopted acknowledging the support of Rick Fontana.

OLD BUSINESS

No old business to report.

NEW BUSINESS

No new business to report.

A motion to adjourn the meeting at 6:35p.m. was made by Commissioner Walsh; seconded by Commissioner Jaeger. YEAS: Commissioners Crosby, Gillen, Jaeger, Paladino, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Consiglio and Hansen.

Respectfully submitted,

Raymond A. Brown
Director

Joanne Steinruck
Executive Assistant