

MINUTES of a meeting of the **SOMERSET COUNTY PARK COMMISSION** held Thursday, December 10, 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
Joanne Jaeger
Christopher Paladino
Dot Paluck
Gary Walsh
Rick Fontana, Freeholder Liaison

ABSENT

Paul Consiglio
John Gillen
Walter Hansen

Other staff members present were:

Raymond Brown, Director
Joanne Steinruck, Executive Assistant
Tom Boccino, Principal Planner/Land Acq.
Dave Dendler, Manager, Park Rangers
Pierce Frauenheim, Deputy Dir. Park. Maint.
Don Korbobo, Property Mgmt. Coordinator
Stuart Lederman, Counsel
Dan Livak, Deputy Dir. Business Admin.

Darrell Marcinek, Director Golf Maint.
Marge Margentino, Manager, Stable
Alex Mathew, Manager, Info. Mgmt.
Karren Newman, Manager, Recreation
Bob Ransone, Director, Golf Management
Cathy Schrein, Manager, Environ. Science
Cindie Sullivan, Deputy Director
Dina Trunzo, Manager, TR
Donna VanDeursen, Manager, HR

Also in attendance: Rich Reitman and Brian Newman

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 November 19, 2009. MOVED BY: Commissioner Crosby; seconded by: Commissioner Jaeger. YEAS: Commissioners Crosby, Jaeger, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Consiglio, Gillen, Hansen, and Paladino.

President Fuerst called for the approval of the minutes of the last Work Session held December 3, 2009. MOVED BY: Commissioner Crosby; seconded by: Commissioner Walsh. YEAS: Commissioners, Crosby, Jaeger, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Consiglio, Gillen, Hansen, and Paladino.

APPROVAL OF BILLS FOR PAYMENT

Resolution R09-099 - Payment of Claims

Resolution authorizing payment of bills for \$811,127.00 comprising of check numbers 167150-167183, 167635-167640, 167184-167227, and 167554-167634. MOVED BY: Commissioner Jaeger; seconded by: Commissioner Walsh. YEAS: Commissioners Crosby, Jaeger, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Consiglio, Gillen, Hansen, and Paladino.

DIRECTOR'S REPORT

Director Brown submitted a report for the month of November 2009.

Resolution R09-100 – Appreciation of Freeholder Liaison Rick Fontana

Resolution thanks Freeholder Fontana for his 12 years of service in County government and as a constant source of support for the Somerset County Park Commission and the programs, services, and facilities that it provides to the people of Somerset County. MOVED BY: Commissioner Jaeger; seconded by: Commissioner Walsh. YEAS: Commissioners Crosby, Jaeger, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Consiglio, Gillen, Hansen, and Paladino.

Freeholder Fontana thanked everyone and stated how proud he is to be associated with the Park Commission. All employees are professional, hard working, and dedicated.

Resolution R09-101 - Appreciation of John Kitchen

Resolution thanks John Kitchen for his years of service as a Freeholder, Park Commissioner, and Deputy Director of the agency. MOVED BY: Commissioner Walsh; seconded by: Commissioner Paladino. YEAS: Commissioners Crosby, Jaeger, Paladino, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Consiglio, Gillen, and Hansen.

COMMISSIONER CORRESPONDENCE

Letter from the Administrator of the NJDEP Green Acres thanking Director Brown for speaking at Duke Farms to the Green Acres staff regarding the ongoing land acquisition and park development efforts.

REPORT OF TREASURER

Brian Newman provided the Treasurer's report having a book balance of \$1,097,131.73 as of November 2009. Brian also reported that at the December 23rd meeting \$990,000.00 will be transferred to various accounts. The close-out meeting is for setting up accounts for 2010.

COMMITTEE REPORTS

FINANCE

Resolution R09-102 – Rejecting Bids for Governmental Affairs Consulting Services

Resolution recommends all proposals be rejected due to budget constraints. MOVED BY: Commissioner Crosby; seconded by: Commissioner Paluck. YEAS: Commissioners

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

Resolution R09-102 – Award of Contract to The Reitman Group

Resolution is award of contract for public relations services. The retainer fee is \$2,325.00 per month which includes all charges. MOVED BY: Commissioner Jaeger; seconded by Commissioner Crosby. YEAS: Commissioners Crosby, Jaeger, Paladino, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Consiglio, Gillen, and Hansen.

Resolution R09-104 – Award of Contract to LaMountain Communication Design

Resolution awards a contract for design of the annual Golf Magazine for \$2,675.00 and the Duke Island Park Concert Series poster, brochure, and newspaper ads for \$950.00. MOVED BY: Commissioner Jaeger; seconded by: Commissioner Crosby. YEAS: Commissioners Crosby, Jaeger, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Consiglio, Gillen, Hansen, and Paladino.

Resolution R09-105 – Award of Contract for Labor Counsel

Resolution has been tabled for the December 23, 2009 meeting.

HUMAN RESOURCES

Donna Van Deursen, Manager, Human Resources reported that the 2010 goals are being developed. Donna is considering having training done on interviewing skills for supervisors and manager in 2010. Preparation is underway for the payroll system conversion.

Resolution R09-106 – Award of Contract to Gallagher Benefit Services, Inc.

Resolution awards a contract for health benefits consulting services for an annual fee of \$23,000. MOVED BY: Commissioner Jaeger; seconded by: Commissioner Paluck. YEAS: Commissioners Crosby, Jaeger, Paladino, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Consiglio, Gillen, and Hansen.

Resolution R09-107 – Award of Contract to Horizon Blue Cross/Blue Shield and Delta Dental

Resolution awards a contract for health and dental benefits. MOVED BY: Commissioner Jaeger; seconded by: Commissioner Paluck. YEAS: Commissioners Crosby, Jaeger, Paladino, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Consiglio, Gillen, and Hansen.

Commissioner Walsh asked if the Park Commission could be combined with the County benefits. He also questioned whether the Park Commission needs health benefit consulting services? Ray Brown commented that the consultants assist with the evaluation of policy options for employee benefits and they actually market the policies within the health care industry for the Commission. Donna Van Deursen reported that they also assist with the more sensitive and complicated benefit issues that employees have with their claims. Gallagher analyzes the benefit packages and recommends to the Park Commission what should be best as far as cost and coverage. Gary Walsh also asked about a health insurance fund (HIF). Brain Newman reported that merging the Park

Commission and County benefits would be a risk for the Park Commission because the Park Commission could not absorb that risk and has too few employees. Currently there is no Somerset County HIF, but Brian indicated the County may be evaluating that option in coming years.

LEISURE SERVICES

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

Cathy Schrein, Manager, Environmental Science reported that the EEC has been working with female veterans of the Veterans Hospital and that program has been successful.

Dina Trunzo, Manager, TR reported that the memorial donations that TR has been receiving in memory of a participant's grandmother is now at \$470.00. Spring program registration will be held on January 9th.

Marge Margentino, Manager, Stable reported that the Holiday Festival will be held this weekend. Spring registration will be held December 19th and the Stable also has a program with the Veterans Hospital called Heroes and Horses.

Resolution R09-108 – Adopting Permit Guidelines

Resolution adopts Permit Guidelines to include the Torpey Athletic Complex, which now includes a concession area. MOVED BY: President Fuerst; seconded by: Commissioner Jaeger. YEAS: Commissioners Crosby, Jaeger, Paladino, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Consiglio, Gillen, and Hansen.

Resolution R09-109 – Adopting the 2010 Fee Schedule

Resolution adopts the 2010 fee schedule beginning January 1, 2010. MOVED BY: Commissioner Jaeger; seconded by: Commissioner Crosby. YEAS: Commissioners Crosby, Jaeger, Paladino, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Consiglio, Gillen, and Hansen.

Resolution R09-110 – Award of Contract to LaGuardia & Associates Entertainment

Resolution awards a contract for entertainment consulting for the summer concerts at Duke Island Park. The cost is ten percent of the artists' cost. MOVED BY: Commissioner Jaeger; seconded by: Commissioner Crosby. YEAS: Commissioners Crosby, Jaeger, Paladino, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Consiglio, Gillen, and Hansen.

Resolution R09-111 – Award of Contract to RTD Productions

Resolution awards a contract for sound production services for the 2010 Concert Series for \$800 per Sunday concert and the July 4th concert for \$1,200.00. MOVED BY: Commissioner Jaeger; seconded by: Commissioner Crosby. YEAS: Commissioners Crosby, Jaeger, Paladino, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Consiglio, Gillen and Hansen.

Resolution R09-112 – Award of Contract to Running S Equine Veterinary Services

Resolution awards a contract for veterinary services. This is the third and final year of a three year contract. MOVED BY: Commissioner Jaeger; seconded by: Commissioner Paluck. YEAS: Commissioners Crosby, Jaeger, Paladino, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Consiglio, Gillen, and Hansen.

Resolution R09-113 – Award of Contract to Brosh Goldgraber

Resolution awards a contract for farrier Services. This is the third and final year of a three year contract. MOVED BY: Commissioner Jaeger; seconded by: Commissioner Paluck. YEAS: Commissioners Crosby, Jaeger, Paladino, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Consiglio, Gillen, and Hansen.

Resolution R09-114 – Award of Contract to Dr. James Smith

Resolution awards a contract for equine dentistry. This is the second and final year of a two year contract. MOVED BY: Commissioner Jaeger; seconded by: Commissioner Paluck. YEAS: Commissioners Crosby, Jaeger, Paladino, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Consiglio, Gillen, and Hansen.

Resolution R09-115 –Authorizing State Contract with Fords National Auto Mart

Resolution authorizes the purchase of a 2010 Ford Econoline for the EEC. The cost is not to exceed \$19,679.29. MOVED BY: Commissioner Jaeger; seconded by: Commissioner Paluck. YEAS: Commissioners Crosby, Jaeger, Paladino, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Consiglio, Gillen, and Hansen.

GOLF MANAGEMENT

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

Commissioner Paluck commented that she attended a meeting with several other New Jersey County golf managers and she was proud to be representing Somerset County Park Commission golf courses.

Bob Ransone, Deputy Director Golf Management reported that gross revenue is \$125,000 greater than it was during the month of November 2008 and golf rounds are 3,500 more than last November.

Resolution R09-116 –Award of Contract to Bridgestone Golf, Ad-wear & Specialty of Texas, and Hornung Golf Products, Inc.

Resolution awards supplemental contracts for golf shop resale merchandise. MOVED BY: Commissioner Paluck; seconded by: Commissioner Jaeger. YEAS: Commissioners Crosby, Jaeger, Paladino, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Consiglio, Gillen, and Hansen.

BUSINESS ADMINISTRATION

Dan Livak, Deputy Director/Business Administration reported that the budget work continues.

INFORMATION MANAGEMENT

Alex Mathew, Manager, Information Management submitted a report for the month of November 2009.

VISITOR SERVICES

Commissioner Crosby, Chair of the Committee, submitted a report for the month of November 2009.

Dave Dendler, Manager Park Rangers reported that staff will begin teaching CPR and first aid to employees the week of December 14th.

PROPERTY MANAGEMENT

Don Korbobo, Property Management Coordinator reported that two new furnaces have been installed at Park Commission properties.

PLANNING AND LAND ACQUISITION

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

Tom Boccino, Parks Section Principal Planner, Land Acquisition reported that the Courier News will have an article on the Open Space program over the weekend, specifically the Sourland Mountain Preserve.

Resolution R09-117 – Purchase of Bellemead Development Corporation Property

Resolution is regarding the purchase of 36.17 acres in Bedminster Township. This property will append the County's Lamington Greenway. MOVED BY: Commissioner Paluck; seconded by: Commissioner Crosby. YEAS: Commissioners Crosby, Jaeger, Paladino, Paluck, and President Fuerst. NAYES: Commissioner Walsh. ABSENT: Commissioners Consiglio, Gillen and Hansen.

Resolution R09-118 – Purchase of Constructural Dynamics, Inc. (3M) Properties

Resolution is regarding the purchase of 510 acres in Hillsborough and Montgomery Townships. This property will append the County's Sourland Mountain Preserve. MOVED BY: Commissioner Paluck; seconded by: President Fuerst. YEAS: Commissioners Crosby, Jaeger, Paladino, Paluck, and President Fuerst. NAYES: Commissioner Walsh. ABSENT: Commissioners Consiglio, Gillen and Hansen.

Commissioner Walsh stated again that he will not vote for a resolution to acquire additional property unless the county provides the necessary funding to properly maintain the property in the future.

CAPITAL FACILITES – CONSTRUCTION and ENGINEERING

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

PARK MAINTENANCE & HORTICULTURE

Pierce Frauenheim, Deputy Director Park Maintenance submitted a report for the month of November 2009.

Resolution R09-119 – Award of Contract to Tamke Tree Experts

Resolution awards a contract for the second and final year of a two year contract for tree trimming and removal services. The charges will be \$170.00 per hour for regular time and \$212.50 per hour for overtime and holidays. MOVED BY: Commissioner Paluck; seconded by: Commissioner Crosby. YEAS: Commissioners Crosby, Paladino, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Consiglio, Gillen, Hansen, and Jaeger.

Resolution R09-120 – Authorizing State Contract Purchase of a 2010 Ford Pickup Truck

Resolution authorizes the purchase of a Ford F250XL pickup truck from Lawrenceville Auto Group, Inc. to be used by the Horticulture Department at Buck Garden and will replace a 13 year old Dodge. The cost is not to exceed \$32,774.00. MOVED BY: President Fuerst; seconded by: Commissioner Walsh. YEAS: Commissioners Crosby, Paladino, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Consiglio, Gillen, Hansen, and Jaeger.

Resolution R09-121 – Authorizing State Contract Purchase of Two 2010 Toyota Prius

Resolution authorizes the purchase of two Toyota Prius from Hudson Motors Partnership. One Prius will replace a 1996 Dodge seven passenger Caravan at the EEC and the other will replace a 1999 Dodge Caravan for Park Maintenance. The cost is not to exceed \$40,588.00 (\$20,294.00 each). MOVED BY: President Fuerst; seconded by: Commissioner Walsh. YEAS: Commissioners Crosby, Paladino, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Consiglio, Gillen, Hansen, and Jaeger.

Resolution R09-122 – Authorizing County Co-Op Purchase of Three 2010 Ford Transit Vans with Options

Resolution authorizes the purchase of three Ford Transit Vans with options to be used by the Park Maintenance and Golf Departments. The cost for the three vans is expected not to exceed \$60,170.00. MOVED BY: President Fuerst; seconded by: Commissioner Walsh. YEAS: Commissioners Crosby, Paladino, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Consiglio, Gillen, Hansen, and Jaeger.

AUDIT COMMITTEE

Commissioner Walsh reported than an RFP was published with responses due by December 18th and a resolution accepting the award will be done in January 2010.

FREEHOLDER’S REPORT

Freeholder Fontana reported that there will be a budget meeting with the Freeholders on December 15th at 6:00 p.m. Rick stressed that each Freeholder needs to know the impact of their vote. They need to be award of what their vote means. A list will be distributed which provides explanations of what is being cut. Freeholder Scaglione will be the Freeholder Liaison for the Park Commission.

OLD BUSINESS

No old business to report.

NEW BUSINESS

NOMINATING COMMITTEE

President Fuerst appointed Commissioners Walsh and Paladino to the Nominating Committee.

Resolution R09-123 – Setting the 2010 Work Session Dates

Resolution lists the dates for the 2010 Work Sessions. MOVED BY: President Fuerst; seconded by: Commissioner Paluck. YEAS: Commissioners Crosby, Paladino, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Consiglio, Gillen, Hansen, and Jaeger.

Resolution R09-124 – Setting the 2010 Park Commission Meeting Dates

Resolution lists the dates for the 2010 Park Commission meetings. MOVED BY: President Fuerst; seconded by: Commissioner Paluck. YEAS: Commissioners Crosby, Paladino, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Consiglio, Gillen, Hansen, and Jaeger.

A motion to adjourn the meeting at 6:45 p.m. was made by President Fuerst; seconded by Commissioner Paladino. YEAS: Commissioners Crosby, Paladino, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Consiglio, Gillen, Hansen, and Jaeger.

Respectfully submitted,

Raymond A. Brown
Director

Joanne Steinruck
Executive Assistant