

MINUTES of a Regular Meeting of the **SOMERSET COUNTY PARK COMMISSION** held April 15, 2021 at 3:30 P.M. at Somerset County Park Commission Headquarters, 355 Milltown Road, Bridgewater, NJ.

The Pledge of Allegiance was led by Commissioner Hunsinger.

This is a Regular Meeting of the Somerset County Park Commission, and adequate advance notice of this meeting has been provided by publication in The Courier News on December 26, 2020 and the Star Ledger on December 29, 2020. Notice was also posted on the bulletin board at the entrance in the Somerset County Park Commission Headquarters and filed with the Somerset County Clerk, in compliance with the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-6 et seq.

Pursuant to recently issued emergency regulations promulgated by the Director of the Division of Local Government Services (codified as N.J.A.C. 5:39-1.1 through 1.7) the Somerset County Park Commission is now advising that its specifically aforementioned meetings shall be held remotely and virtually via the Zoom video conferencing platform for Park Commissioners in conjunction with in-person meeting for members of the public. Adequate advance notice of a remote public meeting in conjunction with in-person meeting was advertised in The Courier News on October 9, 2020 and the Star Ledger on October 12, 2020. Notice was also posted on the main public entrance at Somerset County Park Commission Headquarters.

Park Commission Counsel, Eric Bernstein added that considering COVID-19 mandates, this meeting was made open to the public and social distancing measures were in place. Park Commission Headquarters were unlocked and "Building Closed" signs were removed from the entryway.

Commissioner Hunsinger called the meeting to order.

Roll Call:

PRESENT*

Bill Foelsch
Helen Haines
DJ Hunsinger
Ron Jordan
Joe Kempe
Kevin McCallen
Paul Drake
County Commissioner Liaison

ABSENT

Mark Caliguire
Doug Ludwig
Dot Paluck

Other staff members present were:

Geoffrey Soriano, Secretary-Director
Janine Erickson, Executive Assistant
Pierce Frauenheim, Dep. Dir., Park Ops.
Dina Fornataro-Healey, Mgr, Rec &
Community Outreach

Bob Ransone, Dep. Dir., Golf Ops.
Dina Trunzo, Admin, Leisure & Comm.
Svc
Donna Umgelter, Admin, HR

*Participated via video conference. In light of the current COVID-19 mandates, Commissioners, Counsel, Public Relations, and Senior Management staff were asked to participate in this meeting remotely.

Also in attendance via video conference: Eric Bernstein, Legal Counsel.

PRESENTATION OF SERVICE AWARDS

Commissioner Hunsinger noted the following Service Award recipients for the month of April:

Dustin Holaday and Logan Vestick each earned an award for five years of service. Christa Wood earned an award for 20 years of service.

The in-person presentation of service awards has been postponed at this time.

APPROVAL OF THE MINUTES

Commissioner Hunsinger called for the approval of the minutes of the regular meeting held on March 18, 2021. Moved by Commissioner McCallen; seconded by Commissioner Foelsch. YEAS: Commissioners Foelsch, Haines, Hunsinger, Kempe, Jordan, and McCallen. NAYES: None. ABSENT: Commissioners Caliguire, Ludwig, and Paluck.

APPROVAL OF BILLS FOR PAYMENT

The following resolutions were moved by Commissioner Foelsch; seconded by Commissioner Haines. YEAS: Commissioners Foelsch, Haines, Hunsinger, Jordan, Kempe, and McCallen. NAYES: None. ABSENT: Commissioners Caliguire, Ludwig, and Paluck.

Resolution R21-066 – Transfer of Temporary Budget Appropriations

Resolution authorizes a transfer of temporary budget appropriations.

Resolution R21-067 – Payment of Claims

Resolution authorizes payment of claims in the amount of \$1,666,440.93 comprised of Claims in the amount of \$850,041.24, Other Expenses in the amount of \$148,007.65, and Salaries and Wages in the amount of \$668,392.04 for the period of March 12, 2021 through April 9, 2021.

Resolution R21-068 – Refund of Recreation Fees

Resolution authorizes refund of recreation fees.

Resolution R21-069 – Payment of Confirming Orders

Resolution authorizes the payment of confirming orders totaling \$8,430.31.

Resolution R21-070 – Authorizing Additional Funding for Previously Awarded Contracts (Leisure Services)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R21-071 – Authorizing Additional Funding for Previously Awarded Contracts (Golf)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R21-072 – Authorizing Additional Funding for Previously Awarded Contracts (Administration)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R21-073 – Authorizing Additional Funding for Previously Awarded Contracts (Park Operations)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R21-074 – Authorizing Additional Funding for Previously Awarded Contracts (Pending)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R21-075 – Amending and Cancelling Certification of Funds for Previously Awarded Contracts

Resolution cancels and amends certification of funds for previously awarded contracts.

DIRECTOR'S REPORT

Director Soriano submitted a report for the month of April 2021.

CORRESPONDENCE

1. Email received from Park Commission Planner, Tom Boccino discussing a meeting he had with Raritan Borough concerning improvements along Orlando Drive and near Nevius Street Bridge and seeking Park Commission support.

A motion to send a letter of support to Raritan Borough from the Park Commission was made by Commissioner Haines, seconded by Commissioner Hunsinger. The motion was carried by voice vote.

2. Email received from Bridgewater Raritan High School Sophomore, Erick Swider requesting the addition of a skate park at Duke Island Park.

This request is being recommended to the Leisure Services Committee for review.

3. Email received from Kathy Abuschinow, parent of Therapeutic Recreation participant, praising Gwen Leubner and Lisa Katzman for the great work they have been doing with virtual TR programming.
4. Feature article in NJSGA Golf Magazine recognizing best practices implemented at Neshanic Valley Golf Course.
5. Proclamation from Hillsborough Township declaring April as National Autism Month and recognizing the support that the Somerset County Therapeutic Recreation program offers to Hillsborough special needs community.
6. Email sent received this morning from Carolyn Gaziano, a participant at Lord Stirling Stable advocating for the re-opening of the Stable in the same manner it was used prior to the pandemic. Ms. Gaziano does not want non-equine programming to be considered.

CONSENT AGENDA

RESOLUTIONS

The following resolutions were moved by Commissioner Foelsch; seconded by Commissioner Haines. YEAS: Commissioners Foelsch, Haines, Hunsinger, Jordan, Kempe, and McCallen. NAYES: None. ABSENT: Commissioners Caliguire, Ludwig, and Paluck.

Resolution R21-076 – Approving Modifications to Facilities Use Policy

Resolution modifies facilities use policy as it pertains to use of Park Commission golf courses by full-time, part-time, and seasonal staff.

Resolution R21-077 – Granting Permission to Norz Hill Farm and Market, LLC to Apply for a Permit to Kill Wild Deer on County-Owned Parkland

Resolution grants permission to Norz Hill Farm and Market, LLC to seek a deer depredation permit on South Branch Reserve farm parcel.

Resolution R21-078 – Approving the Friends of Boudinot-Southard-Ross License Agreement

Resolution approves a five-year license agreement for the period of May 1, 2021 to April 30, 2026.

Resolution R21-079 – Approving License Agreement with Raritan Headwaters Association for Installation of Nesting Boxes to Study American Kestrels

Resolution approves license agreement for the period of April 15, 2021 through December 31, 2021.

Resolution R21-080 – Approving Somerset County Park Foundation License Agreement

Resolution approves a five-year agreement for the period of May 1, 2021 to April 30, 2021.

Resolution R21-081 – Authorizing use of County Contract for Parts and Repairs, Club Car Golf and Turf Utility Vehicles

Resolution authorizes purchases from Central Jersey Equipment LLC, Golf Cars Inc., and Finch Services with costs not to exceed \$3,000.00.

Resolution R21-082 – Authorizing use of State Contract for Purchase of Azure Ad Sync Services

Resolution authorizes purchase from SHI with costs not to exceed \$6,850.00.

COMMITTEE REPORTS

CFO's Report

Commissioner Hunsinger, Chair of the Committee, submitted a report for the month of March 2021.

Director Soriano reported that the Park Commission is in the final phases of preparing its 2021 Budget. Director Soriano will be reviewing the proposed budget with the County Administrator and Park Commission CFO on Monday. After that review, Director Soriano intends to share the budget with the Park Commission Finance and Budget Committee. Director Soriano stated that the Park Commission has been able to establish a significant surplus and he is hopeful to restore programming as much as possible in 2021.

HUMAN RESOURCES

Commissioner Haines, Chair of the Committee, submitted a report for the month of March 2021.

LEISURE SERVICES

Commissioner Hunsinger, Chair of the Committee, submitted a report for the month of March 2021.

GOLF MANAGEMENT

Commissioner Paluck, Chair of the Committee, submitted a report for the month of March 2021.

Bob Ransone, Deputy Director, Golf Management, reported that all golf courses are now open. Commissioner McCallen commended Bob and his staff for the fantastic job they are doing and the great condition of the courses. In response to a question from Commissioner Foelsch regarding scheduling aeration of the courses, Bob confirmed that aeration is split between spring and fall to minimize the impact to golfers.

INFORMATION MANAGEMENT

Commissioner McCallen, Chair of the Committee, submitted a report for the month of March 2021.

Director Soriano stated that he is in the process of finalizing a shared services agreement with County Information Technology to provide managerial level support to the Park Commission,

VISITOR SERVICES

Commissioner Haines, Chair of the Committee, submitted a report for the month of March 2021.

PROPERTY MANAGEMENT

There was no report.

PLANNING AND LAND ACQUISITION

Commissioner Haines, Chair of the Committee, submitted a report for March 2021.

CAPITAL FACILITIES – CONSTRUCTION and ENGINEERING

Commissioner McCallen, Chair of the Committee, submitted a report for March 2021.

PARK MAINTENANCE & HORTICULTURE

Commissioner Hunsinger, Chair of the Committee, submitted a report for March 2021.

Pierce Frauenheim, Deputy Director, Park Operations, stated that the parks and facilities are busy with programs and team use. Pierce extended an offer to give Commissioners Foelsch, Jordan and Kempe a tour of some parks this weekend.

AUDIT COMMITTEE

There was no audit report.

COUNTY COMMISSIONER REPORT

County Commissioner Drake stated that the County Commissioners are working to finalize the 2021 County budget. County Commissioner Drake is looking to enhance opportunities for the Park Commission to work with the County.

OLD BUSINESS

There was no old business for discussion.

NEW BUSINESS

There was no new business for discussion.

Seeing no further business, a motion to adjourn the meeting at 4:30 P.M. was moved by: Commissioner Jordan; seconded by: Commissioner Haines. YEAS: Commissioners Foelsch, Haines, Hunsinger, Jordan, Kempe, and McCallen. NAYES: None. ABSENT: Commissioners Caliguire, Ludwig, and Paluck.

Respectfully submitted,



Geoffrey D. Soriano
Secretary-Director



Janine Erickson
Executive Assistant