

MINUTES of a Regular Meeting of the **SOMERSET COUNTY PARK COMMISSION** held April 20, 2023 at 3:30 P.M. at Somerset County Park Commission Headquarters, 355 Milltown Road, Bridgewater, NJ.

The Pledge of Allegiance was led by President 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 November 25, 2022 and the Star Ledger on November 29, 2022. 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.

President Hunsinger called the meeting to order.

Roll Call:

PRESENT

Mark Caliguire
Nancy D'Andrea*
Bill Foelsch
Dan Hayes
Randy Jones
DJ Hunsinger
Joe Kempe
Kevin McCallen
Paul Drake*
County Commissioner Liaison

ABSENT

Other staff members present were:

Geoffrey Soriano, Secretary-Director	Carrie Springer, Mgr, Enviro. Science
Janine Erickson, Admin, Exec. Services	Donna Umgelter, Admin, HR
Stephen Dahl, Mgr, Recreation & TR Rec.	Maria Vasquez, Coordinator, HR

Also in attendance: Dominic DiYanni, Legal Counsel, and Tom Boccino, Park Commission Planner/Land Acquisition.

*Participated via videoconference.

OPEN MEETING FOR PUBLIC COMMENT

There was no comment from the public.

SERVICE AWARDS

President Hunsinger presented service awards to the following:

- ~ Rubin Gonzalez, Park Maintenance, 5 Years
- ~ Michael McGill, Golf Maintenance, 10 Years

- ~ Gary Shupper, Park Maintenance, 10 Years
- ~ Gary Wendorf, Golf Operations, 15 Years

APPROVAL OF THE MINUTES

President Hunsinger called for the approval of the minutes of the regular meeting held on March 16, 2023. Moved by Commissioner McCallen; seconded by Commissioner Kempe. YEAS: Commissioners D'Andrea, Foelsch, Hayes, Jones, McCallen, Vice President Kempe, and President Hunsinger. NAYES: None. ABSTAIN: Commissioner Caliguire. ABSENT: None.

APPROVAL OF BILLS FOR PAYMENT

The following resolutions were moved by Commissioner Hayes; seconded by Commissioner Foelsch. YEAS: Commissioners Caliguire, D'Andrea, Foelsch, Hayes, Jones, McCallen, Vice President Kempe, and President Hunsinger. NAYES: None. ABSTAIN: None. ABSENT: None.

Resolution R23-04-069 – Transfer of Emergency Temporary Appropriations

Resolution adopts Emergency Temporary Budget appropriations.

Resolution R23-04-070 – Payment of Claims

Resolution authorizes payment of claims in the amount of \$3,626,146.58 comprised of Claims in the amount of \$2,376,438.15, Other Expenses in the amount of \$68,628.42, and Salaries and Wages in the amount of \$1,181,080.01 for the period of March 11, 2023 through April 14, 2023.

Resolution R23-04-071 – Payment of Confirming Orders

Resolution authorizes the payment of confirming orders totaling \$97,473.92.

Resolution R23-04-072 – Refund of Recreation Fees

Resolution authorizes the refund of unused recreation fees.

Resolution R23-04-073 – Amending and Canceling Certification of Funds for Previously Awarded Contracts

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

Resolution R23-04-074 – Authorizing Additional Funding for Previously Awarded Contracts (Administration)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R23-04-075 – Authorizing Additional Funding for Previously Awarded Contracts (Park Operations)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R23-04-076 – Authorizing Additional Funding for Previously Awarded Contracts (Leisure Services)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R23-04-077 – Authorizing Additional Funding for Previously Awarded Contracts (Pending)

Resolution authorizes additional funds for previously awarded contracts.

DIRECTOR'S REPORT

Director Soriano submitted a report for the month of April 2023.

COMMISSION CORRESPONDENCE

Email received from Dr. Lauren Lapinski expressing her gratitude to Karen Behr, Rick Deleon, Dustin Holaday, and the MVP staff for their assistance with scheduling a girls fastpitch softball scrimmage for her daughter's team at Mountain View Park.

Email received from Rachel Heberling, Executive Director of Frontline Arts, providing updates and pictures on ADA accessibility upgrades to the Ralph T. Reeve building.

Letter received from Avika Kundra, fourth grade student at School One in Scotch Plains, accepting Director Soriano's invitation to attend the Rose Day Festival on June 10th in response to her previous request that the Park Commission respect plants and trees.

CONSENT AGENDA

RESOLUTIONS

The following resolutions were moved by Commissioner Foelsch; seconded by Vice President Kempe. YEAS: Commissioners Caliguire, D'Andrea, Foelsch, Hayes, Jones, McCallen, Vice President Kempe, and President Hunsinger. NAYES: None. ABSTAIN: None. ABSENT: None.

Resolution R23-04-078 – Authorizing Creation of One (1) Additional Greensworker Position

Resolution authorizes creation of one (1) Grade 7 Greensworker position for Golf Maintenance.

Resolution R23-04-079 – Approving a License Agreement with CACI International, Inc., for the Utilization of a Portion of Boudinot-Southard-Ross Farmstead

Resolution approves extension of license agreement for a period of one year commencing on June 1, 2023 through May 31, 2024.

Resolution R23-04-080 – Authorizing Sale of Surplus Personal Property

Resolution authorizes sale of surplus personal property for the Park Commission.

Resolution R23-04-081 – Awarding Contract for a Fourth of July Pyrotechnic Display

Resolution awards contract to Shaefer Fireworks for a cost not to exceed \$24,000.00.

Resolution R23-04-082 – Awarding First Year of a Three-Year Contract for Plumbing and Electrical Services

Resolution awards contract to Reuter Electric LLC as primary electrical vendor and Magic Touch Construction as secondary electrical vendor. Resolution awards contract to Robert Griggs Plumbing as primary plumbing vendor and Stryker as secondary plumbing vendor.

Resolution R23-04-083 – Authorizing Use of State Contract for the Purchase of Copiers & Multi-Function Devices, Maintenance, Supplies & Print Services

Resolution authorizes a four (4) year lease of one (1) Ricoh copier from Ricoh USA, Inc., with costs not to exceed \$6,696.96 per year.

Resolution R23-04-084 – Authorizing Use of Bergen County Cooperative Purchasing Alliance for the Second Year of a Two-Year Contract for Computers and Peripherals

Resolution authorizes purchase from SHI with cost not to exceed \$6,113.10.

Resolution R23-04-085 – Authorizing Use of Morris County Cooperative Pricing Council for the Purchase of Traffic and Field Marking Paint

Resolution authorizes purchase from Sherwin Williams with costs not to exceed \$40.00.

Resolution R23-04-086 – License Agreement with The Rotary Club of Montgomery-Rocky Hill and The Montgomery Business Association for a 5K Run and Community Funfest at Skillman Park

Resolution authorizes a license agreement for a 5K Run and Community Funfest at Skillman Park on April 30, 2023.

COMMITTEE REPORTS

FINANCE

Commissioner Caliguire, Chair of the Committee, submitted a report for the month of March 2023.

Director Soriano informed the Commissioners that Yvonne Childress has been appointed the new County CFO and Park Commission Treasurer.

HUMAN RESOURCES

Commissioner Hayes, Chair of the Committee, submitted a report for the month of March 2023.

LEISURE SERVICES

Commissioner Foelsch, Chair of the Committee, submitted a report for the month of March 2023.

Stephen Dahl, Manager of Recreation and Therapeutic Recreation, reported that the Colonial Park Tennis Court renovations of courts 1-4 are complete and notches are being added for Pickleball play.

GOLF MANAGEMENT

Commissioner McCallen, Chair of the Committee, submitted a report for the month of March 2023.

INFORMATION MANAGEMENT

Commissioner Kempe, Chair of the Committee, submitted a report for the month of March 2023.

Janine Erickson, Administrator, Executive Services, reported that EVPL lines have been replaced with MiFi connections at Mountain View Park, Natirar Ranger Station, and Torpey, resulting in a cost savings of approximately \$1,000 per month for Natirar and Torpey and \$900 per month at Mountain View Park. Janine further reported that she worked with the Permit Coordinator, the Recreation Manager, and IM Coordinator to create a food truck vender permit process which will go in effect for the first weekend of May.

VISITOR SERVICES

Commissioner Foelsch, Chair of the Committee, submitted a report for the month of March 2023.

Commissioner Foelsch stated that he spoke with representatives from JORBA at the recent Volunteer Recognition Dinner and appreciated seeing their organization recognized for the volunteer work on our park trails.

PROPERTY MANAGEMENT

Commissioner D'Andrea, Chair of the Committee, submitted a report for March 2023.

PLANNING AND LAND ACQUISITION

Commissioner Jones, Chair of the Committee, submitted a report for March 2023.

Tom Boccino, Park Commission Planner, distributed the OSAC Annual Report. He added that he will be manning a table at the Franklin Township High School Green Fair and will have information about County farmland and open space programs.

CAPITAL FACILITIES – CONSTRUCTION AND ENGINEERING

Commissioner McCallen, Chair of the Committee, submitted a report for March 2023.

Director Soriano stated that he met with each department on their Capital requests to formulate a six-year Capital Plan, which he intends to share with Commissioners next month.

PARK MAINTENANCE & HORTICULTURE

Commissioner Kempe, Chair of the Committee, submitted a report for March 2023.

AUDIT COMMITTEE

There was no audit report.

COUNTY COMMISSIONER REPORT

County Commissioner Drake thanked Carrie Springer for her work coordinating the Volunteer Recognition Dinner. Commissioner Drake commended Director Soriano on his quick response to the fire at Warrenbrook. The County Commissioners are working to complete the 2023 Budget which will be presented to the public at the next County Commission meeting.

OLD BUSINESS

Director Soriano shared a video made by an influencer about the Stable and trail rides.

NEW BUSINESS

Director Soriano shared an email from Bridgewater resident, Michael Edelstein, who requested the addition of outdoor workout stations to Duke Island Park. *Mr. Edelstein's request will be forwarded to the Leisure Services Committee for review.*

Director Soriano shared an email from Bob Koven of Atlantic Textile Recycling requesting the authorization to install clothing collection bins at Torpey Park. *After a brief discussion, the Commissioners denied this request.*

Seeing no further business, a motion to adjourn the meeting at 4:33 P.M. was moved by Commissioner Foelsch; seconded by Vice President Kempe. YEAS: Commissioners Caliguire, D'Andrea, Foelsch, Hayes, Jones, McCallen, Vice President Kempe, and President Hunsinger. NAYES: None. ABSENT: None.

Respectfully submitted,


Geoffrey D. Soriano
Secretary-Director


Janine Erickson
Administrator, Executive Services