

MINUTES of a Regular Meeting of the **SOMERSET COUNTY PARK COMMISSION** held August 17, 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

Nancy D'Andrea*
Bill Foelsch
Dan Hayes
DJ Hunsinger
Randy Jones*
Joseph Kempe*
Paul Drake
County Commissioner Liaison

ABSENT

Mark Caliguire
Kevin McCallen

Other staff members present were:

Geoffrey Soriano, Secretary-Director
Janine Erickson, Admin., Exec. Services
Stephen Dahl, Mgr., Recreation & TR

Carrie Springer, Mgr., Enviro. Science
Maria Vasquez, Coordinator, HR

Also in attendance: Dominic DiYanni, Legal Counsel, Adam Bloom, Park Commission Engineer, Yvonne Childress, Park Commission Treasurer, Melissa Kosensky, Asst. Director of Finance and Purchasing.

*Participated via videoconference.

OPEN MEETING FOR PUBLIC COMMENT

Golf patrons Tom Van Horn of Easton, PA and Bob Craig of Bridgewater, NJ attended the meeting to question why the 20% senior discount is not offered to out-of-county golf patrons who 75 years of age or over and have an out-of-county registration. Director Soriano informed Mr. Van Horn that he would investigate his inquiry and advise accordingly.

SERVICE AWARDS

President Hunsinger presented service awards to the following employees:

- ~ Alvin Freehauf, Golf Maintenance, 20 Year
- ~ Steven Crofts, Information Management, 25 Years (earned in June)

APPROVAL OF THE MINUTES

President Hunsinger called for the approval of the minutes of the regular meeting held on July 20, 2023. Moved by Commissioner Foelsch; seconded by Commissioner Hayes. YEAS: Commissioners Foelsch, Hayes, Jones, Vice President Kempe, and President Hunsinger. NAYES: None. ABSTAIN: Commissioner D'Andrea. ABSENT: Commissioners Caliguire and McCallen.

APPROVAL OF BILLS FOR PAYMENT

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

Resolution R23-08-152 – Adopting the 2023 Operating Budget

Resolution adopts the 2023 Operating Budget.

Resolution R23-08-153 – Payment of Claims

Resolution authorizes payment of claims in the amount of \$1,965,996.40 comprised of Claims in the amount of \$1,189,090.44, Other Expenses in the amount of \$89,045.78, and Salaries and Wages in the amount of \$687,860.18 for the period of July 15, 2023 through August 10, 2023.

Resolution R23-08-154 – Payment of Confirming Orders

Resolution authorizes the payment of confirming orders totaling \$10,513.23.

Resolution R23-08-155 – Refund of Recreation Fees

Resolution authorizes the refund of unused recreation fees.

Resolution R23-08-156 – Amending and Canceling of Certification of Funds for Previously Awarded Contracts

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

Resolution R23-08-157 – Authorizing Additional Funding for Previously Awarded Contracts (Administration)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R23-08-158 – Authorizing Additional Funding for Previously Awarded Contracts (Park Operations)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R23-08-159 – Authorizing Additional Funding for Previously Awarded Contracts (Leisure Services)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R23-08-160 – Authorizing Additional Funding for Previously Awarded Contracts (Golf)

Resolution authorizes additional funds for previously awarded contracts.

DIRECTOR'S REPORT

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

COMMISSION CORRESPONDENCE

An email correspondence was sent to Recreation Manager, Stephen Dahl from Hazel Rodney of the Adult League Coordinator from USTA Eastern praising staff at the Green Knoll and Colonial Park Tennis Centers for their assistance with their recent tournaments held at the courts.

CONSENT AGENDA

RESOLUTIONS

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

Resolution R23-08-161 – Approving a License Agreement with Community in Crisis for the Utilization of a Portion of Boudinot-Southard-Ross Farmstead

Resolution approves use of a portion of Boudinot-Southard-Ross Farmstead for a farm-to-table event on September 30, 2023.

Resolution R23-08-162 – Authorizing a License Agreement with Children's Specialized Hospital Foundation for a Walk n' Roll Event at Colonial Park

Resolution approves an event to be held at Colonial Park on October 1, 2023.

Resolution R23-08-163 – Authorizing SCPC Participation in an Application and Acceptance of Funding for a Grant from the Department of Community Affairs for Recreational Opportunities for Individuals with Disabilities

Resolution accepts grant for individuals with disabilities.

Resolution R23-08-164 – Approving Lease Extension Agreement for Somerset County Office on Aging at Quail Brook Clubhouse

Resolution approves a five (5) year lease extension for the period of September 1, 2023 to August 31, 2028.

Resolution R23-08-165 – Authorizing Sale of Surplus Personal Property

Resolution authorizes the sale of surplus personal property.

Resolution R23-08-166 – Awarding a One-Year Contract with One (1) One-Year Option to Extend for Armored Car Services

Resolution awards a contract to Eastern Armored Services, Inc.

Resolution R23-08-167 – Awarding a Five-Year Contract for Licensing of Hunting Rights to Six (6) Parcels in Somerset County, New Jersey

Resolution awards licenses to Joseph P. Gahrman for Serina Parcel (\$3,955/yr), Cunningham Rod & Gun Club for Patti Parcel (\$2,607/yr), Joseph Roxbury for MacArthur Parcel (\$8,200/yr), and Riverside Rod & Gun Club for Snearowski/Snearowski West (\$6,000/yr), Stavola-Trap Rock (\$11,000/yr), and Wnek-Grosso-Thompson Parcel (\$12,000/yr). The license term is September 1, 2023 to August 31, 2028.

Resolution R23-08-168 – Awarding Fifth Year of a Five-Year Contract for Installation and Maintenance for Enhanced Inter-Facility Wide Area Network Ethernet Connectivity

Resolution awards contract to Verizon Business Services.

Resolution R23-08-169 – Awarding the First Year of a Two-Year Contract for Septic Pumping, Removal and Disposal Services

Resolution awards contract to Kleiza.

Resolution R23-08-170 – Authorizing Use of County Contract for Purchase of Road Materials

Resolution authorizes purchases from Stavola, Britton Industries, Inc., and Trap Rock Industries.

Resolution R23-08-171 – Authorizing Use of County Contract for Purchase of Landscape Chemical Application and Fertilization

Resolution authorizes purchases from Integrated Turf Management and TruGreen.

Resolution R23-08-172 – Authorizing Use of County Contract for Purchase of Roll-Off Containers, Flatbed Dumpsters and Chipper Dumpsters

Resolution authorizes purchases from Wastequip MFG. Co., LLC.

Resolution R23-08-173 – Authorizing Use of County Contract for Purchase of Automotive and Light Duty Truck Aftermarket Parts

Resolution authorizes purchases from Ciocca Part Warehouse, D&B Auto Supply, Garwood Auto Parts Inc., Chatham Napa, One Source of NJ, PDQ Auto Supply of Manville, Roberts & Son, Buy Wise Auto Parts.

Resolution R23-08-174 – Authorizing Use of Morris County Cooperative Pricing Council for the Purchase of Lumber, Insulation, Hardware, Paint and Supplies

Resolution authorizes purchases from Continental Hardware, Inc., Extech Building Materials (dba Liberty Building Products), and the Sherwin Williams Company.

Resolution R23-08-175 – Awarding Contract through December 31, 2023 with Four (4) Possible One-Year Extensions for Golf Shop Resale Merchandise

Resolution awards contract to Supreme International, LLC.

Resolution R23-08-176 – Amending 2023 Fee Schedule to Adopt Fees for Newly Added Services at The Stable at Lord Stirling Park

Resolution amends pricing for Private Walk with a Picnic Lunch and a Mini (horse) on the 2023 Fee Schedule.

COMMITTEE REPORTS

FINANCE

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

HUMAN RESOURCES

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

LEISURE SERVICES

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

Stephen Dahl, Manager of Recreation and Therapeutic Recreation, reported that the Summer Concert Series at Duke Island Park went well, with each concert well attended and enjoyed by all. The Therapeutic Recreation program received \$9,000.00 from the Somerset County Park Foundation for the purchase of needed equipment, including a new 95" TV for the Therapeutic Recreation room. Stephen reported that Mountain View Park was the host location for the first National Night Out for Hillsborough Township Police Department. The evening was a sensational success and Hillsborough Township Police Department greatly appreciated being able to hold their event at the park and all that Park Commission staff did to help with the event.

Carrie Springer, Manager of Environmental Sciences, reported that the Youth Environmental Stewards (Y.E.S.) pilot program for youth ages 14-17 was well received. Overall, it was a successful summer camp season with camps ending tomorrow, August 18th.

GOLF MANAGEMENT

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

Director Soriano reported on behalf of Ken Fivek, Manager of Golf Operations, that golf revenue exceeded revenue expectations year-to-date.

INFORMATION MANAGEMENT

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

VISITOR SERVICES

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

PROPERTY MANAGEMENT

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

PLANNING AND LAND ACQUISITION

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

Tom Boccino, Park Commission Planner/Land Acquisition, stated that work on the multi-use trails at Lord Stirling Park is underway with anticipated trail opening in the fall.

CAPITAL FACILITIES – CONSTRUCTION AND ENGINEERING

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

Adam Bloom, Park Commission Engineer, reported that the maintenance contractor will be working on Jordan House repairs beginning next week and will continue to work on various Park Commission projects in the coming months.

PARK MAINTENANCE & HORTICULTURE

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

AUDIT COMMITTEE

There was no audit report.

COUNTY COMMISSIONER REPORT

County Commissioner Drake applauded the smashing success of this year's summer concert series, stating it was great to see the public enjoying the free concerts. Commissioner Drake applauded the teamwork of the County and Park Commission staff at this year's 4H Fair. Commissioner Drake enjoyed his recent visit to Camp S.O.A.R. at Colonial Park where 200 camp goers were having a great camp experience. Commissioner Drake invited the Commissioners to attend the upcoming Influencing Agriculture Symposium at Duke Farms on September 14th.

OLD BUSINESS

President Hunsinger echoed the comments made by County Commissioner Drake regarding the summer concerts and 4H Fair. He is proud to be a resident of the County and a Park Commissioner.

NEW BUSINESS

There was no new business.

Seeing no further business, a motion to adjourn the meeting at 4:13 P.M. was moved by Commissioner Foelsch; seconded by Commissioner D'Andrea. YEAS: Commissioners D'Andrea, Foelsch, Hayes, Jones, Vice President Kempe, and President Hunsinger. NAYES: None. ABSTAIN: None. ABSENT: Commissioners Caliguire and McCallen.

Respectfully submitted,



Geoffrey D. Soriano
Secretary-Director



Janine Erickson
Administrator, Executive Services