

MINUTES of a Special Meeting of the **SOMERSET COUNTY PARK COMMISSION** held December 28, 2023 at 8:00 A.M. at Somerset County Park Commission Headquarters, 355 Milltown Road, Bridgewater, NJ.

The Pledge of Allegiance was led by President Hunsinger.

This is a Special 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 20, 2023 and the Star Ledger on December 19, 2023. 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*
Bill Foelsch
Dan Hayes
DJ Hunsinger
Randy Jones*
Joseph Kempe*
Kevin McCallen

ABSENT

Nancy D'Andrea
Paul Drake
County Commissioner Liaison

Other staff members present were:

Geoffrey Soriano, Secretary-Director

Janine Erickson, Admin., Exec. Services

Michael Ballow, Mgr., Fleet and North
County Maintenance

Darrel Marcinek, Director, Golf Maint.

Carrie Springer, Admin., Leisure &
Community Services

Donna Umgelter, Admin. HR

Maria Vasquez, Coordinator, HR

Also in attendance: Eric Bernstein, Legal Counsel

*Participated via videoconference.

OPEN MEETING FOR PUBLIC COMMENT

There were no comments from the public.

APPROVAL OF THE MINUTES

President Hunsinger called for the approval of the minutes of the regular meeting held on December 14, 2023. Moved by Commissioner McCallen; seconded by Commissioner Foelsch. YEAS: Commissioners Caliguire, Foelsch, Hayes, Jones, McCallen, Vice President Kempe, and President Hunsinger. NAYES: None. ABSTAIN: None. ABSENT: Commissioner D'Andrea.

APPROVAL OF BILLS FOR PAYMENT

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

Resolution R23-12S-288 – Payment of Claims

Resolution authorizes payment of claims in the amount of \$627,081.47 comprised of Claims in the amount of \$189,436.67, Other Expenses in the amount of \$22,287.00, and Salaries and Wages in the amount of \$415,357.80 for the period of December 8, 2023 through December 21, 2023.

Resolution R23-12S-289 – Amending and Canceling of Certification of Funds for Previously Awarded Contracts

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

Resolution R23-12S-290 – Authorizing Additional Funding for Previously Awarded Contracts (Park Operations)

Resolution authorizes additional funds for previously awarded contracts.

CONSENT AGENDA

RESOLUTIONS

Resolutions R23-12S-291 through R23-12S-295 were moved by Commissioner McCallen; seconded by Commissioner Foelsch. YEAS: Commissioners Caliguire, Foelsch, Hayes, Jones, McCallen, Vice President Kempe, and President Hunsinger. NAYES: None. ABSTAIN: None. ABSENT: Commissioner D'Andrea.

Resolution R23-12S-291 – Authorizing Custodians of Petty Cash Funds for Fiscal Year 2024

Resolution authorizes custodians of petty cash funds for 2024.

Resolution R23-12S-292– Reaffirming Cash Change Funds and Designating Custodians of Cash Change Funds

Resolution reaffirms cash change funds and designates custodians of cash change funds.

Resolution R23-12S-293– Authorizing use of Somerset County Contract CY-XS-0006-23 for Audit and Accounting Services

Resolution authorizes use of Suplee, Clooney & Company for audit and accounting services for 2023.

Resolution R23-12S-294– Adopting the 2024 Fee Schedule

Resolution adopts the 2024 fee schedule.

Resolution R23-12S-295 – Authorizing Use of Somerset County Contract CC-0129-23 For Purchase of Equipment, Trucks

Resolution authorizes purchases from Campbell Freightliner LLC, Sanitation Equipment Corporation, Gabrielli Truck Sales, Hudson County Motors, The Hose Shop, Inc., United Ford LLC., Detcon, and Air Brake & Equipment Warehouse.

CLOSED SESSION

Resolution R23-12S-296 - Closed Session

Resolution authorizes the motion to adjourn into closed session.

Resolution R23-12S-296 was read by Legal Counsel, Eric Bernstein. A motion to adjourn to closed session was moved by President Hunsinger; seconded by Commissioner McCallen. YEAS: Commissioners Caliguire, Foelsch, Hayes, Jones, McCallen, Vice President Kempe, and President Hunsinger. NAYES: None. ABSTAIN: None. ABSENT: Commissioner D'Andrea.

RECONVENE PUBLIC SESSION

Legal Counsel, Eric Bernstein, publicly stated that the Commissioners had discussed the creation of a new position of Director of Operations and the appointment of a new Director.

Resolution R23-12S-297 – Creating the New Position of Director of Operations

Resolution creates a new position of Director of Operations.

Resolution R23-12S 297 was read by Legal Counsel, Eric Bernstein. A motion was made by Commissioner McCallen to accept Resolution R23-12S-297; seconded by President Hunsinger. YEAS: Commissioners Caliguire, Foelsch, Hayes, Jones, McCallen, Vice President Kempe, and President Hunsinger. NAYES: None. ABSTAIN: None. ABSENT: Commissioner D'Andrea.

Resolution R23-12S-298 – Appointing a Park Commission Director

Resolution appoints Daniel J. Hayes, Jr. as Park Commission Director for a term of five-years commencing January 1, 2024 through December 31, 2028.

Resolution R23-12S-298 was read by Legal Counsel, Eric Bernstein. A motion was made by Commissioner McCallen to accept Resolution R23-12S-298; seconded by President Hunsinger. YEAS: Commissioners Caliguire, Foelsch, Jones, McCallen, Vice President Kempe, and President Hunsinger. NAYES: None. ABSTAIN: Commissioner Hayes. ABSENT: Commissioner D'Andrea.

Resolution R23-12S-299 – Appointing Fund Commissioner to the Southern Skylands Regional Health Insurance Fund

Resolution appoints Dan Hayes as Fund Commissioner and Janine Erickson as Alternate Fund Commissioner.

Resolution R23-12S-299 was read by Legal Counsel, Eric Bernstein. A motion was made by Commissioner McCallen to accept Resolution R23-12S-299; seconded by Commissioner Foelsch. YEAS: Commissioners Foelsch, Jones, McCallen, Vice President Kempe, and President Hunsinger. NAYES: None. ABSTAIN: Commissioners Caliguire and Hayes. ABSENT: Commissioner D’Andrea.

Resolution R23-12S-300 – Appointing Fund Commissioners for the Somerset County Joint Insurance Fund

Resolution appoints Dan Hayes as Fund Commissioner and Janine Erickson as alternate Fund Commissioner.

Resolution R23-12S-300 was read by Legal Counsel, Eric Bernstein. A motion to accept Resolution R23-12S-300 was made by Commissioner McCallen; seconded by Commissioner Foelsch. YEAS: Commissioners Caliguire, Foelsch, Jones, McCallen, Vice President Kempe, and President Hunsinger. NAYES: None. ABSTAIN: Commissioner Hayes. ABSENT: Commissioner D’Andrea.

COMMISSION CORRESPONDENCE

Secretary-Director Soriano shared that he received an email from David Becker, President of the Friends of Boudinot-Southard-Ross Estate. The Friends were unable to do a holiday light show in 2023 due to work being performed at the site. However, they did host a “Cookies and Cocoa with Santa” event which was successful and attended by between 450 to 500 people.

OLD BUSINESS

There was no old business.

NEW BUSINESS

President Hunsinger offered his congratulations to Geoff Soriano and Dan Hayes and thanked Geoff Soriano for his years of service to the Somerset County Park Commission. Commissioner Hayes thanked the Commissioners for appointing him as the Director of the Park Commission.

President Hunsinger appointed Commissioners Caliguire and Jones and Vice President Kempe to the Nominating Committee. Vice President Kempe will serve as Chair of the Committee. The Committee will report their nominations at the January 11th Opening Meeting.

Commissioner Hayes stated that he will be submitting notice of his resignation as Park Commissioner.

Seeing no further business, a motion to adjourn the meeting at 8:37 A.M. was moved by Commissioner McCallen; seconded by Commissioner Foelsch. YEAS: Commissioners Caliguire, Hayes, Foelsch, Jones, McCallen, Vice President Kempe, and President Hunsinger. NAYES: None. ABSTAIN: None. ABSENT: Commissioner D'Andrea.

Respectfully submitted,



Geoffrey D. Soriano
Secretary-Director



Zinnia Cheetham
Executive Assistant