

MINUTES of a Regular Meeting of the **SOMERSET COUNTY PARK COMMISSION** held December 8, 2022 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 July 14, 2022 and the Star Ledger on July 12, 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.

Pursuant to 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 does reserve the right to hold meetings remotely and virtually using a video conferencing platform. The Commission further reserves the right to conduct one or more executive sessions during any Commission meeting pursuant to the provisions of N.J.S.A. 10:4-6 et. seq. Formal action may be taken at the conclusion of any of these executive sessions.

President Hunsinger called the meeting to order.

Roll Call:

PRESENT

Mark Caliguire
Nancy D'Andrea*
Bill Foelsch*
Helen Haines*
DJ Hunsinger
Kevin McCallen
Paul Drake, County Commission Liaison*

ABSENT

Ron Jordan
Joe Kempe
Doug Ludwig

Other staff members present were:

Geoffrey Soriano, Secretary-Director
Janine Erickson, Admin, Exec Svcs
Stephen Dahl, Mgr, Recreation
Shauna Moore, Mgr, Horticulture

Carrie Springer, Mgr, Enviro Ed.
Dina Trunzo, Admin, Leisure & Comm. Svc
Donna Umgelter, Admin, HR
Maria Luisa Vazquez, Coordinator, HR

Also in attendance: Eric Bernstein, Legal Counsel and Adam Bloom, Engineering.

*Participated via video conference.

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 November 18, 2022. Moved by Commissioner Caliguire; seconded by Commissioner McCallen. YEAS: Commissioners Caliguire, D'Andrea, Haines, McCallen, Vice President Foelsch, and President Hunsinger. NAYES: None. ABSTAIN: None. ABSENT: Commissioners Jordan, Kempe, and Ludwig.

APPROVAL OF BILLS FOR PAYMENT

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

Resolution R22-266 – Payment of Claims

Resolution authorizes payment of claims in the amount of \$1,071,485.07 comprised of Claims in the amount of \$308,300.95, Other Expenses in the amount of \$26,124.69 and Salaries and Wages in the amount of \$763,184.12 for the period of November 12, 2022 through December 2, 2022.

Resolution R22-267 - Payment of Confirming Orders

Resolution authorizes the payment of confirming orders totaling \$8,876.76.

Resolution R22-268 – Refund of Recreation Fees

Resolution authorizes refund of recreation fees.

Resolution R22-269 – Authorizing Additional Funding for Previously Awarded Contracts (Park Operations)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R22-270 – Authorizing Additional Funding for Previously Awarded Contracts (Leisure Services)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R22-271 – Authorizing Additional Funding for Previously Awarded Contracts (Golf)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R22-272 – Authorizing Additional Funding for Previously Awarded Contracts (Pending Resolutions)

Resolution authorizes additional funds for previously awarded contracts with pending requisitions.

Resolution R22-273 – 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 December 2022.

COMMISSION CORRESPONDENCE

There was no commission correspondence

CONSENT AGENDA

RESOLUTIONS

The following resolutions were moved by Commissioner Caliguire, seconded by Commissioner McCallen. YEAS: Commissioners Caliguire, D’Andrea, Haines, McCallen, Vice President Foelsch, and President Hunsinger. NAYES: None. ABSTAIN: None. ABSENT: Commissioners Jordan, Kempe, and Ludwig.

Resolution R22-274 - Adopting 2023 Fee Schedule

Resolution establishes the 2023 Fee Schedule for the Park Commission.

Resolution R22-275 – Awarding First Year of Three-Year Contract for Well Maintenance and Repair Services

Resolution awards contract to Stryker.

Resolution R22-276 – Awarding One (1) One-Year Option to Extend for Gasboy Island Fuel Management System

Resolution awards one-year extension to Aurora Environmental.

Resolution R22-277 – Awarding First Year of Three-Year Contract for Equine Services – Option A: Farrier and Option C: Veterinarian

Resolution awards contract to Wayne Smith for Option A: Farrier and Running ‘S’ Equine Veterinary Services for Option C: Veterinarian.

Resolution R22-278 – Awarding One Year Contract with Four (4) Optional One-Year Extensions for Golf Shop Resale

Resolution awards contract to Tharanco Lifestyles, LLC; Acushnet Company; Topgolf Callaway Brands Corp.; and Jack Jolly & Son.

Resolution R22-279 – Authorizing use of County Contract for Lumber and Supplies

Resolution authorizes purchases from Continental Hardware.

Resolution R22-280 – Authorizing use of County Contract for Flexible Spending Account Services

Resolution authorizes services from WEX Health Inc.

Resolution R22-281 – Authorizing use of County Contact for Purchase of Traffic Control Signs

Resolution authorizes purchases from Garden State Highway Products.

Resolution R22-282 - Authorizing use of Educational Services Commission of New Jersey for the Purchase of Grounds Equipment

Resolution authorizes purchase of John Deere 5075E Cab Utility Tractor and John Deere 520M Loader from Deere & Company for an amount not to exceed \$57,495.44.

Resolution R22-283 - Authorizing use of Educational Services Commission of New Jersey for Purchase of Class 4 – 8 Trucks

Resolution authorizes purchase of two Airflo steel dump bodies from A & K Equipment Co. Inc. for an amount not to exceed \$24,896.36.

COMMITTEE REPORTS

FINANCE

Commissioner Caliguire, Chair of the Committee, submitted a report for the month of November 2022.

Director Soriano added that actual 2022 revenue has exceeded anticipated revenue by \$2.4million.

HUMAN RESOURCES

Commissioner Jordan, Chair of the Committee, submitted a report for the month of November 2022.

LEISURE SERVICES

Commissioner Foelsch, Chair of the Committee, submitted a report for the month of November 2022.

Carrie Springer, Environmental Education Manager thanked the Information Management department for the new website. The Festival of Trees is currently underway at the Environmental Education Center. Carrie encouraged Commissioners to attend the festival.

Dina Trunzo, Administrator, Leisure and Community Services, shared pictures taken at that weekend's Pictures with Santa. There will be an event at the Stable at Lord Stirling Park to collect toys for Toys for Tots. The Park Commission overall collected in excess of six boxes of toys for the campaign.

There will be a meeting of the Leisure Services Committee on December 13th at 8:00 A.M.

GOLF MANAGEMENT

Commissioner McCallen, Chair of the Committee, submitted a report for the month of November 2022.

INFORMATION MANAGEMENT

President Hunsinger commented on the new website, giving kudos to staff for the great job managing the implementation.

VISITOR SERVICES

Commissioner Kempe, Chair of the Committee, submitted a report for the month of November 2022.

PROPERTY MANAGEMENT

Commissioner Haines, Chair of the Committee, submitted a report for November 2022.

PLANNING AND LAND ACQUISITION

Commissioner Haines, Chair of the Committee, submitted a report for November 2022.

CAPITAL FACILITIES – CONSTRUCTION and ENGINEERING

Commissioner McCallen, Chair of the Committee, submitted a report for November 2022.

Adam Bloom, Park Commission Engineer, provided updates on various engineering projects.

PARK MAINTENANCE & HORTICULTURE

Vice President Foelsch, Chair of the Committee, submitted a report for November 2022.

Vice President Foelsch added that Mountainview Park was the number four finalist for Field of the Year at this year's Turf Conference.

AUDIT COMMITTEE

There was no report.

COUNTY COMMISSIONER REPORT

County Commissioner Drake commended staff for the great work on the new Park Commission website. Commissioner Drake stated that the County Commissioners will be proposing an Energy Efficiency Policy at next week's County Commissioner meeting. The County will seek facilities that would benefit from energy efficiency enhancements to reduce energy usage.

OLD BUSINESS

Vice President Foelsch provided an update to the Senate's Environmental Commission's Forest Stewardship. Vice President Foelsch credited Horticulture Manager, Shauna Moore and Ranger and Property Manager, Doug Vornlocker for their participation.

NEW BUSINESS

President Hunsinger appointed Commissioners McCallen, Kempe, and Haines to the Nominating Committee to recommend the President, Vice President, and Secretary appointments for 2023.

Seeing no further business, a motion to adjourn the meeting at 3:59 P.M. was moved by: Commissioner Caliguire; seconded by: Commissioner McCallen. YEAS: Commissioners Caliguire, D'Andrea, Haines, McCallen, Vice President Foelsch, and President Hunsinger. NAYES: None. ABSTAIN: None. ABSENT: Commissioners Jordan, Kempe, and Ludwig.

Respectfully submitted,



Geoffrey D. Soriano
Secretary-Director



Janine Erickson
Executive Assistant