

MINUTES of a Regular Meeting of the **SOMERSET COUNTY PARK COMMISSION** held February 15, 2024 at 3:30 P.M. at Somerset County Park Commission Headquarters, 355 Milltown Road, Bridgewater, NJ.

The Pledge of Allegiance was led by President D'Andrea.

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 29, 2023 and the Star Ledger on November 30, 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 D'Andrea called the meeting to order.

Roll Call:

PRESENT

Nancy D'Andrea

Bill Foelsch

Mike Giordano

DJ Hunsinger*

Randy Jones

Joseph Kempe*

Kevin McCallen

Paul Drake

County Commissioner Liaison

ABSENT

Mark Caliguire

Other staff members present were:

Dan Hayes, Director

Geoffrey Soriano*, Secretary, Director of Ops

Janine Erickson, Admin., Exec. Services

Maria Vasquez, Coordinator, HR

Stephen Dahl, Mgr., Recreation & TR

Doug Vornlocker, Manager, Rangers

Ken Fivek, Manager, Golf Operations

Ryan Quick, Web, Design, and Digital
Media Coordinator

Also in attendance: Eric Bernstein, Legal Counsel, Adam Bloom, Park Commission Engineer, Tom Boccino*, Park Commission Principal Planner/Land Acquisition.

*Participated via videoconference.

OPEN MEETING FOR PUBLIC COMMENT

There were no comments from the public.

SERVICE AWARDS

President D'Andrea presented service awards to the following employees:

- ~Mike Adams, Buildings and Facilities Maintenance, 15 years
- ~David Chung, Golf Operations, 15 years
- ~Ken Fivek, Golf Operations, 15 years
- ~Doug Vornlocker, Park Rangers/Property Management, 20 years

APPROVAL OF THE MINUTES

President D'Andrea called for the approval of the minutes of the regular meeting held on January 11, 2024. Moved by Commissioner Foelsch; seconded by Commissioner Giordano. YEAS: Commissioners Foelsch, Giordano, Hunsinger, Jones, McCallen, Vice President Kempe, and President D'Andrea. NAYES: None. ABSTAIN: Commissioner Caliguire. ABSENT: Commissioner Caliguire.

APPROVAL OF BILLS FOR PAYMENT

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

Resolution R24-02-021 – Adopt Emergency Temporary Appropriations

Resolution authorizes adoption of emergency temporary appropriations.

Resolution R24-02-022 – Payment of Claims

Resolution authorizes payment of claims in the amount of \$4,070,527.95 comprised of Claims in the amount of \$3,218,366.61, Other Expenses in the amount of \$78,896.29, and Salaries and Wages in the amount of \$773,265.05 for the period of January 6, 2024 through February 9, 2024.

Resolution R24-02-023 – Confirming Orders Resolution authorizes payment of confirming orders totaling \$6,553.51.

Resolution R24-02-024 – Refund of Recreation Fees

Resolution authorizes the refund of unused recreation fees.

Resolution R24-02-025 – Amending and Canceling of Certification of Funds for Previously Awarded Contracts

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

Resolution R24-02-026 – Authorizing Additional Funding for Previously Awarded Contracts (Administration)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R24-02-027 – Authorizing Additional Funding for Previously Awarded Contracts (Park Operations)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R24-02-028 – Authorizing Additional Funding for Previously Awarded Contracts (Leisure Services)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R24-02-029 – Authorizing Additional Funding for Previously Awarded Contracts (Golf)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R24-02-030 – Authorizing Additional Funding for Previously Awarded Contracts (Pending)

Resolution authorizes additional funds for previously awarded contracts.

DIRECTOR'S REPORT

Director Hayes submitted a report for the month of January 2024.

PLANNING AND LAND ACQUISITION

Director Hayes introduced Tom Boccino, Park Commission Principal Planner/Land Acquisition, to share recent news regarding an upcoming land acquisition. Tom shared that Somerset County authorized its largest open space acquisition in two decades by authorizing the purchase of Hillsborough Country Club. The property is comprised of 402 acres, 5 buildings, and will provide about a mile of frontage along the Neshanic River. This acquisition will also expand the size of the Sourland Mountain Preserve and has impressive views of the surrounding area. Hillsborough Township will be contributing some funding towards the project, and the site will also receive Green Acres funding. A master plan will be developed to discuss "re-wilding" the site and potential uses for the existing building structures. Tom also mentioned that about 15 acres around the buildings will not have any restrictions as part of the Green Acres program.

COMMISSION CORRESPONDENCE

There was no correspondence.

CONSENT AGENDA

RESOLUTIONS

Resolutions R24-02-031 through R24-02-047, excluding R24-02-044, were moved by Commissioner Giordano; seconded by Commissioner Foelsch. YEAS: Commissioners Foelsch, Giordano, Hunsinger, Jones, McCallen, Vice President Kempe, and President D'Andrea. NAYES: None. ABSTAIN: None. ABSENT: Commissioner Caliguire.

Resolution R24-02-031 – Adoption of Amendments to By-laws

Resolution adopts the amendments to Somerset County Park Commission By-laws.

Resolution R24-02-032 – Amending 2024 Fee Schedule

Resolution amends the 2024 SCPC Fee Schedule.

Resolution R24-02-033 – Amending 2024 Petty Cash Custodians

Resolution amends the 2024 Petty Cash Custodians.

Resolution R24-02-034 – Accepting the Offer of the Friends of Lord Stirling Stable to Donate Equine Supplies and Holiday Decorations

Resolution accepts a donation of equine supplies and holiday decorations.

Resolution R24-02-035 – Accepting the Offer of Ridewise Inc. to Donate Furniture

Resolutions accepts a donation of file cabinets from Ridewise Inc.

Resolution R24-02-036– Accepting the Offer of the Somerset County Patriots to Donate Outdoor Deck Furniture

Resolution accepts a donation of outdoor deck furniture.

Resolution R24-02-037 – Accepting the Donation of Two Computer Monitors

Resolution accepts a donation of computer monitors.

Resolution R24-02-038 – Recommending Appointments to the Somerset County Open Space Advisory Committee for 2024

Resolution recommending the appointment of Saad Toor to the Open Space Advisory Committee.

Resolution R24-02-039 – Approving a Memorandum of Agreement Between the Somerset County Park Commissioner and the Somerset County Park Foundation Regarding a Golf Tournament

Resolution approves a Memorandum of Agreement for the 33rd Golf Tournament to be held at Neshanic Valley Golf Course on May 6, 2024.

Resolution R24-02-040– Awarding First Year of a One-year Contract for Animal Bedding

Resolution awards a contract with Middle Valley Farm for animal bedding.

Resolution R24-02-041 – Authorizing the Use of New Jersey State Contract for the Purchase of Carpet and Floor Covering, Supplies, and Installation

Resolution authorizes purchases from Hannon Floors, not to exceed \$28,342.52.

Resolution R24-02-042 – Authorizing the Use of Educational Services Commission Contract for Commercial Carpet and Flooring

Resolution authorizes purchases from Direct Flooring, not to exceed \$18,135.18.

Resolution R24-02-043 – Authorizing the Use of Bergen County Cooperative Purchasing Alliance Contract for the Purchase of First Responder Medical Supplies and Equipment

Resolution authorizes purchases from V.E. Ralph, not to exceed \$26.00.

Resolution R24-02-044– Authorizing the Use of Somerset County Contract for Purchase of Maintenance, Repair, & Support of Building Automation Systems and Associated Equipment

Resolution R24-02-045 – Authorizing the Use of Somerset County Contract for Purchase of Automotive and Diesel Lubricants, Engine/Gear Oils, Greases, ATF, & Hydraulic Oils

Resolution authorizes purchases from Lubenet, PetroChoice LLC, Safety-Kleen, Romeo Enterprises, PPC Lubricants, Taylor Oil Co. Inc.

Resolution R24-02-046 – Awarding Contract for the Purchase of Bernhard Anglemaster 4100 Bedknife Grinder

Resolution authorizes purchases from Storr Tractor Company, not to exceed \$31,526.00.

Resolution R24-02-047 – Authorizing the Use of MCCPC Contract for the purchase of Utility Vehicles Ford F-150

Resolution authorizes purchases from Neilson Ford of Morristown, not to exceed \$50,674.90.

COMMITTEE REPORTS

FINANCE

Commissioner Foelsch, Chair of the Committee, submitted a report for the month of January 2024.

HUMAN RESOURCES

Commissioner Caliguire, Chair of the Committee, submitted a report for the month of January 2024.

LEISURE SERVICES

Commissioner McCallen, Chair of the Committee, submitted a report for the month of January 2024.

Stephen Dahl, Manager of Recreation and Therapeutic Recreation, shared that the Environmental Education Center will be hosting their Maple Sugaring event on Saturday and Sunday from noon to 2pm. He also mentioned that showmobile permits are coming in steadily and a group already held a 5k the previous weekend. The TR department hosted a Mardi Gras Dance the previous weekend as well.

GOLF MANAGEMENT

Commissioner McCallen, Chair of the Committee, submitted a report for the month of January 2024.

Manager of Golf Operations, Ken Fivek, said that the gift card sale is underway and on the first day Golf Operations staff has already sold \$705,000 worth of gift cards.

INFORMATION MANAGEMENT

Commissioner Kempe, Chair of the Committee, submitted a report for the month of January 2024.

Janine Erickson, Administrator of Executive Services, shared that the winning photographs of the 2023 Photo Contest will be displayed in the foyer at SCPC headquarters.

VISITOR SERVICES

Commissioner Hunsinger, Chair of the Committee, submitted a report for the month of January 2024.

Doug Vornlocker, Manager of Park Rangers and Property Management, shared that the Park Rangers are already working with three corporate volunteer groups on volunteer opportunities with the Park Commission.

PROPERTY MANAGEMENT

Commissioner Caliguire, Chair of the Committee, submitted a report for January 2024.

Doug Vornlocker, Manager of Park Rangers and Property Management shared that the Park Rangers hosted a successful Amphibian Crossing Training. This is the first time the training has been held and approximately twenty people attended. He also mentioned that the Rangers will be observing to determine whether any amphibians are migrating on SCPC properties.

PLANNING AND LAND ACQUISITION

Commissioner Kempe, Chair of the Committee, submitted a report for January 2024.

CAPITAL FACILITIES – CONSTRUCTION AND ENGINEERING

Commissioner Jones, Chair of the Committee, submitted a report for January 2024.

Adam Bloom, Park Commission Engineer, provided an update on his engineering report. The bridge project at the Green Knoll Golf Course is about 2/3 completed. Now that the bid opening has passed for the Warrenbrook Pool and pickleball projects, the anticipated award date for those projects is March 12th. There will be a \$60,000 incentive for the Warrenbrook Pool if the vendor meets the deadline, with a break-even date of July 15th. Commissioner Drake asked about pickleball at other SCPC parks and the reservation logistics for those pickleball courts. Stephen Dahl shared that there are pickleball courts at Colonial Park which utilize a reservation fee system. SCPC attendants put out the nets for the reserved games. He also stated that the pickleball courts have increased in popularity and the public has asked the SCPC to host a pickleball tournament.

PARK MAINTENANCE

Commissioner Caliguire, Chair of the Committee, submitted a report for January 2024.

AUDIT COMMITTEE

There was no audit report.

COUNTY COMMISSIONER REPORT

Commissioner Drake mentioned that the county is looking forward to developing a master plan for the Hillsborough Country Club land acquisition and determining what uses for the site will best serve the public.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

CLOSED SESSION

Resolution R24-02-048 - Closed Session

Resolution authorizes the motion to adjourn into closed session.

Resolution R24-02-048 was read by President D'Andrea. A motion to adjourn to closed session was moved by Commissioner Giordano; seconded by Commissioner McCallen. YEAS: Commissioners Foelsch, Giordano, Hunsinger, Jones, McCallen, Vice President Kempe, and President D'Andrea. NAYES: None. ABSTAIN: None. ABSENT: Commissioner Caliguire.

RECONVENE PUBLIC SESSION

Legal Counsel, Eric Bernstein, stated that the Commissioners had discussed the golf cart lease bid and that the Commissioners asked legal counsel their questions regarding the contract and the bids that were received.

Resolution R24-02-049 – Accepting a Bid

Resolution accepts a bid for lease, delivery, and maintenance of electric and gasoline powered golf cars and awards a contract to Textron E-Z-Go LLC.

A motion was made by Commissioner Jones to accept Resolution R24-02-049; seconded by Commissioner McCallen. YEAS: Commissioners Foelsch, Giordano, Hunsinger, Jones, McCallen, Vice President Kempe, and President Hunsinger. NAYES: None. ABSTAIN: None. ABSENT: Commissioner Caliguire.

Seeing no further business, a motion to adjourn the meeting at 4:24 P.M. was moved by Commissioner Foelsch; seconded by Commissioner Giordano. YEAS: Commissioners Foelsch, Giordano, Hunsinger, Jones, McCallen, Vice President Kempe, and President D'Andrea. NAYES: None. ABSTAIN: None. ABSENT: Commissioner Caliguire.

Respectfully submitted,


Geoffrey D. Soriano
Secretary