

MINUTES of a Regular Meeting of the **SOMERSET COUNTY PARK COMMISSION** held January 19, 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 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	Darrell Marcinek, Director, Golf Maint.
Janine Erickson, Admin, Exec. Services	Carrie Springer, Mgr, Enviro. Science
Mike Ballow, Mgr, Fleet & No. County Maint	Donna Umgelter, Admin, HR
Stephen Dahl, Mgr, Recreation & TR Rec.	Maria Vasquez, Coordinator, HR

Also in attendance: Eric Bernstein, Legal Counsel and Tom Boccino*, Park Commission Planner.

*Participated via video conference.

OPEN MEETING FOR PUBLIC COMMENT

Michelle Fresco, a Bridgewater resident requested that the Park Commission make Pickleball play available at Green Knoll Tennis Courts. Ms. Fresco's request will be referred to the Leisure Services Committee for discussion.

SERVICE AWARDS

President Hunsinger presented service awards to the following:

- ~ Lisa Kazman of Therapeutic Recreation for five years of service
- ~ Steven Federico of Fleet and North County Maintenance for 15 years of service.

APPROVAL OF THE MINUTES

President Hunsinger called for the approval of the minutes of the special meeting held on January 10, 2023. Moved by Commissioner Hayes; seconded by Commissioner D'Andrea. YEAS: Commissioners Caliguire, D'Andrea, Foelsch, Hayes, Jones, McCallen, Vice President Kempe, and President Hunsinger. NAYES: None. ABSENT: None.

APPROVAL OF BILLS FOR PAYMENT

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. ABSENT: None.

Resolution R23-01-017– Transfer of Emergency Temporary Appropriations

Resolution adopts emergency Temporary Budget appropriations.

Resolution R23-01-018 – Payment of Claims

Resolution authorizes payment of claims in the amount of \$399,994.85 comprised of Claims in the amount of \$0, Other Expenses in the amount of \$32,063.32, and Salaries and Wages in the amount of \$367,931.31 for the period of January 1, 2023 through January 06, 2023.

Resolution R23-01-019 – Payment of Confirming Orders

Resolution authorizes the payment of confirming orders totaling \$2,960.00.

Resolution R23-01-020 – Authorizing Additional Funding for Previously Awarded Contracts (Park Operations)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R23-01-021 – Authorizing Additional Funding for Previously Awarded Contracts (Leisure Services)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R23-01-022 – Authorizing Additional Funding for Previously Awarded Contracts (Golf)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R23-01-023 – Authorizing Additional Funding for Previously Awarded Contracts (Pending)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R23-01-024 – Amending and Cancelling Certification of Funds for Previously Awarded Contracts

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

Resolution R23-01-025 – Refund of Recreation Fees

Resolution authorizes the refund of unused recreation fees.

DIRECTOR’S REPORT

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

Director Soriano’s report highlighted the history and certain points of interest about the Park Commission’s five golf courses.

COMMISSION CORRESPONDENCE

1. Letter received from Eric and Stephanie Csaszar thanking Gary Freuler and the Park Staff for keeping the parks so well maintained.
2. Barbara Roche, 2022 President, provided the 2022 Annual Report for the Friends of Lord Stirling Stable for Park Commission reference.
Commissioner Foelsch made a motion to recognize the Friends of Lord Stirling Stable and Barbara Roche for their support and service to Lord Stirling Stable. The motion was seconded by Commissioner Jones and was carried by unanimous voice vote.

CONSENT AGENDA

RESOLUTIONS

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

Resolution R23-01-026 – Designating 2023 Bank Depositories for the Somerset County Park Commission

Resolution designates the 2023 Bank Depositories for the Park Commission and establishes signors for check disbursements.

Resolution R23-01-027 – Awarding First Year of a Three-Year Contract for Equine Services – Option B: Equine Dentist

Resolution awards contract to James L. Smith, Jr. DVM.

Resolution R23-01-028 – Awarding Contract without Competitive Bids for Dental Insurance

Resolution awards contract to Delta Dental for the period of January 1, 2023 – December 31, 2023.

Director Soriano introduced Resolution R23-01-029 from the floor.

Resolution R23-01-029 – Awarding a Competitive Contract for the First Year of a Two-Year Contract with Three (3) One-Year Options to Extend for Rental and Use of a Portion of Lord Stirling Stable for Equine Assisted Therapies for Special Needs Children

Resolution awards contract to Rocking Horse Rehab.

Discussion ensued and Commissioner D’Andrea expressed concern for the impact this entity would have on the resources, operation, future expansion, and staff time at the Stable. Commissioner D’Andrea wanted her concern noted that that Rocking Horse Rehab (hereafter “RHR”) not interfere with the general use of the Stable.

Commissioner Foelsch voiced his concern with the expediency in which this contract was being awarded after a meeting of the Leisure Services Committee had unresolved issues with RHR operating at the Stable. Director Soriano explained to the Commissioners that he received instruction from County Counsel that the Park Commission needed to extend a contract to RHR at this meeting because the facility RHR previously operated out of was being closed.

After stating his concerns with the contract and the way in which it was brought to the Commission, Commissioner Foesch made a motion to move resolution R23-01-029. The motion was seconded by Commissioner McCallen. YEAS: Commissioners Caliguire, D’Andrea, Foelsch, Hayes, Jones, McCallen, Vice President Kempe, and President Hunsinger. NAYES: None. ABSENT: None.

COMMITTEE REPORTS

FINANCE

President Hunsinger, Chair of the Committee, submitted a report for the month of December 2022.

HUMAN RESOURCES

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

Donna Umgetler, Administrator of Human Resources, stated that the Park Commission will be hosting two job fairs to fill available full-time and part-time seasonal positions. The first fair will be on Wednesday, February 8th from 4pm to 7pm, and the second fair will be on Saturday, February 10th from 9am to noon. The events have been posted on the Park Commission website and social media as well as posted on electric sign boards at various park locations.

LEISURE SERVICES

President Hunsinger, Chair of the Committee, submitted a report for the month of December 2022.

Carrie Springer, Manager of Environmental Science, reported that this year's Annual Festival of Trees event at the Environmental Education Center was a huge success. There were 41 trees on display which attracted 2,700 visitors, topping the number of visitors in both 2019 and 2021. The EEC will be hosting a free Children's Storybook Author Day on January 29th. The event invites local authors who write about nature to speak to their young audience and share a nature-related activity.

Stephen Dahl, Manager of Recreation and Therapeutic Recreation, stated that registration for Therapeutic programs has begun and thanked Therapeutic Recreation Coordinators, Gwen Leubner and Lisa Kazman for their assistance.

GOLF MANAGEMENT

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

INFORMATION MANAGEMENT

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

VISITOR SERVICES

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

PROPERTY MANAGEMENT

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

PLANNING AND LAND ACQUISITION

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

CAPITAL FACILITIES – CONSTRUCTION and ENGINEERING

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

PARK MAINTENANCE & HORTICULTURE

President Hunsinger, Chair of the Committee, submitted a report for December 2022.

Commissioner Foelsch gave kudos to Horticulture Manager, Shauna Moore for her presentation a recent NJRPA Meeting entitled Growing and Maintaining Great Trees in NJ Parks.

AUDIT COMMITTEE

There was no audit report.

COUNTY COMMISSIONER REPORT

County Commissioner Drake commended the Commission for passing the resolution to award a contract to Rocking Horse Rehab. He is sure that they appreciate the opportunity to operate at the Stable at Lord Stirling Park.

OLD BUSINESS

Director Soriano is in receipt of an email proposal received from Montgomery resident Sean Doyle for the installation of a disc golf course at Skillman Park. Director Soriano explained to the Commissioners that Mr. Doyle previously submitted a request for consideration that was reviewed during a prior Leisure Services Committee meeting. Mr. Doyle's current correspondence is in response to a request made by the Leisure Services Committee for a proposed disc golf course layout in the park.

The Commissioners recommended that Mr. Doyle's request be further reviewed by the Leisure Services Committee. President Hunsinger would also like input from Park Maintenance on the proposed plan.

NEW BUSINESS

There was no new business.

Seeing no further business, a motion to adjourn the meeting at 8:38 A.M. was moved by: Commissioner Hayes; seconded by: Commissioner D'Andrea. 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
Executive Assistant