

MINUTES of a Regular Meeting of the **SOMERSET COUNTY PARK COMMISSION** held January 28, 2021 at 8:00 A.M. at Somerset County Park Commission Headquarters, 355 Milltown Road, Bridgewater, NJ.

The Pledge of Allegiance was led by President Caliguire.

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 December 26, 2020 and the Star Ledger on December 29, 2020. 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 recently issued 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 is now advising that its specifically aforementioned meetings shall be held remotely and virtually via the Zoom video conferencing platform for Park Commissioners in conjunction with in-person meeting for members of the public. Adequate advance notice of a remote public meeting in conjunction with in-person meeting was advertised in The Courier News on October 9, 2020 and the Star Ledger on October 12, 2020. Notice was also posted on the main public entrance at Somerset County Park Commission Headquarters.

Park Commission Counsel, Eric Bernstein added that considering COVID-19 mandates, this meeting was made open to the public and social distancing measures were in place. Park Commission Headquarters were unlocked and “Building Closed” signs were removed from the entryway.

President Caliguire called the meeting to order.

Roll Call:

PRESENT*

Mark Caliguire
Bill Foelsch
Helen Haines
DJ Hunsinger
Ron Jordan
Kevin McCallen
Dot Paluck
Paul Drake
County Commissioner Liaison

ABSENT

Doug Ludwig

Other staff members present were:
Geoffrey Soriano, Secretary-Director
Janine Erickson, Executive Assistant*
Pierce Frauenheim, Dep. Dir., Park Ops.

Bob Ransone, Dep. Dir., Golf Ops.*
Dina Trunzo, Admin, Leisure & Comm.
Svc
Donna Umgelter, Admin, HR

*Participated via video conference. In light of the current COVID-19 mandates, Commissioners, Counsel, Public Relations, and Senior Management staff were asked to participate in this meeting remotely.

Also in attendance via video conference: Eric Bernstein, Legal Counsel.

Members from the public in attendance:

Terry Heide, Gillette, NJ
Jeane Stamey Whitmore, Merryville, NJ
Robin Gehringer, Basking Ridge, NJ

OPEN MEETING FOR PUBLIC COMMENT

A member from the public asked if the Advisory Group for the future of Lord Stirling Stable will seek input from past program participants. Director Soriano stated that he is just the facilitator of the Advisory Group, but he believed that would be the case.

APPROVAL OF THE MINUTES

President Caliguire called for the approval of the minutes of the regular meeting held on January 11, 2021. Moved by Commissioner Jordan; seconded by Commissioner Foelsch. YEAS: Commissioners Foelsch, Haines, Hunsinger, McCallen, Paluck, and President Caliguire. NAYES: None. ABSENT: Commissioner Ludwig.

APPROVAL OF BILLS FOR PAYMENT

The following resolutions were moved by Commissioner McCallen; seconded by Commissioner Paluck. YEAS: Commissioners Foelsch, Haines, Hunsinger, McCallen, Paluck, and President Caliguire. NAYES: None. ABSENT: Commissioner Ludwig.

Resolution R21-017 – Payment of Confirming Orders

Resolution authorizes the payment of confirming orders totaling \$38,332.88.

Resolution R21-018 – Payment of Claims

Resolution authorizes payment of claims in the amount of \$1,890,387.40 comprised of Claims in the amount of \$1,020,124.67, Other Expenses in the amount of \$64,906.03, and Salaries and Wages in the amount of \$805,356.70 for the period of December 17, 2020 through January 27, 2021.

Resolution R21-019 – Authorizing Additional Funding for Previously Awarded Contracts (Leisure Services)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R21-020 – Authorizing Additional Funding for Previously Awarded Contracts (Golf)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R21-022 – Authorizing Additional Funding for Previously Awarded Contracts (Park Operations)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R21-023 – 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 2020.

Director Soriano inquired of the Commissioners what they would like to see contained in the monthly Department Reports. It was decided that these reports should be simplified to contain a brief highlight of important events, project status, and major accomplishments; anything that Commissioners need to know to run the Park Commission. Commissioner Haines requested the inclusion of employee names when applicable.

COMMISSION CORRESPONDENCE

1. Multiple email correspondence received from County residents requesting the reinstatement of lessons, lighting and use of the reservation system for the Green Knoll Tennis Courts.
2. Letter received from John E. McAuliffe, III, Captain of the Quail Brook Senior Golf League, praising Michael Havay’s management of the golf course and club house through the pandemic.

CONSENT AGENDA

RESOLUTIONS

The following resolutions were moved by Commissioner Haines; seconded by Commissioner Hunsinger. YEAS: Commissioners Foelsch, Haines, Hunsinger, McCallen, Paluck, and President Caliguire. NAYES: None. ABSENT: Commissioner Ludwig.

Resolution R21-026 – Authorizing use of Morris County Cooperative for the Purchase of Utility Vehicles

Resolution authorizes purchase of one (1) 2021 Ford F150 Supercab from Route 23 Automall with cost not to exceed \$30,304.00.

Resolution R21-027 – Creating New Position of Accounting Manager

Resolution created new position of Accounting Manager for the Park Commission.

Resolution R21-028 – Authorizing a Shared Services Agreement Between County of Somerset and Somerset County Park Commission for Public Relations Services

Resolution authorizes a Shared Service Agreement between the County and the Park Commission for public relations services with zero cost to the Park Commission.

Resolution R21-029 – Thanks and Appreciation to Commissioner Jim Leonard

Resolution thanks Commissioner Jim Leonard for his years of service to the Park Commission.

Resolution R21-030 – Thanks and Appreciation to Commissioner Scott Ross

Resolution thanks Commissioner Scott Ross for his years of services to the Park Commission.

COMMITTEE REPORTS

CFO's Report

Commissioner Hunsinger, Chair of the Committee, submitted a report for the month of December 2020.

HUMAN RESOURCES

Commissioner Haines, Chair of the Committee, submitted a report for the month of December 2020.

LEISURE SERVICES

Commissioner Haines, Chair of the Committee, submitted a report for the month of December 2020.

Dina Trunzo, Administrator, Leisure and Community Services, stated that the Therapeutic Recreation Department received a donation of yoga balls and Pilates rings for their drumming and exercise programs. Director Soriano participated on Therapeutic Recreation's Virtual Karaoke program last night and encouraged all to check out future Karaoke events.

GOLF MANAGEMENT

Commissioner Paluck, Chair of the Committee, submitted a report for the month of December 2020.

Bob Ransone, Deputy Director, Golf Management stated that Neshanic Valley Golf Course as listed as the second-choice location by Golf Digest Magazine for the 2022 PGA Tournament. The Academy Course at Neshanic Valley Golf Course received a #1 ranking in Golfers' Choice 2021: Top 25 Short Courses in the country. Neshanic Valley Golf Course was ranked #5, and Quail Brook Golf Course was ranked #20 in Golfers' Choice 2021: Best Golf Courses in New Jersey. Spooky Brook Golf Course received the Courier News Reader's Choice Award for Best Golf Course in the area.

INFORMATION MANAGEMENT

Commissioner McCallen, Chair of the Committee, submitted a report for the month of December 2020.

Director Soriano stated that the Park Commission will not be replacing the IM Manager who left in December. Instead, the Park Commission is endeavoring to create a shared service agreement with the County on IM services to save costs and eliminate redundancies.

VISITOR SERVICES

Commissioner Haines, Chair of the Committee, submitted a report for the month of December 2020.

Pierce Frauenheim, Deputy Director, Park Operations, met with Park Ranger staff yesterday morning as the department will now be reporting to him. Parking is still a prevalent issue at parks. Pierce and Ranger staff will look to create a plan to address said issue.

PROPERTY MANAGEMENT

There was no Property Management report.

PLANNING AND LAND ACQUISITION

Commissioner Haines, Chair of the Committee, submitted a report for December 2020.

CAPITAL FACILITIES – CONSTRUCTION and ENGINEERING

Commissioner McCallen, Chair of the Committee, submitted a report for December 2020.

PARK MAINTENANCE & HORTICULTURE

Commissioner Hunsinger, Chair of the Committee, submitted a report for December 2020.

Pierce Frauenheim, Deputy Director, Park Operations, reported that the Permit Coordinator will now report to him. With guidance from the Attorney General's Office, the Park Commission will not be holding any 5K Races until at least April 1st to comply with the Governor's Executive Orders. The Christmas tree recycling program will end on January 31st. Park Operations staff are working on a variety of projects, some of which include the Engineering Department. Pierce offered Commissioners Foelsch and Jordan a tour of the various park facilities whenever convenient for them.

AUDIT COMMITTEE

There was no audit report.

COUNTY COMMISSIONER REPORT

County Commissioner Drake stated that the County Commissioners voted this week on a grant for the Borough of Manville which would provide \$250,000 toward further restoration of the Lost Valley section of Manville.

President Biden announced the creation of the Civilian Climate Corps which will focus on climate change, including the move to clean electricity. County Commissioner Drake stated that this could present opportunities for the installation of electric charging stations at park facilities. County Commissioner Drake went on to state that PSE&G received approval by BPU to install said charging stations.

OLD BUSINESS

There was no old business for discussion.

NEW BUSINESS

Director Soriano presented the Commissioner Liaison assignments for Park Commission Standing Committees. A motion was made by Commissioner Hunsinger, seconded by Commissioner Paluck to accept the assignments as presented. The motion was passed by unanimous voice vote.

Seeing no further business, a motion to adjourn the meeting at 8:48 A.M. was moved by: Commissioner Haines; seconded by: Commissioner Hunsinger. YEAS: Commissioners Foelsch, Haines, Hunsinger, Jordan, McCallen, Paluck and President Caliguire. NAYES: None. ABSENT: Commissioner Ludwig.

Respectfully Submitted,

Geoffrey D. Soriano
Secretary-Director

Janine Erickson
Executive Assistant