

**MINUTES** of a Regular Meeting of the **SOMERSET COUNTY PARK COMMISSION** held July 20, 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  
Bill Foelsch\*  
Dan Hayes  
DJ Hunsinger  
Randy Jones\*  
Joseph Kempe  
Kevin McCallen  
Paul Drake\*  
County Commissioner Liaison

ABSENT

Nancy D'Andrea

Other staff members present were:

Geoffrey Soriano, Secretary-Director  
Janine Erickson, Admin., Exec. Services  
Stephen Dahl, Mgr., Recreation & TR  
Ken Fivek, Mgr., Golf Ops

Darrell Marcinek, Dir., Golf Maint.  
Carrie Springer, Mgr., Enviro. Science

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

\*Participated via videoconference.

**OPEN MEETING FOR PUBLIC COMMENT**

There was no comment from the public.

**SERVICE AWARDS**

President Hunsinger presented service awards to the following employees:

- ~ Matthew Catania, Golf Maintenance, 10 Years
- ~ Travis Dupree, Golf Maintenance, 10 Years

- ~ Alexander Isidoridy, Park Rangers, 15 Years
- ~ David Lussier, Park Rangers, 15 Years
- ~ Robert Disko, Park Maintenance, 20 Years
- ~ Scott Fisher, Administration, 20 Years
- ~ Toni Sauer, The Stable, 20 Years

### **APPROVAL OF THE MINUTES**

President Hunsinger called for the approval of the minutes of the regular meeting held on June 15, 2023. Moved by Commissioner Foelsch; seconded by Commissioner Hayes. YEAS: Commissioners Foelsch, Hayes, Jones, and President Hunsinger. NAYES: None. ABSTAIN: Commissioners Caliguire and McCallen, and Vice President Kempe. ABSENT: Commissioner D'Andrea.

### **APPROVAL OF BILLS FOR PAYMENT**

The following resolutions were moved by Commissioner Hayes; 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.

### **Resolution R23-07-130 – Transfer of Emergency Temporary Appropriations**

Resolution adopts Emergency Temporary Budget appropriations.

### **Resolution R23-07-131 – Payment of Claims**

Resolution authorizes payment of claims in the amount of \$2,365,431.90 comprised of Claims in the amount of \$732,082.48, Other Expenses in the amount of \$246,282.60, and Salaries and Wages in the amount of \$1,387,066.82 for the period of June 10, 2023 through July 14, 2023.

### **Resolution R23-07-132 – Payment of Confirming Orders**

Resolution authorizes the payment of confirming orders totaling \$17,621.70.

### **Resolution R23-07-133 – Refund of Recreation Fees**

Resolution authorizes the refund of unused recreation fees.

### **Resolution R23-07-134 – Amending and Canceling of Certification of Funds for Previously Awarded Contracts**

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

### **Resolution R23-07-135 – Authorizing Additional Funding for Previously Awarded Contracts (Administration)**

Resolution authorizes additional funds for previously awarded contracts.

### **Resolution R23-07-136 – Authorizing Additional Funding for Previously Awarded Contracts (Park Operations)**

Resolution authorizes additional funds for previously awarded contracts.

**Resolution R23-07-137 – Authorizing Additional Funding for Previously Awarded Contracts (Leisure Services)**

Resolution authorizes additional funds for previously awarded contracts.

**Resolution R23-07-138 – Authorizing Additional Funding for Previously Awarded Contracts (Golf)**

Resolution authorizes additional funds for previously awarded contracts.

**Resolution R23-07-139 – Authorizing Additional Funding for Previously Awarded Contracts (Pending)**

Resolution authorizes additional funds for previously awarded contracts.

**Resolution R23-07-140 – Amending Additional Funding for Confirming Order Resolution R23-06-109**

Resolution corrects payment to Delicious Heights to remove erroneously assessed taxes.

**DIRECTOR'S REPORT**

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

**COMMISSION CORRESPONDENCE**

1. Thank you note received from Ridge High School in appreciation of the Park Commission's continued support of the Ridge Gives Back event.
2. Email received from Shauna Moore, Director of Horticulture, Brooklyn Botanic Garden, offering the Park Commission a gift of a small Magnolia "Evamaria" tree, their first ever hybrid of a magnolia introduced and patented in 1968, in the hope of renewing public interest in this historically important specimen.

**CONSENT AGENDA**

**RESOLUTIONS**

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

**Resolution R23-07-141 – Authorizing the Acceptance of a Grant Award from New Jersey American Water**

Resolution accepts a grant in the amount of \$10,000.00 to procure native plants and supplies in support of a riparian buffer project to an area along the Raritan River in Duke Island Park.

**Resolution R23-07-142 – Accepting the Offer of Sanofi US to Donate Plants to be Planted in the Discovery Garden at the Environmental Education Center**

Resolution accepts the offer from Sanofi US to donate plants for the Discovery Garden at the EEC.



**Resolution R23-07-143 – Accepting the Offer of Fred Glass to Donate a Stone Countertop for Use at Neshanic Valley Golf Course**

Resolution accepts the offer from Fred Glass to donate a stone countertop to Neshanic Valley Golf Course.

**Resolution R23-07-144 – Authorizing Creation of New Positions of Head Golf Professional, Neshanic Valley Golf Course and Learning Center, and Golf Operations Coordinator**

Resolution authorizes the creation of two new positions for Neshanic Valley Golf Course: Head Golf Professional and Golf Operations Coordinator.

**Resolution R23-07-145 – Approving a Location Agreement with Beneath the Grass Film, LLC, for the Utilization of a Portion of Natirar Park for Filming Purposes**

Resolution approves an agreement with Beneath the Grass Film, LLC, to film on a portion of Natirar Park.

**Resolution R23-07-146 – Awarding the Second Year of a Three-Year Contract for Irrigation Control System Support and Services-Golf Division**

Resolution awards contract to Storr Tractor Company with costs not to exceed \$12,750.00.

**Resolution R23-07-147 – Authorizing Use of County Contract for Various Professional Engineering and Related Services**

Resolution authorizes appraisal services from Mark Tinder Appraisals, LLC, with costs not to exceed \$2,800.00.

**Resolution R23-07-148 – Authorizing Use of County Contract for Purchase of Occupational Medical and Psychological Services**

Resolution authorizes services from Concentra Medical Centers and Penn Medicine with costs not to exceed \$500.00.

**Resolution R23-07-149 – Authorizing Use of County Contract for Purchase of Uniforms**

Resolution authorizes purchases from Bob Barker Company, Inc., Bob's Uniform Shop Inc., Dot Designing, Flemington Department Store, Galls, Keyport Army and Navy, Some's Uniforms, Inc., with costs not to exceed \$4,222.84.

**Resolution R23-07-150 – Authorizing Use of Morris County Cooperative Pricing Council for the Purchase of Landscaping Materials & Supplies**

Resolution authorizes purchases from Ben Shaffer Recreation, Inc., Extech Building Materials, Fisher & Son Company, Inc., Grass Roots Turf Products, Inc., Nutrien AG Solutions, Inc., The Fibar Group, LLC, with costs not to exceed \$1,854.00.

**Resolution R23-07-151 – Authorizing Use of Morris County Cooperative Pricing Council for Preventive Maintenance/Repair of Emergency Generators**

Resolution authorizes services from Genserve, Inc., with costs not to exceed \$4,475.00.

## **COMMITTEE REPORTS**

### **FINANCE**

Commissioner Caliguire, Chair of the Committee, submitted a report for the month of June 2023.

### **HUMAN RESOURCES**

Commissioner Hayes, Chair of the Committee, submitted a report for the month of June 2023.

### **LEISURE SERVICES**

Commissioner Foelsch, Chair of the Committee, submitted a report for the month of June 2023.

Commissioner Foelsch commended staff on a successful Fourth of July Fireworks event.

Stephen Dahl, Manager of Recreation and Therapeutic Recreation, reported that the Summer Connect Program is in its second week and is going well. Stephen thanked County Transportation for their support by providing transportation services for program participants.

Carrie Springer, Manager of Environmental Sciences, reported that summer camps are underway, and all is going well. Carrie invited Commissioners to remain after the meeting to watch a newsreel from 1976 entitled "The Gift from the Sun" telling the story of the installation of the country's first-ever solar panels at the Environmental Education Center.

### **GOLF MANAGEMENT**

Commissioner McCallen, Chair of the Committee, submitted a report for the month of June 2023.

Ken Fivek, Manager of Golf Operations, reported that all is going well at the courses despite occasional bad weather.

### **INFORMATION MANAGEMENT**

Commissioner Kempe, Chair of the Committee, submitted a report for the month of July 2023.

Janine Erickson, Administrator of Executive Services, commended the IM team for the work they have been doing to identify and implement cost saving measures for the Park Commission.

### **VISITOR SERVICES**

Commissioner Foelsch, Chair of the Committee, submitted a report for the month of June 2023.



### **PROPERTY MANAGEMENT**

Commissioner D'Andrea, Chair of the Committee, submitted a report for June 2023.

Director Soriano stated that he will be convening a meeting of the Property Management Committee to discuss some requests he has received.

### **PLANNING AND LAND ACQUISITION**

Commissioner Jones, Chair of the Committee, submitted a report for June 2023.

Tom Boccino, Park Commission Planner/Land Acquisition, announced that the County Cultural and Heritage Committee is holding a History on the Green event this coming Saturday on the Courthouse lawn. Various historical presentations and reenactments will take place during the day. Tom invited all to attend.

### **CAPITAL FACILITIES – CONSTRUCTION AND ENGINEERING**

Commissioner McCallen, Chair of the Committee, submitted a report for July 2023.

Director Soriano stated that he met with County Finance on Monday to review capital and ARP funds. A follow-up meeting will be held today. Director Soriano will share the proposed 2023 Capital Plan with the Finance and Budget Committee once complete.

Adam Bloom, Park Commission Engineer, added to the Engineering report that eight bid responses were received for the contract for the repair of bridges at Green Knoll Golf Course with estimated costs at mid-\$700,000. A design plan has been created for the installation of pickleball courts at the North Branch Greenway Park. Director Soriano explained to the Commissioners that this project was suggested to the County, and they have chosen to move forward with the plan and funding the project. President Hunsinger stated the Commission is happy to have the County's support for such a popular sport that will make use of the Greenway Park.

### **PARK MAINTENANCE & HORTICULTURE**

Commissioner Kempe, Chair of the Committee, submitted a report for June 2023.

### **AUDIT COMMITTEE**

There was no audit report.

### **COUNTY COMMISSIONER REPORT**

County Commissioner Drake enjoyed this year's Fourth of July Fireworks event. He said the fireworks, food truck vendors, and "infamous" New York Bee Gees were all great. Commissioner Drake relayed that the County is seeking ways to encourage the purchase of electric vehicles and is working with NJTPA to come up with a plan for the installation of charging stations around the County. The County recently acquired three electric buses with handicap accessibility, and they are hoping to expand their electric vehicle fleet as well as that of the Park Commission.

**OLD BUSINESS**

The Commissioners were shown a sample of a Park Commission shirt with a "Park Commissioner" logo on the sleeve and a sample name tag that will be ordered for their use.

**NEW BUSINESS**

Director Soriano reminded the Commissioners that the K-Brown band will be performing funk and soul tunes this weekend at Duke Island Park for the Summer Concert Series. There will be a meeting with appropriate staff tomorrow to discuss the feasibility of rescheduling the two concerts that were canceled due to bad weather.

Seeing no further business, a motion to adjourn the meeting at 8:40 A.M. was moved by Vice President Kempe; 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.

Respectfully submitted,

  
Geoffrey D. Soriano  
Secretary-Director

  
Janine Erickson  
Administrator, Executive Services