

MINUTES of a Regular Meeting of the **SOMERSET COUNTY PARK COMMISSION** held July 21, 2022 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 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
Ron Jordan*
Joe Kempe

ABSENT

Doug Ludwig
Kevin McCallen

Paul Drake, County Commission Liaison

Other staff members present were:

Geoffrey Soriano, Secretary-Director
Janine Erickson, Executive Assistant

Ken Fivek, Mgr, Golf Ops
Darrell Marcinek, Director, Golf Maint.

*Participated via video conference.

Carrie Springer, Mgr, Enviro. Education
Dina Trunzo, Admin, Leisure & Comm.
Svc

Donna Umgelter, Admin, HR
Maria Vasquez, Coordinator, HR

Also in attendance: Eric Bernstein, Legal Counsel*.

OPEN MEETING FOR PUBLIC COMMENT

There were no comments from the public.

SERVICE AWARD

President Hunsinger presented the following service awards:

- ~ John Marshall, Golf Maintenance - 15 Years*
 - ~ William Riordan, Fleet & Property Mgmt – 5 Years
- *earned in June 2022

APPROVAL OF THE MINUTES

President Foelsch called for the approval of the minutes of the regular meeting held on June 17, 2022. Moved by Commissioner Jordan; seconded by Vice President Foelsch. YEAS: Commissioners Caliguire, D'Andrea, Haines, Kempe, and Vice President Foelsch. NAYES: None. ABSTAIN: Commissioner Kempe and President Hunsinger ABSENT: Commissioners Ludwig and McCallen.

APPROVAL OF BILLS FOR PAYMENT

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

Resolution R22-150 – Adopting the 2022 Operating Budget

Resolution adopts the 2022 Operating Budget.

Resolution R22-151 – Payment of Claims

Resolution authorizes payment of claims in the amount of \$3,555,650.10 comprised of Claims in the amount of \$1,745,458.32, Other Expenses in the amount of \$295,724.90 and Salaries and Wages in the amount of \$1,514,476.88 for the period of June 11, 2022 through July 15, 2022.

Resolution R22-152 – Payment of Confirming Orders

Resolution authorizes the payment of confirming orders totaling \$10,741.52.

Resolution R22-153 – Refund of Recreation Fees

Resolution authorizes refund of recreation fees.

Resolution R22-154 – Authorizing Additional Funding for Previously Awarded Contracts (Administration)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R22-155 – Authorizing Additional Funding for Previously Awarded Contracts (Park Operations)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R22-156 – Authorizing Additional Funding for Previously Awarded Contracts (Leisure Services)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R22-157 – Authorizing Additional Funding for Previously Awarded Contracts (Golf)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R22-158 – Authorizing Additional Funding for Previously Awarded Contracts (Pending)

Resolution authorizes additional funds for previously awarded contracts pending a budget allocation or cancelation of previously encumbered funds.

Resolution R22-159 – Amending and Cancelling Certification of Funds for Previously Awarded Contracts

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

Resolution R22-160 – Amending Additional Funding for Previously Awarded Contracts Resolution R22-114

Resolution amends resolution R22-114 to correct the account string for Johnny on the Spot additional funding request presented at the May Park Commission meeting.

DIRECTOR’S REPORT

Director Soriano submitted a report for the month of July 2022.

COMMISSION CORRESPONDENCE

1. Email received from Bridgewater resident, Charlotte Bennardo, requesting the Park Commission seek the use of “silent” fireworks for future Fourth of July events.

Director Soriano stated that he will inquire about the availability of silent fireworks with the vendor for next year.

2. Email request from Children’s Specialized Hospital 6th Annual Walk N’ Roll event coordinator, Mary Jo Lake, requesting the use of a drone at Colonial Park to capture drone photography during the event.

This request will be forwarded to the Leisure Services Committee for review.

CONSENT AGENDA

RESOLUTIONS

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

Resolution R22-161 - Adopting 2022-2023 Municipal Deer Hunting On County Parkland Policy

Resolution adopts the 2022-2023 municipal deer hunting policy.

Resolution R22-162 – Awarding the First Year of a Three-Year Contract for Irrigation Control System Support and Services – Golf Division

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

Resolution R22-163 – Authorizing Increase in Full-Time Employees’ Salary for Fiscal Year 2022

Resolution authorizes a 2% raise for eligible full-time Park Commission employees retroactive to January 1, 2022.

Resolution R22-164 – Authorizing use of Bergen County Cooperative Purchasing Alliance for the Purchase of Computer Equipment and Peripherals

Resolution authorizes purchases from SHI with costs not to exceed \$1,380.51.

Resolution R22-165 – Authorizing use of County Contract for the Purchase of Refuse Disposal Services

Resolution authorizes services from Dave’s Suburban Disposal, Interstate Waste Services, and Republic Services with costs not to exceed \$350.00.

Resolution R22-166 – Authorizing use of County Contract for the Purchase of Uniforms

Resolution authorizes purchases from Bob Barker Company; Bob’s Uniform Shop Inc.; Dot Designing; Flemington Department Store; Galls, LLC; Keyport Army and Navy; and Some’s Uniforms with costs not to exceed \$2,051.82.

Resolution R22-167 – Authorizing use of Morris County Cooperative Pricing Council for the Purchase of Landscaping Materials and Supplies

Resolution authorizes purchases from Ben Shaffer Recreation; Liberty Building Products; Fisher and Son Company, Inc.; Grass Roots Turf Products Inc.; and The Fibar Group with costs not to exceed \$434.00.

Resolution R22-168 - Authorizing use of Morris County Cooperative Pricing Council for the Purchase of Lumber, Insulation, Hardware, Paint, and Supplies

Resolution authorizes purchases from Continental Hardware, Inc.; Liberty Building Products; and Riccardi Brother, Inc.

Resolution R22-169 – Accepting Donation of One (1) Canoe

Resolution accepts on aluminum canoe from Nancy Toro for use by Park Rangers.

COMMITTEE REPORTS

FINANCE

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

HUMAN RESOURCES

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

LEISURE SERVICES

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

Carrie Springer, Manager of Environmental Science reported that camp programs at the EEC are going well. Carrie was happy to report that she applied for and received a grant in the amount of \$59,150.00 from the Highlands Council to develop a pond management plan. Dina Trunzo, Administrator, Leisure & Community Services, informed the Commissioners that Dina Fornataro-Healey, Recreation and Community Outreach Manager has submitted her resignation with August 3rd being her last day of employment.

Vice President Foelsch praised staff who helped make the Fourth of July Fireworks such a great event and hopes that public enthusiasm for these events parlays well for the upcoming 4H Fair in August.

GOLF MANAGEMENT

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

Ken Fivek, Manager Golf Operations stated that June netted more than \$1million in revenue and July is trending well. Ken was happy to report that the concessionaire at Neshanic Valley Golf Course finally received their liquor license.

Darrell Marcinek, Director of Golf Maintenance, considering the dry summer conditions, Golf Maintenance staff is closely monitoring water usage at all golf courses with watering of greens the priority followed by tees.

INFORMATION MANAGEMENT

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

Dina Trunzo reported that CivicPlus is continuing its work on the website upgrade. Dina encouraged Commissioners to follow us on social media for updates.

VISITOR SERVICES

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

PROPERTY MANAGEMENT

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

PLANNING AND LAND ACQUISITION

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

CAPITAL FACILITIES – CONSTRUCTION and ENGINEERING

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

PARK MAINTENANCE & HORTICULTURE

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

AUDIT COMMITTEE

The 2021 Audit report was distributed to Commissioners for review. Director Soriano will convene a meeting of the Audit Committee to review the report and make the recommendation for its acceptance at the August Park Commission Meeting.

COUNTY COMMISSIONER REPORT

County Commissioner Drake echoed the praises of Vice President Foelsch regarding the Fourth of July Fireworks Event. Commissioner Drake commented that it was, “a good time, great crowd, band, and fireworks.” Commissioner Drake stated that he attended the first summer concert at Duke Island Park and it was a fun event with significant turnout. Commissioner Drake provided updates to staffing changes within the County Planning Division stating that he looked forward to seeing future collaboration with the Park Commission on planning projects.

OLD BUSINESS

NEW BUSINESS

Commissioner Jordan relayed issues regarding obtaining weekend tee times through the automated tee time booking system. Ken Fivek offered suggestions to assist with obtaining the desired tee time utilizing the current system.

Commissioner D’Andrea sought an update from County Commissioner Drake on the future of Lord Stirling Stable. Commissioner Drake stated that he would like to see the facility open as a stable again in the future but there is much to consider, and it will take time.

Seeing no further business, a motion to adjourn the meeting at 8:44 A.M. was moved by: Commissioner Kempe; seconded by: Commissioner Jordan. YEAS: Commissioners Caliguire, D'Andrea, Haines, Jordan, Kempe, Vice President Foelsch, and President Hunsinger. NAYES: None. ABSTAIN: None. ABSENT: Commissioners Ludwig and McCallen.

Respectfully submitted,



Geoffrey D. Soriano
Secretary-Director



Janine Erickson
Executive Assistant