

**MINUTES** of a Regular Meeting of the **SOMERSET COUNTY PARK COMMISSION** held June 15, 2023 at 3:30 P.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

Nancy D'Andrea\*  
Bill Foelsch\*  
Dan Hayes  
Randy Jones  
DJ Hunsinger  
Paul Drake  
County Commissioner Liaison

ABSENT

Mark Caliguire  
Kevin McCallen  
Joe Kempe

Other staff members present were:

Geoffrey Soriano, Secretary-Director	Carrie Springer, Mgr., Enviro. Science
Janine Erickson, Admin., Exec. Services	Donna Umgelter, Admin., HR
Stephen Dahl, Mgr., Recreation & TR	
Ken Fivek, Mgr., Golf Ops	

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

\*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:

- ~ David Navickas, Golf Maintenance, 15 Years of Service
- ~ Louis Lauterborn, Park Maintenance, 20 Years of Service

### **APPROVAL OF THE MINUTES**

President Hunsinger called for the approval of the minutes of the regular meeting held on May 18, 2023. Moved by Commissioner Foelsch; seconded by Commissioner Hayes. YEAS: Commissioners D'Andrea, Foelsch, Hayes, Jones, and President Hunsinger. NAYES: None. ABSTAIN: None. ABSENT: Commissioners Caliguire and McCallen and Vice President Kempe.

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

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

### **Resolution R23-06-107 – Transfer of Emergency Temporary Appropriations**

Resolution adopts Emergency Temporary Budget appropriations.

### **Resolution R23-06-108 – Payment of Claims**

Resolution authorizes payment of claims in the amount of \$2,980,908.70 comprised of Claims in the amount of \$1,906,061.38, Other Expenses in the amount of \$109,573.12, and Salaries and Wages in the amount of \$965,274.20 for the period of May 13, 2023 through June 9, 2023.

### **Resolution R23-06-109 – Payment of Confirming Orders**

Resolution authorizes the payment of confirming orders totaling \$65,950.60.

### **Resolution R23-06-110 – Refund of Recreation Fees**

Resolution authorizes the refund of unused recreation fees.

### **Resolution R23-06-111 – Amending and Canceling of Certification of Funds for Previously Awarded Contracts**

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

### **Resolution R23-06-112 – Authorizing Additional Funding for Previously Awarded Contracts (Administration)**

Resolution authorizes additional funds for previously awarded contracts.

### **Resolution R23-06-113 – Authorizing Additional Funding for Previously Awarded Contracts (Park Operations)**

Resolution authorizes additional funds for previously awarded contracts.

### **Resolution R23-06-114 – Authorizing Additional Funding for Previously Awarded Contracts (Leisure Services)**

Resolution authorizes additional funds for previously awarded contracts.

**Resolution R23-06-115 – Authorizing Additional Funding for Previously Awarded Contracts (Golf)**

Resolution authorizes additional funds for previously awarded contracts.

**Resolution R23-06-116 – Authorizing Additional Funding for Previously Awarded Contracts (Pending)**

Resolution authorizes additional funds for previously awarded contracts.

**DIRECTOR’S REPORT**

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

**COMMISSION CORRESPONDENCE**

There was no Commission correspondence.

**CONSENT AGENDA**

**RESOLUTIONS**

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

**Resolution R23-06-117 – Adopting 2023-2024 Municipal Deer Hunting on County Parkland Policy**

Resolution adopts Municipal Deer Hunting policy for the 2023-2024 hunting season.

**Resolution R23-06-118 – Approving a License Agreement with the Greater Somerset County YMCA for the Operation of a Youth Day Camp at Colonial Park in Franklin Township**

Resolution approves an agreement with the Greater Somerset County YMCA for a Youth Day Camp at Colonial Park for the period of July 3, 2023 through August 25, 2023.

**Resolution R23-06-119 – Approving a Modification/Extension of a License Agreement with Public Service Electric and Gas Company for a Temporary Access Road for Powerline Construction**

Resolution approves a third modification agreement with PSE&G for a temporary access road for powerline construction for an additional six (6) months ending January 31, 2024.

**Resolution R23-06-120 – Amending 2023 Fee Schedule to Include a Discount on Golf Fees for Veterans and Eliminate a Discount Golf Fee for Somerset Patriots**

Resolution amends current fee schedule to offer a discount to veterans for golf fees and eliminate a discount previously established for Somerset Patriots ball players.

**Resolution R23-06-121 – Adopting a Standard Operating Procedure for the Administration of Private and Semi-Private Equestrian Lessons on a Privately Owned Horse at The Stable at Lord Stirling Park**

Resolution establishes compensation for equestrian lessons on a privately owned horse boarded at The Stable.

**Resolution R23-06-122 – Accepting the Offer of Coach Stop Saddlery to Donate a Variety of Supplies for Use by The Stable at Lord Stirling Park**

Resolution accepts donation of various supplies for The Stable from the Coach Stop Saddlery.

**Resolution R23-06-123 – Accepting the Offer of Ridewise Inc. and Pop’s Bike Shop to Donate a Tricycle for Use by the Recreation and Therapeutic Recreation Department**

Resolution accepts the donation of one (1) tricycle from Ridewise Inc. and Pop’s Bike Shop.

**Resolution R23-06-124 – Adopting Revised Seasonal and Part-Time Hourly Wages**

Resolution revises pay class for Certified Lifeguards from Class 4 to Class 5.

**Resolution R23-06-125 – Authorizing Use of County Contract for Purchase of Office Supplies**

Resolution authorizes purchases from WB Mason and B2B Supplies USA LLC dba Printing Supplies USA LLC.

**Resolution R23-06-126 – Authorizing Use of County Contract for Recycling of Tree Brush, Stumps and Leaves, Wood Logs and Chips, and Wood Pallets**

Resolution authorizes services from Britton Industries, Inc., Landscape Materials, Inc., and Nature’s Choice Corporation Reliable Wood Products, LLC, with costs not to exceed \$2,000.00.

**Resolution R23-06-127 – Authorizing Use of County Contract for Purchase of Regular Unleaded 87 Octane, Mid-Grade Unleaded 89 Octane and Premium Unleaded 93 Octane**

Resolution authorizes purchases from National Fuel Oil, Inc., with costs not to exceed \$50,000.00.

**Resolution R23-06-128 – Authorizing Use of County Contract for Purchase of Refuse Disposal Services**

Resolution authorizes purchases from Dave’s Suburban Disposal Service, LLC, and Interstate Waste Services of New Jersey, Inc., with costs not to exceed \$27,250.00.

**Resolution R23-06-129 – Authorizing Use of County Contract for Maintenance and Repair of Heating, Ventilating and Air Conditioning (HVAC) Systems and Boilers**

Resolution authorizes services from Millennium Mechanical, LLC, (Primary) and Professional Climate Control.

## **COMMITTEE REPORTS**

### **FINANCE**

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

Yvonne Childress, Commission Treasurer, stated that the 2023 County Budget required amendments and will now be adopted at the County Commission meeting on June 27, 2023.

### **HUMAN RESOURCES**

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

### **LEISURE SERVICES**

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

Carrie Springer, Manager of Environmental Science, shared that training of seasonal staff will be taking place on June 22<sup>nd</sup>.

Stephen Dahl, Manager of Recreation and Therapeutic Recreation, reported that supplies for TR programs were purchased through the support of the Somerset County Park Foundation.

### **GOLF MANAGEMENT**

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

Ken Fivek, Manager of Golf Operations, reported that golf play continues to be busy, and the courses are all in great shape. The Wine and Nine event held on May 25<sup>th</sup> was a great success and Ken looks forward to doing similar events in the future.

### **INFORMATION MANAGEMENT**

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

### **VISITOR SERVICES**

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

### **PROPERTY MANAGEMENT**

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

Tom Boccino, Park Commission Planner/Land Acquisition, announced an addition of a preservation planner assistant to his staff who will work on historic preservation projects.

### **PLANNING AND LAND ACQUISITION**

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

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

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

### **PARK MAINTENANCE & HORTICULTURE**

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

Commissioner Hayes commended staff on the Rose Day Festival. Director Soriano echoed Commissioner Hayes' sentiments and thanked him and County Commissioners Drake and Marano for their attendance at the event.

### **AUDIT COMMITTEE**

There was no audit report.

### **COUNTY COMMISSIONER REPORT**

County Commissioner Drake thanked Yvonne Childress for her work on the County's 2023 budget. Commissioner Drake also praised the horticulture staff for a terrific Rose Day Festival event. Commissioner Drake reported that the Drake family reunion held on June 3<sup>rd</sup> at a pavilion at Duke Island Park was a huge success; with the playground being a big hit with the younger folks.

Director Soriano explained that an Open House event for Rocking Horse Rehab (RHR) was also held on June 3<sup>rd</sup>. Director Soriano relayed to Commissioner Drake that RHR was extremely grateful for all that the County has done for them. To everyone's surprise, the new hay wagon arrived just in time for the day's festivities.

### **OLD BUSINESS**

### **NEW BUSINESS**

Commissioner Hayes requested name badges and Park Commission shirts to be worn when attending Park Commission events.

Director Soriano relayed concerns raised by the Supervisor at Buck Garden that parking on Layton Road by visitors to the garden is becoming problematic. The Supervisor questioned whether the Park Commission should be alerting Far Hills Police to monitor the roadway. Director Soriano raised the concern to NJRM who advised that the Park Commission is not obligated to do anything because parking is permitted on Layton Road. Counselor Bernstein stated that the Park Commission cannot direct garden visitors on what to do outside of the garden. If Far Hills Township finds there to be an issue, they will reach out to Director Soriano with their concerns, which can be addressed at that time.

Seeing no further business, a motion to adjourn the meeting at 4:12 P.M. was moved by Commissioner D'Andrea; seconded by Commissioner Foelsch. YEAS: Commissioners D'Andrea, Foelsch, Hayes, Jones, and President Hunsinger. NAYES: None. ABSTAIN: None. ABSENT: Commissioners Caliguire and McCallen and Vice President Kempe.

Respectfully submitted,



Geoffrey D. Soriano  
Secretary-Director



Janine Erickson  
Administrator, Executive Services