

MINUTES of a Regular Meeting of the **SOMERSET COUNTY PARK COMMISSION** held June 18, 2022 at 3:30 P.M. at Somerset County Park Commission Headquarters, 355 Milltown Road, Bridgewater, NJ.

The Pledge of Allegiance was led by Vice President Foelsch.

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 26, 2021 and the Star Ledger on November 30, 2021. 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. 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.

Park Commission Counsel, Eric Bernstein added the Commission is conducting a hybrid meeting whereby Commissioners can participate in-person or via Zoom video conference.

Vice President Foelsch called the meeting to order.

Roll Call:

PRESENT

Mark Caliguire*
Nancy D'Andrea*
Bill Foelsch
Helen Haines*
Ron Jordan*
Kevin McCallen

ABSENT

DJ Hunsinger
Joe Kempe
Doug Ludwig
Paul Drake, County Commission Liaison

Other staff members present were:

Geoffrey Soriano, Secretary-Director
Janine Erickson, Executive Assistant

Dina Trunzo, Admin, Leisure & Comm.
Svc
Donna Umgelter, Admin, HR

*Participated via video conference.

Also in attendance: Eric Bernstein, Legal Counsel.

OPEN MEETING FOR PUBLIC COMMENT

There were no comments from the public.

SERVICE AWARD

The May Service Award will be presented at the June Park Commission Meeting.

APPROVAL OF THE MINUTES

Vice President Foelsch called for the approval of the minutes of the regular meeting held on May 19, 2022. Moved by Commissioner McCallen; seconded by Commissioner Haines. YEAS: Commissioners Caliguire, D'Andrea, Haines, McCallen, and Vice President Foelsch. NAYES: None. ABSTAIN: Commissioner Jordan ABSENT: Commissioners Kempe, Ludwig, and President Hunsinger.

APPROVAL OF BILLS FOR PAYMENT

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

Resolution R22-125 –Emergency Temporary Appropriations

Resolution adopts emergency Temporary Budget appropriations.

Resolution R22-126 – Payment of Claims

Resolution authorizes payment of claims in the amount of \$1,139,918.71 comprised of Claims in the amount of \$637,185.31, Other Expenses in the amount of \$34,155.31 and Salaries and Wages in the amount of \$468,578.09 for the period of May 15, 2022 through June 10, 2022.

Resolution R22-127 – Payment of Confirming Orders

Resolution authorizes the payment of confirming orders totaling \$2,451.14.

Resolution R22-128 – Refund of Recreation Fees

Resolution authorizes refund of recreation fees.

Resolution R22-129 – Authorizing Additional Funding for Previously Awarded Contracts (Administration)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R22-130 – Authorizing Additional Funding for Previously Awarded Contracts (Park Operations)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R22-131 – Authorizing Additional Funding for Previously Awarded Contracts (Leisure Services)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R22-132 – Authorizing Additional Funding for Previously Awarded Contracts (Golf)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R22-133 – 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 R22-134 – 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 June 2022.

COMMISSION CORRESPONDENCE

There was no Commission correspondence.

CONSENT AGENDA

RESOLUTIONS

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

Resolution R22-135 – Acceptance of Agreement with Teamsters Local Union No. 469 – Blue Collar Workers

Resolution accepts agreement with Teamsters Local Union No. 469 – Blue Collar Workers for the period of January 1, 2021 to December 31, 2023.

Resolution R22-136 – Acceptance of Agreement with Teamsters Local Union No. 469 – Foreman and Assistant Foreman

Resolution accepts agreement with Teamsters Local Union No. 469 – Foreman and Assistant Foreman for the period of January 1, 2021 to December 31, 2023.

Resolution R22-137 – Acceptance of Agreement with Teamsters Local Union No. 469 – Park Rangers

Resolution accepts agreement with Teamsters Local Union No. 469 – Park Rangers for the period of January 1, 2021 to December 31, 2023.

Resolution R22-138 – Authorizing Revisions to the Commission’s Employment Grade Structure and Salary Ranges

Resolution sets forth revised Employment Grade Structure and salary ranges.

Resolution R22-139 – Ratifying Revised Seasonal and Part-Time Rates

Resolution revises the hourly rate for lifeguard staff for Warrenbrook pool from \$13.50 to \$15.50 effective May 22, 2022 in an effort to attract staffing candidates.

Resolution R22-140 – License Agreement with Greater Somerset County YMCA for the Operation of a Youth Day Camp at Colonial Park

Resolution awards a license agreement with the Greater Somerset County YMCA for the operation of a youth day camp at Colonial Park for the period of July 11, 2022 through August 12, 2022.

Resolution R22-141 – Authorizing use of County Contract for Purchase of Office Supplies, Furniture and Equipment, Printer Ink Cartridge and Toner

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

Resolution R22-142 – Authorizing use of County Contract for Purchase of Octane Fuel

Resolution authorizes purchases from National Fuel Oil, Inc. with costs not to exceed \$60,000.00.

Resolution R22-143- Authorizing use of Bergen County Cooperative for the Purchase of Maintenance Equipment and Accessories

Resolution authorizes purchases from Storr Tractor with costs not to exceed \$4,074.00.

Resolution R22-144 – Authorizing use of County Contract to Furnish Recycling of Tree Brush, Stumps and Leaves, Wood Logs and Chips, and Wood Pallets

Resolution authorizes recycling services from Britton Industries, Inc., Landscape Materials, Inc, and Nature's Choice with costs not to exceed \$5,500.00.

Resolution R22-145 – Authorizing use of Educational Services Commission for Purchase of Grounds Equipment

Resolution authorizes purchases from Deere & Company with costs not to exceed \$3,984.83.

Resolution R22-146 – Authorizing use of County Contract for Purchase of Maintenance and Repair of Heating, Ventilating and Air Conditioning (HVAC) Systems and Boilers

Resolution authorizes purchases from Millennium Mechanical (Primary) and Professional Climate Control (Secondary).

Resolution R22-147 – Authorizing the Use of State Contract For the Purchase of Wireless Voice, Data, and Accessories

Resolution authorizes purchases from Verizon Wireless with costs not to exceed \$15,000.00.

Resolution R22-148 – Authorizing use of County Contract for Purchase of Parts and Repairs, Club Car Golf and Turf Utility Vehicles

Resolution authorizes purchases from Finch Turf Inc. with costs not to exceed \$10,000.00.

Resolution R22-149 – Authorizing use of County Contract for Purchase of Occupational Medical Services

Resolution authorizes services from Institute for Forensic Psychology, Princeton Healthcare Systems dba Penn Medicine, and Princeton Occupational Health with costs not to exceed \$500.00.

COMMITTEE REPORTS

FINANCE

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

HUMAN RESOURCES

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

LEISURE SERVICES

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

Dina Trunzo, Administrator, Leisure and Community Services, that parking passes have been distributed to each Commissioner for attendance to the Fourth of July Fireworks event and the 2022 Summer Concert Series information has been distributed. Environmental Science Manager, Carrie Springer is attending a meeting in Chester to see if the Park Commission has been awarded a grant for the treatment and remediation of Harmful Algae Bloom (HAB).

GOLF MANAGEMENT

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

INFORMATION MANAGEMENT

Dina Trunzo, Administrator, Leisure & Community Services, stated that CivicPlus, the contracted web designer for the Park Commission has posted the preliminary first page of the new website. Dina praised the efforts of the IM Staff and the Web, Design, Digital Media Coordinator for their work with CivicPlus on this project.

Director Soriano added that in light of the recent cyber attack at the County, the SCJIF is looking to conduct Cyber Training classes.

At 4:01 P.M., Commissioner Caliguire left the meeting.

VISITOR SERVICES

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

Director Soriano stated that Park Rangers have been conducting an overnight fire watch at Neshanic Valley Clubhouse due to a non-functioning pump for the fire suppression system. Golf Maintenance staff has assisted with the overnight watch as needed.

PROPERTY MANAGEMENT

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

PLANNING AND LAND ACQUISITION

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

CAPITAL FACILITIES – CONSTRUCTION and ENGINEERING

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

Finance Manager, Chris Hart compiled a spreadsheet of prioritized capital projects for 2022. Director Soriano will review the spreadsheet with the Finance Committee and distribute to the Commissioners after said review.

PARK MAINTENANCE & HORTICULTURE

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

Vice President Foelsch gave kudos to Park Commission staff for their ability to work together to make things happen.

Park Maintenance staff has been working lacrosse tournaments at Torpey Athletic Complex, baseball events at Mountain View Park, and the Rose Festival at Colonial Park Rose Garden.

AUDIT COMMITTEE

There was no audit report.

COUNTY COMMISSIONER REPORT

There was no County Commissioner report.

OLD BUSINESS

Upon query from Vice President Foelsch and Commissioner D’Andrea regarding the future of the Lord Stirling Stable, Director Soriano informed the Commission that the report and the recommendations made by an advisory group are under consideration with County Administration and County Counsel. The plan outlines capital improvements to the Lord Stirling Stable which require significant funding. Director Soriano emphasized that the Park Commission did as instructed and that he is waiting for guidance from the County on how to proceed.

NEW BUSINESS

There was no new business.

Seeing no further business, a motion to adjourn the meeting at 4:22 P.M. was moved by: Commissioner Haines; seconded by: Commissioner McCallen. YEAS: Commissioners D'Andrea, Haines, Jordan, McCallen, and Vice President Foelsch. NAYES: None. ABSENT: Commissioners Caliguire, Kempe, Ludwig, and President Hunsinger.

Respectfully submitted,



Geoffrey D. Soriano
Secretary-Director



Janine Erickson
Executive Assistant