

MINUTES of a Regular Meeting of the **SOMERSET COUNTY PARK COMMISSION** held March 16, 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

Nancy D'Andrea*
Bill Foelsch
Dan Hayes
Randy Jones
DJ Hunsinger
Joe Kempe
Kevin McCallen*
Paul Drake
County Commissioner Liaison

ABSENT

Mark Caliguire

Other staff members present were:

Geoffrey Soriano, Secretary-Director
Janine Erickson, Admin, Exec. Services
Colleen Conway, Executive Assistant
Stephen Dahl, Mgr, Recreation & TR Rec.

Darrell Marcinek, Dir, Golf Maint.
Carrie Springer, Mgr, Enviro. Science
Maria Vasquez, Coordinator, HR

Also in attendance: Eric Bernstein, Legal Counsel, and Tom Boccino, Park Commission Planner/Land Acquisition.

*Participated via video conference.

OPEN MEETING FOR PUBLIC COMMENT

David Romanok, resident from Somerset, NJ, appeared before the Commission to request an understanding for the need to hold the annual Golf Gift Card Sale given the increase in golf revenue during the last few years.

SERVICE AWARDS

President Hunsinger presented service awards to the following:

- ~ Chelsea Maciborski, Fleet & North County Maintenance, 15 Years
- ~ Edward Highland, Golf Maintenance, 20 Years
- ~ Lance Seibert, Park Maintenance, 25 Years

APPROVAL OF THE MINUTES

President Hunsinger called for the approval of the minutes of the regular meeting held on February 16, 2023. Moved by Commissioner Hayes; seconded by Commissioner Foelsch. YEAS: Commissioners D'Andrea, Foelsch, Hayes, Jones, McCallen, Vice President Kempe, and President Hunsinger. NAYES: None. ABSENT: Commissioner Caliguire.

APPROVAL OF BILLS FOR PAYMENT

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

Resolution R23-03-048 – Transfer of Emergency Temporary Appropriations

Resolution adopts Emergency Temporary Budget appropriations.

Resolution R23-03-049 – Payment of Claims

Resolution authorizes payment of claims in the amount of \$1,793,355.56 comprised of Claims in the amount of \$868,839.41, Other Expenses in the amount of \$188,611.27, and Salaries and Wages in the amount of \$735,904.88 for the period of February 11, 2023 through March 10, 2023.

Resolution R23-03-050 – Payment of Confirming Orders

Resolution authorizes the payment of confirming orders totaling \$14,969.40.

Resolution R23-03-051 – Refund of Recreation Fees

Resolution authorizes the refund of unused recreation fees.

Resolution R23-03-052 – Amending and Canceling Certification of Funds for Previously Awarded Contracts

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

Resolution R23-03-053– Authorizing Additional Funding for Previously Awarded Contracts (Administration)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R23-03-054 – Authorizing Additional Funding for Previously Awarded Contracts (Park Operations)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R23-03-055 – Authorizing Additional Funding for Previously Awarded Contracts (Leisure Services)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R23-03-056 – Authorizing Additional Funding for Previously Awarded Contracts (Golf)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R23-03-057 – Authorizing Additional Funding for Previously Awarded Contracts (Pending)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R23-03-058 – Canceling and Reappropriating Certain Open Space Trust Authorization Balances

Resolution cancels and reappropriates \$156,338.61 of Open Space Trust Funds for various Open Space projects.

DIRECTOR'S REPORT

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

COMMISSION CORRESPONDENCE

Two letters received from Watchung resident, Terri Valle, and Bedminster resident, Dorris M. Stoner, each expressing their disappointment with the cancellation of Naturalist-guided driving trips provided by the Environmental Education Center.

Director Soriano stated that County Transportation will assist with transportation for day trips provided through the Environmental Education Center.

Letter received from Avika Kundra, a fourth grade student at School One in Scotch Plains, sharing her essay on the importance of respecting plants and trees and encouraging the Park Commission to do same.

CONSENT AGENDA

RESOLUTIONS

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

Resolution R23-03-059 – Authorizing Creation of Roving Crew Repair Technician for Fleet and North County Maintenance Department

Resolution authorizes creation of one Grade 8 Roving Crew Repair Technician for North County Maintenance.

Resolution R23-03-060 – Amending Custodians of Petty Cash Funds for Fiscal Year 2023

Resolution amends Petty Cash Custodians for Buck Garden and Horticulture for 2023.

Resolution R23-03-061 – Modifying Resolution R22-290 for Sale of Surplus Personal Property and Authorizing Sale of Certain Surplus Personal Property to the Township of Hillsborough

Resolution amends Sale of Surplus Personal Property (R22-290) to authorize the transfer of ownership of one (1) Water Tank to the Township of Hillsborough for the cost of one (\$1.00) dollar.

Resolution R23-03-062 – Authorizing a License Agreement with Countryside Alliance of Somerset Hills for an Equestrian Event at Natirar Park

Resolution authorizes agreement with Countryside Alliance of Somerset Hills to hold an equestrian event at Natirar Park on September 30, 2023.

Resolution R23-03-063 – Awarding the Second Year of a Two-Year Contract for Irrigation Repair Parts

Resolution awards contract PCC-0016-22 to Storr Tractor Company with costs not to exceed \$10,000.00.

Resolution R23-03-064 – Awarding a One Year Contract with Four (4) Possible One Year Extensions for Golf Shop Resale Merchandise, Open End and On-going

Resolution awards supplemental contract PC-COM-0004-23S to Acushnet Company, Tharanco Lifestyles LLC, and Town Talk for the first year period of March 16, 2023 to December 31, 2023.

Resolution R23-03-065 – Awarding the Second Year of a Two-Year Contract for Golf Course Accessories

Resolution awards contract PCC-0012-22 to Grass Roots with costs not to exceed \$500.00.

Resolution R23-03-066 – Authorizing use of County Contract for Purchase of Flags, Grave Markers and Flagpole Repairs

Resolution authorizes use of contract CC-0049-22 for purchases from Conserv Flag Company, National Flag & Display dba Metro Flag Co., and Gates Flag & Banner Co. Inc.

Resolution R23-03-067 – Authorizing use of County Contract for Purchase of Golf Course and Park Maintenance Materials

Resolution authorizes use of contract CC-0022-23R for purchases from Davisson Golf, Inc., Mitchell Products, LLC, Seeton Turf, dba Noble Turf, Storr Tractor Company, and Tuckahoe Sand & Gravel with costs not to exceed \$110,120.00.

Resolution R23-03-068 – Awarding Five-Year Farming License for Bibeau Parcel

Resolution awards contract PCC-0018-22R for a five-year license agreement to Steve Zamek for Bibeau Parcel, Hillsborough Township, for a cost of \$300 per year (\$1,500.00 for five years).

COMMITTEE REPORTS

FINANCE

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

HUMAN RESOURCES

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

LEISURE SERVICES

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

Carrie Springer, Manager of Environmental Science, reported that spring registration opened yesterday and summer camp registration will open on March 29th. The Volunteer Award Dinner will take place on April 13th from 6:00 P.M. to 8:00 P.M at Neshanic Valley Clubhouse.

Stephen Dahl, Manager of Recreation and Therapeutic Recreation, added that Green Knoll Tennis Center opens to the public on March 20th.

GOLF MANAGEMENT

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

Darrell Marcinek, Director of Golf Maintenance, stated that all five golf courses are now open.

INFORMATION MANAGEMENT

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

VISITOR SERVICES

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

PROPERTY MANAGEMENT

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

PLANNING AND LAND ACQUISITION

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

Tom Boccino, Park Commission Planner, added that the County has finalized acquisition of the Herb Patulo property and that the County Commissioners will be assessing the future use of the structure on the property. Intent will be to preserve the historical purpose of the property.

CAPITAL FACILITIES – CONSTRUCTION AND ENGINEERING

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

Director Soriano stated that he will be holding Capital Planning Meetings with managers commencing next week. Once a plan has been compiled, Director Soriano will share it with the Commissioners.

PARK MAINTENANCE & HORTICULTURE

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

AUDIT COMMITTEE

There was no audit report.

COUNTY COMMISSIONER REPORT

County Commissioner Drake reported that the County Commissioners recently adopted an Energy Sustainability Policy and are looking for County facilities, including those of the Park Commission, that would benefit from energy improvements. Commissioner Drake enjoyed the recent ribbon cutting event at the Stable at Lord Stirling Park. Commissioner Drake reminded staff that he is happy to pass along any Park Commission promotions at County Commission meetings, and he is pleased with the collaboration with County Transportation to assist with Park Commission day excursions.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Director Soriano introduced Executive Assistant, Colleen Conway, who replaces Janine Erickson in that position.

Director Soriano reported that he received an email from Shelly Bell, Assistant to the County Administrator, forwarding a request received from the Animal Protection League to give a presentation to the Park Commission regarding alternate means of deer management through sterilization. After some discourse, the Commissioners requested additional information about the proposed presentation and then suggested possible referral to the Property Management Committee.

Director Soriano shared that the 32nd Annual Raymond L. Hughes Memorial Golf Tournament will take place on Monday, May 1st at Neshanic Valley Golf Course and

offered raffle tickets to sell in support of the event. Proceeds support programs and scholarships offered to Therapeutic Recreation participants.

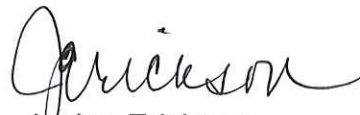
Commissioner Kempe requested support for a proposal by Katy Whelan from RideWise regarding holding safe bicycle riding courses in a portion of parking lots at Duke Island Park and/or Colonial Park during the summer. The Commissioners were in favor of the proposal and Director Soriano will look at a permit fee. Commissioner Drake reported that the County has Hold Harmless Agreements and the Certificate of Insurance for RideWise that can be forwarded to Stephen Dahl, Recreation Manager.

Seeing no further business, a motion to adjourn the meeting at 9:00 A.M. was moved by Commissioner Jones; seconded by Commissioner Foelsch. YEAS: Commissioners D'Andrea, Foelsch, Hayes, Jones, McCallen, Vice President Kempe, and President Hunsinger. NAYES: None. ABSENT: Commissioner Caliguire.

Respectfully submitted,



Geoffrey D. Soriano
Secretary-Director



Janine Erickson
Administrator, Executive Services