

MINUTES of a Regular Meeting of the **SOMERSET COUNTY PARK COMMISSION** held May 18, 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
Nancy D'Andrea*
Bill Foelsch
Dan Hayes
Randy Jones
DJ Hunsinger
Joe Kempe*
Kevin McCallen
Paul Drake*
County Commissioner Liaison

ABSENT

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
Donna Umgelter, Admin., HR

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

There were no Service Awards presented at the meeting.

APPROVAL OF THE MINUTES

President Hunsinger called for the approval of the minutes of the regular meeting held on April 20, 2023. Moved by Commissioner Jones; seconded by Commissioner McCallen. YEAS: Commissioners Caliguire, D'Andrea, Hayes, Jones, McCallen, Vice President Kempe, and President Hunsinger. NAYES: None. ABSTAIN: None. ABSENT: Commissioner Foelsch stepped outside of the room during this vote.

APPROVAL OF BILLS FOR PAYMENT

The following resolutions were moved by Commissioner Jones; seconded by Commissioner Hayes. YEAS: Commissioners Caliguire, D'Andrea, Hayes, Jones, McCallen, Vice President Kempe, and President Hunsinger. NAYES: None. ABSTAIN: None. ABSENT: Commissioner Foelsch stepped outside of the room during this vote.

Resolution R23-05-087 – Transfer of Emergency Temporary Appropriations

Resolution adopts Emergency Temporary Budget appropriations.

Resolution R23-05-087A – Transfer of Open Space Appropriations

Resolution cancels and reappropriates \$165,000.00 of Open Space Trust Funds.

Resolution R23-05-088 – Payment of Claims

Resolution authorizes payment of claims in the amount of \$1,861,673.07 comprised of Claims in the amount of \$1,113,071.26, Other Expenses in the amount of \$227,928.64, and Salaries and Wages in the amount of \$520,673.17 for the period of April 15, 2023 through May 12, 2023.

Resolution R23-05-089 – Payment of Confirming Orders

Resolution authorizes the payment of confirming orders totaling \$30,888.21.

Resolution R23-05-090 – Refund of Recreation Fees

Resolution authorizes the refund of unused recreation fees.

Resolution R23-05-091 – Amending and Canceling of Certification of Funds for Previously Awarded Contracts

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

Resolution R23-05-092 – Authorizing Additional Funding for Previously Awarded Contracts (Administration)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R23-05-093 – Authorizing Additional Funding for Previously Awarded Contracts (Park Operations)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R23-05-094 – Authorizing Additional Funding for Previously Awarded Contracts (Leisure Services)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R23-05-095 – Authorizing Additional Funding for Previously Awarded Contracts (Golf)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R23-05-096 – 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 May 2023.

COMMISSION CORRESPONDENCE

Email received from Robert Lucas, Raritan Headwaters Association (forwarded by Mike Wittemann, Forestry Coordinator), thanking the Park Commission staff for all their help in the coordination and execution of the planting at Natirar.

CONSENT AGENDA

RESOLUTIONS

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

Resolution R23-05-097 – Amending 2023 Fee Schedule

Resolution adopts amendments to the previously approved 2023 Fee Schedule for programs at the Environmental Education Center and the Stable.

Resolution R23-05-098 – Accepting Memoranda of Agreement with Teamsters Local Union No. 469 – Foremen/Assistant Foremen, Blue Collar Workers, and Park Rangers Units

Resolution accepts Memoranda of Agreement with Teamsters Local Union No. 469 – Foremen/Assistant Foremen, Blue Collar Workers, and Park Rangers Units for the period of January 1, 2023 to December 31, 2023.

Resolution R23-05-099 – Awarding the Third Year of a Five-Year Contract for Coin Operated Optical Viewers

Resolution awards the third year of contract to Tower Optical Company, Inc., for a concession fee of \$1,100.00 for 2023.

Resolution R23-05-100 – Awarding a One-Year Contract with Four (4) Possible One-Year Extensions for Golf Shop Resale Merchandise, Open End and On-Going

Resolution awards contract to Hornung's Golf Products for the first year period of May 18, 2023 to December 31, 2023.

Resolution R23-05-101 – Awarding the Fourth Year of a Four-Year Contract with One (1) One-Year Option to Extend for Golf Car Rentals

Resolution awards the fourth year of contract to E-Z-Go, effective May 18, 2023 with annual cost of \$215,550.00.

Resolution R23-05-102 – Awarding First Year of a Two-Year Contract for Seasonal Opening, Closing and Winterization, Chlorine and Chemical Delivery, and Repairs – Option A: Warrenbrook Pool; Option B: Colonial Park Spray Park (Chlorine and Chemical Delivery Only)

Resolution awards contract for both Option A and Option B to S & R Pool & Spa Inc., with costs not to exceed \$20,000.00.

Resolution R23-05-103 – Authorizing Use of County Contract for Purchase of Vehicle Parts and Repairs - Original Equipment Manufactured (OEM)

Resolution authorizes purchases from Engine Land, Inc., Fred Beans Parts, Ciocca FMFL, Fred Beans of Washington, and Beyer Bros. Corp.

Resolution R23-05-104 – Authorizing Use of County Contract for Purchase of Parts and Repairs, Club Car Golf and Turf Utility Vehicles

Resolution authorizes purchases from Golf Cars, Inc., and Finch Turf, Inc., with costs not to exceed \$18,000.00.

Resolution R23-05-105 – Authorizing Use of State Contract for the Purchase of Copiers & Multi-Function Devices, Maintenance, Supplies & Print Services

Resolution authorizes a four (4) year lease of eight (8) copiers from Ricoh USA, Inc., with costs not to exceed \$14,880 per year.

Resolution R23-05-106 – Approving a License Agreement with Thomas Edison EnergySmart Charter School for the Utilization of a Portion of Quail Brook Golf Course to Develop a Pollinator Garden

Resolution approves a license agreement for the period of June 1, 2023 to May 31, 2024 for the use of a portion of Quail Brook Golf Course to develop a pollinator garden.

COMMITTEE REPORTS

FINANCE

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

Director Soriano introduced Yvonne Childress who has been appointed to County CFO and by State statute, is also the Park Commission Treasurer.

HUMAN RESOURCES

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

Donna Umgelter, Administrator of Human Resources, reported that some Park Commission staff will be represented at a job fair being held at Vo-Tech this week and there will be another job fair held on Tuesday. She also stated that she is actively recruiting seasonal employees.

LEISURE SERVICES

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

Carrie Springer, Manager of Environmental Science, shared that the 40th World Series of Birding was held last Saturday. Ben Barkley, Environmental Education Center Naturalist, entered with his friends as a competitive team. The goal was to identify as many species of birds as possible in the State of New Jersey within a 24-hour period. They found 197 species and won the cup. It was the first time a competitive World Series Birding team visited a Somerset County Park during the event.

Stephen Dahl, Manager of Recreation and Therapeutic Recreation, reported that Therapeutic Recreation will have registration for their Summer Connect program begin this coming Monday. They will be doing four weeks of hybrid travel and will also have some programming at Headquarters.

Stephen also shared that the first food truck permit has been issued.

GOLF MANAGEMENT

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

Ken Fivek, Manager of Golf Operations, reported that golf play continues to be busy, and the courses are all in great shape.

Ken also shared that Neshanic Valley Golf Course partnered with Delicious Heights to host a "Nine and Wine" event next Thursday, May 25. This event will include a nine-hole play followed by wine tasting and appetizers at the Clubhouse.

INFORMATION MANAGEMENT

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

VISITOR SERVICES

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

PROPERTY MANAGEMENT

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

Tom Boccino, Park Commission Planner/Land Acquisition, is in the process of working with the Thomas Edison EnergySmart School in Franklin Township for a potential pollinator garden at Quail Brook Senior Center.

PLANNING AND LAND ACQUISITION

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

CAPITAL FACILITIES – CONSTRUCTION AND ENGINEERING

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

Adam Bloom, Park Commission Engineer, reported that he is working on the new maintenance contract, overseeing renovations at Warrenbrook Pool, and meeting about the design of a new barn at the Stable.

PARK MAINTENANCE & HORTICULTURE

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

Director Soriano shared that Buck Garden hosted a 99-¼ birthday celebration for Princess Pyne of the Buck family on May 12 to the delight of all in attendance.

AUDIT COMMITTEE

There was no audit report.

COUNTY COMMISSIONER REPORT

County Commissioner Drake commended Park Commission staff for their continued great work in maintaining our parks and facilities and is happy to learn that work is going as scheduled with the Warrenbrook Pool renovations. Commissioner Drake reported the County is working on the 2023 budget and will be presenting it for approval shortly.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Director Soriano shared that he has been contacted by the Amwell Valley Cricket Club regarding a proposal to establish a cricket stadium for a Somerset Youth Cricket League. Director Soriano asked Commissioner Drake to consider the proposal for a project through the Somerset County Improvement Authority.

Seeing no further business, a motion to adjourn the meeting at 8:45 A.M. was moved by Commissioner Foelsch; seconded by Commissioner Jones. YEAS: Commissioners Caliguire, D'Andrea, Foelsch, Hayes, Jones, McCallen, Vice President Kempe, and President Hunsinger. NAYES: None. ABSENT: None.

Respectfully submitted,


Geoffrey D. Soriano
Secretary-Director


Colleen Conway
Executive Assistant