

MINUTES of a Regular Meeting of the **SOMERSET COUNTY PARK COMMISSION** held October 19, 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

Mark Caliguire
Nancy D'Andrea*
Bill Foelsch
Dan Hayes
DJ Hunsinger
Randy Jones
Joseph 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
Doug Vornlocker, Manager, Rangers

Carrie Springer, Mgr., Enviro. Science
Donna Umgelter, Admin. HR
Maria Vasquez, Coordinator, HR

Also in attendance: Eric Bernstein, Legal Counsel, Adam Bloom, Park Commission Engineer, Yvonne Childress, Park Commission Treasurer.

*Participated via videoconference.

**Arrived after the vote of the Approval of Bills for Payment

OPEN MEETING FOR PUBLIC COMMENT

There were no comments from the public.

APPROVAL OF THE MINUTES

President Hunsinger called for the approval of the minutes of the regular meeting held on September 21, 2023. Moved by Commissioner Hayes; seconded by Commissioner Jones. YEAS: Commissioners Caliguire, D'Andrea, Hayes, Jones, Foelsch, Vice President Kempe, and President Hunsinger. NAYES: None. ABSTAIN: None. ABSENT: Commissioner McCallen.

APPROVAL OF BILLS FOR PAYMENT

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

Resolution R23-10-194 – Payment of Claims

Resolution authorizes payment of claims in the amount of \$2,207,375.88 comprised of Claims in the amount of \$1,101,417.17, Other Expenses in the amount of \$203,633.12, and Salaries and Wages in the amount of \$902,325.59 for the period of September 16, 2023 through October 13, 2023.

Resolution R23-10-195 – Payment of Confirming Orders

Resolution authorizes the payment of confirming orders totaling \$14,306.96.

Resolution R23-10-196 – Refund of Recreation Fees

Resolution authorizes the refund of unused recreation fees.

Resolution R23-10-197 – Amending and Canceling of Certification of Funds for Previously Awarded Contracts

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

Resolution R23-10-198 – Authorizing Additional Funding for Previously Awarded Contracts (Administration)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R23-10-199 – Authorizing Additional Funding for Previously Awarded Contracts (Park Operations)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R23-10-200 – Authorizing Additional Funding for Previously Awarded Contracts (Leisure Services)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R23-10-201 – Authorizing Additional Funding for Previously Awarded Contracts (Golf)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R23-10-202 – Authorizing Additional Funding for Previously Awarded Contracts (Pending)

Resolution authorizes additional funds for previously awarded contracts.

Commissioner McCallen joined the meeting.

DIRECTOR'S REPORT

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

COMMISSION CORRESPONDENCE

1. An email was sent to the Secretary-Director to request a commemorative bike rack and plaque be donated to Duke Island Park.
The Secretary-Director told the requestor that current park policy allows for commemorative benches and trees. The Commissioners discussed the functional benefit of the proposed bike rack compared to previous requests for commemorative sculptures. The Secretary-Director also mentioned that bike repair stations have been installed at Washington Valley Park and the Sourlands. President Hunsinger suggested that the plaque be processed through the Somerset County Park Foundation and that the park staff determine if there is a need for the donation.
2. An email was sent to Stephen Dahl, Manager of Leisure Services and Therapeutic Recreation, praising the rangers, recreation staff, and park staff for their successful 5k fundraiser at Duke Island Park.
Secretary-Director Soriano mentioned that the fundraiser was for a local medical research facility in Bridgewater.
3. An email was sent to Carrie Springer, Manager of Environmental Sciences, from two new participants in a paddling program at the Environmental Education Center wishing to express their gratitude for the staff's help.
Carrie shared that they were able to provide some easy accommodations and canoe modifications to allow a mother and her disabled son to participate in the paddling program.

CONSENT AGENDA

RESOLUTIONS

Commissioner Foelsch asked to be recused from the vote for Resolution R23-10-203.

Resolution R23-10-203 – Authorizing the License Agreement with Children's Specialized Hospital Foundation Recreational Therapy Evaluations

Resolution approves license agreement With Children's Hospital Foundation for Recreational Therapy Evaluations with annual cost not to exceed \$6,600.

Resolution R23-10-203 was moved by Commissioner Hayes; seconded by Commissioner Jones. YEAS: Commissioners Caliguire, D'Andrea, Hayes, Jones, McCallen, Vice President Kempe, and President Hunsinger. NAYES: None. ABSTAIN: Foelsch. ABSENT: None.

Resolutions R23-10-204 through R23-10-225 were moved by Commissioner Foelsch; seconded by Commissioner Jones. YEAS: Commissioners Caliguire, D'Andrea, Hayes, Vice President Kempe, and President Hunsinger. NAYES: None. ABSTAIN: None. ABSENT: Commissioner McCallen.

Resolution R23-10-204 – Renewal of Membership with the Somerset County Joint Insurance Fund

Resolution approves renewal of membership with the Somerset County Joint Insurance Fund for the three (3) year period of January 1, 2024 to December 31, 2026.

Resolution R23-10-205 – Accepting Donation of a Horse Named Missy

Resolution approves donation of a horse named Missy from the Somerset County Park Foundation.

Resolution R23-10-206 – Authorizing the Use of Somerset County Contract No. CY-COM-0023-21 For Consulting Services for Somerset County Employee Benefits Plans

Resolution authorizes use of Foundation Risk Partners for consulting services.

Resolution R23-10-207 – Authorizing the Use of Somerset County Contract No. CC-0059-23 For Purchase of Paper and Envelopes

Resolutions authorizes purchases from W.B Mason Co, Sharda Paper Inc, and Central National Gottesman/Lindenmeyr Munroe Division.

Resolution R23-10-208 – Authorizing the Use of Somerset County Contract No. CC-0106-22 For Purchase of a Drug and Alcohol Testing Program

Resolution authorizes use of testing services from DSI Medical Services with costs not to exceed \$500.00.

Resolution R23-10-209 – Authorizing the Use of Somerset County Contract No. CC-0099-22 For Purchase of Traffic Control Signs, Supports, Hardware & Safety Devices

Resolution authorizes purchases from National Highway Products Inc.

Resolution R23-10-210 – Authorizing the Use of Somerset County Contract No. CC-0010-23 For Purchase of Building Automation Systems and Associated Equipment

Resolution authorizes purchases from A.M.E. Inc.

Resolution R23-10-211 – Awarding the Contract for the Purchase of 2023 Tree & Shrub Planting at Various Parks Contract PCC-9056-23

Resolution awards contract to Steve's Trees Professional Tree Services with costs not to exceed \$27,500.00.

Resolution R23-10-212 – Awarding the Second Year of a Two-year Contract for Tree Pruning & Removal for All Parks Contract PCC-0023-22

Resolution awards contract to Rich Tree Service, Inc. (Primary) and Predator Tree Service (Secondary).

Resolution R23-10-213 – Awarding the First Year of a Three-Year Contract with Two (2) Possible One-Year Extensions for the Delivery and Installation of an All-in-One Golf Course Management System Contract #PC-COM-0014-23

Resolution awards contract to Golf Now LLC.

Resolution R23-10-214 – Awarding a One Year Contract with Four (4) Possible One Year Extensions for Golf Shop Resale Merchandise Contract PC-COM-0004-23S4

Resolution awards contract to Hornung's Golf Products and Cleveland Golf Co. not to exceed \$20,000.00.

Resolution R23-10-215 – Awarding the One (1) One-Year Optional Extension for Animal Feed and Supplements Contract PCC-0003-22

Resolution awards extension to Frank Carrajat dba Middle Valley Farms (Option A: Hay), and Bohonyi Corporation (Option B: Grain & Option C: Supplements), not to exceed \$16,100.

Resolution R23-10-216 – Authorizing the Use of State Contract No. 22-FOOD-53265 For the Purchase of Plumbing and Heating, Ventilation and Air Conditioning (HVAC) Supplies/Equipment

Resolution authorizes purchases from Atlantic Procurement Group, not to exceed \$1,000.

Resolution R23-10-217 – Authorizing the Use of Educational Services Commission of New Jersey Contract #65MCESCCPS #ESCNJ 22/23-12 For the Purchase of Grounds Equipment- Bunker and Field Rake

Resolution authorizes purchases from Deere & Company, not to exceed \$47,530.56.

Resolution R23-10-218 – Authorizing the Use of Educational Services Commission of New Jersey Contract #65MCESCCPS #ESCNJ 22/23-12 For the Purchase of Grounds Equipment- John Deer Flex Wing

Resolution authorizes purchases from Deere & Company not to exceed \$14,352.80.

Resolution R23-10-219 – Authorizing the Use of Educational Services Commission of New Jersey Contract #65MCESCCPS #ESCNJ 22/23-12 For the Purchase of Grounds Equipment- Bandit Intimidator

Resolution authorizes purchases from Modern Group Ltd, not to exceed \$83,309.50.

**Resolution R23-10-220 – Authorizing the Use of Educational Services
Commission of New Jersey Contract #65MCESCCPS #ESCNJ 22/23-12 For the
Purchase of Grounds Equipment- Sand Pro(2) Workman HDX, Greensmaster,
ProCore (2)**

Resolution authorizes purchases from Storr Tractor, not to exceed \$289,908.06.

**Resolution R23-10-221– Authorizing the Use of New Jersey State Contract No. 22-
FLEET-34922 for the Purchase of Vehicles, Trucks, Class 2, Pickup/Utility, with
Snow Plow Option- Ford F250**

Resolution authorizes purchases from Nielsen Fleet, not to exceed \$49,102.00.

**Resolution R23-10-222 – Authorizing the Use of Bergen County Cooperative
Purchasing Alliance Contract #22-09 for the Purchase of Grounds Maintenance
Equipment- Toro Workman**

Resolution authorizes purchases from Finch Turf, not to exceed \$11,624.20.

**Resolution R23-10-223 – Authorizing the Use of New Jersey Contract
#65MCESCCPS #ESCNJ 21/22-17 for the Purchase of Vehicle Service Lifts and
Accessories**

Resolution authorizes purchases from Modern Group Ltd., not to exceed \$82,025.79.

**Resolution R23-10-224 – Authorizing the Use of Somerset County Contract No.
CC-9062-23 for Purchase of Tournament XL7000 Ultra-Wide Green Roller or
Equivalent**

Resolution authorizes purchases from MTE Equipment Solutions, not to exceed \$31,493.00.

**Resolution R23-10-225 – Authorizing the Use of Educational Services
Commission of New Jersey Contract #65MCESCCPS #ESCNJ 22/23-12 For the
Purchase of Grounds Equipment- Toro Groundmaster**

Resolution authorizes purchases from Storr Tractor, not to exceed \$132,187.20.

COMMITTEE REPORTS

FINANCE

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

Secretary-Director Soriano mentioned that the Budget kick-off for Somerset County and the Somerset County Park Commission happened approximately two weeks prior to the meeting.

HUMAN RESOURCES

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

LEISURE SERVICES

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

Stephen Dahl, Manager of Recreation and Therapeutic Recreation, shared that there will be a Halloween Mini Golf event at Colonial Park on October 27th.

Carrie Springer, Manager of Environmental Sciences, reported that the 1770's Festival was successful with a turnout of over 600 people. Trail connections are underway at Lord Stirling Park and the archeological study at Lord Striling Manor has begun.

GOLF MANAGEMENT

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

Secretary-Director Soriano reported that the demand for tee times was still there but rain and cold weather on the weekends was affecting weekend visitation.

INFORMATION MANAGEMENT

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

VISITOR SERVICES

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

PROPERTY MANAGEMENT

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

Doug Vornlocker, Manager, shared that the Somerset County Park Commission received a \$10,000 grant from New Jersey American Water which will be utilized to plant trees along the river at Duke Island Park on November 4th. He also shared that new trail cams have been successful in efforts to reduce illegal dumping on park parcels and that staff have been working with the appropriate police departments.

PLANNING AND LAND ACQUISITION

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

CAPITAL FACILITIES – CONSTRUCTION AND ENGINEERING

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

Adam Bloom, Park Commission Engineer, provided an update on his engineering report and the status of the Department of Labor's Stop Work Order on the County maintenance contractor that caused a 2–3-week delay on existing projects. The issue is now resolved, and he anticipates work to continue next week.

PARK MAINTENANCE & HORTICULTURE

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

AUDIT COMMITTEE

There was no audit report.

COUNTY COMMISSIONER REPORT

County Commissioner Drake thanked Park Commission staff for their continued work keeping park facilities in great shape. Commissioner Drake mentioned that he was at the unveiling of the new pavilion in Warren Township. The pavilion was made possible through the Open Space Grant Program.

OLD BUSINESS

There was no old business.

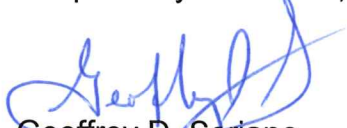
NEW BUSINESS

Director Soriano presented a schedule of proposed meeting dates and times for Somerset County Park Commission Meetings in 2024. The Commissioners discussed the meeting dates and President Hunsinger asked if January required two meetings. Legal Counsel, Eric Bernstein, suggested cancelling the second January meeting if it was not found to be necessary.

The Commissioners selected a date for the December 2023 Closing Meeting. Commissioner Kempe motioned for the December Closing Meeting to be scheduled for December 28th at 8AM. The motion was seconded by Commissioner Folesch. YEAS: Commissioners Caliguire, D'Andrea, Foelsch, Hayes, Jones, McCallen, Vice President Kempe and President Hunsinger. NAYES: None. ABSTAIN: None. ABSENT: None.

Seeing no further business, a motion to adjourn the meeting at 4:20 P.M. was moved by Commissioner Jones; seconded by Commissioner D'Andrea. YEAS: Commissioners Caliguire, D'Andrea, Foelsch, Hayes, Jones, McCallen, Vice President Kempe, and President Hunsinger. NAYES: None. ABSTAIN: None. ABSENT: None.

Respectfully submitted,



Geoffrey D. Soriano
Secretary-Director



Zinnia Cheetham
Executive Assistant