

MINUTES of a Regular Meeting of the **SOMERSET COUNTY PARK COMMISSION** held October 20, 2022 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 July 14, 2022 and the Star Ledger on July 12, 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.

Pursuant to 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 does reserve the right to hold meetings remotely and virtually using a video conferencing platform. The Commission further reserves the right to conduct one or more executive sessions during any Commission meeting pursuant to the provisions of N.J.S.A. 10:4-6 et. seq. Formal action may be taken at the conclusion of any of these executive sessions.

President Hunsinger called the meeting to order.

Roll Call:

PRESENT

Mark Caliguire*
Nancy D'Andrea*
Bill Foelsch*
Helen Haines*
DJ Hunsinger
Joe Kempe
Kevin McCallen
Paul Drake, County Commission Liaison

ABSENT

Doug Ludwig
Ron Jordan

Other staff members present were:

Geoffrey Soriano, Secretary-Director
Janine Erickson, Executive Assistant
Stephen Dahl, Mgr, Recreation
Ken Fivek, Mgr, Golf Ops

Carrie Springer, Mgr, Enviro. Education
Dina Trunzo, Admin, Leisure & Comm. Svc
Donna Umgelter, Admin, HR

Also in attendance: Eric Bernstein, Legal Counsel; and Adam Bloom, Engineering.

*Participated via video conference.

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 15, 2022. Moved by Commissioner Kempe; seconded by Vice President Foelsch. YEAS: Commissioners Caliguire, D'Andrea, Haines, Kempe, Vice President Foelsch, and President Hunsinger. NAYES: None. ABSTAIN: None. ABSENT: Commissioners Ludwig and Jordan.

APPROVAL OF BILLS FOR PAYMENT

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

Resolution R22-213 – Payment of Claims

Resolution authorizes payment of claims in the amount of \$3,042,380.62 comprised of Claims in the amount of \$1,589,091.01, Other Expenses in the amount of \$116,786.16 and Salaries and Wages in the amount of \$1,336,503.45 for the period of September 10, 2022 through October 14, 2022.

Resolution R22-214 - Payment of Confirming Orders

Resolution authorizes the payment of confirming orders totaling \$12,737.34.

Resolution R22-215 – Refund of Recreation Fees

Resolution authorizes refund of recreation fees.

Resolution R22- 216 – Authorizing Additional Funding for Previously Awarded Contracts (Administration)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R22-217 – Authorizing Additional Funding for Previously Awarded Contracts (Park Operations)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R22-218 – Authorizing Additional Funding for Previously Awarded Contracts (Leisure Services)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R22-219 – Authorizing Additional Funding for Previously Awarded Contracts (Golf)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R22-234* – Authorizing Additional Funding for Previously Awarded Contracts (Pending Resolutions)

Resolution authorizes additional funds for previously awarded contracts with pending requisitions.

Resolution R22-220 – Amending and Cancelling Certification of Funds for Previously Awarded Contracts

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

Resolution R22-221 – Amending Certificate of Funds for Previously Awarded Contracts Resolution R22-155

Resolution reduces the dollar amount for SiteOne Landscape and increases the dollar amount on Andre and Son requisitions posted on resolution R22-197 presented at the September 15, 2022 meeting.

DIRECTOR’S REPORT

Director Soriano submitted a report for the month of October 2022.

COMMISSION CORRESPONDENCE

Letter received from the New Centre Dairy 4-H Club thanking the Park Commission for their part in making this year’s 4-H Fair happen this year.

Commissioner Kempe gave kudos to Park Commission staff that worked to make the 4-H Fair a success.

CONSENT AGENDA

RESOLUTIONS

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

Resolution R22-222 – Awarding Contract for 2022 Tree Planting – Various Parks

Resolution awards contract to SJC Lawncare Inc. with costs not to exceed \$23,865.00.

Resolution R22-223– Awarding First Year of a Two-Year Contract for Tree Pruning and Removal – All Parks

Resolution awards contract to Rich Tree Service, Inc. (Primary Vendor) and Predator Tree Service (Secondary Vendor) with costs not to exceed \$30,000.00.

Resolution R22-224 – Authorizing the use of County Contract for a Drug and Alcohol Testing Program

Resolution authorizes purchases from DSI Medical Services with costs not to exceed \$500.00.

Resolution R22-225 – Authorizing use of County Contract for Purchase of Traffic Control Signs

Resolution authorizes purchases from Garden State Highway Products.

Resolution R22-226 – Authorizing use of County Contract for Purchase of Paper and Envelopes

Resolution authorizes purchases from WB Mason.

Resolution R22-227 – Authorizing use of the Educational Services Commission of New Jersey for the Purchase of Grounds Equipment: Billy Goat Hurricane Blower

Resolution authorizes purchase from Power Place with costs not to exceed \$29,024.98.

Resolution R22-228 – Authorizing use of the Educational Services Commission of New Jersey for the Purchase of Grounds Equipment: Various Rolling Stock for Golf

Resolution authorizes purchases from Storr Tractor Company with costs not to exceed \$306,273.07.

Resolution R22-229 – Authorizing use of the Educational Services Commission of New Jersey for the Purchase of Grounds Equipment: Various Rolling Stock for Parks

Resolution authorizes purchases from Storr Tractor Company with costs not to exceed \$359,972.23.

Resolution R22-230 - Authorizing use of the Educational Services Commission of New Jersey for the Purchase of Grounds Equipment: John Deere Utility Tractor

Resolution authorizes purchase from Deere & Company with costs not to exceed \$38,898.50.

Resolution R22-231 – Accepting Monetary Donation for the Environmental Education Center

Resolution accepts a donation in the amount of \$100.00.

Resolution R22-232 - Accepting Donation of One (1) Horse for the Stable at Lord Stirling Park

Resolution accepts the donation of one grade bay mare from Sharon Sauenwald for use at the Stable at Lord Stirling Park.

Resolution R22-233 – Authorizing Procurement of Horses for The Stable at Lord Stirling Park through a Non-Fair and Open Process

Resolution authorizes purchases from South Jersey Performance Horse Sales, Standardbred Retirement Foundation, Strain Family Horse Farm, and Pond Hill Ranch with costs not to exceed \$44,000.00.

Resolution R22-235* – Awarding First Year of a Three-Year Contract with Two (2) Possible One Year Extensions for the Delivery and Installation of All-in-One Golf Course Management System

Resolution awards contract to foreUP with costs to be paid via one (1) mutually agreed upon weekly tee time at each of the five (5) golf courses and one (1) tee time at the Learning Center.

*out of numerical order

COMMITTEE REPORTS

FINANCE

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

Director Soriano added that actual revenue is well over the anticipated revenue year to date.

HUMAN RESOURCES

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

Donna Umgetler, HR Administrator, added she is working to obtain 2023 health benefits rates and anticipates information will be available next month. Director Soriano added that the Park Commission is seeking to utilize the services of the County Consultant, Fairview to secure a dental plan for 2023 for Park Commission employees and asked County Commissioner Drake for assistance in making that happen.

LEISURE SERVICES

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

Dina Trunzo, Leisure and Community Services Administrator introduced Stephen Dahl, the new Recreation Manager, to the Commissioners. Carrie Springer, Environmental Education Manager added that the EEC will be hosting Discovery Day on Saturday from noon to 4:00pm to introduce residents to the offerings available at the EEC.

GOLF MANAGEMENT

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

Ken Fivek, Manager Golf Operations is looking forward to working with the new Tee Time Management company, foreUP.

INFORMATION MANAGEMENT

There was no report submitted.

VISITOR SERVICES

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

PROPERTY MANAGEMENT

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

PLANNING AND LAND ACQUISITION

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

CAPITAL FACILITIES – CONSTRUCTION and ENGINEERING

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

PARK MAINTENANCE & HORTICULTURE

Vice President Foelsch, Chair of the Committee, submitted a report for September 2022.

AUDIT COMMITTEE

There was no report.

COUNTY COMMISSIONER REPORT

County Commissioner Drake attended the RWJBH Walk and Roll event at Colonial Park which earned \$170,000.00 for the hospital. Commissioner Drake thought it was a great event. The event was previously held at Johnson Park in New Brunswick and the participants and event organizers appreciated having the use of the Colonial Park as a new site. Commissioner Drake passed along that County Principal Planner is seeking projects for grants which might be useful for Park projects. Commissioner Drake thanked Horticulture Manager, Shauna Moore, for her oversight and participation on the Raritan Watershed Tree reforestation project along the Raritan River at North Branch Park. Commissioner Drake further thanked Park Commission staff, Watershed staff, and the various volunteers who made the project a success. Commissioner Drake closed by saying that the County is seeking facilities for energy efficient improvements which includes looking at Park Commission facilities.

OLD BUSINESS

There was no old business to discuss.

NEW BUSINESS

A proposed listing of Park Commission Meeting dates and times for 2023 was distributed to Commissioners for review. Discussion ensued and it was decided that each Commissioner will supply a personal recommendation for consideration prior to the November meeting. Counsel Bernstein advised that hybrid meetings were an accepted practice.

Director Soriano informed the Commission that NJDEP now requires property owners to sign off on Semi-Wild Hunting License for hunt clubs. The Park Commission received a

request from Long Valley Hidden Valley Hunt Club for the Dar-Mar North and South Parcel. The Commissioners were amenable to provide said signoff.

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

Respectfully submitted,



Geoffrey D. Soriano
Secretary-Director



Janine Erickson
Executive Assistant