

MINUTES of a Regular Meeting of the **SOMERSET COUNTY PARK COMMISSION** held September 21, 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
DJ Hunsinger
Randy Jones*
Joseph Kempe
Paul Drake
County Commissioner Liaison

ABSENT

Kevin McCallen

Other staff members present were:

Geoffrey Soriano, Secretary-Director
Janine Erickson, Admin., Exec. Services
Stephen Dahl, Mgr., Recreation & TR

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

Also in attendance: Dominic DiYanni, Legal Counsel, Adam Bloom, Park Commission Engineer, Tom Boccino, Park Commission Planner*, Yvonne Childress, Park Commission Treasurer.

*Participated via videoconference.

OPEN MEETING FOR PUBLIC COMMENT

There were no comments from the public.

SERVICE AWARDS

President Hunsinger presented service awards to the following employees:

~ Christopher Davis, Golf Operations, 5 Years

- ~ Daniel Ross, Environmental Science, 5 Years
- ~ Agnes Niedbala, Park Rangers, 5 Years
- ~ Evan Miller, Park Rangers, 10 Years
- ~ Robert Daniels, Park Maintenance, 15 Years
- ~ William Heerema, Golf Maintenance, 20 Years
- ~ Michael Ballow, Park Maintenance, 25 Years

APPROVAL OF THE MINUTES

President Hunsinger called for the approval of the minutes of the regular meeting held on August 17, 2023. Moved by Commissioner Foelsch; seconded by Vice President Kempe. YEAS: Commissioners D'Andrea, Foelsch, Hayes, Jones, Vice President Kempe, and President Hunsinger. NAYES: None. ABSTAIN: Commissioner Caliguire. ABSENT: Commissioner McCallen.

APPROVAL OF BILLS FOR PAYMENT

The following resolutions were moved by Commissioner D'Andrea; 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 R23-09-177 – Payment of Claims

Resolution authorizes payment of claims in the amount of \$2,480,463.44 comprised of Claims in the amount of \$579,994.22, Other Expenses in the amount of \$321,450.46, and Salaries and Wages in the amount of \$1,579,018.76 for the period of August 11, 2023 through September 15, 2023.

Resolution R23-09-178 – Payment of Confirming Orders

Resolution authorizes the payment of confirming orders totaling \$10,748.34.

Resolution R23-09-179 – Refund of Recreation Fees

Resolution authorizes the refund of unused recreation fees.

Resolution R23-09-180 – Amending and Canceling of Certification of Funds for Previously Awarded Contracts

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

Resolution R23-09-181 – Authorizing Additional Funding for Previously Awarded Contracts (Administration)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R23-09-182 – Authorizing Additional Funding for Previously Awarded Contracts (Park Operations)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R23-09-183 – Authorizing Additional Funding for Previously Awarded Contracts (Leisure Services)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R23-09-184 – Authorizing Additional Funding for Previously Awarded Contracts (Golf)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R23-09-185 – 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 August 2023.

COMMISSION CORRESPONDENCE

1. Card received from New Centre Dairy thanking the Park Commission for maintaining the fairgrounds for the 4H Fair and for providing a manure dumpster.
2. Letter from the Department of Environmental Protection announcing the upcoming “50th Anniversary-themed” programs for 2024 that will highlight the D&R Canal State Park.

Director Soriano shared with the Commissioners that Park Commission staff will be incorporating this recognition in some of their events in 2024.

3. Letter received from John Farr, Jr., Somerset resident, commending the Park Commission for the addition of a veterans discount at county golf courses. Mr. Farr expressed his dismay at not being able to combine the veterans discount with the senior discount.

Mr. Farr’s concern was addressed by the Commission who collectively agreed that the discounts could not be combined. County Commissioner Drake was part of the discussion and agreed with the Commissioner’s decision. Director Soriano will relay the comment to Mr. Farr.

CONSENT AGENDA

RESOLUTIONS

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

Resolution R23-09-186 – Accepting 2022 Audit Report

Resolution accepts the 2022 Audit Report prepared by Suplee, Clooney & Co.

Commissioner Hayes, Chair of the Audit Committee, reported that the committee met to review the 2022 Audit Report. The Committee recommends the acceptance of the audit

report as presented. President Hunsinger thanked the Finance department for the work they did through the year to ensure a clean report.

Resolution R23-09-187 – Approving License Agreement with the Township of Franklin for the Utilization of Portions of Colonial Park for Franklin Day Festival

Resolution approves license agreement for Franklin Day Festival on September 23, 2023.

Resolution R23-09-188 – Authorizing First Year of a Three-Year Contract for Renewal of Microsoft Office 365 Subscription Licenses

Resolution approves subscription renewal with SHI with annual cost not to exceed \$54,474.28.

Resolution R23-09-189 – Authorizing use of County Contract for the Purchase of Towing Services

Resolution authorizes services from Mike's Towing & Recovery (Primary) and Somerset Hills Towing (Secondary).

Resolution R23-09-190 - Authorizing use of County Contract for the Purchase of Janitorial/Cleaning Services

Resolution authorizes services from ACB Service, Inc. with costs not to exceed \$31,761.90.

Resolution R23-09-191 – Authorizing use of Educational Services Commission of New Jersey Contract for Purchase of Grounds Equipment – John Deere Gator

Resolution authorizes purchase from Deere & Company with costs not to exceed \$29,372.69.

Resolution R23-09-192 – Authorizing use of Educational Services Commission of New Jersey Contract for Purchase of Grounds Equipment – Toro Workman

Resolution authorizes purchase from Storr Tractor with costs not to exceed \$315,644.34.

Resolution R23-09-193 – Authorizing use of Educational Services Commission of New Jersey Contract for Purchase of Grounds Equipment – Billy Goat Hurricane Blower

Resolution authorizes purchase from Power Place with costs not to exceed \$23,484.98.

COMMITTEE REPORTS

FINANCE

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

HUMAN RESOURCES

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

Donna Umgelter welcomed Zinnia Cheetham in her new position as Executive Assistant.

LEISURE SERVICES

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

Stephen Dahl, Manager of Recreation and Therapeutic Recreation, reported that the Warrenbrook pool and the spray park are now closed for the season.

Carrie Springer, Manager of Environmental Sciences, reported that she; Ranger Manager, Doug Vornlocker; and Buck Garden Supervisor, Roman Fabyian hosted two forrestors from South Korea. Carrie invited Commissioners to attend the upcoming 1770's Festival that will be held at the EEC on Sunday, October 1st.

GOLF MANAGEMENT

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

Ken Fivek, Manager of Golf Operations, reported that the golf courses are in great shape and that there has been a natural dip in golf play due to the lessening of daylight hours.

Darrell Marcinek, Director of Golf Maintenance, reported that fall aeration is taking place at the courses.

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 August 2023.

PROPERTY MANAGEMENT

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

PLANNING AND LAND ACQUISITION

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

Tom Boccino, Park Commission Planner/Land Acquisition, reported that he is wrapping up budgeting and prioritizing restoration of historic buildings with Historic Preservation Commission. Trail renovations are moving forward at Lord Stirling Park. Hunter Research

will be performing archaeological work at Lord Stirling Manor, which is the most significant manor site in the state.

CAPITAL FACILITIES – CONSTRUCTION AND ENGINEERING

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

Adam Bloom, Park Commission Engineer, provided an update on his engineering report.

PARK MAINTENANCE & HORTICULTURE

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

AUDIT COMMITTEE

There was no additional audit report.

COUNTY COMMISSIONER REPORT

County Commissioner Drake shared that he participated in a symposium on Influencing Agriculture that took place last week at Duke Farms. The purpose of the symposium was to look at ways to advance agriculture within the County. Commissioner Drake reported that the County purchased electric vans for the motor pool, which are being enjoyed by resident passengers. The County announced a new electric vehicle (EV) plan and will be studying the County's EV readiness at County facilities via a grant received from NJTPA.

OLD BUSINESS

Commissioner Foelsch shared that he was blown away by the historical value of the Danbury Cemetery on Long Hill Road during a recent visit.


NEW BUSINESS

Director Soriano reported that he was just informed that the Franklin Day Festival was being canceled due to the incoming inclement weather for the weekend.

Seeing no further business, a motion to adjourn the meeting at 8:42 A.M. was moved by Commissioner Foelsch; seconded by Commissioner Kempe. YEAS: Commissioners Caliguire, D'Andrea, Foelsch, Hayes, Jones, Vice President Kempe, and President Hunsinger. NAYES: None. ABSTAIN: None. ABSENT: Commissioner McCallen.

Respectfully submitted,


Geoffrey D. Soriano
Secretary-Director


Janine Erickson
Administrator, Executive Services