

**MINUTES** of a meeting of the **SOMERSET COUNTY PARK COMMISSION** held Thursday, October 20, 2011 at 5:30 PM at the Somerset County Park Commission Headquarters, 355 Milltown Road, Bridgewater, NJ.

"In accordance with Public Law Chapter 231, the open public meeting notice requirements have been satisfied whereby the starting time and place of this meeting have been filed with a county newspaper and the County Clerk and posted in a public information area in this office."

President Fuerst called the meeting to order.

**PRESENT**

Paul Consiglio  
William Crosby  
Steven Fuerst  
Walter Hansen  
Gary Walsh  
Patrick Scaglione, Freeholder Liaison

**ABSENT**

Dale Florio  
Joanne Jaeger  
Christopher Paladino  
Dorothy Paluck

Other staff members present were:

Raymond Brown, Director  
Joanne Steinruck, Executive Assistant  
Tom Boccino, Principal Planner/Land Acq.  
Dave Dendler, Manager, Park Rangers  
Pierce Frauenheim, Deputy Dir. Park Maint.  
Don Korbobo, Property Mgmt. Coordinator  
Stuart Lederman, Counsel  
Dan Livak, Deputy Dir. Business Admin.  
Matt Loper, Engineer

Darrell Marcinek, Director Golf Maint.  
Margie Margentino, Manager Stable  
Alex Mathew, Manager Info. Mgmt.  
Karren Newman, Manager Recreation  
Bob Ransone, Director, Golf Management  
Cathy Schrein, Manager, Envir. Science  
Adam Slutsky, Principal Engineer  
Cindie Sullivan, Deputy Director  
Dina Trunzo, Manager TR  
Donna Van Deursen, Manager HR

Also in attendance: Brian Newman, Yvonne Childress, and Rich Reitman

**OPEN MEETING FOR PUBLIC COMMENT**

No comment from the public.

**SERVICE AWARDS**

President Fuerst presented a ten year service award to Sara Weber.

**APPROVAL OF THE MINUTES**

President Fuerst called for the approval of the minutes of the last regular meeting held September 15, 2011. MOVED BY: Commissioner Crosby; seconded by: Commissioner Hansen. YEAS: Commissioners Consiglio, Crosby, Hansen, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Florio, Jaeger, Paladino, and Paluck.

President Fuerst called for the approval of the minutes of the last Work Session held on October 13, 2011. MOVED BY: Commissioner Crosby; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Crosby, Hansen, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Florio, Jaeger, Paladino, and Paluck.

## **APPROVAL OF BILLS FOR PAYMENT**

### **Resolution R11-073 - Payment of Claims**

Resolution authorizing payment of bills for \$1,067,327.11 comprising of check numbers 201818-201843, 202203-202221, 202448-202475, 201844-201900, 202225-202279, 202476-202562, 202563, 202793-202842, and 203192-203279. MOVED BY: Commissioner Consiglio; seconded by: Commissioner Crosby. YEAS: Commissioners Consiglio, Crosby, Hansen, Walsh, and President Fuerst. NAYES: None ABSENT: Commissioners Florio, Jaeger, Paladino, and Paluck.

## **DIRECTOR'S REPORT**

Director Brown submitted a report for the month of September 2011. Ray commented that the Traveling Wall exhibit was a huge undertaking and thanked Cindie Sullivan, Dave Dendler, Pierce Frauenheim, and Karren Newman for all the hard work. Ray also thanked the Freeholders and Commissioners for allowing the Park Commission to be the host for the event.

Commissioner Crosby also thanked the Park Commission for hosting the exhibit and he suggested the commission consider bringing the exhibit back in five years. President Fuerst commented that he attended the closing ceremony and expressed his appreciation of the staff's efforts in hosting the exhibit.

## **COMMISSIONER CORRESPONDENCE**

1. Letter from New Jersey Water Supply Authority advising the Schedule of Rates, Charges, and Debt Service Assessments for the Sale of Water from the Raritan Basin System will be published in the December 19, 2011 issue of the N.J. Register for the fiscal year starting July 1, 2012.
2. Letter from the Board of Chosen Freeholders thanking the Park Commission for the excellent job on this year's 4H Fair.
3. Letter from Township of Warren requesting permission to allow the Blue Ridge Sportsman Club to hunt a portion of the Gaiser property.
4. Letter from the Township of Bridgewater requesting permission to hunt portions of the Washington Valley, the Chipmon Tract, and sections of Duke Island Park.
5. Letter from VILLEtv thanking the Park Commission staff, in particular Cindie Sullivan, for the assistance in being able to broadcast the Summer Concert Series to people who were not able to attend in person.
6. Note of thanks for hosting the County Park Directors' meeting.
7. Letter of thanks from Congressman Holt for the invitation to attend the Traveling wall Tribute on Sunday, October 16<sup>th</sup>. The Congressman was unable to attend.
8. Letter of thanks from Michael Camerino for hosting the Traveling Wall.

## **CONSENT AGENDA**

### **RESOLUTIONS**

The following resolutions were MOVED BY: Commissioner Crosby; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Crosby, Hansen, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Florio, Jaeger, Paladino, and Paluck.

#### **Resolution R11-074 – Award of Contract to Gavin Electric**

Resolution awards a contract for the relocation and replacement of Park Commission headquarters electrical panels from the basement to the first floor. The cost is not to exceed \$45,000.00

#### **Resolution R11-075 – Approving Printmaking Center License Agreement**

Resolution approves the license agreement for the use of the Ralph T. Reeve Cultural Center for the period of November 1, 2011 through October 31, 2013.

#### **Resolution R11-076 – Default Somerset Feed & Grain and Award New Egypt Aqway**

Resolution awards a contract for furnishing and delivering of animal feed and supplements. The cost is not to exceed \$10,000.00.

#### **Resolution R11-077 – Award of County Co-Op Purchase from Storr Tractor Co.**

Resolution awards a contract for the purchase of a 2011, or current model year, Dakota turf tender. The cost is not to exceed \$12, 598.00.

#### **Resolution R11-078 – Accepting Funds from the Somerset County Improvement Authority and Execution of Agreement with New Jersey Arborists for Partial Cleanup of Skillman Village**

Resolution accepts \$18,500 in funds for the purpose of the agreement with The New Jersey Arborists Society for the training and cleanup at Skillman Village.

## **COMMITTEE REPORTS**

### **FINANCE**

Commissioner Walsh, Chair of the Committee, submitted a report for the month of September 2011.

There was an extended discussion among the Commissioners regarding the commission's surplus for 2012 and the year's expenditures and revenue. Brian Newman stated that the budget's revenues will be approximately \$650,000.00 less than anticipated but he is not concerned about having money to pay the bills. He also reported that there is still three months left in the year. President Fuerst and Commissioner Walsh expressed their continued concerns about the budget. Commissioner Hansen reported that he felt there is a disconnect between the Commissioners and Brian Newman's interpretation of the budget. Brian Newman offered to hold a special meeting with the Commissioners to discuss the budget and the way it is reported at the commission's monthly meetings.

## **HUMAN RESOURCES**

Commissioner Consiglio, Chair of the Committee, submitted a report for the month of September 2011.

Donna Van Deursen, Manager, Human Resources reported that the employment vacancies can be found on page 23.

## **LEISURE SERVICES**

A report was submitted for the month of September 2011.

Cindie Sullivan, Deputy Director reported that the RFP's for the annual professional services contracts are available on the website.

Dina Trunzo, Manager Therapeutic Recreation reported that she presented a session for families affiliated with Somerset County Special Child Health Services Case Management on recreation and leisure opportunities. The department is working on planning a fall 2012 adult week-long trip either to Florida or go on a cruise. The department is conducting a new program for children in November during the teacher's convention break. The three-hour program will run in conjunction with a naturalist at the TR Activity Center. Dina is also working on developing a lecture series for families that may include topics such as guardianship, trust accounts, and sessions for grandparents and siblings.

Cathy Schrein, Manager, Environmental Science reported that the 1770's Festival had more than 1,200 people in attendance and also received \$4,000.00 in donations. The EEC will be holding The Nature of Halloween Night Walks on October 28 to 30.

Karren Newman, Manager Recreation reported that the paddle boats and putting course are closed for the season. Mischief Night Madness will be held on October 28 and the Turkey Trot on November 19.

Marge Margentino, Manager Stable reported that the fall introductory trail rides are full and have added a second ride. Naturalist Carrie Springer from the EEC led the fall Nature Ride pointing out various plants and wildlife to participants. The car show had 75 cars and was well received. The Hunter Pace will be held on November 6.

## **GOLF MANAGEMENT**

A report was submitted for the month of September 2011.

Bob Ransone, Deputy Director Golf Management reported that the County championships are completed and he is busy working on the WAPL. Bob reported that the County Park Foundation has pledged \$30,000 for the event.

## **BUSINESS ADMINISTRATION**

Commissioner Consiglio, Chair of the Committee, submitted a report for the month of September 2011.

Dan Livak, Deputy Director/Business Administration reported that he has been busy working on Hurricane Irene damages and completing FEMA filings. A FEMA Hazard

Mitigation Grant has been filed for the reimbursement of moving the electric panels to the first floor.

### **INFORMATION MANAGEMENT**

Commissioner Hansen, Chair of the Committee, submitted a report for the month of September 2011.

Alex Mathew, Manager, Information Management reported that the relocation of the server room to the upper level has been completed and the servers will be moved on Tuesday, October 25.

### **VISITOR SERVICES**

Commission Crosby, Chair of the Committee, submitted a report for the month of September 2011.

Dave Dendler, Manager, Park Rangers reported that he is preparing for the Adopt-A-Boulder to be held on November 5. There will be a new competition held in the afternoon. The Hawk Watch remains open until November 15. The Rangers assisted with an Ortho Employee Volunteer Day at Duke Island Park in cleaning the former power canal and the debris throughout the park resulting from Hurricane Irene.

### **PROPERTY MANAGEMENT**

Commissioner Consiglio, Chair of the Committee, submitted a report for the month of September 2011.

Don Korbobo, Property Management Coordinator reported that he is preparing a farm bid for three new parcels; two have been created by splitting the former Snearowski farm.

### **PLANNING AND LAND ACQUISITION**

A report was submitted for the month of September 2011.

Tom Boccino, Parks Section Principal Planner, Land Acquisition reported that his report is on page 47.

### **CAPITAL FACILITIES – CONSTRUCTION and ENGINEERING**

A report was submitted for the month of September 2011.

Adam Slutsky, Principal Engineer, reported that there are a number of projects under construction.

### **PARK MAINTENANCE & HORTICULTURE**

Commissioner Consiglio, Chair of the Committee submitted a report for the month of September 2011.

Pierce Frauenheim, Deputy Director Park Maintenance reported that Duke Island Park is clean of debris. The trails have been repaved and are operational. Pierce thanked the Park Rangers and County Engineering for the assistance in cleaning up after

Hurricane Irene. Pierce also thanked Cindie Sullivan, Karren Newman, Commissioner Crosby, and Dave Dendler for their assistance with the Traveling Wall exhibit.

### **AUDIT COMMITTEE**

An RFP will be advertised next month with an award of contract in December.

### **FREEHOLDER'S REPORT**

Freeholder Scaglione thanked Ray Brown, Cindie Sullivan, and Pierce Frauenheim for the tremendous job done with the Traveling Wall exhibit.

Freeholder Scaglione reported that the Skillman Village closing is scheduled for Tuesday, October 25<sup>th</sup>. A press release will be issued that day. The Improvement Authority will authorize \$250,000.00 toward maintenance of the property. It may be a few years before the property can truly function as a public park. An advisory group will be created to prepare a master plan for the site with it understood that it would be the intent to create a passive recreational setting. Ray Brown stated the taking over of the property is going to be an operating staff issue. The conversion of the property to a park will be structured similar to the Natirar experience. Staff is working on a budget for the future 265 acre park. Natirar took three to four years to transfer from the Improvement Authority to the Park Commission and Ray anticipates the same timeline for Skillman. There are numerous easement issues to be addressed that are compounded by a middle school being located within the property.

### **OLD BUSINESS**

President Fuerst commented that the Park Commission continues to do great things and all employees should feel good about the teamwork they continue to demonstrate despite working under the difficult conditions being experienced due to deplorable weather conditions and a strained economy.

### **NEW BUSINESS**

No new business to report.

A motion to adjourn the meeting at 7:11 p.m. was made by Commissioner Walsh; seconded by Commissioner Crosby. YEAS: Commissioners Consiglio, Crosby, Hansen, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Florio, Jaeger, Paladino, and Paluck.

Respectfully submitted,

Raymond A. Brown  
Director

Joanne Steinruck  
Executive Assistant