

**MINUTES** of a meeting of the **SOMERSET COUNTY PARK COMMISSION** held Thursday, December 8, 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 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  
Dale Florio  
Walter Hansen  
Christopher Paladino  
Gary Walsh

ABSENT

Joanne Jaeger  
Dot Paluck  
Patrick Scaglione, Freeholder Liaison

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.

Darrell Marcinek, Director Golf Maint.  
Marge Margentino, Manager Stable  
Karren Newman, Manager Recreation  
Bob Ransone, Deputy Dir. Golf Mgmt.  
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: Rich Reitman and Brian Newman

**OPEN MEETING FOR PUBLIC COMMENT**

No comment from the public.

**Resolution R11-107 – Closed Session**

Resolution adjourning into closed session at 5:45 p.m. in accordance with the Sunshine Law, Chapter 321, P.L. 1975 (N.J.S.A. 10:4-6, et seq.) to personnel matters and contract negotiations and other matters.. **MOVED BY:** Commission Walsh; seconded by: Commissioner Consiglio. **YEAS:** Commissioners Consiglio, Crosby, Hansen, Paladino, Walsh, and President Fuerst. **NAYES:** None. **ABSENT:** Commissioners Florio, Jaeger, and Paluck.

A motion to re-enter the regular meeting was made by Commissioner Hansen and seconded by Commissioner Consiglio at 6:05 p.m.

## **APPROVAL OF THE MINUTES**

President Fuerst called for the approval of the minutes of the last regular meeting held November 17, 2011. MOVED BY: Commissioner Consiglio; seconded by: Commissioner Crosby. YEAS: Commissioners Consiglio, Crosby, Hansen, Paladino, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Florio, Jaeger, and Paluck.

President Fuerst called for the approval of the minutes of the last Work Session held on December 1, 2011. MOVED BY: Commissioner Crosby; seconded by: Commissioner Hansen. YEAS: Commissioners Consiglio, Crosby, Hansen, Paladino, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Florio, Jaeger, and Paluck.

## **APPROVAL OF BILLS FOR PAYMENT**

### **Resolution R11-091- Payment of Claims**

Resolution authorizing payment of bills for \$722,376.89 comprising of check numbers 204828-204870, 205273-205282, 206254, 204767-204827, 205199-205272, and 206256-206300. MOVED BY: Commissioner Consiglio; seconded by: Commissioner Crosby. YEAS: Commissioners Consiglio, Crosby, Hansen, Paladino, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Florio, Jaeger, and Paluck.

## **DIRECTOR'S REPORT**

Director Brown submitted a report for the month of November 2011.

## **COMMISSIONER CORRESPONDENCE**

1. Resolution SCIA11-394 accepting a grant from Somerset County in the amount of \$250,000.00 for issuance to the Somerset County Park Commission for the preservation of the Skillman Village Park.
2. Resolution SCIA11-395 authorizing a grant to the Somerset County Park Commission in the amount of \$250,000.00 for the Skillman Village Park site.
3. Notice of New Jersey Water Supply Authority Open Public Meeting dates.

## **CONSENT AGENDA**

## **RESOLUTIONS**

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

### **Resolution R11-090 – Accepting Emergency Appropriation of Funds from Somerset County for Repairs due to Hurricane Irene**

Resolution accepts \$413,316.03 for the necessary repairs.

### **Resolution R11-092 – Adopting the 2012 Temporary Budget**

Resolution adopts the temporary budget for the first quarter of 2012.

**Resolution R11-093 – Transfer of Appropriations from Trust Accounts**

Resolution approves the transfer of funds from various trust account to other trust accounts, closing inactive ones.

**Resolution R11-094 – Award of Contract for Entertainment Consultant for Summer Concerts**

Resolution awards a contract to LaGuardia & Associates Entertainment for entertainment services for summer concerts at Duke Island Park at the rate of nine percent (9%) of the artists' cost.

**Resolution R11-095 - Award of Contract for Sound Production Services for Summer Concerts**

Resolution awards a contract to RTD Productions for the 2012 Concert Series held at Duke Island Park. The fee is \$850.00 per Sunday Concert and \$1,500.00 for the July 4<sup>th</sup> Festival.

**Resolution R11-096 - Award of Contract for Design of Promotional Materials**

Resolution recommends award to Contempographics for Project #1 – Annual Report \$850.00 and Project #3 - Duke Island Park Concert Poster and Brochure \$1,850.00; LaMountain Communications for Project #2 – Annual Golf Magazine \$3,675.00.

**Resolution R11-097 - Award of Contract for Public Relations Consultant**

Resolution awards a contract to The Reitman Group. The retainer fee is \$2,325.00 per month.

**Resolution R11-098 - Award of Contract for Health Benefit Consulting Services**

Resolution awards a contract to Gallagher Benefits for an annual fee of \$27,000.00 offset by any commissions.

**Resolution R11-099 - Award of Contract for Medical and Dental Insurance**

Resolution awards a contract to Horizon Blue Cross/Blue Shield for medical and Delta Dental for dental coverage for employees, Chapter 88 Retirees, and COBRA participants. This contract will be renewed without any increase in fees.

**Resolution R11-101 - Rescinding and Awarding Resolutions R11-084, 085, and 086**

Resolution rescinds the resolutions for purchase of a rugby dump body with options installed, a Class IV towing hitch installed, and a nine foot snow plow Meyer with options installed from Monmouth Truck Equipment to be purchased from Warnock Fleet.

**Resolution R11-102 - Award of Co-Op Contract to Purchase a 2012 Ford F550 and Chassis**

Resolution awards a co-op contract to Warnock Fleet and the cost is \$40,792.00.

**Resolution R11-103 - Award of Second and Final Year of a Contract for Fire Alarms and Security Systems**

Resolution awards a contract to Fire Alarm and Security Technologies. The cost is \$24,560.00.

The following resolutions were taken out of the Consent Agenda:

**Resolution R11-100 - Award of Contract for Professional General and Labor Counsel Services**

Resolution awards a contract to Riker, Danzig, Scherer, Hyland & Perretti, LLP and DiFrancesco, Bateman, Coley, Yospin, Kunzman, Davis, and Lehrer, PC for legal services. MOVED BY: Commissioner Crosby; seconded by: Commissioner Hansen. YEAS: Commissioners Crosby, Hansen, Paladino, Walsh, and President Fuerst. NAYES: None. ABSATAIN: Commissioner Consiglio. ABSENT: Commissioners Florio, Jaeger, and Paluck.

After discussion among the Commissioners regarding the Work Session meetings, the consensus was not to continue with them. The following resolution was not passed.

**Resolution R11-104 - Setting the 2012 Work Session Dates (7:30 a.m.)**

Resolution sets the dates for the meetings. MOVED BY: Commissioner Crosby; seconded by: Commissioner Consiglio. YEAS: None. NAYES: Commissioners Consiglio, Crosby, Hansen, Paladino, Walsh, and President Fuerst. ABSENT: Commissioners Florio, Jaeger, and Paluck.

**Resolution R11-105 - Setting the 2012 Park Commission Meeting Dates**

January 19, 2012	July 19, 2012 at 8:00 AM
February 16, 2012	August 16, 2012 at 8:00 AM
March 15, 2012	September 20, 2012
April 19, 2012	October 18, 2012
May 17, 2012 at 8:00 AM	November 15, 2012
June 21, 2012 at 8:00 AM	December 13, 2012

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

**COMMITTEE REPORTS**

**FINANCE**

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

Brian Newman reported that the revenue will be approximately \$250,000.00 less than what was projected. The expenses are less than what was budgeted. There will be \$650,000.00 additional in the Operating Budget.

## **HUMAN RESOURCES**

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

Donna Van Deursen, Manager, Human Resources reported that she will be preparing for open enrollment for the health benefits.

## **LEISURE SERVICES**

At this point of the meeting Commissioner Florio was telephoned into the meeting. Director Brown reported that the Fee Schedule was revised following the Commission's Work Session discussion to address concerns over fee increases proposed for seniors. The revised fees no longer provide for the bundling of golf fees. The new fee for the tee time service will be \$35.00 per person and an additional fee of \$5.00 will be added to registration for juniors, seniors, and adults. The revised fees will decrease projected revenues by \$70,000.00.

### **Resolution R11-106 Adopting the 2012 Fee Schedule**

Resolution recommends the new fee schedule to be effective on January 1, 2012. MOVED BY: Commissioner Hansen; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Crosby, Florio, Hansen, Paladino, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Jaeger and Paluck.

Cindie Sullivan, Deputy Director reported that Leisure Services report begins on page 52.

Dina Trunzo, Manager Therapeutic Recreation reported that the Holiday Hop will be held tonight and the season will be ending in a couple of weeks. The winter/spring brochure is at the printer and registration will be conducted on Saturday, January 7. Dina has secured the use of the JCC gym in Bridgewater for the Basketball Skills program which will be run in conjunction with US Sports Institute.

Cathy Schrein, Manager, Environmental Science reported that the Frost Fest continues. There were 175 people at the dog sled event. The final day will have a Hibernation Masquerade.

Marge Margentino, Manager Stable reported that the Holiday Festival had more than 1,700 people in attendance. The Winter Break Clinic has doubled in registrations. The Jingle Bell Hayride on December 18<sup>th</sup> still has openings. Dogs are welcome on the 7:30 p.m. ride.

Karren Newman, Manager Recreation reported that there were 362 participants at the Turkey Trot.

## **GOLF MANAGEMENT**

Bob Ransone, Deputy Director Golf Management reported that Neshanic Valley, Green Knoll, Spooky Brook, and Quail Brook remain open. The Thanksgiving golf event was a huge success.

### **BUSINESS ADMINISTRATION**

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

Dan Livak, Deputy Director/Business Administration reported that work continues on the budget.

### **INFORMATION MANAGEMENT**

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

### **VISITOR SERVICES**

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

Dave Dendler, Manager, Park Rangers reported that CPR and first aid classes have begun. Deer Management in Bridgewater will begin in January.

### **PROPERTY MANAGEMENT**

Commissioner Crosby, Chair of the Committee, submitted a report for the month of November 2011.

Don Korbobo, Property Management Coordinator reported that the bids for the four farm parcels were opened on December 2. Rent from those parcels will increase the 2012 revenue by \$1,558.00 from 2011 total.

### **PLANNING AND LAND ACQUISITION**

Tom Boccino, Parks Section Principal Planner, Land Acquisition reported that he will be tallying the year end numbers for acres acquired. A public meeting will be held on December 15 for two projects. One is the proposed new athletic field on the former Howe property and the second is for the proposed new community garden at Natirar.

Commissioner Paladino asked about the status of the Arthur and Friends greenhouses at Natirar. Ray reported that the Engineering Department is reviewing the plans.

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

Commissioner Paladino, Chair of the Committee, submitted a report for the month of November 2011.

Adam Slutsky, Principal Engineer reported that there are five projects currently under construction: Morgan Pellowski Playground renovations at Colonial Park, Knob Hill Pavilion at Colonial Park, Merrill House renovations and ADA upgrades, Spooky Brook Clubhouse renovations and the Phase 1 Repair, and Restoration of the Natirar Grist Mill and Elm Cottage. Construction of the Warrenbrook Golf Course bridge 424-BR004 (18<sup>th</sup> hole) is scheduled to begin shortly. The Engineering staff is preparing a transition plan for the ADA audit which is due March 12, 2012.

**PARK MAINTENANCE & HORTICULTURE**

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

Pierce Frauenheim, Deputy Director Park Maintenance reported that staff continues to clean debris from the floods.

**AUDIT COMMITTEE**

Commissioner Walsh reported that the response from the RFP is due December 14 with an award at the January meeting.

**FREEHOLDER'S REPORT**

No report this month.

**OLD BUSINESS**

No old business to report.

**NEW BUSINESS**

Counsel Lederman reminded everyone the Year-End Meeting will be held on December 28 at 7:30 a.m. and there will not be a Work Session on January 12.

A motion to adjourn the meeting at: 7:00 p.m. was made by Commissioner Crosby; seconded by Commissioner Consiglio. YEAS: Commissioners Consiglio, Crosby, Hansen, Paladino, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Florio, Jaeger, and Paluck.

Respectfully submitted,

Raymond A. Brown  
Director

Joanne Steinruck  
Executive Assistant