

MINUTES of a meeting of the **SOMERSET COUNTY PARK COMMISSION** held Thursday, December 13, 2012 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
Dale Florio
Steven Fuerst
Walter Hansen
Christopher Paladino
Dot Paluck
Gary Walsh
Patrick Scaglione, Freeholder Liaison

ABSENT

Joanne Jaeger

Other staff members present were:

Raymond Brown, Director
Joanne Steinruck, Executive Assistant
Jim Avens, Manager Horticulture
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.
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 20 year service award to Cindie Sullivan.

MERIT AWARDS

President Fuerst presented the following employees a Merit Award:

Steven Crofts, Karen Migliore, Andrew Hojnowski, Mike Adams, Marjorie Margentino, Dave Kuczynski, Marnie Maciborski, Robert Daniels, Barbara Hirtes, Kevin Ashmead, Vladimir Levitsky, and Maryann Zecca.

APPROVAL OF THE MINUTES

President Fuerst called for the approval of the minutes of the last regular meeting held November 15, 2012. MOVED BY: Commissioner Walsh; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Florio, Hansen, Paladino, Paluck, Walsh, and President Fuerst. NAYES: None. ABSTAIN: Commissioner Crosby. ABSENT: Commissioner Jaeger.

APPROVAL OF BILLS FOR PAYMENT

Resolution R12-075 - Payment of Claims

Resolution authorizing payment of bills for \$1,189,008.40 comprising of check numbers 224673-224689, 225071-225090, 225154-225164, 226658-226661, 224444-224497, 224752-224803, 225091-225138, and 226592-226657. MOVED BY: Commissioner Crosby; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Crosby, Hansen, Paladino, Paluck, Walsh, and President Fuerst. NAYES: None. ABSTAIN: Commissioner Florio. ABSENT: Commissioner Jaeger.

DIRECTOR'S REPORT

Director Brown submitted a report for the month of November 2012.

COMMISSIONER CORRESPONDENCE

1. Status Report received regarding Lareau vs. Somerset County Park Commission indicating that Mr. Lareau has filed a Notice of Appeal.
2. Letter regarding the sewage connection to the EEC by a neighbor which is not approved because the EEC is not a public sewer line.
3. Letter of thanks, especially Jason Bittner, for helping with the success of the Skyland Conference Cross Country Championship.
4. Memorandum regarding Park Foundation grants that were given to the Park Commission.
5. Letter from Wild Ridge Plants asking permission to collect seeds of native plant species on Park Commission property.
6. Letter from a Bridgewater resident strongly requesting the Park Commission become a voice for the Arthur & Friends program at Natirar.

President Fuerst asked about getting monthly updates on the damage caused by Super Storm Sandy and the costs associated with it. Dan Livak responded that he will update the Commissioners each month. Dan reported that most of the storm damage repairs will be reimbursed by the Joint Insurance Fund. He has also been working with FEMA.

CONSENT AGENDA

RESOLUTIONS

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

Resolution R12-076 – Authorizing State Contract Purchase of Computer Hardware and Software for IT Disaster Recovery Implementation

Resolution awards a contract to Dell, Inc. for the purchase and installation of the hardware with AppAssure Backup and Replication software. The cost is not to exceed \$22,000.00.

Resolution R12-077 – Adopting the 2013 Temporary Budget

Resolution adopts the temporary budget for the first quarter of 2013.

Resolution R12-079 – Setting the 2013 Public Meeting Dates

January 17, 2013	July 18, 2013 at 8:00 AM
February 21, 2013	August 15, 2013 at 8:00 AM
March 14, 2013 at 5:30 PM WORK SESSION	September 19, 2013
March 21, 2013	October 17, 2013
April 18, 2013	November 7, 2013 at 5:30 PM WORK SESSION
May 16, 2013 at 8:00 AM	November 14, 2013
June 20, 2013 at 8:00 AM	December 12, 2013

Counsel Lederman informed the Commissioners that during the Work Session there will be no official action taken.

Resolution R12-080 – Award of Contract for Entertainment Consultant for Summer Concerts at Duke Island Park

Resolution awards a contract to LaGuardia & Associates Entertainment. The fee is ten percent of the artists' cost.

Resolution R12-081 – Award of Contract for Sound Production Services for Summer Concerts at Duke Island Park and July 4th Festival

Resolution awards a contract to RTD Productions and the cost is not to exceed \$9,150.00.

Resolution R12-082 – Award of Contract for Design of Promotional Materials

Resolution awards a contract to Contempographics for the Annual Report (\$850.00), Annual Golf Magazine (\$1,950.00), and Duke Island Park Concert Poster and Brochure (\$1,850.00).

Resolution R12-083 – Award of Contract for Public Relations

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

Resolution R12-084 – Award of Contract for Health Benefits Consulting Services

Resolution awards a contract to Gallagher Benefit Services, Inc. and the fee is \$27,000.00 offset by any commissions received.

Resolution R12-086 – Award of Contract for Tree Pruning and Removal Services

Resolution awards a contract to Tamke Tree Experts as the primary vendor and Tuff Greens as the secondary vendor. The cost is not to exceed \$43,543.00.

Resolution R12-087 – Award of Contract for Co-Op Purchase for One (1) 2013 or Current Model Year Dodge Ram 5500 Regular Cab Four Wheel Drive Cab and Chassis

Resolution awards a co-op contract to Beyer CDJR and the cost is not to exceed \$49,153.00. This Golf Division vehicle is replacing a vehicle that was sent to the auction.

Resolution R12-088 – Award of Contract for Co-Op Purchase for One (1) Gallon Mason Dump Truck Body with Options Installed

Resolution awards a co-op contract to Cliffside Body Corporation and the cost is not to exceed \$11,683.00. This is the dump part of a truck to be used by the Golf Division.

Resolution R12-089 – Award of Contract for Flexible Spending Account Administration

Resolution allows agreement with the County of Somerset and Discovery Benefits, Inc. to implement a Flexible Spending Account for participating employees to set aside a portion of their salary, through payroll deductions, for the reimbursement of qualified medical expenses.

The following resolutions were taken out of the Consent Agenda:

Commissioner Florio questioned why the Fee Schedule needed to be adopted at this meeting. He questioned why, if the budget is not final until March, does the Park Commission need to approve it now? Director Brown reported that a modest fee increase is necessary due to the rates already being less than what other counties are charging. Commissioner Paluck reported that the increase in the golf rates helps maintain the courses.

Resolution R12-078 – Adopting the 2013 Fee Schedule

Resolution adopts the new fees for 2013. MOVED BY: Commissioner Paluck; seconded by: President Fuerst. YEAS: Commissioners Crosby, Hansen, Paluck, Walsh, and President Fuerst. NAYES: Commissioners Consiglio, Florio, and Paladino. ABSENT: Commissioner Jaeger.

Resolution R12-085 – Award of Contract for Health and Dental Benefits

Resolution awards a contract to Horizon Blue Cross/Blue Shield for health benefits and Delta Dental for dental benefits. The contract is for the period of January 1 to December 31, 2013. MOVED BY: Commissioner Consiglio; seconded by: Commissioner Crosby. YEAS: Commissioners Consiglio, Crosby, Hansen, Paladino,

Paluck, Walsh, and President Fuerst. NAYES: None. ABSTAIN: Commissioner Florio. ABSENT: Commissioner Jaeger.

COMMITTEE REPORTS

FINANCE/BUSINESS ADMINISTRATION

Commissioner Walsh, Chair of the Committee, submitted a report for the month of November 2012.

Commissioner Walsh reported that the revenue is five percent more than 2010.

Dan Livak, Deputy Director/Business Administrator reported that currently the revenue is \$245,000.00 more than the anticipated 2012 revenue budget. Dan distributed copies of the Transfer and Cancellation of Appropriations, as well as the projected surplus which will be adopted at the December 27 meeting.

At this point of the meeting Commissioners Paladino and Walsh left the meeting.

HUMAN RESOURCES

Commissioner Consiglio, Chair of the Committee, submitted a report for the month of November 2012.

Donna Van Deursen, Manager, Human Resources reported that open enrollment information will be distributed to all employees and retirees. Donna is working on training programs on safety with the County and Joint Insurance Fund.

LEISURE SERVICES

Cindie Sullivan, Deputy Director reported that she has been busy preparing for the budget, Fee Schedule, and goals for staff. Cindie has been working with Ray Brown and Cliff Zink on the history book. It is hoped to have the book completed by early spring. The Turkey Trot had 400 participants.

Cathy Schrein, Manager, Environmental Science reported that the Basking Ridge *Patch* awarded the Environmental Education Center the 2012 Readers' Choice award for the Best County Park. The Frost Fest event will wrap up this weekend with the Hibernation Masquerade. The Fuzzy Lemons rock and roll band will play music for young children who are invited to attend in their pajamas and who will say "good night" to the animals as the animals go into hibernation.

Dina Trunzo, Manager Therapeutic Recreation reported that Pictures with Santa was great and had 25 children participate. Most of the families were new to the Therapeutic Recreation Department and were not on the mail list or aware of the services provided by the TR Department. The department received a lot of positive feedback and the families were very grateful that his type of program was offered. Dina is looking forward to making it even better next year.

Marge Margentino, Manager Stable reported that the Stable continues to deal with the damage caused by Super Storm Sandy. The Stable re-opened two weeks ago. Four

weeks of lessons had to be rescheduled. Winter registration will begin this week. Director Brown sincerely thanked Marge for her outstanding work on the Stable review. It was a professional document.

GOLF MANAGEMENT

Commissioner Paluck, Chair of the Committee, submitted a report for the month of November 2012.

Darrell Marcinek, Director Golf Maintenance reported that the storm cleanup is going well and the golf courses should be ready for the 2013 season. Power at Warrenbrook Maintenance building was restored one week ago. Work on the cart paths at Quail Brook began this week.

Bob Ransone, Deputy Director Golf Management reported that golf rounds are 19,000 more than 2011. Spooky Brook, Green Knoll, and Neshanic Valley remain open. Spooky Brook will close on December 31 and Green Knoll and Neshanic Valley will remain open all winter. Bob was contacted by the New Jersey Golf Association to host the 2014 Public Links and the Metropolitan Golf Association would like to hold a Public Links in 2015. There is a USGA qualifier scheduled for the summer of 2013.

INFORMATION MANAGEMENT

Commissioner Hansen, Chair of the Committee, submitted a report for the month of November 2012.

Alex Mathew, Manager, Information Management reported that work has been completed in restoring the data and voice lines. Warrenbrook Maintenance building remains closed.

VISITOR SERVICES

Commissioner Crosby, Chair of the Committee, submitted a report for the month of November 2012.

Dave Dendler, Manager, Park Rangers reported that the Rangers continue with the trail work at the Sourland Mountain Preserve and will be completed December 15. Washington Valley park will be cleared between mid and the end of January 2013. The Volunteer Park Patrol will finish in January. Rangers will be performing CPR and First Aid training during the winter months.

PROPERTY MANAGEMENT

Commissioner Crosby, Chair of the Committee, submitted a report for the month of November 2012.

Don Korbobo, Property Management Coordinator reported that he has had 21 inquiries from neighbors of County property regarding fallen trees. The contractors and Maintenance roving crews have been able to take care of those trees. Don will be taking a Joint Insurance Fund representative on a tour December 18 to the damaged sites.

PLANNING AND LAND ACQUISITION

Commissioner Paluck, Chair of the Committee, submitted a report for the month of November 2012.

Tom Boccino, Parks Section Principal Planner, Land Acquisition reported that he is busy with closings before the end of the year. The total of acquired properties this year will not be as high as last year but there are several hundred acres already under contract so he expects it to be higher next year.

CAPITAL FACILITIES – CONSTRUCTION and ENGINEERING

Adam Slutsky, Principal Engineer, reported that the Howe All Purpose Field is half completed, and the dredging of the Colonial Park pond will be completed by the spring. The majority of park parking lots have been striped to bring them into compliance with ADA regulations, Quail Brook Golf Course path paving is ongoing, and the Spooky Brook Golf Course potable water line is being constructed.

PARK MAINTENANCE & HORTICULTURE

Commissioner Consiglio, Chair of the Committee submitted a report for the month of November 2012.

Jim Avens, Manager Horticulture reported that staff has completed fall tree plantings at Colonial Park Leash-Free Dog Park, Lord Stirling Stable, Buck Garden, and the Jordan property. A memorial tree, October Glory Red Maple, was planted in memory of Eagle Scout Matt Brown at Washington Valley Park by Washington Eagle Scout Troop 32. Jim worked closely with Eagle Scout Chris Vander fliet to coordinate the planting, staking, mulching, and aftercare. The Scout Troop will water the tree for two summers. Horticulture staff continue with cleanup of branches and logs from Super Storm Sandy. Horticulture is working with Predator Tree Service and Tamke Tree Experts on storm damage tree work due to Super Storm Sandy.

Pierce Frauenheim, Deputy Director Park Maintenance reported that Torpey Field was honored as the field of the year by the New Jersey Chapter of the Sports Turf Managers Association. Pierce expressed how proud he is of his staff.

AUDIT COMMITTEE

No report this month.

FREEHOLDER'S REPORT

Freeholder Scaglione reported that the Skillman Advisory Board meeting was held last evening. Princeton Hydro expressed an interest in reforesting the Park. Tom Boccino reported that the New Jersey Wetlands Mitigation Council will match funds for projects such as that. Such a project would be fully funded by a grant. Tom will be getting more information regarding the project. Ray reported that a Girl Scout Troop is working on cleaning the cemetery. Proposals have been submitted on fencing and signage. Freeholder Scaglione reported that the GSA property in Hillsborough has an agreement with Hillsborough and the County on the use of the property. The cleanup will take approximately another year. It is hoped to have it cleaned by Spring of 2014. Freeholder Pat Walsh will be the Park Commission Freeholder Liaison in 2013. Patrick

stated that it was a pleasure to be involved with the Park Commission. All the Commissioners thanked Patrick for all his support.

OLD BUSINESS

No old business to report.

NEW BUSINESS

President Fuerst reported that the new committee appointments will be done shortly and if there is a committee that a Commissioner would like to be involved with to please let Director Brown know.

A motion to adjourn the meeting at 7:28 p.m. was made by Commissioner Consiglio; seconded by Commissioner Paluck. YEAS: Commissioners Consiglio, Crosby, Florio, Hansen, Paluck, and President Fuerst. NAYES: None. ABSENT: Commissioners Jaeger, Paladino, and Walsh.

Respectfully submitted,

Raymond A. Brown
Director

Joanne Steinruck
Executive Assistant