

MINUTES of a meeting of the **SOMERSET COUNTY PARK COMMISSION WORK SESSION** held Thursday, March 14, 2013 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 one County newspaper and the County Clerk and posted in a public information area in this office."

President Fuerst called the meeting to order.

PRESENT

William Crosby
Dale Florio
Steven Fuerst
Helen Haines
Walter Hansen
Dot Paluck

ABSENT

Paul Consiglio
Doug Ludwig
Christopher Paladino
Patricia Walsh, Freeholder Liaison

Other staff members present were:

Raymond A. Brown, Director
Joanne Steinruck, Executive Assistant
Mike Ballow, Manager Park Maint.
Yvonne Childress, Deputy Treasurer
Pierce Frauenheim, Deputy Dir. Maint.
Dan Livak, Deputy Director, Bus. Admin.
Darrell Marcinek, Director Golf Maint.

Marge Margentino, Manager Stable
Karren Newman, Manager Recreation
Brian Newman, County Treasurer
Bob Ransone, Deputy Director, Golf Mgmt.
Cathy Schrein, Manager Env. Science
Cindie Sullivan, Deputy Director
Dina Trunzo, Manager TR
Donna Umgelter, Manager HR

RESOLUTIONS:

Adoption of the 2013 Operating Budget

Resolution recommends adoption of the 2013 Operating Budget.

Award of First Year of a Five-Year Contract for Ice Cream/Soft Ice Concession

Resolution recommends award to Josefa, Inc. effective June 2013.

Award of County Co-Op Contract for Purchase of One (1) 2013 John Deere Utility Tractor with Compost Windrow Turner and Water Wagon

Resolution recommends award to Cammps Hardware & Lawn Products, Inc. for use by the Stable and the cost is not to exceed \$122,270.00.

Award of Contract for Golf Shop Resale of Merchandise

Resolution recommends award to Acushnet, Town Talk, Cutter & Buck, RJ Shepherd Co., Gear for Sports, Ping Inc., Jack Jolly & Son Inc., and Range Servant America Inc.

Award of First Year of a Two-Year Contract for Kentucky Bluegrass, Hard/Sheeps Fine Fescue, Turf-Type Tall Fescue, and L93 Creeping Bentgrass Sod

Resolution recommends award to East Coast Sod & Seed and Selody Sod Farm, Inc.

Award of Contract for Golf Course Maintenance Materials

Resolution recommends award of contract for golf course maintenance materials to the following:

Agrium Advanced Technologies	Matrix Turf Solutions, LLC
Andre & Sons	Metro Milorganite, Inc.
Ferti-Soil Turf Supply Inc.	Mitchell Products
Fisher & Son Co. Inc.	Plant Food Company, Inc.
Grass Roots Turf Products, Inc.	Primos Products, Inc.
Greater Harvest	Reed & Perrine Sales, Inc.
Harrells LLC	Seeton Turf Warehouse, LLC
J H Reid On-Site Recycling, Inc.	The Terre Company of New Jersey
John Deere Landscapes	Tri-State Materials LLC
Landscape Materials, Inc.	Tuckahoe Sand & Gravel Inc.

Award of Second Year of a Three-Year County Co-Op Contract for HVAC

Resolution recommends award of contract to Professional Climate Control for maintenance and repair of heating, ventilation, and air conditioning systems and boilers. The cost is not to exceed \$33,700.00.

Award of Contract for Plumbing Services

Resolution recommends award of a third and final year contract to Magic Touch Construction Co., Inc. for plumbing services. The cost is not to exceed \$25,200.00

Extending Contact for One (1) Month for Refuse Disposal Services

Resolution recommends extension of contract to Kohler Waste Services, Inc. and Republic Services of NJ, LLC.

Award of Extension of One (1) Year Contract for Janitorial Services

Resolution recommends award of contract to All Clean Building Services for May 2, 2013 through April 30, 2014. The cost is not to exceed \$46,624.80.

Award of County Co-Op Contract Purchase of One (1) Toro Groundsmaster 7210 Lastec with 100" Deck

Resolution recommends award of contract to Storr Tractor Co. for use by the Horticulture Department. The cost is not to exceed \$36,765.00.

Award of State Contract for Purchase of One (1) 2013 Ford Explorer with Options

Resolution recommends award to Celebrity Ford for use by the Maintenance Department. The cost is not to exceed \$24,783.00.

Authorizing a One-Year Extension for Two Hunting Licenses

Resolution recommends extension to Double O Rod & Gun Club (paying \$6,000.00) and Thorn Ridge Sportsman Club (paying \$3,150.00) for hunting rights on the Wnek/Grosso Parcel.

Authorizing a Contract for a Five Year Farming License

Resolution recommends award of a farming license to William Wagner for the fee of \$3,501.00 per year. The contract is from March 21, 2013 through December 31, 2017.

DISCUSSION:

2013 Operating Budget

Commissioner Florio reported that the Budget Committee (he and Commissioner Hansen), along with Ray and the Deputies, met with the County Budget Committee regarding the proposed 2013 Operating Budget. The County had originally requested that the allocation that the Park Commission receives be five percent less than last year. Ultimately, due to the increased land purchased and the need for staffing resources to manage these properties, it has been determined that the allocation will be \$68,000 less than 2012 (\$8million, as opposed to \$8,068,000).

As of December 31, 2012 the commission's surplus was approximately \$2 million and approximately \$1.5 million of it is being used to balance the proposed 2013 budget. This is typical each year.

Golf is the largest income source for the Park Commission. The golf fees as compared from 2011 to 2013 have increased by approximately four percent.

Dan Livak reported the even though the county appropriations have been reduced, the Park Commission has been able to balance the budget.

Dale acknowledged that the TD Bank credit card fees of \$125,000 annually will now be paid by the Park Commission. President Fuerst inquired as to whether the Park Commission can solicit for quotes for banking services in order to obtain more competitive services. Brian Newman replied that while banking is exempt from bidding laws, that yes, the Park Commission has that option, but that the County has opted not to, because TD Bank has provided relief from other types of fees. Bob Ransone reported that 65% of all golf payments are made by credit cards. Cindie Sullivan reported that online program registrations are all paid with credit cards.

Ray reported that the cost for health benefits increased by seven percent, which is still very competitive in this market. Dan added that the proposed budget reflects the additional personnel need to maintain Skillman Park.

Ray also reported that the Park Commission recognizes the relief provided from the County on the original request. The Park Commission did inherit a large public park and cannot move forward with the park until we hire additional staff. Skillman Park is just one example. The Mayor of Warren is asking about what parks are going to be created in the northern end of the County, as well as Hillsborough Mayor for the

southern end. To be able to maintain 13,000 acres of parkland there needs to be an increase in the commission's maintenance budget. There are currently 198 authorized FT employees, but only 183 positions are filled. Park Maintenance and Park Rangers remain short staffed.

There will be a ribbon cutting next week on another portion of the Raritan River Greenway, which is yet another new property that the Park Commission will maintain. Staff is also working with the state on using contiguous property for Skillman Park in an attempt to create innovative solutions to the maintenance needs of that portion of the county.

Ray commented that Freeholder Walsh is also sensitive to the perception that the Stable is being subsidized by as much as half a million dollars. The real subsidy needs to be acknowledged, which is much less. The maintenance costs of the Stable and the EEC are noted in the budget. The cost of maintaining these properties, if they were a general use parks, is approximately \$300,000, which encompasses 450 acres for Lord Stirling Park. There needs to be a separate cost accounting for the maintenance of the Stable and the EEC maintenance. An addendum to the previously provided Stable Management Assessment report will be prepared and distributed in the fall. Salary increases this year will be from two to two and a half percent which is accounted for in the budget. There is also a reserve account for the increases to the union employees once negotiations are completed.

Pierce Frauenheim reported that he has met with Freeholder Walsh regarding the opening of the Howe Complex. Once that is open to the public, additional staffing will be necessary. That will be a very large regional athletic complex.

Dale complimented Ray, Dan, the Deputies, the department heads, and the County for their work on the budget.

Ray commented that the Park Commission appreciated the fact that the amounts of funding requested in the Commission's Six-Year Capital Budget could not be funded. He is hopeful that the 2013 budget amount will be at least the same as last year. There was very limited amount of capital money in 2012. The capital budget will be discussed during the next several months. The County Engineering Department has been working diligently on all our projects of which many are nearing completion. Ray asked what the longer term outlook will be. Brian responded that he has asked the Freeholders to be careful of incurring too much debt. There will be no answer on the amount of capital for the next two months.

Dale asked if there was a way to have a list of all capital accounts which will explain exactly where the money is being spent. Ray commented that there is a master list and he and staff work with the Engineering Department and managers regarding Capital projects. Cindie Sullivan has been monitoring the Capital Budget and the on-going and projected projects. President Fuerst asked that a copy of the capital projects list be provided to the Commissioners. Steve also thanked Brian for all his work on the budget.

The meeting was adjourned at 6:30 p.m.