

**MINUTES** of a meeting of the **SOMERSET COUNTY PARK COMMISSION** held Thursday, April 18, 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 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**

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

**ABSENT**

Paul Consiglio  
Christopher Paladino  
Patricia Walsh, Freeholder Liaison

Other staff members present were:

Raymond Brown, Secretary-Director  
Joanne Steinruck, Executive Assistant  
Tom Boccino, Principal Planner/Land Acq.  
Dave Dendler, Manager, Park Rangers  
Betsy Flanagan, Counsel  
Pierce Frauenheim, Deputy Dir. Park Maint.  
Don Korbobo, Property Mgmt. Coordinator  
Dan Livak, Deputy Dir. Business Admin.  
Darrell Marcinek, Director Golf Maint.

Margie Margentino, Manager Stable  
Alex Mathew, Manager Info. Mgmt.  
Karren Newman, Manager Recreation  
Robert Ransone, Director Golf Mgmt.  
Cathy Schrein, Manager Envir. Science  
Adam Slutsky, Principal Engineer  
Cindie Sullivan, Deputy Director  
Dina Trunzo, Manager TR  
Donna Umgelter, Manager HR

Also in attendance: Yvonne Childress and Rich Reitman

**OPEN MEETING FOR PUBLIC COMMENT**

No comment from the public.

**SERVICE AWARDS**

President Fuerst presented a five year service award to William McCallum and Gary Wendorf, and a ten year service award to Robert Grigal.

**APPROVAL OF THE MINUTES**

President Fuerst called for the approval of the minutes, as amended, of the last regular meeting held March 21, 2013. MOVED BY: Commissioner Crosby; seconded by: Commissioner Haines. YEAS: Commissioners Crosby, Florio, Haines, Hansen, Paluck, and President Fuerst. NAYES: None. ABSTAIN: Commissioner Ludwig. ABSENT: Commissioners Consiglio and Paladino.

## **APPROVAL OF BILLS FOR PAYMENT**

President Fuerst questioned Counsel Flanagan regarding voting on the bills if a conflict of interest occurs with a client, asking if the Commissioner must abstain his/her vote. Betsy reported that she will review the law and advise the Commissioners at the next meeting.

### **Resolution R13-036 - Payment of Claims**

Resolution authorizing payment of bills for \$1,046,636.61 comprising of check numbers 232067-232074, 231391-231457, 231745-231808, 231979-232055, 232403-232447, and 232854-232923. MOVED BY: Commissioner Crosby; seconded by: Commissioner Hansen. YEAS: Commissioners Crosby, Haines, Hansen, Ludwig, and Paluck. NAYES: None. ABSTAIN: Commissioner Florio and President Fuerst. ABSENT: Commissioners Consiglio and Paladino.

## **DIRECTOR'S REPORT**

Director Brown submitted a report for the month of March 2013.

### **Resolution R13-037 – Appreciation for Walter Bijaczyk, Jr.**

Resolution thanks Walter who will be retiring on May 1, for his 37 years of service. A luncheon will be held for Walter at the Somerville Elks on April 23 at 2:00 p.m. and Ray invited the commissioners. President Fuerst extended his best wishes.

## **COMMISSIONER CORRESPONDENCE**

1. Notice from New Jersey Water Supply Authority regarding a hearing on April 19 for Raritan Valley Country Club's application renewal of uninterrupted water supply from the Raritan Basin System.
2. Letter from Somerset Air Service regarding the rerouting of the former Snearowski property driveway which is directly in the Runway Protection Zone. Tom Boccino reported that he has been investigating the driveway which serves several residences. The question will be at what cost can the driveway be moved and who is willing to pay for it.
3. Notice of Public Hearing from New Jersey Water Supply Authority regarding the dredging of the Delaware and Raritan Canal, Kingston to Amwell Road in Franklin Township.

## **CONSENT AGENDA**

### **RESOLUTIONS**

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

**Resolution R13-038 – Award of First Year of a Five-Year Contract for Food and Beverage Concession at Neshanic Valley Golf Course**

Resolution awards year one of a five-year contract to Ryjam, DBA Merri-Makers Caterers. The fee per month for the banquet room is \$4,000.00 plus \$100 for each non-golf outing event. Merri-Makers was the only bid out of five prospective bidders. Bob thanked Betsy Flanagan for her assistance with the bid. This contract did stipulate that the Park Commission is to receive monthly revenue reports.

**Resolution R13-039 – Award of State Contract for Repair and Installation of Chain Link Fence**

Resolution awards a contract to EB Fence, LLC for installation at Quail Brook Golf Course. The cost is not to exceed \$23,782.80.

**Resolution R13-040 – Award of Second and Final Year Contract for Printing and Distribution of Park Guide**

Resolution awards a contract to New Jersey Press/Courier News. The cost is not to exceed \$16,800.00. The Park Guide is distributed three times a year and the mailing list has been scaled back due to using e-mail versus using the postal service.

**Resolution R13-041 – Award of Contract for Fourth of July Pyrotechnic Display**

Resolution awards a contract to Schaefer Pyrotechnics, Inc. and the cost is not to exceed \$19,000.00.

**Resolution R13-042 – Award of Third Year of a Five-year Contract for Coin Operated Optical Viewers Concession**

Resolution awards a contact to The Tower Optical Company, Inc. for optical viewers at Washington Rock Park. The fee for the concession is \$1,061.00 for the year.

**Resolution R13-043 – Change Order No. 1 for Additional Installation of Fencing at Natirar Park**

Resolution is for additional fencing and the cost is \$2,750.00. The increased cost is a 6.25% increase. The original contract was in the amount of \$44,037.50. The final project total is \$46,787.50.

**Resolution R13-044 – Authorizing Somerset County Co-Op Contract for Purchase of One (1) John Deere TX 4x2 Gator**

Resolution awards a co-op contract to Central Jersey Equipment, LLC and the cost is not to exceed \$8,179.96. The Gator will be utilized at Buck Garden.

**COMMITTEE REPORTS**

**FINANCE/BUSINESS ADMINISTRATION**

Commissioner Florio, Chair of the Committee, submitted a report for the month of March 2013.

Commissioner Florio reported that the budget has been adopted and the raises were reflected in the April 15 paychecks. Expenditures are on budget.

Bob reported that every golf course is booked for this weekend. The weather has been much cooler than usual and most weekend weather has not been conducive to playing. The revenue is less than the five year average. Ray reported that the budget is monitored frequently.

Commissioner Ludwig asked if Bob has gotten any reports from other public golf courses as a comparison of revenue. Ray stressed again that the Park Commission needs to diversify revenue options. President Fuerst asked if a committee should be formed to do an analysis and what types of facilities are going to work for additional revenue. Ray responded that the Capital Facilities Committee can do that. The last Capital Facilities Master Plan was done in 2005 and it recommended several options for addressing the long-term needs of county residents. A feasibility study for any one specific project, however, was recommended.. Steve asked that a new special committee be formed and Commissioner Crosby and President Fuerst volunteered. Commissioner Paladino is also on the Capital Facilities Committee and it was suggested that he chair the committee. Commissioner Florio reported that the indoor multi-purpose community center / sports arenas have grown tremendously in popularity. Steve agreed to speak further with Commissioner Paladino about this assignment.

### **HUMAN RESOURCES**

A report for the month of March 2013 was submitted.

Donna Umgelter, Manager Human Resources reported that a union meeting was held this week and that staff is in the process of creating a Memorandum of Agreement. They are hoping to come back to the Commission next month for approval of a new contract with very minor changes, mostly in language. Donna will e-mail the changes to the Commissioners prior to the May meeting for review. Donna also stated the employment vacancies are listed in the Human Resources report; most seasonal positions have been filled with the exception of several greens workers and TR camp positions. In addition, she has been visiting various park and golf facilities to address any Human Resources concerns.

### **LEISURE SERVICES**

Commissioner Ludwig, Chair of the Committee, submitted a report for the month of March 2013.

Cindie Sullivan, Deputy Director Leisure Services distributed a copy of the annual report to each Commissioner.

Dina Trunzo, Manager Therapeutic Recreation reported that she has received a \$1,000.00 donation from parents whose daughter participates in the children's programs. The employer of one of her parents made the donation on behalf of the Langenfeld family; however the employer wishes to remain anonymous. She also

received a \$1,000.00 grant from the Garden Club of Somerset Hills for the horticulture program that is done in conjunction with Richard Hall Community Mental Health Center and will be asking the Park Foundation for a matching grant. Dina has been conducting disability awareness and inclusion training for the Stable employees, specifically the instructors, to meet ADA requirements. Employees have been very receptive.

Cathy Schrein, Manager, Environmental Science thanked all who attended the solar panel ribbon cutting on March 28. A panel discussion on The Challenges of Climate Change will be presented in partnership with Montclair State University and the Great Swamp Watershed Association on May 13.

Marge Margentino, Manager Stable reported that the Private Hunter Pace held last weekend had 130 private horses. During Easter weekend Marge and instructor Kay Birkholt attended a three day workshop to teach driving to those with special needs. A friend of Marge's donated a Connemara gelding and harness which is worth approximately \$5,000.00, so now the Stable has two horses that can drive. Family Fun Day is scheduled for May 5 and will celebrate the 45<sup>th</sup> anniversary of Lord Stirling Stable and Marge encouraged everyone to attend. The County was given a citation for the animal emergency response during Super Storm Sandy and the Park Commission was recognized for delivering water to facilities affected by the storm. An employee at the Stable, who worked part time and also donated 903 hours assisting employees, will be moving back to Boston. Several of the Commissioners met Dan Sullivan at last years' Volunteer Evening of Recognition.

Karren Newman, Manager Recreation reported that the tennis centers are open. The pool upgrades are in progress and on schedule, the dock replacement project at Colonial Park is slated to be completed by May 11 and Spring Yoga began on April 17.

### **GOLF MANAGEMENT**

Commissioner Paluck, Chair of the Committee, submitted a report for the month of March 2013.

Darrell Marcinek, Director Golf Maintenance reported that the aeration of the golf courses is completed.

Bob Ransone, Deputy Director Golf Management reported he received a letter from Mark Hill of the USGA informing him that Neshanic Valley will be considered by the Future Sites Committee next week to host another USGA event. The Learning Center held two demo days, the first of which was conducted inside. Both events drew good crowds and sales of clubs from them were good. Callaway Golf's Fitting Center in the Philadelphia area closed and they gave us permission to advertise the fitting center and Neshanic Valley in Philadelphia. Beginning next week radio ads for Neshanic Valley and the Fitting Center will begin running on Philadelphia's major sports talk radio show on FM 94.1. Former Philadelphia Phillies pitcher Mitch Williams recorded the message for the Commission. Next week a full page ad will run in the NJ State Golf Association magazine advertising the same special as the radio. We have increased our stay and

play hotel affiliates from two to four and we will be speaking with the leadership of the Festival of Balloons to try and offer a package the weekend of their event. The Neshanic Valley Learning Center will be a local qualifying site for the newly announced Drive, Pitch, and Putt competition sponsored by the Master Golf Tournament, USGA, and PGA. President Fuerst commended Bob on his work.

### **INFORMATION MANAGEMENT**

Commissioner Hansen, Chair of the Committee, submitted a report for the month of March 2013.

Alex Mathew, Manager, Information Management reported that the Gas Boy project at Natirar is completed. Work is also completed on configuring the Disaster Recovery/Backup system and it backups all data every hour. Alex has been meeting with employees at different facilities to get feedback on technical problems.

Dan Livak commended Alex for his hard work.

### **VISITOR SERVICES**

Commission Crosby, Chair of the Committee, submitted a report for the month of March 2013.

Dave Dendler, Manager, Park Rangers reported that the new Park Ranger supervisor has been training. She has ten years in Parks and Recreation experience. This weekend Adopt-A-Boulder competition will be held. Dave explained to the Commissioners that Saturday is trails day when volunteers and the competitors help clear trails. Sunday is the climbing event which includes climbers from New York, Maryland, and Connecticut. Dave will be attending a film festival Friday evening which highlights outdoor sports. It is a two day event held in Princeton and part of the proceeds will go to the Park Commission.

### **PROPERTY MANAGEMENT**

Commissioner Crosby, Chair of the Committee, submitted a report for the month of March 2013.

Don Korbobo, Property Management Coordinator reported that Thursday, April 25 sealed bids will be opened for four hunting rights, two of which are new parcels on the Carrier property with minimum bids of \$4,000.00 and \$3,000.00. There are interested parties for these parcels, and with the \$3,501.00 annual fee for the farming rights, the Park Commission is guaranteed at least \$10,501.00 in annual fees from this new parcel. Don continues to work on inquiries regarding downed trees from Super Storm Sandy.

### **PLANNING AND LAND ACQUISITION**

Commissioner Haines, Chair of the Committee, submitted a report for the month of March 2013.

Tom Boccino, Parks Section Principal Planner, Land Acquisition reported that negotiating acquisitions of properties continues. Tom continues to work with Adam Slutsky on projects. Tom attended a Freeholders' meeting with Ray Brown where the Commission was acknowledged for the new Morgan Pellowski Playground at Colonial Park.

Ray reported that he has been in discussion with Warren Township officials regarding the development of the northern portion of the County. The Township is looking to partner with the County to help develop trails and picnic groves at the complex. There will be another meeting held next week and Tom has been revising the Commission's original Concept Plan. The Recreation Maintenance Department has been relocated to Warren to have a full time on-site presence. Ray hopes to present a plan to the Commissioners at the May Park Commission meeting.

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

A report was submitted for the month of March 2013.

Adam Slutsky, Principal Engineer, reported that currently there are approximately seven projects actively being worked on.

### **PARK MAINTENANCE & HORTICULTURE**

Commissioner Consiglio, Chair of the Committee, submitted a report for the month of March 2013.

Pierce Frauenheim, Deputy Director Maintenance reported that Skillman Park work continues. Old concrete slabs and piping in the Park continues to be removed. The last field at the Howe Complex has been seeded and the walkways are finished. The pond dredging at Colonial Park continues and is to be completed by the end of May. The hockey rink at North Branch Greenway has some cracks that will be bonded once the weather warms up. The new Raritan River Greenway trail in Somerville has been well received and a new parking lot has been paved off South Bridge Street. Jim Avens is preparing for the Buck Garden Plant Sale next weekend. Headquarters parking lot paving project has been completed.

Ray thanked Pierce for taking Freeholder Walsh on a tour of the Park Commission facilities. She was very impressed with the facilities and looks forward to a follow up tour in the near future. Pierce noted that he will be arranging another tour and will let the Commissioners know the date.

### **AUDIT COMMITTEE**

No report this month.

### **FREEHOLDER'S REPORT**

No report this month.

**OLD BUSINESS**

Ray Brown shared with the Commissioners, the Freeholder Citation the Park Commission received on the Morgan Pellowski Playground. Ray thanked Tom Boccino, Adam Slutsky, Pierce Frauenheim, and Cindie Sullivan for their assistance with the development of the playground. The Pro/Celebrity Golf Outing will be held on Monday, May 6. This year there are more foursomes than ever. Joe Torre will be in attendance for the first time and Steve Kalafer is being recognized.

Ray also distributed Save the Date cards for the June 13 Raritan Valley CC Tasting fundraiser for the Park Foundation.

**NEW BUSINESS**

No report this month.

A motion to adjourn the meeting at 7:06 p.m. was made by Commissioner Crosby; seconded by Commissioner Florio. YEAS: Commissioners Crosby, Florio, Haines, Hansen, Ludwig, Paluck, and President Fuerst. NAYES: None. ABSENT: Commissioners Consiglio and Paladino.

Respectfully submitted,

Raymond A. Brown  
Director

Joanne Steinruck  
Executive Assistant