

**MINUTES** of a meeting of the **SOMERSET COUNTY PARK COMMISSION** held Thursday, May 16, 2013 at 8:00 AM 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  
Helen Haines  
Walter Hansen  
Doug Ludwig  
Patricia Walsh, Freeholder Liaison

**ABSENT**

Christopher Paladino  
Dot Paluck

Other staff members present were:

Raymond Brown, Director  
Joanne Steinruck, Executive Assistant  
Deb Armeno, Supervisor Park Rangers  
Jim Avens, Manager Horticulture  
Mike Ballow, Manager Maintenance  
Tom Boccino, Principal Planner/Land Acq.  
Dave Dendler, Manager Park Rangers  
Ken Fivek, Supervisor Golf Operations  
Betsy Flanagan, Counsel  
Pierce Frauenheim, Deputy Dir. Maint.

Don Korbobo, Property Mgmt. Coordinator  
Dan Livak, Deputy Dir. Business Admin.  
Matt Loper, County Engineer  
Darrell Marcinek, Director Golf Maint.  
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

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

**OPEN MEETING FOR PUBLIC COMMENT**

No comment from the public.

**SERVICE AWARDS**

President Fuerst presented a 15 year service award to Cathy Schrein.

**APPROVAL OF THE MINUTES**

President Fuerst called for the approval of the minutes of the last regular meeting held April 18, 2013. MOVED BY: Commissioner Crosby; seconded by: Commissioner Hansen. YEAS: Commissioners Consiglio, Crosby, Florio, Haines, Hansen, Ludwig, and President Fuerst. NAYES: None. ABSENT: Commissioners Paladino and Paluck.

## **APPROVAL OF BILLS FOR PAYMENT**

Counsel Betsy Flanagan responded to a question raised at the April Park Commission meeting concerning whether, due to conflict of interest concerns, Commissioners should abstain from voting on resolutions concerning bill payments to vendors with which they might have a business relationship. Betsy explained that bill payments generally are considered non-discretionary and ministerial in nature. Consequently, while Commissioners should remain vigilant and should err on the side of caution, votes on resolutions involving payment of claims generally would not raise conflict issues. President Fuerst reported that he felt comfortable with voting yes on the bill payment resolutions.

### **Resolution R13-045 - Payment of Claims**

Resolution authorizing payment of bills for \$2,153,699.20 comprising of check numbers 233283-233288, 233189-233282, 233449-233533, 233767-233854, and 234252-234332. MOVED BY: Commissioner Crosby; seconded by: Commissioner Ludwig. YEAS: Commissioners Consiglio, Crosby, Florio, Haines, Hansen, Ludwig, and President Fuerst. NAYES: None. ABSTAIN: None. ABSENT: Commissioners Paladino and Paluck.

## **DIRECTOR'S REPORT**

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

## **PRESENTATION ON EAST COUNTY PARK**

Ray reported that the East County Park is in the northeast portion of the county and encompasses 150 acres which have been acquired through the county's Open Space Trust Fund. The property was purchased with Green Brook, North Plainfield, Watchung, and Warren residences in mind. Warren Township partnered with the Commission and built a football complex which is also used by the Watchung Hills Pop Warner; a third partner. The complex was constructed with county capital funding and local donations. Although the Pop Warner organization gets priority use of the facility, it is also open to the general public. Warren Township Recreation manages the permitting. The complex also includes a scoreboard, concession building, and weight room / storage barn. The park also includes a separate soccer complex on the west side of the park. Both the football and the soccer complexes have synthetic turf fields and lighting. Most of the former farm buildings on the property have been demolished with the exception of the Gaiser Barn. The Barn is being used as offices for the Recreation Maintenance Department and now provides a full-time on-site presence. Warren officials recently asked Freeholder Walsh about the Commission's plan for the balance of the property. The center portion of the park includes old farm roads and several ponds. The Commission prepared a master plan for the property several years ago and it suggests the remaining property be maintained as passive recreation. The thought process is to create picnic areas and walking trails, similar to Natirar Park. Tom Boccino and Adam Slutsky have been working on creating series Master Plan modifications that include the desired trails, and picnic groves. The concept calls for a series of phased improvements that eventually create a loop around the northern pond near the Gaiser Barn. The proposal would also include a new parking lot. Future loops will be considered through the more remote areas but currently the plan is to phase in the improvements as funding becomes available. Another meeting will be held within the next couple of weeks at which time funding will be discussed. Warren Township is reported to be prepared to assist with the funding. Freeholder Walsh commented that Warren Township is excited about the property and has confirmed their willingness to

assist with the funding. There is a need for new and/or expanded recreational facilities in the northern area of the county and these improvements are felt to be responsive to the demands of that area's growing population. President Fuerst asked about how the Commission has traditionally gone about funding its capital program. Ray indicated that the two major resources available to the Commission are capital appropriations from the Freeholder's annual capital budget and funds available through the county's Open Space Trust Fund. State funds are also available but Ray noted that they come with conditions and the amount of funding available is significantly less than it has been historically. Brian Newman commented that when the East County project is ready, the Commission should put the request in writing. Commissioner Florio asked about partnerships with other townships and is there a percentage share that is typically required. Ray reported that the funding is usually dependent on the size of the facility. Some facilities are smaller more easily fundable while others such as those in Montgomery and Hillsborough Townships are very larger and more complex. Ray said there is no standard number that is established and that usually these matters are the result of negotiation but he did indicate that staff has traditionally tried to come as close as possible to a 50/50 cost sharing arrangement.

### **COMMISSIONER CORRESPONDENCE**

1. Notice of Cancellation of Public Hearing from New Jersey Water Supply Authority regarding Raritan Valley Country Club's application for renewal of uninterrupted water supply from the Raritan basin system.
2. Letter from the law office representing the Rocci family regarding the removal of the No Trespassing sign and informing the Park Commission the Rocci family is installing additional plantings on their property.
3. Letter from the Printmaking Center stating they would like to extend the lease of the Reeves Cultural Center from October 2013 to October 2015.
4. Letter from a New Brunswick resident informing the Park Commission that he found the Rose Garden flagstone steps installed incorrectly.
5. Note of thanks from Walter Bijaczyk for the Resolution acknowledging his years of service.

### **CONSENT AGENDA**

#### **RESOLUTIONS**

It was requested by President Fuerst that Resolution R13-047 be voted on after the Closed Session is held.

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

#### **Resolution R13-046 – Sale of Surplus Equipment**

Resolution authorizes the sale of surplus equipment.

#### **Resolution R13-048 – Award of Contract for Furnishing of Irrigation Control System Support and Services to the Golf Division**

Resolution awards a contract to Storr Tractor Company. The cost is not to exceed \$8,760.00.

**Resolution R13-049 – Award of Contract for Food and Beverage Concessions and Vending Services at Four (4) Golf Courses**

Resolution awards a contract to Henpat, LLC for the first year of a five-year contract.

**Resolution R13-051 – Award of Contract for Hunting License on Four (4) Parcels**

Resolution awards a contract to Olde Barn Gun Club for hunting on the Kanach North Parcel for \$7,521.00 per year, Double “O” Rod and Gun Club for the Chubb/Brady Parcel for \$5,275.00 per year, and Sourland Sportsman Club for the Carrier North Parcel for \$7,251.00 per year, and Carrier South Parcels for \$7,251.00 per year.

**COMMITTEE REPORTS**

**FINANCE/BUSINESS ADMINISTRATION**

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

Dale reported that revenue for 2012 is 16 percent more and golf is 27 percent more as compared to the same time period in 2011. Spending has increased and all other areas of the budget are on target.

Dan Livak, Deputy Director/Business Administrator reported that claims have been submitted to the Joint Insurance Fund and FEMA for Super Storm Sandy and we are awaiting reimbursement.

**HUMAN RESOURCES**

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

**LEISURE SERVICES**

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

Cindie Sullivan, Deputy Director reported that the Garden State Wine Growers Association Festival will be held on May 25 and 26 at Natirar. Cindie has been working with the committee created by Freeholder Director Palmer for the celebration of the 325 anniversary of Somerset County. As part of the celebration, on June 2, a wind symphony will be performing. The library has asked for old pictures and oral history to create a public collection of life in Somerset County. The book on the 50 years of the Park Commission is completed. The final proof was done May 15 and the printer has been selected and paid for by the Park Foundation. The annual Volunteer Dinner will be held on June 26 at Neshanic Valley Golf Course and the Park Foundation is holding a fundraiser on June 13 at Raritan Valley Country Club hosted by John Kitchen, entitled A Tasting for the Somerset County Park Foundation which will be an evening of fine scotches, wine, and cigars. There will also be a non-smoking area and other drinks for those that do not care for scotch.

Cindie reported for Marge Margentino that the Stable hosted several events in April including the Private Horse Hunter Pace, Family Fun Day, and the Academy of St. Elizabeth’s end of the school year horse show.

Dina Trunzo, Manager Therapeutic Recreation reported that staff is preparing for Camp Okee Sunokee and this past month spent time preparing for the Pro/Celebrity Golf Outing which is completed. Evaluations/assessments on new campers are done and Dina will now meet with the teachers. Disability Awareness and Inclusion training will be given to the Naturalists later in May. Dina has been working with a few individuals from Bridgewater who are participating on the town soccer program.

Cathy Schrein, Manager, Environmental Science reported that P.R.O.J.E.C.T. Earth was held on April 28 with a scavenger hunt in which 450 people participated. The Challenges of Climate Change, a panel discussion, was presented on Monday in partnership with Montclair State University and the Great Swamp Watershed Association; 45 people attended. Summer camp programs are filling up.

Karren Newman, Manager Recreation reported that the capital project of the new dock at Colonial Park is completed. The ADA requirement to the Warrenbrook pool is completed and the pool will be painted within the week. Franklin Township Department Arts Council will be hosting a "Frame the Garden" event, along with a celebration of the 150<sup>th</sup> Anniversary of the Emancipation Proclamation on June 1<sup>st</sup> in Colonial Park from 11 a.m. to 4 p.m. Karren is working with Operation Shoe Box on the Bocce Tournaments. They will begin on June 22 at 10 a.m. There are 12 teams currently playing. Tennis lessons are full and registration for swimming lessons continues.

### **GOLF MANAGEMENT**

Darrell Marcinek, Director Golf Maintenance reported that preparation was completed for the Pro/Celebrity Golf Outing held at Neshanic Valley and Darrell complimented staff for doing a good job on all of the golf courses. New Jersey Water Supply representatives are currently at Spooky Brook checking on the last three outstanding items for River Friendly certification and a dedication ceremony is expected sometime next month.

Bob Ransone, Deputy Director Golf Management reported April has beat the five year average in golf rounds. The food and beverage vendor at Neshanic Valley is Merri-Makers and the contract has been signed and will be in effect on January 1, 2014 for five years. In the fall, the USGA Future Sites Committee will review the Park Commission's request to host an event. Golf Week magazine has listed the top 50 municipal golf courses in the US and Neshanic Valley was in the top 30. On May 19 Neshanic Valley will host a demo day which is the second demo day this year.

President Fuerst thanked Dina Trunzo, Darrell Marcinek, and Bob Ransone for the job well done for the Pro/Celebrity Golf Outing.

### **INFORMATION MANAGEMENT**

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

Walt reported that the web filter on the Park Commission's internet is a work in progress. Managers should use common sense on access. Commissioner Florio asked if the activity on the internet is monitored to keep the improper use of the internet out of the work place. Ray Brown indicated that staff is very much aware of the fact that their access to the internet and their daily use of their computers is being monitored. Ray also reaffirmed that there is an on-going initiative by a subcommittee he appointed to re-examine the

commission's social media policy. Ray reported that this is, in fact, a work in progress and that he was looking forward to the staff recommendations. The proposed policy amendments will be reviewed and considered when they are available. Dale mentioned that there might be a way to remind employees that the internet use is being watched.

### **VISITOR SERVICES**

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

Dave Dendler, Manager Park Rangers introduced Deb Armeno, Supervisor of Park Rangers. Adopt-A-Boulder was held on April 21 and 22 with 20 volunteers and six climbers. Four states were represented in climbers. Dave is considering in 2014 having the climbing competition in April and the trail clean up in October. REI and Eastern Mountain Sports were sponsors for the Adopt-A-Boulder. The Park Rangers are busy at this time of the year with health-safety-green-and eco-fairs. National Trails Day will be held on June 1 at Washington Valley Park from 9:00 a.m. to 2:00 p.m.

### **PROPERTY MANAGEMENT**

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

Don Korbobo, Property Management Coordinator reported that the resolution adopted is for hunting licenses; two on previous parcels and two on new parcels on the Carrier Clinic property. The combined farming and hunting licenses on the Carrier Parcel will generate annual revenue of \$18,003.00. The total revenue from all hunting and farming licenses for 2013 will be \$176,576.00 which is a 13 percent increase as compared to 2012.

### **PLANNING AND LAND ACQUISITION**

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

Tom Boccino, Parks Section Principal Planner, Land Acquisition reported that the County had its first property closing of the year containing 35 acres in the Sourland Preserve in Hillsborough. The parcel is critical in connecting two large preserved parcels. The County is in receipt of a \$95,000.00 grant from NJDEP through the Natural Resource Damage Settlement fund which will be applied to the 3M property. Staff is working with NJDEP to secure an additional \$220,000.00 for the Carrier preservation.

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

Adam Slutsky, Principal Engineer, reported that the Howe Field is 99 percent completed. The sprinkler system is working and there are a few punch list items to be completed. The Colonial Park pond dredging and dam repair is almost done. Mettlers Pond will be completed by the end of May and the Duck Pond will be completed a few weeks afterwards. NJDEP will restock the ponds at no cost.

Ray Brown commented that the Howe fields will be in high demand and the progress has been great and thanked everyone involved.

## **PARK MAINTENANCE & HORTICULTURE**

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

Jim Avens, Manager, Horticulture reported that the Plant Sale was very successful and grossed over \$23,000.00. Plants were on sale ten days after the weekend and volunteers from the Rock Society, which were the co-sponsors of the event assisted with the sale. The extended hours on Wednesdays is going well. Buck Garden is remaining open until 8:00 p.m. on Wednesdays until the end of August and last week there were 14 people that took advantage of the extended hours. Colonial Park Rose Day will be held on June 8 from 10:00 a.m. to 3:00 p.m. with four speakers and garden tours. This is the 39<sup>th</sup> Rose Day.

Mike Ballow, Supervisor Park Maintenance reported that the seeding of the lawn at the Howe Complex is completed and staff is preparing for the Wine Festival at Natirar. Torpey Athletic Complex will be hosting a girls' softball championship, and the removal of cement and pipes at Skillman Park is completed and topsoil has been added in those areas and seeded.

Pierce Frauenheim, Deputy Director Park Maintenance reported that staff at Skillman Park has an infrastructure underground and have been busy pulling out discarded concrete, piping, and wires. Counsel Flanagan has been working with Pierce on a dispute with a neighbor to the Torpey Athletic Complex.

## **AUDIT COMMITTEE**

No report this month.

## **FREEHOLDER'S REPORT**

Freeholder Walsh reported that she was at the Tour De Franklin race and brought Park Commission information with her. Participating in the race were residents of Essex and Warren Counties who commented that Somerset County has the best park system in the state. Freeholder Walsh thanked everyone for making the Somerset County Park System what it is. Somerset County is also creating a Healthier Somerset County Coalition and asked that a member of the Park Commission staff be represented on that committee.

## **OLD BUSINESS**

Ray Brown reported that Saturday of Memorial Day Weekend the Hills of Somerset Frank Torpey Bike Race will be held. The race is 80 miles and is becoming very popular. May 6 was the 23rd Annual Pro/Celebrity Golf Outing with 48 fivesomes. A video of testimonials on the event was made. This year was the most successful outing to date and the Park Foundation grossed more than \$100,000.00. Ray thanked all the staff for their help during the event and those that participated.

## **NEW BUSINESS**

President Fuerst reported that he will be creating a new committee to review future revenue generating possibilities for the purpose of trying to become less dependent upon the success of the Commission's golf program and to examine new weather insulated options.

**Resolution R13-051 – Closed Session**

Resolution adjourning into closed session at 9:24 a.m. in accordance with the Sunshine Law, Chapter 321, P.L. 1975 (N.J.S.A. 10:4-6, et seq.) to discuss contract negotiation. MOVED BY: Commissioner Crosby; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Crosby, Florio, Haines, Hansen, Ludwig, and President Fuerst. NAYES: None. ABSENT: Commissioners Paladino and Paluck.

A motion to re-enter the regular meeting was made by Commissioner Crosby and seconded by Commissioner Consiglio at 9:45 a.m.

**Resolution R13-047 – Accepting the Memorandum of Agreements with Local 469**

Resolution accepts the adoption of the Memorandum of Agreements for Foremen/Assistant Foremen, Blue Collar Workers, and Park Rangers from January 1, 2012 to December 31, 2014. MOVED BY: Commissioner Crosby; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Crosby, Florio, Haines, Hansen, Ludwig, and President Fuerst. NAYES: None. ABSENT: Commissioners Paladino and Paluck.

A motion to adjourn the meeting at 9:45 a.m. was made by Commissioner Crosby; seconded by Commissioner Consiglio. YEAS: Commissioners Consiglio, Crosby, Florio, Haines, Hansen, Ludwig, and President Fuerst. NAYES: None. ABSENT: Commissioners Paladino and Paluck.

Respectfully submitted,

Raymond A. Brown  
Director

Joanne Steinruck  
Executive Assistant