

MINUTES of a meeting of the **SOMERSET COUNTY PARK COMMISSION** held Thursday, July 18, 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
Dot Paluck
Patricia Walsh, Freeholder Liaison

ABSENT

Christopher Paladino

Other staff members present were:

Raymond Brown, Director
Joanne Steinruck, Executive Assistant
Jim Avens, Manager Horticulture
Mike Ballow, Supervisor Park Maintenance
Tom Boccino, Principal Planner/Land Acq.
Dave Dendler, Manager Park Rangers
Betsy Flanagan, Counsel
Pierce Frauenheim, Deputy Dir. Maint.
Don Korbobo, Property Mgmt. Coordinator

Dan Livak, Deputy Dir. Bus. Admin.
Darrell Marcinek, Director Golf Maint.
Margie Margentino, Manager Stable
Alex Mathew, Manager Info. Mgmt.
Bob Ransone, Deputy Dir. Golf Mgmt.
Cathy Schrein, Manager Envir. Science
Adam Slutsky, Principal Engineer
Dina Trunzo, Manager, TR
Donna Umgelter, Manager HR

OPEN MEETING FOR PUBLIC COMMENT

Eileen DiBlasio and Gail O'Brien expressed their concerns about dogs in Colonial and Duke Island Parks being off leash. Ms. DiBlasio requested additional signs and more Park Ranger presence in the parks. President Fuerst asked Dave Dendler to meet with Ms. DiBlasio and Ms. O'Brien to discuss a possible solution and report back to the Commissioners before the end of the meeting.

SERVICE AWARDS

President Fuerst presented a five year service award to Peter Plesmid, and a ten year service award to Toni Sauer.

APPROVAL OF THE MINUTES

President Fuerst called for the approval of the minutes of the last regular meeting held June 20, 2013. MOVED BY: Commissioner Crosby; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Crosby, Florio, Haines, Hansen, Ludwig, Paluck, and President Fuerst. NAYES: None. ABSENT: Commissioner Paladino.

AUDIT COMMITTEE

Commissioner Florio introduced Robert Butvilla of Suplee, Clooney & Company. Mr. Butvilla stated that the audit was a clean audit with no issues.

Commissioner Florio reported that the Audit Committee has reviewed the report and recommends approval.

Resolution R13-057 – Accepting the Audit Report

Resolution recommends accepting Suplee, Clooney & Company auditor's letter dated July 2, 2013 and the audit report for the year ended December 31, 2012. MOVED BY: Commissioner Hansen; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Crosby, Florio, Haines, Hansen, Ludwig, Paluck, and President Fuerst. NAYES: None. ABSENT: Commissioner Paladino.

APPROVAL OF BILLS FOR PAYMENT

Resolution R13-058 - Payment of Claims

Resolution authorizing payment of bills for \$1,093,046.05 comprising of check numbers 237596-237610, 237872-237883, 237616-237672, 237884-237962, 238053, 238221-238286, and 238719-238777. MOVED BY: Commissioner Crosby; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Crosby, Florio, Haines, Hansen, Ludwig, Paluck, and President Fuerst. NAYES: None. ABSENT: Commissioner Paladino.

DIRECTOR'S REPORT

Director Brown submitted a report for the month of June 2013. Ray shared photographs of the new wheelchair accessible carriage at the Stable that the Park Foundation funded. The carriage will be used for a new Therapeutic Recreation program at the Stable. Ray thanked everyone that attended the ribbon cutting and the Park Foundation for the purchase.

COMMISSIONER CORRESPONDENCE

Notice of Public Hearing from New Jersey Water Supply regarding the City of New Brunswick's renewal of uninterruptible water supply from the Raritan Basin System.

CONSENT AGENDA

CONSENT RESOLUTIONS

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

Resolution R13-059 – Renewal of License Agreement with the New Jersey Invasive Species Strike Team

Resolution awards the renewal to August 31, 2015.

Resolution R13-060 – Authorizing use of Morris County Co-Op Contract for Effluent Services

Resolution awards a contract to Kleiza Enterprises, Inc. The cost is not to exceed \$47,000.00.

Resolution R13-061 – Award of County Co-Op Contract for Purchase a 2013 Backhoe Loader with Options

Resolution awards a contract to Powerco, Inc. for the purchase of one (1) 2013 Case 580 SN backhoe loader with options. The cost is not to exceed \$87,391.00.

Resolution R13-062 – Authorizing use of Morris County Co-Op for Purchase and Installation of Fencing at Skillman Park and Colonial Park Howe Complex

Resolution awards a contract to E. B. Fence, LLC for installation of 380 feet of eight foot high chain link fencing with top rail and bottom wire, eight foot high gate, and one 32 foot wide by two feet high barrier gate at Colonial Park Howe Complex, and three rail vinyl posts and rail fencing material to secure the boundary of Skillman Park. The cost is not to exceed \$26,472.50.

COMMITTEE REPORTS

FINANCE/BUSINESS ADMINISTRATION

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

Dale reported that the revenue is 9.5 percent less than revenue as compared to 2010 and 16 percent less than 2012. Golf revenue is 7.5 percent less than revenue as compared to 2010 and 15 percent in 2012. Golf revenue is 8.5 percent less than the five year average.

Dan Livak, Deputy Director/Business Administration submitted his report for June.

HUMAN RESOURCES

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

Donna Umgelter, Manager Human Resources reported that she has been working with the County on an Active Shooter training program in August. The vacancies are listed on the report with the exception of the Greens Worker which has been filled.

LEISURE SERVICES

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

Dina Trunzo, Manager Therapeutic Recreation reported that camp is going well. Dina thanked Pierce Frauenheim and Mike Adams for their assistance with the air conditioning problems this summer in the TR wing. To beat the heat the campers will be enjoying water slides and water activities. The camp fishing derby was held yesterday and thank you to the Somerset County Police Association of Chiefs of Police who sponsored the event. Arrangements were made to have a state police helicopter land on the property. July 19 is Patriots Day when a few of the Somerset Patriots baseball players will come to camp and teach baseball skills to the campers. Dina thanked the Park Foundation for providing lunch for the event. There are only two more weeks of Camp Okee and then Summer Adventure, a program for the teens/young adults will be held for two weeks in August. Registration for the fall programs will be held in August.

Cathy Schrein, Manager, Environmental Science reported that the EEC budget has been slow in reflecting camp enrollment fees. Extreme Adventure has been a very successful program for ages 13 to 15. This week the participants will be going to waterfalls in Pennsylvania. Cathy thanked and expressed her appreciation to the Freeholders for the support with the EEC Exhibit Hall project. The design is completed and is going out to bid for the construction and installation. Cathy thanked everyone for her 15 years of employment with the Park Commission. President Fuerst wished Cathy the best of luck.

Marge Margentino, Manager Stable thanked the Park Foundation for the purchase of the carriage and the Wright and Mulvee families for the carriage. Camp has been going well and the staff has been tending to the horses during the high heat days. The Stable has been sending out notices to riders regarding what to wear while riding in the heat.

GOLF MANAGEMENT

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

Bob Ransone, Deputy Director Golf Management reported that Quail Brook hosted the New Jersey State Public Links Qualifier and had 60 golfers. The US Women's Amateur Qualifier was held at Neshanic Valley with 40 golfers. New Jersey Monthly rated Neshanic Valley number one for the best County facility in Central New Jersey, practice facility, and best conditioned publicly owned. Quail Brook Golf Course was rated as the 40th best facility in the state of New Jersey.

Darrell Marcinek, Director of Golf Maintenance reported that June was the wettest month on record. Approximately 9 to 11 inches of rain fell. Staff continues to do a great job on the courses to sustain them through the heat and humidity. A rain garden is being installed at Quail Brook Senior Center to comply with the River Friendly requirements.

Commissioner Paluck reported that in this heat and humidity it is very hard to keep the grass from dying due to diseases and grasses burning. Dot said Neshanic Valley Golf Course looks great and has received rave reviews. She congratulated Darrell and his staff on the work they are doing.

INFORMATION MANAGEMENT

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

Alex Mathew, Manager, Information Management reported that the credit card processor switch from Heartland to TB Bank is completed and there were no problems in processing credit cards. Alex is working with the County on the network line speed evaluation report. The County will also be creating a report on their findings. Commissioner Hansen reported that the results of the County's findings will be the basis for upgrades needed to improve communication services.

VISITOR SERVICES

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

Dave Dendler, Manager Park Rangers reported that the July 4th parking at Raritan Valley Community College went extremely well. The Park Rangers are finishing the CPR and first aid training. Trail work continues with volunteers. Patrolling continues on the rivers and reservoir during the high heat days.

Commissioner Consiglio expressed his thanks to all the employees that transitioned the parking facilities for the July 4 event.

Dave spoke with the two women regarding the off leash problems and he gave them the Park Rangers telephone numbers and Dave will be working with Rich Reitman on a press release regarding the importance of keeping dogs on a leash. They are asking that more signs be added to Colonial and Duke Island Park and Dave will meet them at those parks to discuss where the signs should be placed.

PROPERTY MANAGEMENT

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

Don Korbobo, Property Management Coordinator reported that a farm bid will be advertised for four parcels. Two parcels have been previously licensed and two are

new. The new parcels should generate an annual revenue of \$850.00 or more. The licenses will begin on January 1, 2014.

PLANNING AND LAND ACQUISITION

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

Tom Boccino, Parks Section Principal Planner, Land Acquisition reported that there has been a purchase of a property of 45 acres on Lamington Road. The purchase was with Bedminster. A portion of Green Acres grant money for Bedminster was used to purchase the land. The property will be used as passive pursuits.

CAPITAL FACILITIES – CONSTRUCTION and ENGINEERING

Adam Slutsky, Principal Engineer reported that the dredging of the ponds at Colonial Park is completed. The construction of the Green Knoll Golf Course wash down building continues. The restoration of the Van Camp barn continues. There are five projects that will go out to bid within the next two to three months.

PARK MAINTENANCE & HORTICULTURE

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

Jim Avens, Manager Horticulture reported that the gardens are doing well and visitation is good. In June, Buck Garden provided guided tours for two prestigious public gardens; Wave Hill Public Garden in the Bronx and the Brooklyn Botanical Garden. Nancy Buck Pyne greeted the group from Brooklyn. At Colonial Park Gardens, the annual Garden Party will be held at the Perennial Garden on Saturday, July 20 from 11 a.m. to 3 p.m. Music, garden lectures, and refreshments will be offered. All are invited to attend.

Mike Ballow, Manager Park Maintenance reported that staff has been trimming trees as a safety precaution. Staff is preparing for the 4H fair. Staff has been working on cleaning Skillman Park and preparing for the installation of the fencing. The waterways at Duke Island Park have been cleared.

Pierce Frauenheim Deputy Director Park Maintenance reported that meetings have been held regarding the preparation for the 4H Fair. Pierce thanked the staff for a great job on July 4.

Commissioner Crosby reported that he attended the July 4 festivities and staff did a great job.

FREEHOLDER'S REPORT

Freeholder Walsh thanked the Park Commission staff and Ray Brown for the July 4 event. Patricia has not heard one complaint regarding the event, including the

parking situation. The residents in Skillman continue to notice and compliment the progress of Skillman Park.

OLD BUSINESS

Director Brown commented that he is hopeful the Freeholders will take into consideration the additional properties that the Park Commission is now maintaining when appropriating funds for the 2013 Capital Budget. Freeholder Walsh stated that the Freeholders do acknowledge the increase in properties and she asked Pierce Frauenheim to give the presentation that he gave at the June Park Commission meeting to the Freeholders. Freeholder Walsh indicated that the Park Commission has set high standards for the development and maintenance of its parks and the public has grown to expect those standards throughout the park system.

NEW BUSINESS

No new business to report.

A motion to adjourn the meeting at 9:01 a.m. was made by Commissioner Crosby; seconded by Commissioner Hansen. 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