

MINUTES of a meeting of the **SOMERSET COUNTY PARK COMMISSION** held Thursday, February 20, 2014 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
Kevin McCallen
Christopher Paladino
Dot Paluck
Patricia Walsh, Freeholder Liaison

ABSENT

Doug Ludwig

Other staff members present were:

Rob Aufseeser, Counsel
Jim Avens, Manager Horticulture
Joanne Steinruck, Executive Assistant
Tom Boccino, Principal Planner/Land Acq.
Dave Dendler, Manager Park Rangers
Pierce Frauenheim, Deputy Dir. Park Maint.

Dan Livak, Deputy Dir. Business Admin.
Darrell Marcinek, Director Golf Maint.
Alex Mathew, Manager Info. Mgmt.
Brian Mundhenk, Park Sec. Engineer
Bob Ransone, Director Golf Mgmt.
Cindie Sullivan, Deputy Director
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 Mike Adams, David Chung, Ken Fivek, Dan Livak, and a 15 year service award to Ann Hanntz.

APPROVAL OF THE MINUTES

President Fuerst called for the approval of the minutes of the last regular meeting held January 16, 2014. MOVED BY: Commissioner Crosby; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Crosby, Haines, McCallen, Paladino, Paluck, and President Fuerst. NAYES: None. ABSENT: Commissioners Florio and Ludwig.

APPROVAL OF BILLS FOR PAYMENT

Resolution R14-004 - Payment of Claims

Resolution authorizing payment of bills for \$2,383,004.03 comprising of check numbers 251222-251233, 250956-251100, 251234-251309, 251737-251812, and 252204-252243. MOVED BY: Commissioner Crosby; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Crosby, Haines, McCallen, Paladino, Paluck, and President Fuerst. NAYES: None. ABSENT: Commissioners Florio and Ludwig.

COMMISSIONER CORRESPONDENCE

1. Letter from New Jersey Department of Labor and Workforce Development stating the Order to Comply violations have been abated.
2. Legal notice regarding a Certificate of Non-Conformity for property located at 317 East Mountain Road, Hillsborough to recognize the existing property use as a two-family residence as well as the existing two-family structure as a legal pre-existing non-conforming use and pre-existing non-conforming structure.

CONSENT AGENDA

RESOLUTIONS

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

Resolution R14-005 – Designation of Petty Cash Custodians for 2014

Resolution establishes the amounts for petty cash for specific departments.

Resolution R14-006 – Designation of Bank Depositories for 2014

Resolution designates the 2014 bank depositories.

Resolution R14-007 – Award of Contract for Audit and Accounting Services for 2013

Resolution awards a contract to Suplee Clooney for audit and accounting services for 2014.

Resolution R14-008 – Award of Contract for Leasing and Maintenance of Golf Cars

Resolution awards a first year of a two-year extension of contract to Golf Cars, Inc. The cost annually is \$237,840.00.

Resolution R14-009 – Award of a First Year of a Two-Year Contract for Golf Course Accessories

Resolution awards a contract to Ferti-Soil Turf Supply, John Deere Landscapes, and Grass Roots, Inc. The cost is not to exceed \$10,100.00.

Resolution R14-010 – Authorizing Morris County Co-Op Purchase of One (1) 2014 Ford F-150 Pick-Up Truck

Resolution authorizes the purchase from Beyer Ford. The cost is not to exceed \$20,028.00. The vehicle will be used by the Horticulture Department.

COMMITTEE REPORTS

FINANCE/BUSINESS ADMINISTRATION

A report was submitted for the month of January 2014.

President Fuerst reported that a Finance meeting will be held regarding the budget following this meeting.

HUMAN RESOURCES

Commissioner Consiglio, Chair of the Committee, submitted a report for the month of January 2014.

Donna Umgelter, Manager, Human Resources reported that the PEOSH inspector reported that the anonymous employee complaint had no findings to validate the complaint.

LEISURE SERVICES

A report was submitted for the month of January 2014.

Cindie Sullivan, Deputy Director thanked all the Commissioners and Freeholder Walsh for attending the Corporate Sponsorship Appreciation Breakfast. Winter programs have begun and the Annual Report text is completed.

At this point of the meeting Commissioner Florio arrived.

GOLF MANAGEMENT

Commissioner Paluck, Chair of the Committee, submitted a report for the month of January 2014.

Robert Ransone, Director of Golf Management reported that golf revenue is \$150,000.00 less than last year at this time due to the snow.

INFORMATION MANAGEMENT

Commissioner McCallen, Chair of the Committee, submitted a report for the month of January 2014.

Rob Aufseeser, Park Commission counsel advised that he has been working with Verizon and Somerset County Purchasing regarding the bid which is still active. President Fuerst reported that he will work with Park Commission counsel to determine the next course of action.

VISITOR SERVICES

Commissioner Crosby, Chair of the Committee, submitted a report for the month of January 2014.

PROPERTY MANAGEMENT

Commissioner Crosby, Chair of the Committee, submitted a report for the month of January 2014.

PLANNING AND LAND ACQUISITION

Commissioner Haines, Chair of the Committee, submitted a report for the month of January 2014.

Tom Boccino, Parks Section Principal Planner, Land Acquisition reported that the Open Space Advisory Committee Annual Report has been distributed.

CAPITAL FACILITIES – CONSTRUCTION and ENGINEERING

Commissioner Paladino, Chair of the Committee, submitted a report for the month of January 2014.

Brian Mundhenk, Park Section Engineer, reported that some construction has been put on hold due to the snow.

PARK MAINTENANCE & HORTICULTURE

Commissioner Consiglio, Chair of the Committee submitted a report for the month of January 2014.

Jim Avens, Manager Horticulture reported that Art and Photography Exhibit will be held February 24 to March 14. The exhibit is photographs, paintings, and drawings of Buck Garden.

Pierce Frauenheim, Deputy Director Park Maintenance reported that the last two months of storms has greatly impacted the budget. Certain buildings that do not need to be heated are not having oil deliveries. The repair costs due to the weather are still not known. Employee overtime costs and repair costs to vehicles caused by eight snow storms will be evaluated.

AUDIT COMMITTEE

No report this month.

FREEHOLDER'S REPORT

No report this month.

OLD BUSINESS

No old business to report.

NEW BUSINESS

President Fuerst reported that he received a letter from Brian Cige stating that the no smoking outdoors in parks as stated in the Park Commission No Smoking Policy is illegal.

A motion to adjourn the meeting at 8:35 a.m. was made by Commissioner Consiglio and seconded by Commissioner Crosby. YEAS: Commissioners Consiglio, Crosby, Florio, Haines, McCallen, Paladino, Paluck, and President Fuerst. NAYES: None. ABSENT: Commissioner Ludwig.

Respectfully submitted,

Daniel J. Livak
Deputy Director/Business Administrator

Joanne Steinruck
Executive Assistant