

MINUTES of a meeting of the **SOMERSET COUNTY PARK COMMISSION** held Thursday, August 21, 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
Helen Haines
Doug Ludwig
Kevin McCallen
Dot Paluck
Patricia Walsh, Freeholder Liaison

ABSENT

William Crosby
Steven Fuerst
Christopher Paladino

Staff members present were:

Raymond Brown, Director
Mike Ballow, Manager Park Maintenance
Tom Boccino, Principal Planner/Land Acq.
Chet Czaplicki, Fleet Manager
Dave Dendler, Manager Park Rangers
Betsy Flanagan, Counsel
Pierce Frauenheim, Deputy Dir. Park Maint.
Dan Livak, Deputy Dir. Business Admin.
Don Korbobo, Property Mgmt. Coordinator

Darrell Marcinek, Director Golf Maint.
Marge Margentino, Manager Stable
Alex Mathew, Manager Info. Mgmt.
Brian Mundhenk, Park Section Engineer
Karren Newman, Manager Recreation
Bob Ransone, Director Golf Mgmt.
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

Director Brown presented a 20 year service award to Antonio Demeo.

APPROVAL OF THE MINUTES

Director Brown called for the approval of the minutes of the last regular meeting held July 17, 2014. MOVED BY: Commissioner Consiglio; seconded by: Commissioner Ludwig. YEAS: Commissioners Consiglio, Haines, Ludwig, McCallen, and Paluck. NAYES: None. ABSENT: Commissioners Crosby, Fuerst, and Paladino.

APPROVAL OF BILLS FOR PAYMENT

Resolution R14-063 – Payment of Claims

Resolution authorizing payment of bills for \$18,762.08 comprising of check numbers 261222-261256, 261257-261265, and 261181-26199. MOVED BY: Commissioner Consiglio; seconded by: Commissioner Ludwig. YEAS: Commissioners Consiglio, Haines, Ludwig, McCallen, and Paluck. NAYES: None. ABSENT: Commissioners Crosby, Fuerst, and Paladino.

DIRECTOR'S REPORT

Director Brown submitted a report for the month of July 2014.

Resolution R14-064 – Thanks and Appreciation to Dale Florio

Resolution expresses thanks and appreciation to Dale Florio for his service as a Commissioner of the Somerset County Park Commission. MOVED BY: Commissioner Consiglio; seconded by: Commissioner Paluck. YEAS: Commissioners Consiglio, Haines, Ludwig, McCallen, and Paluck. NAYES: None. ABSENT: Commissioners Crosby, Fuerst, and Paladino.

AUDIT COMMITTEE

Director Brown introduced Robert Butvilla of Suplee, Clooney & Company. Mr. Butvilla advised there were no recommendations for improvements or issues.

Director Brown reported that the Audit Committee has reviewed the report and recommends approval.

Resolution R14-065 – Accepting the Audit Report

Resolution recommends accepting Suplee, Clooney & Company auditor's letter dated August 4, 2014 and the audit report for the year ended December 31, 2013. MOVED BY: Commissioner Haines; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Haines, Ludwig, McCallen, and Paluck. NAYES: None. ABSENT: Commissioners Crosby, Fuerst, and Paladino.

COMMISSIONER CORRESPONDENCE

1. Notice of Public Hearing from New Jersey Water Supply Authority regarding East Windsor Municipal Utilities Authority application for renewal of uninterrupted water supply from the Raritan Basin System.
2. Letter from Freeholder Walsh thanking the Park Commission for hosting a "BOBO Fridays" bin at headquarters.
3. Letter from Montgomery Township regarding the amended Municipal Deer Management Program listing the areas available to be hunted.
4. Letter from Township of Warren requesting to use County properties for their deer management program.
5. Letter from URS Corporation notifying the Park Commission of the permit application filing with the NJDEP for planned Long-Term Flood Control upgrades to the Raritan Millstone Water Treatment Plan, with Hardship Exception Request. New Jersey

American Water is planning to raise the existing flood protection structures at the Raritan Millstone Treatment Plant.

CONSENT AGENDA

RESOLUTIONS

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

Resolution R14-066 – Authorizing Application for New Jersey Hazard Mitigation Grant Program

Resolution authorizes the Park Commission to prepare and submit applications to the New Jersey Office of Emergency Management for funding of eligible projects through the Hazard Mitigation Grant Program – Energy Allocation Initiative Grant Program.

Resolution R14-067– Award of County Contract for Purchase of Two (2) Toro Groundsmaster 4000-D Wide Area Mowers with Road Light Kits and Canopies

Resolution awards a contract to Storr Tractor Co. The cost is not to exceed \$121,720.

Resolution R14-068 – Award of County Contract for Purchase of Three (3)2014 Stephen Green Seven Ton Capacity Dual Axle Trailers

Resolution awards a contract to Storr Tractor Co. and the cost is not to exceed \$22,464.

COMMITTEE REPORTS

FINANCE/BUSINESS ADMINISTRATION

A report was submitted for the month of July 2014.

HUMAN RESOURCES

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

Donna Umgelter, Manager Human Resources reported that it is the end of the summer and seasonal employees will be returning to college soon. Training is being planned for staff for next year and the remaining vacancies are in the report.

LEISURE SERVICES

Commissioner Ludwig, Chair of the Committee, submitted a report for the month of July 2014.

Dina Trunzo, Manager Therapeutic Recreation reported that camp season was the best ever. Fall registration will be held on September 13 for young adult and adult programs. Registration for the trip to Mystic, Connecticut was conducted in August. All 12 slots were filled with eight people on the wait list.

Marge Margentino, Manager Stable reported that the Say Neigh to Drugs event went well with Smokey Bear and McGruff. Registration will be held this weekend. Marge reminded everyone that the September 18 Park Commission meeting will be held at the Environmental Education Center with a Lippizan demonstration afterwards at the Stable.

Karren Newman, Manager Recreation reported that the new Green Knoll Tennis Center restrooms and court resurfacing is near completion and the last concert and Food Truck Festival will be held on August 24.

GOLF MANAGEMENT

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

Darrell Marcinek, Director of Golf Maintenance reported that staff is busy constructing a grass hitting tee and practice bunker at Spooky Brook Golf Course driving range. The range mats were replaced earlier in the year and this will tie everything in. Aeration is underway at Neshanic Valley Golf Course.

Bob Ransone, Deputy Director Golf Management reported that play and revenue is slightly more than July 2013. Since the green fee increase in May, non-registered golf rounds at Neshanic Valley Golf Course continue to be less than 2013 non-registered rounds. Many letters have been received which are negative of the rate increases. Bob advised there were numerous golf events at Neshanic Valley during July and all were well attended.

INFORMATION MANAGEMENT

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

Alex Mathew, Manager, Information Management reported that the progress of the Verizon project has a tentative September timeline for completion.

VISITOR SERVICES

A report was submitted for the month of July 2014.

Dave Dendler, Manager, Park Rangers reported that the posting of No Hunting signs are almost completed. Dave has been assisting with the Raritan Headwaters Association.

PROPERTY MANAGEMENT

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

Don Korbobo, Property Management Coordinator reported the total assets for the Park Commission as reported to the Somerset County Joint Insurance Fund, including the recent nine land hunting/farming parcels that went to bid. Freeholder Walsh

complimented the land lease program sponsored by the Park Commission and Dan Livak commended Don for his outstanding efforts in administering the program.

PLANNING AND LAND ACQUISITION

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

Tom Boccino, Parks Section Principal Planner, Land Acquisition reported that a variety of projects and land acquisitions are underway. Tom indicated that Hillsborough assisted with the acquisition of the “Durik” property in the Sourland Mountain Preserve.

CAPITAL FACILITIES – CONSTRUCTION and ENGINEERING

A report was submitted for the month of July 2014.

Brian Mundhenk, Park Section Engineer reported that the Green Knoll Tennis Center projects are near completion as well as various roofing projects. Brian indicated the fall will be busy with various additional projects.

PARK MAINTENANCE & HORTICULTURE

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

Pierce Frauenheim, Deputy Director reported that the Garden Party at Colonial Park went well. The bridge construction on Layton Road has affected visitation at Buck Garden, however, staff is assisting visitors to gain entry. The Rose Garden is doing well under the care of the new Rosarian. The 4H Fair had record crowds due to the good weather. Repairs at Washington Rock Park are near completion and Jim Avens is working with staff regarding the Emerald Ash Borer threat.

Mike Ballow, Manager Park Maintenance reported that due to the good weather, restoration of the fields after the 4H Fair went smoothly. Activity in all the parks has increased due to the good weather. Another river cleanup of tires and vehicles is planned.

FREEHOLDER’S REPORT

Freeholder Walsh thanked the staff for their efforts with the 4H Fair and also for the new trail at East County Park.

OLD BUSINESS

No old business to report.

NEW BUSINESS

Director Brown reminded everyone of the upcoming 10th Anniversary Golf Outing for Neshanic Valley Golf Course and the ribbon cutting at East County. Ray thanked the staff for their efforts during the 4H Fair.

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

Respectfully submitted,

Raymond A. Brown
Director

Dan Livak
Deputy Director Business Administrator