

MINUTES of a meeting of the **SOMERSET COUNTY PARK COMMISSION** held Thursday, September 18, 2014 at 8:00 AM at the Somerset County Park Commission, Lord Stirling Stable, 256 South Maple Avenue, Basking Ridge, NJ 07920.

"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
Steven Fuerst
Jim Leonard
Kevin McCallen
Dot Paluck
Patricia Walsh, Freeholder Liaison

ABSENT

Paul Consiglio
Helen Haines
Doug Ludwig
Christopher Paladino

Staff members present were:

Raymond Brown, Director
Joanne Steinruck, Executive Assistant
Jim Avens, Manager Horticulture
Mike Ballow, Manager Park Maint.
Tom Boccino, Principal Planner/Land Acq.
Dave Dendler, Manager Park Rangers
Ken Fivak, Golf Operations Supervisor
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.
Marge Margentino, Manager Stable
Alex Mathew, Manager Info. Mgmt.
Shawn McCrohan, Manager EEC
Brian Mundhenk, Park Section Eng.
Karren Newman, Manager Rec.
Cindie Sullivan, Deputy Director
Dina Trunzo, Manager TR

Also in attendance: Rich Reitman

OPEN MEETING FOR PUBLIC COMMENT

No comment from the public.

SERVICE AWARDS

President Fuerst presented a ten year service award to Rodrigo Londono.

APPROVAL OF THE MINUTES

President Fuerst called for the approval of the minutes of the last regular meeting held August 21, 2014. **MOVED BY:** Commissioner Crosby; seconded by: Commissioner Paluck. **YEAS:** Commissioners Crosby, McCallen, and Paluck. **ABSTAIN:** Commissioner Leonard and President Fuerst. **ABSENT:** Commissioners Consiglio, Haines, Ludwig, and Paladino.

By vote of the August 21, 2014 meeting minutes they were not approved and will be voted on at the October 16, 2014 meeting.

APPROVAL OF BILLS FOR PAYMENT

Resolution R14-069 – Payment of Claims

Resolution authorizing payment of bills for \$2,088,318.94 comprising of check numbers 5, 174-215, 6-86, 87-173, 216-255, 259-307, 308-329, and 330-402. MOVED BY: Commissioner Crosby; seconded by: Commissioner Paluck. YEAS: Commissioners Crosby, Leonard, McCallen, Paluck, and President Fuerst. NAYES: None. ABSENT: Commissioners Consiglio, Haines, Ludwig, and Paladino.

DIRECTOR'S REPORT

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

COMMISSIONER CORRESPONDENCE

1. Letter of appreciation regarding a repair done at Washington Rock.
2. Letter of thanks from Freeholder Director Scaglione regarding the 2014 4-H Fair.
3. Letter from the Somerset County Improvement Authority regarding the Somerset County Renewable Energy Program and the Events of Default and other defaults under the Company Lease Agreement, the Power Purchase Agreement, and the Company Pledge Agreement.
4. Copy of County of Somerset Motor Vehicle Policy and Procedures.
5. Letter from Bernards Township asking to use County property for the 2014-2015 Deer Management Program.
6. Note of thanks from Dale Florio for the Resolution.

CONSENT AGENDA

RESOLUTIONS

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

Resolution R14-070 – Awarding a Five (5) Year Contract for Farming License on Six Parcels

Resolution awards a license agreement to Beekman Homestead Farm, Inc. for the Wender Parcel (\$501 per year) and Stauder Parcel (\$1,801 per year); Deer Run Farm for the Woodfern Parcel (\$5,000 per year); Highland Farm for the Dar-Mar South Parcel (\$6,000 per year); Mark Kirby for the Howe Parcel (\$251 per year); and Steve Zamek for the Milich Parcel (\$726 per year). The License Agreement is from January 1, 2015 to December 31, 2019.

Resolution R14-071 – Award of County Contract for Janitorial Services Year One of a Two-Year Contract (Optional Third and Fourth Year)

Resolution awards a contract to All Clean Building Services, Inc. for North Branch, Green Knoll, Merrill House, Warrenbrook, Stocker House, Quail Brook, Neshanic Valley Learning Center, Neshanic Valley, Spooky Brook, and the EEC.

Resolution R14-072 – Award of County Co-Op Contract for Purchase of a Vermeer Brush Chipper Model BC 1800 XL

Resolution awards a contract to R. J. Sherman and Associates, Inc. and the cost is not to exceed \$63,908.

COMMITTEE REPORTS

FINANCE/BUSINESS ADMINISTRATION

President Fuerst submitted a report for the month of August 2014.

Ray Brown, Director reported that he has met with the County Administrator and Director of Finance and Administrative Services/CFO regarding the Commission's operating budget. The Park Commission has assumed several new projects in the past year and the needed operational support has not kept pace. Ray reported that there will be another meeting before the end of October regarding budget issues. The Director noted that the Park Commission has reduced expenses as much as possible. The weather has been great recently but the first half of the year was very bad. With half of the Commission's Operating Budget dependent upon self-generated revenue and with 80 percent of that revenue from golf.....there are serious concerns about the commission's ability to reach its anticipated funding by year end.

HUMAN RESOURCES

A report was submitted for the month of August 2014.

LEISURE SERVICES

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

Cindie Sullivan, Deputy Director reported that the weather was great for the Summer Concert Series. There were approximately five to seven thousand people in attendance at each concert. The last concert was a Doo Wop and food truck festival. Natirar will be hosting the second annual Essex Foxhounds Horse Race on October 11. The Park Commission will host the Vietnam Wall in September/October 2015. Cindie thanked Vice President Crosby for his assistance.

Marge Margentino, Manager Stable welcomed everyone. Staff has been busy preparing for the Lipizzan shows. More than 1,300 tickets have been sold. The prices will be increased to \$25.00 as of 5:00 today.

Dina Trunzo, Manager Therapeutic Recreation reported that fall program registration was held on September 13 and went well. The age groupings for programs have been reorganized to allow for more interaction opportunities with peers. On September 26 the adult group departs for a weekend trip to Mystic, Connecticut.

Karren Newman, Manager Recreation reported that Skillman Park hosted the National Special Olympics in June and Karren presented the Commissioners with an award for hosting the event. Skillman Park will be hosting a State Cycling event on October 25. The judges of the National Special Olympics commented that the location was world class. President Fuerst thanked everyone that was involved with that event. Karren thanked Brian Mundhenk, Park Maintenance, and the Park Rangers for their assistance during the event. Jane Parks from the EEC is a track certifier and she will certify the track.

Shawn McCrohan, Manager, Environmental Science reported that the 1770's Festival will be held on October 5 and Deans Natural Food will be the vendor. Staff has been preparing for the event.

GOLF MANAGEMENT

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

Darrell Marcinek, Director of Golf Maintenance reported that Neshanic Valley hosted Leadership Somerset and had Kathy Hale from the New Jersey Water Supply talk about the River Friendly program. Several attendees had not been to Neshanic Valley and expressed an interest in golf lessons and the banquet room.

Ken Fivek, Golf Operations Supervisor reported that golf revenue is \$4,400 more than last year. Looking at the five year average, this August is the second best. On September 4, Neshanic Valley celebrated its 10 year anniversary. A golf outing was held in which 120 people participated.

INFORMATION MANAGEMENT

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

VISITOR SERVICES

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

Dave Dendler, Manager, Park Rangers reported that the Park Rangers are busy with events. Cross Country events are held during the week and 5K runs on the weekends. Trail work continues.

PROPERTY MANAGEMENT

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

Don Korbobo, Property Management Coordinator reported that the tree work for the 911 tower at Washington Valley Park entailed pruning the tops of only three tall trees to get a good signal.

PLANNING AND LAND ACQUISITION

A report was submitted for the month of August 2014.

Tom Boccino, Parks Section Principal Planner, Land Acquisition reported he has been working with Conservation Resources, Inc. to be granted \$225,000 from the State's Natural Resource Damage Settlement fund for reimbursement for the acquisition of the Carrier Clinic property. The funds will be utilized for future open space acquisition projects.

CAPITAL FACILITIES – CONSTRUCTION and ENGINEERING

A report was submitted for the month of August 2014.

Brian Mundhenk, Park Section Engineer reported that the East County loop trail officially opened with a ribbon cutting on September 13. The loop trail at Skillman Park will be completed by the end of October. The trail will be two and a half miles long and 12 feet wide. Work continues on the plan for the GSA Belle Mead Depot. The ground breaking will be held on October 25.

PARK MAINTENANCE & HORTICULTURE

A report was submitted for the month of August 2014.

Jim Avens, Manager Horticulture reported that staff was asked by the Public Information Department at the County to give garden-themed presentations at the 4H Fair Somerset County tent. Four sessions were presented and were very well received by the public. A ribbon cutting ceremony was held at Buck Garden for the Rustic Picnic Arbor that the Park Foundation funded. Mrs. Pine was in attendance and was very pleased with the project.

Mike Ballow, Manager of Park Maintenance reported that river clean up continues. Two cars and 25 tires have been retrieved from the river. North Branch held a dog show recently and staff was busy preparing for that. Staff is busy with cross country events at Natirar.

Pierce Frauenheim, Deputy Director thanked Freeholder Walsh for the Rolling Stock money. It has helped with the purchase of much needed equipment.

AUDIT COMMITTEE

No report this month.

FREEHOLDER'S REPORT

Freeholder Walsh reported that the County's revenue has also decreased. Time will be spent next year working on revising how the County does business. The current budget year is worse than last year. The County will continue to do what they can to avoid laying off employees and will be looking into how the County can operate more cost effectively.

OLD BUSINESS

Ray Brown reported that the 2014 Capital Budget allocation has been announced and that it will be spent mostly on equipment needed for maintenance of the commission's many park properties. Rolling stock will be a priority and staff will be aggressively purchasing equipment. A groundbreaking ceremony for the new county park at the former Belle Mead GSA Depot will be held on October 25 at 10:00 a.m. That project is a partnership with Hillsborough and the SC Improvement Authority. A new arbor for Buck Garden's rustic picnic area was provided by funding from the Park Foundation. Ray reminded the Commissioners that The Park Foundation has contributed almost one million dollars in scholarships and other projects to the Commission over the past few years. The Park Foundation will also be hosting a Tasting event at Raritan Valley Country Club on October 23 from 6:00 to 8:00 p.m. The revenue raised from that event will go directly to Park Commission programming, events, services, and facilities.

NEW BUSINESS

President Fuerst welcomed Jim Leonard as the new Commissioner. Jim reported that he has served the residents of Somerset County for 15 years and is humbled and pleased to be serving as a Park Commissioner. Jim commented that the Park Commission has done a great job preserving the parkland and open space throughout the County and he was proud to be a member of the team.

A motion to adjourn the meeting at 8:50 a.m. was made by Commissioner Crosby and seconded by Commissioner Leonard. YEAS: Commissioners Crosby, Leonard, McCallen, Paluck, and President Fuerst. NAYES: None. ABSENT: Commissioners Consiglio, Haines, Ludwig, and Paladino.

Respectfully submitted,

Raymond A. Brown
Director

Joanne Steinruck
Executive Assistant