

MINUTES of a meeting of the **SOMERSET COUNTY PARK COMMISSION** held Thursday, March 19, 2015 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 DiFrancesco called the meeting to order.

PRESENT

William Crosby
Donald DiFrancesco
Helen Haines
Jim Leonard
Doug Ludwig
Christopher Paladino
Dot Paluck
Patricia Walsh, Freeholder Liaison

ABSENT

Paul Consiglio
Kevin McCallen

Staff members present were:

Raymond Brown, Director
Joanne Steinruck, Executive Assistant
Jim Avens, Manager Horticulture
Tom Boccino, Principal Planner/Land Acq.
Chet Czaplicki, Fleet Manager
Betsy Flanagan, Counsel
Pierce Frauenheim, Deputy Dir. Park Maint.
Dan Livak, Deputy Dir. Business Admin.

Darrell Marcinek, Director Golf Maint.
Alex Mathew, Manager Info. Mgmt.
Shawn McCrohan, Manager EEC
Brian Mundhenk, Park Section Engineer
Karren Newman, Manager Recreation
Bob Ransone, Director Golf Mgmt.
Cindie Sullivan, Deputy Director
Dina Trunzo, Manager TR
Donna Umgelter, Manager HR

Also in attendance: Yvonne Childress, Chris Hart, and Rich Reitman

OPEN MEETING FOR PUBLIC COMMENT

No comment from the public.

APPROVAL OF THE MINUTES

President DiFrancesco called for the approval of the minutes of the last regular meeting held February 19, 2015. **MOVED BY:** Commissioner Crosby; seconded by: Commissioner Haines. **YEAS:** Commissioners Crosby, Haines, Ludwig, Paladino, Paluck, and President DiFrancesco. **NAYES:** None. **ABSTAIN:** Commissioner Leonard. **ABSENT:** Commissioners Consiglio and McCallen.

APPROVAL OF BILLS FOR PAYMENT

Resolution R15-013 - Payment of Claims

Resolution authorizing payment of bills for \$787,114.34 comprising of check numbers 1816-1820, 1780-1815, 1825-1892, 1893-1948, 1949, and 1950-1997. MOVED BY: Commissioner Crosby; seconded by: Commissioner Paladino. YEAS: Commissioners Crosby, Haines, Leonard, Ludwig, Paladino, Paluck, and President DiFrancesco. NAYES: None. ABSENT: Commissioners Consiglio and McCallen.

DIRECTOR'S REPORT

Director Brown submitted a report for the month of February 2015.

COMMISSIONER CORRESPONDENCE

No correspondence this month.

CONSENT AGENDA

RESOLUTIONS

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

Resolution R15-014 – Extending the Temporary Budget

Resolution extends the Temporary Budget to May 31, 2015.

Resolution R15-015 – Award of First Year of a Two-Year Contract for Printing and Distribution of Park Guide

Resolution awards a second and final year contract to New Jersey Press Media/Courier News. The cost is not to exceed \$14,202. The Park Guide is distributed three times a year.

Resolution R15-016 – Award of First Year of a Two-Year Extension of Contract for Leasing and Maintenance of Golf Cars

Resolution awards a contract to Golf Cars and the cost is not to exceed \$249,430.

Resolution R15-017 – Authorizing the Use of County Co-Op Contract for the Purchase of Kentucky Bluegrass, Hard/Sheeps Fine Fescue, Turf-Type Tall Fescue, and L93 Creeping Bentgrass Sod

Resolution awards a contract to Barbato Nursery Corp. The cost is not to exceed \$20,000.

Resolution R15-018– Award of Second Year of a Three-Year Contract for Plumbing Services

Resolution awards a contract to Magic Touch Construction Co., Inc. as the primary vendor and Robert Griggs as the secondary vendor. The cost is not to exceed \$25,000.

Resolution R15-019 – Award of Second Year of a Three-Year Contact for Electrical Services

Resolution awards a contract to A & S Service Co., Inc. as the primary vendor and MTB Electric, LLC as the secondary vendor. The cost is not to exceed \$30,600.

Resolution R15-020 – Award of Two Month Extension of Existing Contract for Maintenance and Repair of Heating, Ventilation, and Air Conditioning (HVAC) Systems and Boilers

Resolution extends the contract to June 1, 2015. The extension is awarded to Professional Climate Control, Inc. The cost is not to exceed \$33,000.

Resolution R15-021 – Award of Contract for Spring 2015 Tree Planting at Various Park Locations

Resolution awards a contract to JML Landscaping Inc. The cost is not to exceed \$32,826.

COMMITTEE REPORTS

FINANCE/BUSINESS ADMINISTRATION

President DiFrancesco, Chair of the Committee, submitted a report for the month of February 2015.

Director Brown reported that staff continues to work with the County. There is a Finance Committee meeting today. The budget should be ready for adoption at the April 16 Park Commission meeting.

HUMAN RESOURCES

A report was submitted for the month of February 2015.

LEISURE SERVICES

Commissioner Ludwig, Chair of the Committee, submitted a report for the month of February 2015.

Cindie Sullivan, Deputy Director reported that the Therapeutic Recreation Department has received a donation for the adult garden program from a retired employee, who wishes to remain anonymous. The EEC and Horticulture Department have created a new event to be held on Arbor Day.

GOLF MANAGEMENT

Commissioner Paluck, Chair of the Committee, submitted a report for the month of February 2015.

Darrell Marcinek, Director of Golf Maintenance reported that he submitted an essay application for an award for Neshanic Valley Golf Course through the Metropolitan Golf Association. The Arthur Weber Environmental Leaders in Golf Award will be presented to the Park Commission in April. There is a long list of prestigious winners; all private clubs. Neshanic Valley is the first public golf course to receive this award.

Bob Ransone, Deputy Director Golf Management reported that Neshanic Valley and Spooky Brook Golf Courses opened this week. Quail Brook Golf Course will open today. Commissioner Haines asked how March 2015 compares to March 2014. Bob reported that golf revenue is approximately \$130,000 less than the first two and a half months of 2015 verses 2014.

INFORMATION MANAGEMENT

A report was submitted for the month of February 2015.

VISITOR SERVICES

Commissioner Crosby, Chair of the Committee, submitted a report for the month of February 2015.

PROPERTY MANAGEMENT

Commissioner Crosby, Chair of the Committee, submitted a report for the month of February 2015.

PLANNING AND LAND ACQUISITION

Commissioner Haines, Chair of the Committee, submitted a report for the month of February 2015.

Tom Boccino, Parks Section Principal Planner, Land Acquisition reported that funding was received in the amount of \$225,000 for reimbursement for the acquisition of the Carrier Parcel. The funding comes with the restriction that the property only be used for wildlife friendly agriculture or habitat creation. The existing farming practice needs to be revisited. Tom has had conversations with Duke Farms, and Tom and Dan Livak met with staff from NRCS yesterday to discuss possibilities for habitat friendly farming that the current farmer could implement. Tom is trying to accommodate all requests. The property could be a case study for habitat creation and/or wildlife friendly farming.

CAPITAL FACILITES – CONSTRUCTION and ENGINEERING

Commissioner Paladino, Chair of the Committee, submitted a report for the month of February 2015.

Brian Mundhenk, Park Section Engineer reported that the contractor at Skillman Park is working and making progress despite the weather. The opening will be held in April. There will be a 5k race on April 26 at the Park.

PARK MAINTENANCE & HORTICULTURE

A report was submitted for the month of February 2015.

Jim Avens, Manager Horticulture reported that the Art and Photography Exhibit had 29 exhibitors and 80 participants. Buck Garden and Colonial Park were represented at two flower shows; the New Jersey Flower and Garden Show in Edison and Springfest Flower Show in Augusta through participation in the Garden State Gardens Consortium booth. The Horticulture Supervisor and Rosarian participated in a “Garden Day” program at the Princeton Public Library to promote Buck Garden, Colonial Park

Gardens, programs, and encourage volunteer opportunities. Upcoming events include Pruning Fundamentals Workshop at Buck Garden on March 25, Spring Pruning demonstration at Colonial Park Gardens on April 4, and the Plant Sale on April 25 and 26.

AUDIT COMMITTEE

Dan Livak reported that the audit committee will meet in April.

FREEHOLDER'S REPORT

No report this month.

OLD BUSINESS

Ray Brown reported that the opening of Skillman Park is re-scheduled for April 23 at 10:00 a.m. Invitations will be distributed. Cindie Sullivan reported the Volunteers Evening of Recognition will be held on April 16 at Neshanic Valley. The Park Foundation funded the purchase of 1,000 tree samples of 20 different native species to be given away on Arbor Day, April 24, 2015 at the EEC and Colonial Park.

NEW BUSINESS

No new business to report.

A motion to adjourn the meeting at 8:20 a.m. was made by Commissioner Crosby and seconded by Commissioner Haines. YEAS: Commissioners Crosby, Haines, Leonard, Ludwig, Paladino, Paluck, and President DiFrancesco. NAYES: None. ABSENT: Commissioners Consiglio and McCallen.

Respectfully submitted,

Raymond A. Brown
Director

Joanne Steinruck
Executive Assistant