

**MINUTES** of a meeting of the **SOMERSET COUNTY PARK COMMISSION** held Thursday, October 20, 2016 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  
D. J. Hunsinger  
Jim Leonard  
Kevin McCallen  
Dot Paluck  
Scott Ross  
Mark Caliguire, Freeholder Liaison

**ABSENT**

Helen Haines  
Doug Ludwig

Staff members present were:

Raymond Brown, Director	Pierce Frauenheim, Deputy Dir. Park Maint.
Joanne Steinruck, Executive Assistant	Dan Livak, Deputy Dir. Business Admin.
Adam Bloom, Park Section Engineer	Darrell Marcinek, Director Golf Maint.
Tom Boccino, Principal Planner/Land Acq.	Marge Margentino, Manager Stable
Chester Czaplicki Fleet Manager	Bob Ransone, Director Golf Mgmt.
Dave Dendler, Manager Park Rangers	Cindie Sullivan, Deputy Director
Betsy Flanagan, Counsel	

Also in attendance: Chris Hart and Rich Reitman

**OPEN MEETING FOR PUBLIC COMMENT**

No comment from the public.

**SERVICE AWARDS**

President DiFrancesco presented a 25 year service award to Gary Freuler.

**APPROVAL OF THE MINUTES**

President DiFrancesco called for the approval of the minutes of the regular meeting held September 15, 2016. MOVED BY: Commissioner Crosby; seconded by: Commissioner Hunsinger. YEAS: Commissioners Crosby, Hunsinger, Leonard, Paluck, Ross, and President DiFrancesco. NAYES: None. ABSENT: Commissioners Haines, Ludwig, and McCallen.

**APPROVAL OF BILLS FOR PAYMENT**

The following resolutions were MOVED BY: Commissioner Crosby; seconded by: Commissioner Leonard. YEAS: Commissioners Crosby, Hunsinger, Leonard, Paluck,

Ross, and President DiFrancesco. NAYES: None. ABSENT: Commissioners Haines, Ludwig, and McCallen.

**Resolution R16-077–Payment of Claims**

Resolution authorizing payment of bills for \$696,285.00 comprising of check numbers 7205-7234, 7378-7395, 6999-7059, 7060-7115, 7120-7166, 7167-7204, 7239-7322, and 7325-7373.

**Resolution R16-078–Payment of Confirming Orders**

Resolution authorizes payment to confirming orders totaling \$41,451.17.

**DIRECTOR’S REPORT**

A report was submitted for the month of September 2016.

**COMMISSIONER CORRESPONDENCE**

1. Letter from Borough of Peapack and Gladstone Police Department thanking Dan Livak for his assistance in conducting the Department’s Corporal interviews.
2. Hartford Steam Boiler inspected Quail Brook Golf Course and there are no recommendations.
3. Hartford Steam Boiler inspected Spooky Brook Golf Course and had recommendations.
4. Note of thanks from the New Centre Dairy for all the work that the Park Commission does during the 4-H Fair.
5. Notice from New Jersey Water Supply Authority of the Proposed Rate Adjustments for the Sale of Water for Fiscal Year 2018.
6. Notice from New Jersey Water Supply Authority regarding Mount Olive Township’s application for uninterruptible water supply from the Raritan Basin System.

**CONSENT AGENDA**

**RESOLUTIONS**

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

**Resolution R16-079–Membership to the Somerset County Insurance Commission**

Resolution authorizes the Park Commission to establish membership in the Somerset County Insurance Commission.

Director Brown reported that the membership will provide a better way to control the expenses associated with health insurance. The Freeholders invited the Park Commission to participate in the membership. This membership does not in any way change benefits. Freeholder Caliguire reported that it is a savings on the administration cost of the benefits. This creates a larger pool of members, which include the County Library, Vocational and Technical School, and the Park Commission versus each entity having their own health insurance package. The long term plan is to develop a clinic for employees in which participation would be voluntary. The clinic would have a holistic approach to employee health. Somerset County would be the first county in the state to have such a facility.

Commissioner Leonard commented that the only change to the benefits would be additional opportunities for employees.

**Resolution R16-080—Accepting the Memorandum of Agreements with Teamsters Local Union No. 469**

Resolution accepts the Memorandum of Agreement dated September 12, 2016. The Contract is for three years from January 1, 2015 to December 31, 2017.

**Resolution R16-081 – Award of Contract for Feed and Supplements**

Resolution awards a contract to Middle Valley Farm and Bohonyi Corporation. The cost is not to exceed \$59,420 for the remainder of 2016.

**Resolution R16-082 – Authorizing State Contract for Purchase of Data Communications Equipment**

Resolution authorizes the purchase from ePlus Technology, Inc. for Voice Over IP components. The cost is not to exceed \$104,288.06.

**Resolution R16-083 – Award of Five-Year Farming Licenses to Five (5) Parcels**

Resolution awards a License Agreement to Shane Doyle Farms, LLC for Baron Parcel (\$7,620 Per Year), Dutch Hollow Farm for Snearowski Parcel (\$150 Per Year), Richard F. Enderley for Snearowski West Parcel (\$250 Per Year), Beekman Homestead Farm for South Branch Reserve Parcel (\$701 Per Year), and Derwood Farms for Kanach North (\$3,352.10 Per Year).

**Resolution R16-084 – Award of First Year of a Two-Year County Contract for Gasoline**

Resolution awards a contract to Riggins, Inc. and the cost is not to exceed \$51,900.

**Resolution R16-085 – Award of First Year of a Two-Year County Contract for Diesel Fuel**

Resolution awards a contract to National Fuel Oil, Inc., Allied Oil, LLC, and Finch Fuel Oil Company. The cost is not to exceed \$30,820.

**Resolution R16-086 – Authorizing use of Dedicated Account for Tree Pruning and Removal Services**

Resolution authorizes the use of additional funds (\$20,000) for the remainder of 2016.

**Resolution R16-087 – Authorizing Additional Funds for HVAC Services**

Resolution authorizes the use of additional funds (\$10,000) for the remainder of 2016.

**Resolution R16-088 – Award of County Contract for Purchase of Two (2) John Deere 4052R Compact Utility Tractors with One (1) Non-Contract Option Each and One (1) Contract Option**

Resolution awards a contract to Central Jersey Equipment, LLC. The cost is not to exceed \$60,510.

**Resolution R16-089 – Award of County Contract for One (1) Toro 7210 Groundsmaster**

Resolution awards a contract to Storr Tractor Company. The cost is not to exceed \$25,784.

**Resolution R16-090 – Award of County Contract for Four (4) Salsco Roll-N-Go Gas Greens Roller with One (1) Factory Installed Non-Contract Option**

Resolution awards a contract to Wilfred MacDonald, Inc. The cost is not to exceed \$71,966.

**Resolution R16-091 – Award of County Contract for Three (3) Toro Pro Force Debris Blowers**

Resolution awards a contract to Evergreen Specialty Services. The cost is not to exceed \$19,425.

**Resolution R16-092 – Award of County Contract for One (1) Toro Sand Pro 5040 With Four (4) Contract Options**

Resolution awards a contract to Storr Tractor Company. The cost is not to exceed \$19,098.

**Resolution R16-093 – Award of County Contract for One (1) Toro 7200Z, Model 30495 Rotary Lawnmower**

Resolution awards a contract to Storr Tractor Company. The cost is not to exceed \$18,067.

**Resolution R16-094 – Award of County Contract for Purchase of One (1) John Deere 2500B Diesel Triplex Mower with Three (3) Contract Options**

Resolution awards a contract to Finch Services, Inc. The cost is not to exceed \$48,300.

**Resolution R16-095 – Award of County Contract for Four (4) Toro Workman HDX Auto Transmission Utility Vehicles Each With One (1) Contract Option**

Resolution awards a contract to Storr Tractor Company. The cost is not to exceed \$92,976.12.

**COMMITTEE REPORTS**

**FINANCE/BUSINESS ADMINISTRATION**

President DiFrancesco, Chair of the Committee, submitted a report for the month of September 2016.

Dan Livak, Deputy Director Business Administrator reported that 2016 revenue year to date is less than the last three years.

**HUMAN RESOURCES**

Commissioner Leonard, Chair of the Committee, submitted a report for the month of September 2016.

**LEISURE SERVICES**

A report was submitted for the month of September 2016.

## **GOLF MANAGEMENT**

Commissioner Paluck, Chair of the Committee, submitted a report for the month of September 2016.

Darrell Marcinek, Director Golf Maintenance reported that tee and fairway aeration of the Lake and Ridge courses at Neshanic will be done this week and the Meadow course next week.

Bob Ransone, Deputy Director Golf Management reported that revenue in the first half of the month has exceeded revenue for the same time period last year. Roger Cleveland from Callaway Golf conducted a clinic at Neshanic Valley on October 9. In spite of rain and wind, 50 people attended the general public portion of the event and another 15 attended special wedge fitting session by Roger. Weather caused both clinics to move inside. The Metropolitan Golf Association has requested Neshanic Valley host the 2020 MGA Public Links Championship. It will be the second time Neshanic Valley has hosted this Championship. It is a one day 36-hole Championship and the MGA pays green fees for all participants. This is one of the oldest Championships in the U.S. and attracts players from the tristate area.

## **INFORMATION MANAGEMENT**

Commissioner McCallen, Chair of the Committee, submitted a report for the month of September 2016.

Dan Livak, Deputy Director Business Administrator reported that the Voice Over IP project is progressing and it will result in substantial savings in phone bills.

## **VISITOR SERVICES**

Commissioner Crosby, Chair of the Committee, submitted a report for the month of September 2016.

## **PROPERTY MANAGEMENT**

Commissioner Crosby, Chair of the Committee, submitted a report for the month of September 2016.

Dan Livak, Deputy Director Business Administrator reported that the five new farming licenses just awarded will result in an additional \$4,300 in revenue.

## **PLANNING AND LAND ACQUISITION**

A report was submitted for the month of September 2016.

## **CAPITAL FACILITIES – CONSTRUCTION and ENGINEERING**

Commissioner McCallen, Chair of the Committee, submitted a report for the month of September 2016.

Ray Brown reported that a meeting will be held on October 25 to review the new allocations and the status of projects.

## **PARK MAINTENANCE & HORTICULTURE**

Commissioner Hunsinger, Chair of the Committee, submitted a report for the month of September 2016.

Pierce Frauenheim, Deputy Director thanked those who attended the Garden of Excellence event. The World Federation of Rose Societies representative was impressed with the garden and the reception.

**AUDIT COMMITTEE**

No report this month.

**FREEHOLDER'S REPORT**

No report this month.

**OLD BUSINESS**

Ray Brown circulated photos taken during the Rose Garden event, the acquisition of the Ord property, and the clinic given by Roger Cleveland. Ray thanked Rich Reitman for the media coverage. Thank you to the Park Foundation for providing the reception after the Garden of Excellence event. Ray also thanked the Commissioners for attending the tour today. This has not been done in years. Ray thanked Tom Boccino for putting together the map and tour booklet.

Commissioner Crosby reported that during the last year a decision that the more than 900 feet of the EEC "Boondocks", the walkway that goes out into the Great Swamp, which had been severely damaged in Hurricane Sandy had to be rebuilt. The EEC, with the help of the Park Foundation, took on the job of raising the necessary monies. Volunteers from Somerset County Handyman Program, with the invaluable assistance of EEC employees, offered to help repair the "Boondocks". But when the extent of the damage, condition of the remaining material, and the lack of consistent construction measurements, it became evident and it was decided they had to be rebuilt. It is not an easy task, as circulated photos of the rebuilt sections of the project showed, but amazing progress is being made. The rebuilt boondocks will far exceed the original in all ways, especially in safety and standardization of construction. With continued good weather this fall, a mild winter, and relatively dry spring it is hoped the project will be completed in time for use in the late spring or summer of the coming year.

**NEW BUSINESS**

No new business to report.

A motion to adjourn the meeting at 8:26 a.m. was made by Commissioner Crosby and seconded by Commissioner Leonard. YEAS: Commissioners Crosby, Hunsinger, Leonard, McCallen, Paluck, Ross, and President DiFrancesco. NAYES: None. ABSENT: Commissioners Haines and Ludwig.

Respectfully submitted,

Raymond A. Brown  
Director

Joanne Steinruck  
Executive Assistant