

MINUTES of a meeting of the **SOMERSET COUNTY PARK COMMISSION** held Wednesday, December 29, 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

Bill Crosby
Donald DiFrancesco
Helen Haines
D. J. Hunsinger
Jim Leonard
Doug Ludwig
Dot Paluck
Scott Ross
Mark Caliguire, Freeholder Liaison

ABSENT

Kevin McCallen

Other staff members present were:

Betsy Flanagan, Counsel
Pierce Frauenheim, Deputy Dir. Maint.
Dan Livak, Deputy Dir. Business Admin
Bob Ransone, Deputy Dir. Golf Mgmt.

Cindie Sullivan, Deputy Director
Joanne Steinruck, Executive Asst.
Donna Umgelter, HR Manager

Also in attendance: Chris Hart

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 December 8, 2016. MOVED BY: Commissioner Crosby; seconded by: Commissioner Haines. YEAS: Commissioners Crosby, Haines, Hunsinger, Leonard, Ludwig, Paluck, Ross, and President DiFrancesco. ABSENT: Commissioner McCallen.

APPROVAL OF BILLS FOR PAYMENT

Resolution R16-126 – Payment of Claims

Resolution authorizing payment of bills for \$1,032,835.47 comprising of check numbers 7887-8014 and 8020. MOVED BY: Commissioner Crosby; seconded by: Commissioner Hunsinger. YEAS: Commissioners Crosby, Haines, Hunsinger, Leonard, Ludwig, Paluck, Ross, and President DiFrancesco. ABSENT: Commissioner McCallen.

Resolution R16-127 – Confirming Orders

Resolution authorizes payment to confirming orders totaling \$8,638.53. YEAS: Commissioners Crosby, Haines, Hunsinger, Leonard, Ludwig, Paluck, Ross, and President DiFrancesco. ABSENT: Commissioner McCallen.

CONSENT AGENDA

RESOLUTIONS

The following resolutions were MOVED BY: Commissioner Crosby; seconded by: Commissioner Ludwig. YEAS: Commissioners Crosby, Haines, Hunsinger, Leonard, Ludwig, Paluck, Ross, and President DiFrancesco. ABSENT: Commissioner McCallen.

Resolution R16-111 – Transfer of Program Revenue

Resolution transfers program revenue.

Resolution R16-128 – Transfer of Appropriations

Resolution authorizing transfer of 2016 appropriations.

Resolution R16-129 – Cancellation of Appropriations

Resolution authorizes the cancellation of the unexpended balances of 2016 appropriations.

Resolution R16-130 – Amending Resolution R16-056 for Award of Contract for Four (4) Case Systems Solar Wireless Emergency Phones

Resolution amends the resolution to correct the account string.

Resolution R16-131 – Award of Fourth Year Contract of a Five-Year Contract for Food and Beverage Concession Services at Neshanic Valley Golf Course

Resolution awards a fourth year contract to Ryjam, DBA Merri-Makers Caterers. The flat fee per month for the banquet room is \$4,000.00 plus \$100.00 for each non-golf outing event. Excluding sales in the Grille Room and at fairway carts, should the Concessionaire's gross for catering exceed \$300,000.00 for a calendar year, the Concessionaire shall pay the Park Commission twelve (12%) percent of the excess over \$300,000.00 on or by February 15 of the following year.

A motion to adjourn the meeting at 8:12 a.m. was made by Commissioner Crosby and seconded by Commissioner Paluck. YEAS: Commissioners Crosby, Haines, Hunsinger, Leonard, Ludwig, Paluck, Ross, and President DiFrancesco. ABSENT: Commissioner McCallen.

Respectfully submitted,

Dan Livak
Deputy Director/Business Administrator

Joanne Steinruck
Executive Assistant