

MINUTES of a meeting of the **SOMERSET COUNTY PARK COMMISSION** held Thursday, June 15, 2017 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."

Commissioner Paluck called the meeting to order.

PRESENT

William Crosby
D.J Hunsinger
Jim Leonard
Doug Ludwig
Kevin McCallen
Dot Paluck
Scott Ross
Mark Caliguire, Freeholder Liaison

ABSENT

Donald DiFrancesco
Helen Haines

Staff members present were:

Joanne Steinruck, Executive Assistant	Dan Livak, Deputy Director/Business Admin.
James Avens, Manager Horticulture	Darrell Marcinek, Director Golf Maint.
Mike Ballow, Manager Park Maint.	Marge Margentino, Manager Stable
Adam Bloom, Park Section Engineer	Alex Mathew, Manager Information Mgmt.
Tom Boccino, Principal Planner/Land Acq.	Bob Ransone, Deputy Dir. Golf Mgmt.
Mike Carone, Fleet Manager	Cindie Sullivan, Deputy Director
Dave Dendler, Manager Park Rangers	Dina Trunzo, Manager TR
Betsy Flanagan, Counsel	Donna Umgelter, Manager HR
Dina Fornataro-Healey, Manager Rec.	

Also in attendance: Yvonne Childress, Chris Hart, Melissa Kosensky, Nicola Trasente, and Rich Reitman

OPEN MEETING FOR PUBLIC COMMENT

No comment from the public.

SERVICE AWARDS

Commissioner Paluck presented a 5-year service award to Zakariah Wojtech and ten year service award to Roberto Agostino, Robert Daniels, and John Marshall.

APPROVAL OF THE MINUTES

Commissioner Paluck called for the approval of the minutes of the last regular meeting held May 18, 2017. MOVED BY: Commissioner Hunsinger; seconded by: Commissioner McCallen. YEAS: Commissioners Hunsinger, Leonard, Ludwig,

McCallen, Paluck, and Ross. ABSENT: Commissioners Crosby, DiFrancesco, and Haines.

APPROVAL OF BILLS FOR PAYMENT

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

Resolution R17-076 – Payment of Claims

Resolution authorizing payment of bills for \$590,327.16 comprising of check numbers 9196-9254, 9286-9328, 9342-9422, and 9423-9444.

Resolution R17-077 – Payment of Confirming Orders

Resolution approves payment for confirming orders.

Resolution R17-078 – Certification of Funds for Previously Awarded Contracts

Resolution certifies funds for previously awarded contracts.

Resolution R17-079 – Amending and Cancelling Certification of Funds for Previously Awarded Contracts

Resolution amends and cancels certification of funds for previously awarded contracts.

DIRECTOR’S REPORT

A report was submitted for the month of May, 2017.

COMMISSIONER CORRESPONDENCE

1. Letter from a Colonial Park Rose Garden volunteer informing the Park Commission of a situation that occurred the first weekend in June that she felt was disrespectful to the garden, and she made suggestions for signage.
2. Letter regarding the Green Acres and Land & Water Conservation Fund compliance inspections.
3. Letter from New Jersey Water Supply Authority regarding Hamilton Farm Golf Club application for renewal of uninterrupted water supply from the Raritan Basin System.

CONSENT AGENDA

RESOLUTIONS

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

Resolution R17-080 – Award of Hunting License Agreement on One Parcel

Resolution awards a contract to Double O Rod and Gun Club for hunting on the Carrier North Parcel. The contract is for September 1, 2017 through August 31, 2022. The yearly fee is \$5,214.40

Resolution R17-081 – Extending an Addendum for Deposit Pick Ups

Resolution extends the contract with Armored Services, Inc. for 30 days.

Resolution R17-082 – Authorizing State Contract for Purchase of Computer Hardware and Software Components

Resolution authorizes use for the upgrade and installation of the Gateway, email security, and web security systems. Contract is awarded to Software House of International.

Resolution R17-083 – Authorizing Morris County Co-Op Contract for Pest Control Services

Resolution awards a contract to E & G Exterminators, Inc.

Resolution R17-084 – Authorizing Morris County Co-Op Contract for Purchase of Preventative Maintenance/Repair of Emergency Generators

Resolution awards a contract to Atlantic Switch & Generator, LLC.

COMMITTEE REPORTS

FINANCE/BUSINESS ADMINISTRATION

A report was submitted for the month of May 2017.

Dan Livak, Deputy Director/Business Administration reported that revenue this month has not been good.

HUMAN RESOURCES

Commissioner Leonard, Chair of the Committee, submitted a report for the month of May 2017.

LEISURE SERVICES

Commissioner Ludwig, Chair of the Committee, submitted a report for the month of May 2017.

Cindie Sullivan, Deputy Director reported that May and June are the busiest months of the year with special events, and asked the Stable Manager to share some of the events.

Marge Margentino, Manager Stable reported that the Stable participated in the celebration of Basking Ridge Presbyterian Church's 300th anniversary. The Stable was the color guard and George Washington led the parade with one of the Stable horses. A Pony Tea Party was held and was a success. There were 25 children that participated in the Pony Story time at the Somerset County Library. Cindie

commented that a picnic was held after the parade at the Ross Farm by the Friends of Boudinot-Southard-Ross.

At this point of the meeting Commissioner Crosby arrived.

GOLF MANAGEMENT

Commissioner Paluck, Chair of the Committee, submitted a report for the month of May 2017.

Darrell Marcinek, Director of Golf Maintenance reported that two bunkers at Neshanic Valley Learning Center are being used as an experiment. The Project Crew is cleaning out the bunkers and putting down gravel. The gravel will then be sprayed with a glue polymer and new sand placed. This is to allow water to go through the gravel and not wash away the sand. Currently when it rains heavily, it takes two days to repair the bunkers and for them to dry out. Freeholder Caliguire recommended Darrell contact Cherry Valley Golf Course since they have just completed the same project and might have some suggestions.

Bob Ransone, Deputy Director Golf Management reported that the rain has not helped with golf revenue. The revenue in May is the lowest since 2004. Bob has contacted other public golf courses and they are in the same situation. June, so far, has been a strong month. A demo day was held June 10 and 11 and \$3,000.00 was sold in equipment on Saturday and \$2,000.00 on Sunday. Macy's has contacted all the local golf courses and on Saturday, June 17 two golf employees will be outside Bridgewater Commons Macy's handing out brochures promoting all the golf courses. On Tuesday, June 20 Golf Channel Dream 18 will begin on Long Island and a helicopter will land on Neshanic Valley driving range between 5:30 and 6:00 with four players (the name of the golf pro has not been released yet) to play the ninth hole of the Meadow Course. It is an honor to participate in this event. Quail Brook will host the New Jersey State Golf Association Public Links qualifier. Bob commented that John Marshall, Golf Course Superintendent, has been doing a tremendous job at Quail Brook.

Commissioner Paluck commented that she hears many compliments on all the golf courses.

INFORMATION MANAGEMENT

Commissioner McCallen, Chair of the Committee, submitted a report for the month of May 2017.

Alex Mathew, Information Management Manager reported that Mountain View Park fiber and cable work is completed.

VISITOR SERVICES

Commissioner Crosby, Chair of the Committee, submitted a report for the month of May 2017.

Dave Dendler, Manager Park Rangers reported that National Trails Day was held on rainy June 3. Due to the weather only six volunteers attended. The trails were cleared and for six people a lot of work was completed.

PROPERTY MANAGEMENT

Commissioner Crosby, Chair of the Committee, submitted a report for the month of May 2017.

Dan Livak, Deputy Director/Business Administrator reported that the hunting license awarded was for the Carrier North Parcel.

PLANNING AND LAND ACQUISITION

A report was submitted for the month of May 2017.

CAPITAL FACILITIES – CONSTRUCTION and ENGINEERING

Commissioner McCallen, Chair of the Committee, submitted a report for the month of May 2017.

Commissioner Paluck commented that the staff working at Natirar is doing wonderful work.

PARK MAINTENANCE & HORTICULTURE

Commissioner Hunsinger, Chair of the Committee, submitted a report for the month of May 2017.

Jim Avens, Manager Horticulture reported that the Rose Day Festival, held on June 10, was a huge success. Approximately 1,000 visitors enjoyed guided tours, music, local artisan vendors, food, and family entertainment. The Park Foundation was a great sponsor and their support allowed us to have a successful event. Buck Garden hosted two large group tours recently, the Scott Arboretum at Swarthmore College and Greenwood Gardens volunteers and staff. The “Milkweeds for Monarchs” program partnered with the EEC is going very well. Approximately 1,500 milkweed plants have been distributed this year. This was made possible by a donation to the Park Foundation from the estate of Emily Fabiano. Upcoming Horticultural events include the Garden Party at the Colonial Park Perennial Garden on Saturday, July 15 from 11am to 3pm. There will be music, garden talks and refreshments. Everyone is invited to attend.

Mike Ballow, Manager Park Maintenance, reported that staff has done the Natirar trail work in-house. Mountain View Park hosted Memorial Day baseball games. 70 games were played. Skillman dog park has had a delay due to the top soil vendor not providing acceptable soil. That has been corrected and the delay has caused the grass and sod to be held off until September when the cooler weather begins. The vendor for the fencing will look at the area next week. Staff is also looking into a water source for irrigation for the dog park. Staff has begun preparation for the July 4 event.

AUDIT COMMITTEE

Deputy Director/Business Administrator Dan Livak reported that he has been working with the auditors and expects the report in about a month.

FREEHOLDER'S REPORT

No report.

OLD BUSINESS

No report.

NEW BUSINESS

No report.

A motion to adjourn the meeting at 8:30 a.m. was made by Commissioner Hunsinger and seconded by Commissioner Ludwig. YEAS: Commissioners Crosby, Hunsinger, Leonard, Ludwig, McCallen, Paluck, and Ross. ABSENT: Commissioners DiFrancesco, and Haines.

Respectfully submitted,

Dan Livak
Deputy Director/Business Administrator

Joanne Steinruck
Executive Assistant