

MINUTES of a Regular Meeting of the **SOMERSET COUNTY PARK COMMISSION** held May 16, 2019 at 8:00 AM Somerset County Park Commission Headquarters, 355 Milltown Road, Bridgewater, NJ.

The Pledge of Allegiance was led by President Caliguire.

President Caliguire stated that this is a Regular Meeting of the Somerset County Park Commission, and adequate advance notice of this meeting has been provided by publication in The Courier News on January 29, 2019 and The Star Ledger on January 30, 2019. Notice was also posted on the bulletin board at the entrance in the Somerset County Park Commission Headquarters and filed with the Somerset County Clerk, in compliance with the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-6 et seq.

President Caliguire called the meeting to order.

Roll Call:

PRESENT

Mark Caliguire
Bill Crosby
Helen Haines
Jim Leonard (phone)
Kevin McCallen
Dot Paluck
Scott Ross

ABSENT

Doug Ludwig
DJ Hunsinger
Brian Gallagher, Freeholder
Liaison

Other staff members present were:

Geoffrey Soriano, Secretary-Director
Janine Erickson, Executive Assistant
Scott Fisher, Coordinator, Accounting
Ken Fivck, Supervisor, Golf Operations
Dina Fornataro-Healey, Mgr., Rec &
Comm Outreach
Pierce Frauenheim, Dep. Dir., Park Ops.
Darrell Marcinek, Director, Golf Maint.
Marge Margentino, Manager, LSS

Frank Masini, Manager, Rangers
Alex Mathew, Manager, IM
Bob Ransone, Dep. Dir., Golf Ops.
Carrie Springer, Mgr, Enviro. Science
Dina Trunzo, Adm, Leisure & Comm
Services
Donna Umgelter, Adm, HR

In attendance from the County: Tom Boccino, Principal Planner/Land Acquisition; Yvonne Childress, Director of Fiscal Operations; and Chris Hart, Deputy Director of Fiscal Operations.

Also in attendance: Rich Reitman, Public Relations; Betsy Flanagan, Legal Counsel.

OPEN MEETING FOR PUBLIC COMMENT

Jorge Diaz, Park Commission employee, addressed the Commission regarding a Grievance Claim he filed.

Steven Vennemeyer of Hillsborough, requested consideration of the addition of an remote control car track at Mountain View Park. Director Soriano stated that he would forward Mr. Vennemeyer's request to the Leisure Services Subcommittee.

SERVICE AWARDS

President Caliguire presented a 15-year Service Award to Walter Kruegel and a 20-year Service Award to Wayne Berry.

APPROVAL OF THE MINUTES

President Caliguire called for the approval of the minutes of the regular meeting held on April 18, 2019. Moved by Commissioner Haines; seconded by Commissioner Crosby. YEAS: Commissioners Crosby, Haines, Leonard, McCallen, Paluck, Ross, and President Caliguire. NAYES: None. ABSENT: Commissioners Hunsinger and Ludwig.

APPROVAL OF BILLS FOR PAYMENT

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

Resolution R19-134 – Payment of Claims

Resolution authorizing payment of claims in the amount of \$3,675,602.79 comprised of Claims in the amount of \$1,020,562.61, Other Expenses in the amount of \$1,402,022.37 and Salaries and Wages in the amount of \$1,253,017.81 for the period of April 18, 2019 through May 15, 2019.

Resolution R19-135– Refund of Recreation Fees

Resolution authorizes refund of recreation fees.

Resolution R19-136 – Confirming Orders

Resolution authorizes the payment of confirming orders totaling \$2,149.13.

Resolution R19-137 – Authorizing Additional Funding for Previously Awarded Contracts (Leisure Services)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R19-138 – Authorizing Additional Funding for Previously Awarded Contracts (Golf)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R19-139 – Authorizing Additional Funding for Previously Awarded Contracts (Park Operations)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R19-140 – Amending and Cancelling Certification of Funds for Previously Awarded Contracts

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

DIRECTOR’S REPORT

Director Soriano submitted a report for the month of April 2019.

COMMISSION CORRESPONDENCE

There was no commission correspondence.

CONSENT AGENDA

RESOLUTIONS

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

Resolution R19-141– Authorizing Sale of Surplus

Resolution authorizes the sale of surplus equipment.

Resolution R19-142– Adopting Cash Advance for Sedge Island Getaway Weekend Trip

Resolution adopts a cash advance of \$250.00 to cover the cost of lunch and tolls for trip scheduled July 26-28, 2019.

Resolution R19-143 – Adopting Cash Advance for Environmental Science Awesim Kids Program

Resolution adopts a cash advance of \$750.00 to cover the cost of park entrance fees, tolls, parking fees and field trip purchases for program trips scheduled June 24th and ending August 16, 2019.

Resolution R19-144 – Adopting Cash Advance for Environmental Science Eco-Explorers Program

Resolution adopts a cash advance of \$130.00 to cover the cost of park entrance fees and field trip purchases for program trips scheduled June 24 through August 16, 2019.

Resolution R19-145 – Authorizes use of County Contract for Parts/Repairs Club Car Golf & Turf Utility Vehicles

Resolution authorizes services from Finch Services, Golf Cars, Inc., and Power Place, Inc. not to exceed \$16,000.00.

Resolution R19-146 – Authorizes use of County Contract for Vehicle Parts, Repair
Resolution authorizes parts and repair purchases from Ditschmann Flemington Ford Lincoln Mercury, Engine Land, and Nielson Dodge not to exceed \$1,000.00.

Resolutions R19-147 – Awarding First Year of a Two-Year Contract for Portable Sanitation Units

Resolution awards contract to Johnny on the Spot not to exceed \$547.00.

Resolution R19-148 – Authorizes use of County Contract for Medical/Psych Services

Resolution authorizes services from Forensic Psychology, Kinematic Consultants, Inc., Princeton Healthcare Systems, RWJ Physician Enterprises UrgentMed not to exceed \$4,000.00.

Resolution R19-149 – Authorizing use of Educational Contract for the Purchase of Grounds Equipment

Resolution authorizes purchase of Toro MultiPro 5800 Sprayer with Excelerate Model, Accessories, Geolink Precision Spray System, Twenty Four (24) Month Data Plan and a Two (2) Year Live Subscription from Storr Tractor not to exceed \$90,457.70.

COMMITTEE REPORTS

CFO's Report

Commissioner Crosby, Chair of the Committee, submitted a report for the month of April 2019.

In the absence of the Park Commission Treasurer, Director Soriano stated that the County adopted their budget at the Freeholder meeting on May 14, 2019. The Park Commission appropriation passed as presented. Director Soriano anticipates adopting the 2019 Park Commission budget at the June 20th Park Commission meeting.

HUMAN RESOURCES

Commissioner Leonard, Chair of the Committee, submitted a report for the month of April 2019.

Donna Umgelter, Administrator, Human Resources, reported that HR has been processing the hiring of seasonal employees.

LEISURE SERVICES

Commissioner Ludwig, Chair of the Committee, submitted a report for the month of April 2019.

Dina Trunzo, Administrator, Leisure and Community Services, stated it was another successful Pro-Celebrity Golf Tournament. The finances are still being finalized and the event has grossed at least \$125,000. Dina thanked everyone for their assistance and support of the event. Dina received a complimentary email from one of the pros who

participated in the event who commended staff on the organization of the tournament and how much he enjoyed the day.

Carrie Springer, Manager, Environmental Science, stated that the third World Series of Birding event took place through the EEC last weekend. 161 species of birds were identified during the 24 hour event. Summer Program registration opened yesterday and the Arizona Birding Trip will take place over the Memorial Day weekend.

Marge Margentino, Manager, Lord Stirling Stable, shared that part time Stable Worker, Claudia Mott was presented a Distinguished Service Award from the Boy Scouts of America. Family Fun Day is this Sunday. Today, Stable mascot JJ and pony Ebony will be taking part in the Somerset County Adult Day Center's Strawberry Festival.

GOLF MANAGEMENT

Commissioner Paluck, Chair of the Committee, submitted a report for the month of April 2019.

Darrell Marcinek, Director, Golf Maintenance, thanked his staff for the great job they did maintaining the courses despite receiving five inches of rain over the last 10 days. Green Knoll Golf Course is currently under water but Darrell is confident that the Club Championships will take place this weekend as the greens are in good shape.

Bob Ransone, Deputy Director, Golf Operations, stated that April was a good revenue month. Revenue to date for the month of May is \$78,000.00 less as compared to the same period of May 2018. The NJSGA will be hosting the Amateur Championship at Neshanic Valley Golf Course on July 9-11th. The Amateur Championship is the oldest major championship in the state of NJ. The MGA will host the Public Links Championship at Neshanic Valley Golf Course on June 13th.

INFORMATION MANAGEMENT

Commissioner McCallen, Chair of the Committee, submitted a report for the month of April 2019.

Alex Mathew, Manager, Information Management, stated that RecTrac migration is complete. All new hardware has been installed. MainTrac software has been added to the server.

Cindie Sullivan, Assistant Director, thanked Alex and Steven Crofts for the seamless installation of the new computer hardware at the various park facilities. Cindie announced Alex's retirement at the end of June after 33 years of service.

VISITOR SERVICES

Commissioner Crosby, Chair of the Committee, submitted a report for the month of April 2019.

Frank Masini, Manager, Park Rangers, reported that Ranger staff has been participating in various training programs over the last month. The Junior Ranger program had its first course of 2019 at Washington Valley Park. The Rangers worked with volunteers on a trail project at Sourland Mountain Preserve.

PROPERTY MANAGEMENT

Pierce Frauenheim, Deputy Director, Park Operations has been working with farm license holders on various farm issues. Director Soriano explained that the Park Commission has been taking a more proactive role in the enforcement of the terms in farm license agreements. This involvement has resulted in the request by some farmers to be released from their farm license agreements. Said requests will be presented for consideration to the Property Management Committee.

PLANNING AND LAND ACQUISITION

Tom Boccino, Parks Section Principal Planner, Land Acquisition, presented a report for April 2019.

Tom stated that the next Steering Committee meeting for the Preservation Plan will be scheduled in early June and the next public meeting will be scheduled in late June.

CAPITAL FACILITIES – CONSTRUCTION and ENGINEERING

Adam Bloom, County Park Engineer, submitted a report for April 2019.

PARK MAINTENANCE & HORTICULTURE

Commissioner Hunsinger, Chair of the Committee, submitted a report for April 2019.

Pierce Frauenheim, Deputy Director, Park Operations, stated that invitations will be mailed shortly for the Rose Garden Festival at Colonial Park. Pierce also commended Golf Maintenance staff at Neshanic Valley Golf Course for maintaining the greens despite the recent wet weather.

AUDIT COMMITTEE

Commissioner Crosby stated that the Audit Committee is continues its work with the auditors.

FREEHOLDERS REPORT

There was no Freeholder report.

OLD BUSINESS

Director Soriano spoke with Hollis Fitch to inform her that her request to place a memorial sculpture at Skillman Park is with Park Commission Counsel for review and comment.

NEW BUSINESS

On behalf of the Go Green Committee and its focus on recycling initiatives, Carrie Springer requested that plastic water bottles be eliminated from use at the Park

Commission Meeting. Instead, Carrie proposed using glasses and providing water from the filtration fountain at Headquarters. The Commissioners agreed to the proposed change.

EXECUTIVE SESSION

Resolution R19-150 – Closed Session

A motion was made to accept resolution R19-150 adjourning into closed session 8:47 a.m. in accordance with the Sunshine Law, Chapter 321, P.L. 1975 (N.J.S.A. 10:4-6, et seq.) to discuss a personnel matter. MOVED BY: Commissioner Crosby seconded by: Commissioner McCallen. YEAS: Commissioners Crosby, Haines, Leonard, McCallen, Paluck, Ross, and President Caliguire. NAYES: None. ABSENT: Commissioners Hunsinger and Ludwig.

Upon the completion of the Closed Session, a motion to adjourn the meeting at 9:10 a.m. was moved by: Commissioner Ross; seconded by: Commissioner Crosby. YEAS: Commissioners Crosby, Haines, Leonard, McCallen Paluck, Ross, and President Caliguire. NAYES: None. ABSENT: Commissioners Leonard and Ludwig.

Respectfully submitted,



Geoffrey D. Soriano
Secretary-Director



Janine Erickson
Executive Assistant