

MINUTES of a Regular Meeting of the **SOMERSET COUNTY PARK COMMISSION** held October 15, 2020 at 3:30 P.M. at Somerset County Park Commission Headquarters, 355 Milltown Road, Bridgewater, NJ.

The Pledge of Allegiance was led by President Caliguire.

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 November 21, 2019 and the Star Ledger on November 22, 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.

Pursuant to recently issued emergency regulations promulgated by the Director of the Division of Local Government Services (codified as N.J.A.C. 5:39-1.1 through 1.7) the Somerset County Park Commission is now advising that its specifically aforementioned meetings shall be held remotely and virtually via the Zoom video conferencing platform for Park Commissioners in conjunction with in-person meeting for members of the public. Adequate advance notice of a remote public meeting in conjunction with in-person meeting was advertised in The Courier News on October 9, 2020 and the Star Ledger on October 12, 2020. Notice was also posted on the main public entrance at Somerset County Park Commission Headquarters.

Park Commission Counsel, Eric Bernstein added that in light of COVID-19 mandates, this meeting was made open to the public and social distancing measures were in place. Park Commission Headquarters were unlocked and "Building Closed" signs were removed from the entryway.

President Caliguire called the meeting to order.

Roll Call:

PRESENT*

Mark Caliguire
Paul Drake
Helen Haines
DJ Hunsinger
Kevin McCallen
Dot Paluck (joined at
3:45p)
Melonie Marano
Freeholder Liaison - alt

ABSENT

Doug Ludwig
Jim Leonard
Scott Ross

Other staff members present were:

Geoffrey Soriano, Secretary-Director
Janine Erickson, Executive Assistant
Pierce Frauenheim, Dep. Dir., Park Ops.*

Bob Ransone, Dep. Dir., Golf Ops.
Cindie Sullivan, Asst. Director
Dina Trunzo, Admin, Leisure & Comm.
Svc

*Participated via video conference. In light of the current COVID-19 mandates, Commissioners, Counsel, Public Relations, and Senior Management staff were asked to participate in this meeting remotely.

Also in attendance via video conference: Eric Bernstein, Legal Counsel and Rich Reitman, Public Relations.

Members from the public in attendance:

Terry Heide, Gillette, NJ
Nancy Williams, Basking Ridge, NJ

Robin Gehringer, Basking Ridge, NJ
Jean Stamey Whitmore, Meyersville, NJ

PRESENTATION OF SERVICE AWARDS

Phillip Richard earned a service award for 25 years of service. The in-person presentation of service awards has been postponed at this time.

OPEN MEETING FOR PUBLIC COMMENT

Members from the public posed questions to the Commission based on comments made in a video by Deputy Freeholder Director and Park Commission Liaison, Sara Sooy regarding her thoughts to re-open Lord Stirling Stable in the fall 2021 and the creation of a committee to review the status of the Stable.

APPROVAL OF THE MINUTES

President Caliguire called for the approval of the minutes of the regular meeting held on September 17, 2020. Moved by Commissioner Hunsinger; seconded by Commissioner Haines. YEAS: Commissioners Drake, Haines, Hunsinger, McCallen, and President Caliguire. NAYES: None. ABSENT: Commissioners Leonard, Ludwig, Paluck, and Ross.

APPROVAL OF BILLS FOR PAYMENT

A motion was moved by Commissioner Hunsinger; seconded by Commissioner Haines to amend the Bills for Payment to exclude Resolution R20-200 as presented and to approve Resolutions R20-201 through R20-210. YEAS: Commissioners Drake, Haines, Hunsinger, McCallen, and President Caliguire. NAYES: None. ABSENT: Commissioners Leonard, Ludwig, Paluck, and Ross.

Resolution R20-200 – Transfer of Capital Appropriations - VOIDED

Resolution R20-201 – Payment of Claims

Resolution authorizes payment of claims in the amount of \$1,673,641.36 comprised of Claims in the amount of \$813,262.06, Other Expenses in the amount of \$76,716.60, and Salaries and Wages in the amount of \$783,662.70 for the period of September 16, 2020 through October 14, 2020.

Resolution R20-202 – Refund of Recreation Fees

Resolution refunds recreation fees.

Resolution R20-203 – Payment of Confirming Orders

Resolution authorizes the payment of confirming orders totaling \$1,758.97.

Resolution R20-204 – Authorizing Additional Funding for Previously Awarded Contracts (Leisure Services)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R20-205 – Authorizing Additional Funding for Previously Awarded Contracts (Golf)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R20-206 – Authorizing Additional Funding for Previously Awarded Contracts (Administration)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R20-207 – Authorizing Additional Funding for Previously Awarded Contracts (Park Operations)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R20-208 – Amending and Cancelling Certification of Funds for Previously Awarded Contracts

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

Resolution R20-209 – Correcting Amending and Cancelling Resolution R20-209 for Incorrect Dollar Amount

Resolution authorizes the correction of dollar amount listed for D&B Auto Supply from \$2,339.71 to \$2,114.75.

Resolution R20-210 – Amending Confirming Order Resolution R20-210 for Incorrect Account String

Resolution amends the account string listed for Treasury Department, State of NJ from 31-201-20-851-214-720 to 31-201-20-851-214-243.

DIRECTOR'S REPORT

Director Soriano submitted a report for the month of September 2020.

COMMISSION CORRESPONDENCE

1. Email received from county resident, Ron Monaco commending the conditions at Duke Island Park.
2. Email received from the Ferranti Family expressing appreciation for assistance received from Jason Bittner with regard to the installation of a Tribute Tree at Duke Island Park.
3. Letter sent from County Administrator, Michael Amorosa referencing a letter he received from Paul Grzella, Director of Greater Raritan Workforce Development Board commending the assistance of Dina Trunzo on the committee for the 2020 Somerset County Diversity Festival.
4. Email received from County resident, Lisa Deo concerning the future of Lord Stirling Stable.

CONSENT AGENDA

RESOLUTIONS

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

Resolution R20-211 – Authorizing Increase in Full-Time Employees’ Salary for Fiscal Year 2020

Resolution authorizes a 2% increase in Full-Time employees’ salary for Fiscal Year 2020.

Resolution R20-212 – Authorizing use of Educational Services Commission of NJ Contract for the Purchase of Grounds Equipment: Toro Groundmaster 360

Resolution authorizes purchase from Storr Tractor Company with cost not to exceed \$46,157.52.

Resolution R20-213 – Authorizing use of Educational Services Commission of NJ Contract for the Purchase of Grounds Equipment: Toro Groundmaster 7200

Resolution authorizes purchase from Storr Tractor Company with cost not to exceed \$20,072.00.

Resolution R20-214 – Authorizing use of Educational Services Commission of NJ Contract for the Purchase of Grounds Equipment: Toro Groundmaster 5900

Resolution authorizes purchase from Storr Tractor Company with cost not to exceed \$98,864.00.

Resolution R20-215 – Authorizing use of Educational Services Commission of NJ Contract for the Purchase of Grounds Equipment: Toro Groundmaster 4000D

Resolution authorizes purchase from Storr Tractor Company with cost not to exceed \$67,435.20.

**Resolution R20-216 – Authorizing use of Educational Services Commission of NJ
Contract for the Purchase of Grounds Equipment: Toro Hydraulic Aerator**

Resolution authorizes purchase from Storr Tractor Company with cost not to exceed \$3,568.24.

**Resolution R20-217 – Authorizing use of Educational Services Commission of NJ
Contract for the Purchase of Grounds Equipment: Billy Goat Brush Cutter**

Resolution authorizes purchase from Storr Tractor Company with cost not to exceed \$3,257.09.

**Resolution R20-218 – Authorizing use of Educational Services Commission of NJ
Contract for the Purchase of Grounds Equipment: Toro Commercial Pro Core 648
Turf Aerator**

Resolution authorizes purchase from Storr Tractor Company with cost not to exceed \$24,561.16.

**Resolution R20-219 – Authorizing use of Educational Services Commission of NJ
Contract for the Purchase of Grounds Equipment: Reelmaster 5010-H**

Resolution authorizes purchase from Storr Tractor Company with cost not to exceed \$63,454.47.

**Resolution R20-220 – Authorizing use of Educational Services Commission of NJ
Contract for the Purchase of Grounds Equipment: Reelmaster 5010-H Crosstrax**

Resolution authorizes purchase from Storr Tractor Company with cost not to exceed \$67,483.27.

**Resolution R20-221 – Authorizing use of Educational Services Commission of NJ
Contract for the Purchase of Grounds Equipment: Sand Pro 5040**

Resolution authorizes purchase from Storr Tractor Company with cost not to exceed \$25,994.93.

**Resolution R20-222 – Authorizing use of Educational Services Commission of NJ
Contract for the Purchase of Grounds Equipment: Sand Pro 2040Z**

Resolution authorizes purchase from Storr Tractor Company with cost not to exceed \$12,470.48.

**Resolution R20-223 – Authorizing use of Educational Services Commission of NJ
Contract for the Purchase of Grounds Equipment: John Deere Backhoe 485A and
John Deere 2550 E-Cut Hybrid Triplex Mower**

Resolution authorizes purchase from Deere & Company with total cost not to exceed \$58,639.69.

Resolution R20-224 – Authorizing use of Educational Services Commission of NJ Contract for the Purchase of Grounds Equipment: John Deere Gator XUV

Resolution authorizes purchase from Deere & Company with total cost not to exceed \$69,831.57.

Resolution R20-225 – Authorizing use of Educational Services Commission of NJ Contract for the Purchase of Grounds Equipment: Kubota Utility Vehicle

Resolution authorizes purchase from Cherry Valley Tractor Sales with cost not to exceed \$12,337.24.

Resolution R20-226 – Authorizing use of Morris County Cooperative Contract for Purchase of Emergency Generator Service

Resolution authorizes services from GenServe with costs not to exceed \$1,210.00.

Resolution R20-227 – Authorizing the Application for Concert Grant Funding

Resolution authorizes the application for concert grant funding from the New Jersey State Council on the Arts as administered through the Somerset County Cultural and Heritage Commission.

Resolution R20-228 – Authorizing Sale of Surplus Personal Property

Resolution authorizes the sale of surplus personal property.

Resolution R20-229 – Authorizing use of State Contract for Purchase of Radio Communication Equipment And Accessories

Resolution authorizes purchases from Motorola Solutions with cost not to exceed \$889.20.

Resolution R20-230 – Awarding First Year of a Two-Year Contract for Tree Pruning and Removal Services

Resolution awards contract to Predator Tree Service (primary) and Rich's Tree Service, Inc. (secondary) with costs not to exceed \$10,000.00.

Resolution R20-231 – Authorizing use of State Contract for the Purchase of an Annual Maintenance Service Agreement for Cisco Firewall

Resolution authorizes purchase of service through SHI with cost not to exceed \$1,375.96.

COMMITTEE REPORTS

CFO's Report

Commissioner Ross, Chair of the Committee, submitted a report for the month of September 2020.

Director Soriano stated that the combination of budget cuts, careful spending and the success of golf revenue has enabled him to authorize the issuance of pay raises for all full-time employees.

HUMAN RESOURCES

Commissioner Leonard, Chair of the Committee, submitted a report for the month of September 2020.

LEISURE SERVICES

Commissioner Hunsinger, Chair of the Committee, submitted a report for the month of September 2020.

GOLF MANAGEMENT

Commissioner Paluck, Chair of the Committee, submitted a report for the month of September 2020.

Bob Ransone, Deputy Director, Golf Management reported that golf play continues to exceed expectation due to mild weather. Bob will be meeting with Director Soriano, Park Commission CFO, Nick Trasente, and the Golf Committee to discuss this year's upcoming Black Friday Gift Card sales event.

INFORMATION MANAGEMENT

Commissioner McCallen, Chair of the Committee, submitted a report for the month of September 2020.

VISITOR SERVICES

Commissioner Ross, Chair of the Committee, submitted a report for the month of September 2020.

PROPERTY MANAGEMENT

There was no report for September 2020.

PLANNING AND LAND ACQUISITION

Commissioner Haines, Chair of the Committee, submitted a report for September 2020.

CAPITAL FACILITIES – CONSTRUCTION and ENGINEERING

Commissioner McCallen, Chair of the Committee, submitted a report for September 2020.

PARK MAINTENANCE & HORTICULTURE

Commissioner Hunsinger, Chair of the Committee, submitted a report for September 2020.

Pierce Frauenheim, Deputy Director, Park Operations, reported that staff will be winterizing facilities and Colonial Park staff will be undertaking the planting of more than 200,000 flower bulbs in the perennial garden in the coming weeks.

AUDIT COMMITTEE

The 2019 Audit has not yet been received.

FREEHOLDERS REPORT

Freeholder Marano thanked the commission for the invite to the Park Foundation's Pro/Celebrity Golf Outing 50/50 Drawing event. Freeholder Marano went on to state that the County is beginning preparations for the 2021 budget in an attempt to work with the uncertainty that COVID-19 presents. The County is requiring Commissioners with a term of service that will expire this year to upload a Letter of Interest along with a current resume to the County's Boards and Commissions webpage should they seek re-appointment.

OLD BUSINESS

There was no old business for discussion.

NEW BUSINESS

Director Soriano stated that he was in receipt of a request for a political rally by candidate Rep. Tom Malinowski at one of the park facilities. Director Soriano stated that such an event would require a special permit authorized by the Commissioners and wanted to bring to their attention. President Caliguire suggested adding this information to the website where information regarding special permits is posted.

A request to close a portion of the Greenway Trail for a period of 14 days was made by Somerset County Sewage Authority to allow for the cleaning of a siphon by a contractor. Concerned with closing the trail to visitors for an extended period of time, Director Soriano requested that the sewage authority consult with the contractor to develop a plan to allow the contractor to perform their work without closing off the section of the Greenway Trail. Director Soriano has not received a response from the sewage authority at this time.

EXECUTIVE SESSION

Resolution R20-232 – Adjourning into Closed Session

Resolution adjourning into closed session at 4:15 p.m. in accordance with the Sunshine Law, Chapter 321, P.L. 1975 (N.J.S.A. 10:4-6, et seq.) to discuss the investigation of the sale of the horses at Lord Stirling Stable. MOVED BY: Commissioner Haines; seconded by: Commissioner McCallen. YEAS: Commissioners Drake, Haines, Hunsinger, McCallen, Paluck, and President Caliguire. NAYES: None. ABSENT: Commissioners Leonard, Ludwig, and Ross.

A motion to end Closed Session at 4:50 P.M. was made by President Caliguire; seconded by Commissioner Hunsinger. YEAS: Commissioners Drake, Haines, Hunsinger, McCallen, Paluck, and President Caliguire. NAYES: None. ABSENT: Commissioners Leonard, Ludwig, and Ross.

Upon the completion of the Closed Session, Counselor Bernstein stated that a letter detailing action steps that will be undertaken by the Park Commission be sent to County

Counsel, Joseph DeMarco in response to his letter to President Caliguire and Director Soriano dated September 28, 2020.

Seeing no further business, a motion to adjourn the meeting at 4:52 P.M. was moved by: Commissioner Hunsinger; seconded by: Commissioner Haines. YEAS: Commissioners Drake, Haines, Hunsinger, McCallen, Paluck, and President Caliguire. NAYES: None. ABSENT: Commissioners Leonard, Ludwig, and Ross.

Respectfully submitted,



Geoffrey D. Soriano
Secretary-Director



Janine Erickson
Executive Assistant