

MINUTES of a Regular Meeting of the **SOMERSET COUNTY PARK COMMISSION** held February 20, 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.

President Caliguire called the meeting to order.

Roll Call:

PRESENT

Mark Caliguire
Paul Drake
Helen Haines
DJ Hunsinger
Kevin McCallen
Dot Paluck

ABSENT

Doug Ludwig
Jim Leonard
Scott Ross
Sara Sooy,
Freeholder Liaison

Other staff members present were:

Geoffrey Soriano, Secretary-Director
Janine Erickson, Executive Assistant
Scott Fisher, Coordinator, Accounting
Dina Fornataro-Healey, Mgr, Recreation
& Comm Outreach
Pierce Frauenheim, Dep. Dir., Park Ops.
Cory Ivanko, Manager, IM

Darrell Marcinek, Director, Golf Maint.
Marge Margentino, Manager, LSS
Bob Ransone, Dep. Dir., Golf Ops.
Carrie Springer, Mgr, Enviro. Science
Cindie Sullivan, Asst. Director
Dina Trunzo, Adm, Leisure & Comm
Services

In attendance from the County: Adam Bloom, Engineering; Tom Boccino, Principal Planner Land Acquisition; Yvonne Childress, Director of Fiscal Operations; Chris Hart, Deputy Director of Fiscal Operations; Melissa Kosensky, Assistant Purchasing Agent; and Nick Trasente; Park Commission Treasurer.

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

OPEN MEETING FOR PUBLIC COMMENT

There were no comments from the public.

APPROVAL OF THE MINUTES

President Caliguire called for the approval of the minutes of the Regular meeting held on January 16, 2020. Moved by Commissioner Haines; seconded by Commissioner Hunsinger. YEAS: Commissioners Drake, Haines, Hunsinger, McCallen, Paluck, and President Caliguire. NAYES: None. ABSENT: Commissioners Leonard, Ludwig, and Ross.

APPROVAL OF BILLS FOR PAYMENT

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

Resolution R20-041 – Emergency Transfer of Appropriations

Resolution adopts an emergency transfer of appropriations for 2020 operating expenses.

Resolution R20-042 – Transfer of Capital Appropriations

Resolution adopts a transfer of capital appropriations.

Resolution R20-043 - Transfer of Reserve Appropriations

Resolution adopts a transfer of appropriations among reserve accounts.

Resolution R20-044 – Payment of Claims

Resolution authorizes payment of claims in the amount of \$3,784,718.11 comprised of Claims in the amount of \$2,537,742.00, Other Expenses in the amount of \$143,436.57, and Salaries and Wages in the amount of \$1,103,539.54 for the period of January 16, 2020 through February 19, 2020.

Resolution R20-045 – Payment of Confirming Orders

Resolution authorizes the payment of confirming orders totaling \$11,588.54.

Resolution R20-046 – Authorizing Additional Funding for Previously Awarded Contracts (Leisure Services)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R20-047 – Authorizing Additional Funding for Previously Awarded Contracts (Golf)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R20-048 – Authorizing Additional Funding for Previously Awarded Contracts (Park Operations)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R20-049 – Amending and Cancelling Certification of Funds for Previously Awarded Contracts

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

Resolution R20-050 – Refund of Recreation Fees

Resolution refunds recreation fees.

DIRECTOR’S REPORT

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

COMMISSION CORRESPONDENCE

1. Letter received from farm licensee, Bob Puskas, requesting assistance with obtaining a deer depredation license for Mettler’s Parcel.
2. Letter received from farm licensee, Barry Quick, requesting postponement of annual payment on three of his farm leases.

CONSENT AGENDA

RESOLUTIONS

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

Resolution R20-051 – Authorizing Sale of Surplus

Resolution authorizes sale of surplus inventory.

Resolution R20-052 – Adopting a Cash Advance for Garden Discovery Trips

Resolution adopts a cash advance in amount of \$700.00 to cover the cost of vehicle tolls, parking, admission fees, and staff meals for Garden Discovery Trips.

Resolution R20-053 – Adopting a Cash Advance for Therapeutic Recreation Trip to Mystic, CT

Resolution adopts a cash advance in the amount of \$560.00 to cover the cost of vehicle tolls, gas, parking, and staff meals for the trip scheduled April 16-19, 2020.

Resolution R20-054 – VOID

Resolution R20-055 – Approving License Agreement with NJ Division of Fish and Wildlife to Conduct a Research Study on Bobcat Populations

Resolution approves license agreement to study bobcat populations at Lord Stirling Park and Sourland Mountain Preserve for the period of February 21, 2020 through December 31, 2023.

Resolution R20-056 – Approving License Agreement with Raritan Headwaters Association for Installation of Nesting Boxes to Study American Kestrels

Resolution approves license to install nesting boxes at Natirar Park and Dar-Mar property for the period of March 1, 2020 through December 31, 2020.

Resolution R20-057 – Revising Unmanned Aircraft System Policy

Resolution revises policy on Unmanned Aircraft System.

Resolution R20-058 – Adopting Revisions to Somerset County Park Commission Regulations

Resolution adopts revisions to regulations with regard to Unmanned Aircraft use and permitting.

Resolution R20-059 – Approval of Bylaw Amendment for the Southern Skyland Regional Health Insurance Fund

Resolution approves an amendment to Article I and III of the Southern Skyland Regional Health Insurance Fund bylaws.

Resolution R20-060 – Increasing an Established Change Fund for Colonial Park Putting Course and Paddleboats

Resolution increases change fund from \$100.00 to \$200.00.

Resolution R20-061 – Awarding Contract to Furnish and Deliver A Fourth of July Pyrotechnic Display

Resolution awards contract to Schaefer Fireworks for an amount not to exceed \$21,140.00.

Resolution R20-062 – Awarding Third Year of a Five-Year Contract for Ice Cream/Soft Ice Concession Services

Resolution awards third year of contract to Josefa.

Resolution R20-063 – Awarding First Year of a Four-Year Contract with a Single One-Year Option for Extension for the Lease of Electric and Gasoline Powered Golf Cars

Resolution awards contract to E-Z-GO for an amount not to exceed \$219,061.68 annually.

Resolution R20-064 – Authorizing use of Morris County Cooperative Pricing Council for the Purchase of Utility Vehicles (Ford F150)

Resolution authorizes purchase of 2020 Ford F150 Truck from Route 23 Automall for an amount not to exceed \$27,638.00.

Resolution R20-065 – Authorizing use of Morris County Cooperative Pricing Council for the Purchase of Utility Vehicles (Ford Ranger)

Resolution authorizes purchase of 2020 Ford Ranger Super Cab 4X4 from Ditschman/Flemington Ford for an amount not to exceed \$23,792.00.

Resolution R20-066 - Authorizing use of Educational Services Commission Contract for Purchase of Grounds Equipment (Kubota Utility Vehicle)

Resolution authorizes purchase of Kubota Utility Vehicle from Cherry Valley Tractor Sales for an amount not to exceed \$12,337.24.

Resolution R20-067 - Authorizing use of Educational Services Commission Contract for Purchase of Grounds Equipment (Hudson Trailer)

Resolution authorizes purchase of Hudson Trailer from Cherry Valley Tractor Sales for an amount not to exceed \$7,788.32.

Resolution R20-068 – Authorizing use of County Contract for Purchase of Parts and Repairs for: Commercial Lawn, Park and Golf Course Equipment

Resolution authorizes purchases from Finch Services, Central Jersey Nurseries, Turf Equipment and Supply, and Cherry Valley Tractor Sales.

Resolution R20-069 – Authorizing use of County Contract for Purchase of Golf Course and Park Maintenance Materials, Rebid items 2, 3, and 5

Resolution authorizes purchases from Mitchell Products.

COMMITTEE REPORTS

CFO's Report

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

Nick Trasente, Park Commission Treasurer, will be meeting with the County Freeholders regarding the 2020 budget next week and will then schedule a meeting with the Park Commission Budget Committee to discuss.

HUMAN RESOURCES

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

There was no further Human Resources report.

LEISURE SERVICES

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

Dina Trunzo, Administrator, Leisure and Community Services, stated that the application for the 30th Annual Pro-Celebrity Golf Outing will be in the mail shortly.

Instead of an honoree this year we will be recognizing the 30th Anniversary of the event and celebrating the Park Commission. The Annual Volunteer Recognition Dinner will be held on April 23rd at Neshanic Valley Golf Course.

Carrie Springer, Manager, Environmental Science, reported that the recent Naturalist-guided Birding Trip to Texas was a success with more than 150 species of birds identified during the trip. Spring camp registration went well with three of four camps already filled.

Dina Fornataro-Healey, Manager, Recreation and Community Outreach, reported that she attended the United States Tennis Association – Eastern Division Annual Conference recently where the Park Commission received the Community Partner of the Year award.

GOLF MANAGEMENT

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

Darrell Marcinek, Director, Golf Maintenance, reported that the favorable weather has been beneficial for the progress of the Green Knoll bridge replacement project and Phase 2 of the bunker project. The bunker project is in its final stage and two of three bridges have been replaced at Green Knoll Golf Course.

Bob Ransone, Deputy Director Golf Management, stated that January golf sales were great and February golf sales have started off well due to the mild winter weather.

INFORMATION MANAGEMENT

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

There was no further report for Information Management.

VISITOR SERVICES

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

Cindie Sullivan, Assistant Director, reported that Darren Powell has been hired as the new Ranger Manager. Darren will report to his new position on March 2nd. Park Rangers have been working with volunteers on a variety of projects within the parks.

PROPERTY MANAGEMENT

There was no report for Property Management.

PLANNING AND LAND ACQUISITION

Tom Boccino, Parks Section Principal Planner, Land Acquisition, presented a report for January 2020.

Tom stated that 51 acres of open space were acquired last year.

CAPITAL FACILITIES – CONSTRUCTION and ENGINEERING

Adam Bloom, County Park Engineer, submitted a report for January 2020.

Adam added that the contract for the pump station replacement at the EEC will be awarded to TR Weniger and bids were rejected for the next phase of the fencing project at Lord Stirling Stable. The project will be re-bid.

PARK MAINTENANCE & HORTICULTURE

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

Pierce Frauenheim, Deputy Director, Park Operations, thanked Golf Maintenance Staff for their assistance with the Christmas Tree Recycling Program; which went very well. Park Maintenance staff is gearing up to assist with various 5K races that will take place in the parks in the coming months.

AUDIT COMMITTEE

There was no report for the Audit Committee

FREEHOLDERS REPORT

There was no Freeholder report.

OLD BUSINESS

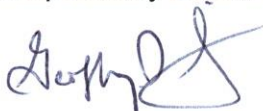
There was no old business.

NEW BUSINESS

There was no new business to report.

Seeing no further business, a motion to adjourn the meeting at 3:50 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