

MINUTES of a Regular Meeting of the **SOMERSET COUNTY PARK COMMISSION** held July 15, 2021 at 8:00 A.M. at Somerset County Park Commission Headquarters, 355 Milltown Road, Bridgewater, NJ.

The Pledge of Allegiance was led by Commissioner Hunsinger.

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 December 26, 2020 and the Star Ledger on December 29, 2020. 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 considering COVID-19 mandates, this meeting was made open to the public and social distancing measures were in place. Park Commission Headquarters was unlocked and "Building Closed" signs were removed from the entryway.

Commissioner Hunsinger called the meeting to order.

Roll Call:

PRESENT*

Mark Caliguire

Bill Foelsch

Helen Haines

DJ Hunsinger

Ron Jordan

Joe Kempe

Dot Paluck

Paul Drake

County Commissioner Liaison

ABSENT

Doug Ludwig

Kevin McCallen

Other staff members present were:
Geoffrey Soriano, Secretary-Director
Janine Erickson, Executive Assistant
Ken Fivek, Manager, Golf Ops.

Dina Trunzo, Admin, Leisure & Comm.
Svc
Donna Umgelter, Admin, HR

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

Also in attendance via video conference: Eric Bernstein, Legal Counsel.

APPROVAL OF THE MINUTES

Commissioner Hunsinger called for the approval of the minutes of the regular meeting held on June 17, 2021. Moved by Commissioner Paluck; seconded by Commissioner Hunsinger. YEAS: Commissioners Foelsch, Haines, Hunsinger, Jordan, Kempe, Paluck, and President Caliguire. NAYES: None. ABSENT: Commissioners Ludwig and McCallen.

APPROVAL OF BILLS FOR PAYMENT

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

Resolution R21-124 – Adopting the 2021 Operating Budget

Resolution adopts the 2021 Operating Budget.

Resolution R21-125 – Reappropriating Certain Capital Improvement Authorization Balances

Resolution authorizes reappropriating certain capital improvement funds from 2018 to 2021 Joint Paving Program improvements in the amount of \$184,213.00.

Resolution R21-126 – Payment of Claims

Resolution authorizes payment of claims in the amount of \$1,850,416.95 comprised of Claims in the amount of \$704,442.16, Other Expenses in the amount of \$211,127.53, and Salaries and Wages in the amount of \$934,847.26 for the period of June 12, 2021 through July 9, 2021.

Resolution R21-127 – Refund of Recreation Fees

Resolution authorizes refund of recreation fees.

Resolution R21-128 – Payment of Confirming Orders

Resolution authorizes the payment of confirming orders totaling \$12,856.10.

Resolution R21-129 – Authorizing Additional Funding for Previously Awarded Contracts (Leisure Services)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R21-130 – Authorizing Additional Funding for Previously Awarded Contracts (Golf)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R21-131 – Authorizing Additional Funding for Previously Awarded Contracts (Administration)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R21-132 – Authorizing Additional Funding for Previously Awarded Contracts (Park Operations)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R21-133 – Authorizing Additional Funding for Previously Awarded Contracts (Pending)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R21-134 – Amending and Cancelling Certification of Funds for Previously Awarded Contracts

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

DIRECTOR'S REPORT

Director Soriano submitted a report for the month of July 2021 which provided an overview of proposed edits/additions/deletions to Human Resource Policies. The report contains a summary of said changes and is the first batch of policies being presented. Director Soriano stated that he will be meeting with the HR Committee to review subsequent policies and will continue to present updates to the Commission as they are reviewed. It is the intent to adopt the Human Resource Policies in August or September and then educate staff. The Commissioners will be provided a link to the file containing the Human Resource Policies with mark ups for reference.

8:15am - County Commissioner Drake joined the zoom video conference.

CORRESPONDENCE

1. Email from parents of TR Participant, Stephen Graham, thanking TR Program Coordinators Lisa Kazman, Gwen Leubner, and Administrator Dina Trunzo for their Virtual Sensational Salads Program held on June 17th. Parents, George and Andrea stated that Stephen enjoyed making and eating the salads and that they appreciated the TR staff and all they do.
2. Email sent to Director Soriano from David Nummey Jr. of CACI requesting permission to install radio testing setup on a portion of Ross Farm for calibrating radio-sensing

equipment used by the Federal Government for situational awareness technologies for defense & intelligence agencies.

After much discussion amongst the Commissioners, Director Soriano will solicit more information from David Nummey, Jr. regarding the end means for this request.

3. Email received by Director Soriano from Rachel Heberling, Executive Director of Frontline Arts looking to honor the Park Commission at their annual benefit this Fall.

CONSENT AGENDA

RESOLUTIONS

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

Resolution R21-135 – Authorizing Sale of Surplus Personal Property

Resolution authorizes sale of surplus personal property.

Resolution R21-136 - Authorizing use of Morris County Coop for the Purchase of Preventative Maintenance/Repair of Emergency Generators

Resolution authorizes services from Genserve, LLC with costs not to exceed \$4,475.00.

Resolution R21-137 – Authorizing use of State Contract for an Annual Maintenance Agreement of Cisco Smartnet for All Routers, Switches and VoIP Server

Resolution authorizes purchases from SHI with costs not to exceed \$20,265.06.

Resolution R21-138 – Authorizing a Shared Services Agreement between County of Somerset and Somerset County Park Commission for Information Technology Services

Resolution authorizes a shared service agreement with the County of Somerset for a term of one year commencing on August 1, 2021, expiring annually on December 31, 2021, renewable annually for five (5) years.

Resolution R21-139 – Authorizing use of Morris County Coop for the Purchase of Fire Equipment Services

Resolution authorizes services from City Fire Equipment Company, Inc with costs not to exceed \$230.00.

Resolution R21-140 – Authorizing use of Morris County Coop for Purchase of Lumber, Insulation, Hardware, Paint and Paint Supplies

Resolution authorizes purchases from Continental Hardware; Extech Building Materials; Feldman Lumber; Ricciardi Brothers, Inc.; and The Sherwin Williams Company.

Resolution R21-141 – Authorizing use of County Contract for Purchase of Refuse Disposal Services

Resolution authorizes services from Dave’s Suburban Disposal, Kohler Waste Services, and Republic Services with costs not to exceed \$21,100.00.

Resolution R21-142 - Authorizing use of Morris County Coop for Purchase of Landscaping Materials & Supplies

Resolution authorizes purchases from Grass Roots Turf; Nutrien AG Solutions, Ben Shaffer Recreation, Birds Bees and Trees Landscaping, Fibar System, and Site One with cost not to exceed \$737.52.

Resolution R21-143 – Authorizing use of County Contract for Purchase of Uniforms

Resolution authorizes purchases from Bob’s Uniform Shop Inc.; Dot Designing; Flemington Department Store; Galls, LLC; Metuchen Center Inc.; The Glove and Safety People with costs not to exceed \$4,570.10.

COMMITTEE REPORTS

CFO’s Report

Commissioner Hunsinger, Chair of the Committee, submitted a report for the month of June 2021.

HUMAN RESOURCES

Commissioner Haines, Chair of the Committee, submitted a report for the month of June 2021.

LEISURE SERVICES

Commissioner Hunsinger, Chair of the Committee, submitted a report for the month of June 2021.

Dina Trunzo, Administrator, Leisure and Community Services, reported that summer camps at the EEC are sold out and going well. Paddle boats continue to be a popular attraction at Colonial Park. The spray park at Colonial Park remains closed at this time while the Park Commission works with Engineering and Facilities and Services to resolve issues with non-working features and failed water tests. The Summer Concert Series will run for the first four Sundays in August at Duke Island Park. The Tyrone Stackhouse Project will perform at all four concerts from 6:00 - 7:30pm, dedicating a different decade to each concert starting with the 70’s. August 29th will be reserved as a rain date.

GOLF MANAGEMENT

Commissioner Paluck, Chair of the Committee, submitted a report for the month of June 2021.

Ken Fivek, Manager, Golf Operations, reported there continues to be a high number of golf rounds played with over \$1million in revenue generated for the month of June. The Pitch and Putt course at Green Knoll Golf Course opened on June 19th and is doing well.

Golf Operations and Golf Management Staff are doing a great job running programs and keeping the courses well maintained.

INFORMATION MANAGEMENT

Commissioner McCallen, Chair of the Committee, submitted a report for the month of June 2021.

VISITOR SERVICES

Commissioner Haines, Chair of the Committee, submitted a report for the month of June 2021.

PROPERTY MANAGEMENT

There was no Property Management report.

PLANNING AND LAND ACQUISITION

Commissioner Haines, Chair of the Committee, submitted a report for June 2021.

CAPITAL FACILITIES – CONSTRUCTION and ENGINEERING

Commissioner McCallen, Chair of the Committee, submitted a report for June 2021.

Director Soriano stated that he is working with the management team to review their five-year capital budget plan. Once finalized, he will share the plan with the Capital Committee.

PARK MAINTENANCE & HORTICULTURE

Commissioner Hunsinger, Chair of the Committee, submitted a report for June 2021.

AUDIT COMMITTEE

There was no audit report.

COUNTY COMMISSIONER REPORT

County Commissioner Drake commended the Park Commission and the great work we do to maintain beautiful parks, golf courses and facilitating the Summer Concerts at Duke Island Park to the County Commissioners at their meeting last week

County Commissioner Drake's understands that the Lord Stirling Stable Advisory Group has been meeting regularly and making significant progress. He looks forward to reading their report once available.

OLD BUSINESS

There was no old business for discussion.

NEW BUSINESS

As a reminder, Commissioners return to in-person attendance of monthly Park Commission meetings commencing with the August meeting which will be held August 19, 2021 at 3:30 P.M. at Park Commission Headquarters. If necessary, Commissioners may attend the meetings telephonically once in-person meetings resume.

Director Soriano stated that there was an incident at Neshanic Valley Golf Course involving a golfer who made racial comments to an African American golf attendant because he was disgruntled at the delay it was taking to begin play. Accounts of the incident were taken from another couple slated to play with the disgruntled golfer, who then refused to play with the golfer, along with Park Ranger Supervisor Armeno who heard the racial comments. Director Soriano stated that this behavior should not be tolerated and suggested a suspension of the golfers' privileges. The Commissioners along with Park Commission Counsel, Mr. Bernstein agreed with imposing a suspension until the end of the year pending further review. Mr. Bernstein stated that a proposal should be submitted to the Golf Committee for consideration of any further action regarding this incident and then presented to the Commission for acceptance. Mr. Bernstein further emphasized that a decision should be made formally on how situations such as this (racial, sexual harassment) are handled and establish a policy.

Seeing no further business, a motion to adjourn the meeting at 9:06 A.M. was moved by: Commissioner Paluck; seconded by: Commissioner Jordan. YEAS: Commissioners Foelsch, Haines, Hunsinger, Jordan, Kempe, Paluck, and President Caliguire. NAYES: None. ABSENT: Commissioners Ludwig and McCallen.

Respectfully submitted,



Geoffrey D. Soriano
Secretary-Director



Janine Erickson
Executive Assistant