

MINUTES of a Regular Meeting of the **SOMERSET COUNTY PARK COMMISSION** held November 19, 2021 at 8:00 A.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 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.

President Caliguire called the meeting to order.

Roll Call:

PRESENT*

Mark Caliguire

Bill Foelsch

Helen Haines

DJ Hunsinger

Joe Kempe

Dot Paluck

Paul Drake

County Commissioner Liaison

ABSENT

Doug Ludwig

Ron Jordan

Other staff members present were:

Geoffrey Soriano, Secretary-Director

Janine Erickson, Executive Assistant

Ken Fivek, Manager, Golf Operations

Donna Umgelter, Administrator, 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.

COMMENTS FROM THE PUBLIC

There were no comments from the public.

PRESENTATION OF SERVICE AWARDS

The following employees earned service awards during the month of October:

Receiving Twenty-Year Service Award:

~ Vladimir Levitsky, Stable

Receiving Five-Year Service Award:

~ Dina Fornataro-Healey, Recreation

The presentation of Service Awards has been postponed due to virtual meetings.

APPROVAL OF THE MINUTES

President Caliguire called for the approval of the minutes of the regular meeting held on October 21, 2021. Moved by Commissioner Hunsinger; seconded by Commissioner Foelsch. YEAS: Commissioners Foelsch, Haines, Hunsinger, Kempe, McCallen, Paluck, and President Caliguire. NAYES: None. ABSENT: Commissioner Jordan and Ludwig.

APPROVAL OF BILLS FOR PAYMENT

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

Resolution R21-231 – Transfer of Appropriations

Resolution authorizes various transfer of appropriations.

Resolution R21-232 – Payment of Claims

Resolution authorizes payment of claims in the amount of \$1,215,369.91 comprised of Claims in the amount of \$632,682.65, Other Expenses in the amount of \$150,495.44, and Salaries and Wages in the amount of \$432,191.82 for the period of October 16, 2021 through November 12, 2021.

Resolution R21-233 – Refund of Recreation Fees

Resolution authorizes refund of recreation fees.

Resolution R21-234 – Payment of Confirming Orders

Resolution authorizes the payment of confirming orders totaling \$9,824.47.

Resolution R21-235 – Authorizing Additional Funding for Previously Awarded Contracts (Leisure Services)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R21-236 – Authorizing Additional Funding for Previously Awarded Contracts (Golf)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R21-237 – Authorizing Additional Funding for Previously Awarded Contracts (Administration)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R21-238 – Authorizing Additional Funding for Previously Awarded Contracts (Park Operations)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R21-239 – 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 informed Commissioners that AllRisk has begun remediation work at the North Branch Headquarters' building where needed. It is anticipated that remediation work should be completed next week. The remaining Director's Report will be given during Executive Session.

CORRESPONDENCE

There was no correspondence.

CONSENT AGENDA

RESOLUTIONS

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

President Caliguire abstained from vote on R21-244 – Authorizing Participation in the Medicare Advantage Program.

At the direction of Director Soriano, Resolution R21-247 was removed from the Consent Agenda for consideration following Executive Session.

Resolution R21-241 – Adopting Revised Seasonal and Part-Time Hourly Wages

Resolution adopts 2022 Seasonal and Part-Time Hourly Wages.

Resolution R21-242 – Establishing 2022 Public Meeting Dates and Times

Resolution adopts 2022 Public Meeting Dates and Times with the time for the November 18, 2022 meeting amended to 3:30 p.m.

Resolution R21-243 – Authorizing the Demolition of the Roller Hockey Rink at the North Branch Greenway Park

Resolution authorizes the demolition of the roller hockey rink at North Branch Greenway Park.

Resolution R21-244 – Authorizing Participation in the Medicare Advantage Program

Resolution authorizes the Park Commission's participation in the Medicare Advantage Program for eligible Commission retirees.

Resolution R21-245 – Adopting Regulations Governing Outside Instructors at Lord Stirling Stable

Resolution adopts regulations governing outside instructors at Lord Stirling Stable.

Resolution R21-246 – Awarding Contract for Dental Insurance

Resolution awards contract to Delta Dental for 2022 Dental Insurance.

Resolution R21-247 – Creating New Position of Park Maintenance Department Maintenance Field Supervisor

Resolution creates new position of Park Maintenance Department Maintenance Field Supervisor.

Resolution R21-248 – Amending the Designation of Custodians of Petty Cash Funds for Fiscal Year 2021

Resolution names Ranger Manager, Doug Vornlocker as custodian of petty cash for the Ranger Department.

Resolution R21-249 – Awarding the First of Two Possible One-Year Extensions for GolfNow

Resolution awards a one-year contract extension to GolfNow.

Resolution R21-250 – Authorizing use of County Contract for Purchase of Bottled Water and Cooler Rental or Individual Bottled Water

Resolution authorizes purchases from W.B. Mason.

Resolution R21-251 – Awarding a Five-Year Contract for Licensing of Farming Rights to Three (3) Parcels in Somerset County

Resolution awards farm license to Two River Farm for Baron parcel for a fee of \$8,001.00 per year and to Snearowski parcel for a fee of \$301.00 per year and to Richard F. Enderley for Snearowski West parcel for a fee of \$255.00 per year.

Resolution R21-252 – Awarding Second Year of Three-Year Contract for Testing and Monitoring of Fire Alarms & Security Systems

Resolution awards contract to Vanwell Electronics.

Resolution R21-253 – Authorizing use of Educational Services Commission of NJ for the Purchase of Playground Equipment, Site Furnishings, Outdoor Circuit Training Equipment & Related Products

Resolution authorizes purchases from Ben Shaffer with cost not to exceed \$2,807.70.

Resolution R21-254 – Authorizing use of Bergen County Cooperative Purchasing Alliance for the Purchase of Computer Equipment and Peripherals: Annual Maintenance Agreement Contract for Cisco Firewall

Resolution authorizes purchase from SHI with cost not to exceed \$1,375.96.

Resolution R21-255 – Authorizing use of County Contract for Purchase of Red Dyed # 2 Diesel Fuel, and Red Dyed Winter Blend Diesel and Fuel Oil

Resolution authorizes purchases from National Fuel and Riggins Inc. with costs not to exceed \$10,000.00.

Resolution R21-256 – Authorizing use of County Contract for Purchase of Equipment and Tool Rental

Resolution authorizes purchases from Herc Rentals, PSI Process, Sunbelt Rentals, Inc., Equiptech, LLC., Pave-Rite, Inc., and Jet Vac Equipment.

Resolution R21-257 – Accepting the Offer of the Falcon Group to Donate Materials and Services to Repair Four Commission Kiosks - TABLED

COMMITTEE REPORTS

CFO's Report

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

HUMAN RESOURCES

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

LEISURE SERVICES

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

GOLF MANAGEMENT

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

Ken Fivek, Golf Operations Manager stated that Warren Brook Golf Course closed on November 7, 2021 for the season. The annual golf gift card sale that typically took place over the weekend following Thanksgiving has been moved to a Presidents' Day Sale that will take place in February 2022.

INFORMATION MANAGEMENT

There was no Information Management report.

VISITOR SERVICES

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

PROPERTY MANAGEMENT

There was no Property Management report.

PLANNING AND LAND ACQUISITION

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

CAPITAL FACILITIES – CONSTRUCTION and ENGINEERING

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

PARK MAINTENANCE & HORTICULTURE

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

AUDIT COMMITTEE

There was no report.

COUNTY COMMISSIONER REPORT

County Commissioner Drake was informed by Director Soriano that the Park Cleanup date with County DPW will take place on December 12, 2021 with the help from private citizen volunteers.

OLD BUSINESS

Director Soriano reconfirmed that the Leisure Services Committee chose not to accept the Peace Memorial offer from the Peace and Non-Violence Foundation, LLC.

NEW BUSINESS

There was no new business to discuss.

EXECUTIVE SESSION

There is a call to move to Executive Session to discuss a personnel matter.

At 8:47 A.M. there was a motion made by Commissioner Foelsch; seconded by Commissioner Kempe to move into Executive Session. YAYES: Commissioners Foelsch, Haines, Hunsinger, Kempe, McCallen, Paluck, and President Caliguire. NAYES: None. ABSENT: Commissioner Jordan and Ludwig.

At 9:08 A.M. a motion was made to end Executive Session by Commissioner Haines; seconded by Commissioner Foelsch. YAYES: Commissioners Foelsch, Haines, Hunsinger, Kempe, McCallen, Paluck, and President Caliguire. NAYES: None. ABSENT: Commissioner Jordan and Ludwig.

A motion was made to accept resolution R21-247 – Creating New Position of Park Maintenance Department Maintenance Field Supervisor as amended to change position from “non-essential” to “essential” by Commissioner Hunsinger, seconded by Commissioner Haines. YAYES: Commissioners Foelsch, Haines, Hunsinger, Kempe, McCallen, Paluck, and President Caliguire. NAYES: None. ABSENT: Commissioner Jordan and Ludwig.

Seeing no further business, a motion to adjourn the meeting at 9:09 A.M. was moved by: Commissioner Hunsinger; seconded by: Commissioner Paluck. YAYES: Commissioners Foelsch, Haines, Hunsinger, Kempe, McCallen, Paluck, and President Caliguire. NAYES: None. ABSENT: Commissioner Jordan and Ludwig.

Respectfully submitted,



Geoffrey D. Soriano
Secretary-Director



Janine Erickson
Executive Assistant