

**MINUTES** of a Special Meeting of the **SOMERSET COUNTY PARK COMMISSION** held December 29, 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 Special 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 26, 2021 and the Star Ledger on November 30, 2021. 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.

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.

President Caliguire called the meeting to order.

Roll Call:

PRESENT\*

Mark Caliguire  
Bill Foelsch  
Helen Haines  
DJ Hunsinger  
Ron Jordan  
Joe Kempe  
Dot Paluck

ABSENT

Doug Ludwig  
Kevin McCallen  
Paul Drake  
County Commissioner Liaison

Other staff members present were:

Geoffrey Soriano, Secretary-Director  
Janine Erickson, Executive Assistant

\*Dina Trunzo, Administrator, Leisure and  
Community Services

\*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.

## **APPROVAL OF BILLS FOR PAYMENT**

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

### **Resolution R21-282A – Transfer of Appropriations**

Resolution authorizes a transfer of appropriations in the amount of \$5,000.00 to cover salaries.

### **Resolution R21-282 – Payment of Claims**

Resolution authorizes payment of claims in the amount of \$560,624.39 comprised of Claims in the amount of \$129,337.10, Other Expenses in the amount of \$26,399.02, and Salaries and Wages in the amount of \$404,888.27 for the period of December 9, 2021 through December 17, 2021.

### **Resolution R21-283 – Amending and Cancelling Certification of Funds for Previously Awarded Contracts**

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

## **CONSENT AGENDA**

### **RESOLUTIONS**

The following resolutions were moved as amended 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 R21-284 – Awarding Contract for Legal Services**

Resolution awards contract to Eric M. Bernstein & Associates, LLC for General Counsel and Rainone, Coughlin, Minchello, LLC for Labor Counsel for the period of January 1, 2022 to December 31, 2022.

### **Resolution R21-285 – Authorizing use of County Contract for Audit and Accounting Services**

Resolution authorizes auditing services for 2021 from Suplee Clooney & Co. in the amount of \$33,750.00.

### **Resolution R21-286 – Rejecting Bid for Sound Production for 2022 Summer Concerts at Duke Island Park**

Resolution rejects response received for Sound Production for incomplete and incorrect paperwork. Project will be re-solicited.

**Resolution R21-287 – Designating Custodians of Petty Cash**

Resolution designates custodians of petty cash for 2022.

**Resolution R21-288 – Adopting 2022 Fee Schedule**

Resolution adopts the 2022 Fee Schedule.

**Resolution R21-289 – Reaffirming Cash Change Funds and Designating Custodians of Cash Change Funds**

Resolution sets forth cash change funds and designates custodians of said funds for various facilities of the Park Commission.

**Resolution R21-290 – Authorizing Rental of Space for Therapeutic Recreation Programs**

Resolution authorizes rental of space at the ARC of Somerset County for the period of January and February 2022.

**Resolution R21-291 – Authoring use of County Contract for Purchase of Lumber and Supplies**

Resolution authorizes purchases from Continental Hardware, Inc, Landscape Materials Inc., and Madison Township Lumber & Supply Co. Inc.

**Resolution R21-292– Authorizing use of County Contract for Purchase of Split Rail Fence and Gates, Option A: With Installation, Option B: Without Installation**

Resolution authorizes purchases from Fox Fence Enterprises Inc. and WBE Fence Company Inc.

**Resolution R21-293 – Authorizing use of County Contract for Purchase of Commercial Toro Parts & Equipment**

Resolution authorizes purchases from Storr Tractor Co. and Cherry Valley Tractor Sales Inc.

**Resolution R21-294 – Appointing Fund Commissioners for the Somerset County Joint Insurance Fund**

Resolution appoints Geoffrey Soriano as Fund Commissioner and Donna Umgelter as alternate.

**Resolution R21-295 – Appointing a Fund Commissioner to the Southern Skyland Regional Health Insurance Fund**

Resolution appoints Geoffrey Soriano as Fund Commissioner and Donna Umgelter as alternate.

**Resolution R21-296 - Designating Representative to the Regional Center Partnership of Somerset County, Inc.**

Resolution appoints Geoffrey Soriano as voting representative and Dina Trunzo as alternate.

**Resolution R21-297 – Recommending Appointments to the Somerset County Open Space Advisory Committee for 2022**

Resolution appoints Commissioner Helen Haines as Commission Representative and Jennifer Bryson as the Citizen Member.

**Resolution R21-298 – Correcting Resolution R20-275 Regarding Membership in The Somerset County Joint Insurance Fund**

Resolution amends R20-275 to correctly reflect the Park Commission's membership in the Somerset County Joint Insurance Fund for the three-year (3) term ending on December 31, 2023. Resolution R20-275 incorrectly stated ending date of December 31, 2022.

**OLD BUSINESS**

There was no old business to discuss.

**NEW BUSINESS**

There was no new business to discuss.

Seeing no further business, a motion to adjourn the meeting at 8:12 A.M. was moved by: Commissioner McCallen; seconded by: Commissioner Hunsinger. YAYES: Commissioners Foelsch, Haines, Hunsinger, Kempe, Paluck, and President Caliguire. NAYES: None. ABSENT: Commissioners Ludwig and McCallen.

Respectfully submitted,



Geoffrey D. Soriano  
Secretary-Director



Janine Erickson  
Executive Assistant