

**MINUTES** of a Regular Meeting of the **SOMERSET COUNTY PARK COMMISSION** held December 9, 2021 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 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.

President Caliguire called the meeting to order.

Roll Call:

PRESENT\*

Mark Caliguire

Bill Foelsch

Helen Haines

DJ Hunsinger

Joe Kempe

Kevin McCallen

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

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 THE MINUTES**

President Caliguire called for the approval of the minutes of the regular meeting held on November 19, 2021. Moved by Commissioner Foelsch; seconded by Commissioner McCallen. YEAS: Commissioners Foelsch, Haines, Hunsinger, Kempe, McCallen, Paluck, and President Caliguire. NAYES: None. ABSENT: Commissioners Jordan and Ludwig.

### **APPROVAL OF BILLS FOR PAYMENT**

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

### **Resolution R21-257 – Payment of Claims**

Resolution authorizes payment of claims in the amount of \$1,966,427.05 comprised of Claims in the amount of \$1,198,360.47, Other Expenses in the amount of \$61,195.27, and Salaries and Wages in the amount of \$70,6871.31 for the period of November 13, 2021 through December 8, 2021.

### **Resolution R21-258 – Refund of Recreation Fees**

Resolution authorizes refund of recreation fees.

### **Resolution R21-259 – Payment of Confirming Orders**

Resolution authorizes the payment of confirming orders totaling \$8,691.28.

### **Resolution R21-260 – Authorizing Additional Funding for Previously Awarded Contracts (Leisure Services)**

Resolution authorizes additional funds for previously awarded contracts.

### **Resolution R21-261 – Authorizing Additional Funding for Previously Awarded Contracts (Administration)**

Resolution authorizes additional funds for previously awarded contracts.

### **Resolution R21-262 – Authorizing Additional Funding for Previously Awarded Contracts (Park Operations)**

Resolution authorizes additional funds for previously awarded contracts.

**Resolution R21-263 – 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 provided Commissioners with a review of the Park Commission’s current 2021 Revenue Budget. The report offered a comparison of the Anticipated versus Actual Revenue Budget figures for the years 2018 through 2021. Director Soriano stated that 2021 was a great year for revenue and he is in the process of constructing a fiscally prudent 2022 Budget with Park Commission Treasurer, Nick Trasente and Accounting Manager, Chris Hart.

**CORRESPONDENCE**

There was no correspondence.

**CONSENT AGENDA**

**RESOLUTIONS**

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

**Resolution R21-264 – Adopting the 2022 Fee Schedule TABLED**

**Resolution R21-265 – Authorizing a One (1) Year Renewal of a Shared Services Agreement Between County of Somerset and Somerset County Park Commission for Public Relations Services**

Resolution extends agreement for second year for the period of January 1, 2022 through December 31, 2022.

**Resolution R21-266 – Authorizing a One (1) Year Renewal of a Shared Services Agreement Between County of Somerset and Somerset County Park Commission for Information Technology Services**

Resolution extends agreement for second year for the period of January 1, 2022 through December 31, 2022.

**Resolution R21-267 – Accepting the Memorandums of Agreement in the Matter of Somerset County Park Commission and the Teamsters Local Union No. 469, Foreman/Assistant Foreman, Blue Collar Workers, and Park Rangers Units**

Resolution accepts Memorandums of Agreement for three unions for the period of January 1, 2021 through December, 31, 2021 to authorize a 2% wage increase for said workers retroactive to January 1, 2021.

**Resolution R21-268 – Authorizing Commission to Host New Jersey State Golf Association Amateur Qualifying Tournament at Quail Brook Golf Course**

Resolution authorizes Quail Brook Golf Course to host the NJ State Golf Association Amateur Qualifying Tournament on Saturday, June 11, 2022. NJSGA will pay \$25.00 per player for greens fees and \$7.00 per player for use of the driving range.

**Resolution R21-269 – Authorizing Somerset County Facilities and Services Division to Maintain Buildings and Facilities Occupied by Park Commission Staff and Operations, Transferring Special Projects Positions to Somerset County and Renaming the Special Projects Department**

Resolution authorizes transfer of four (4) positions and maintenance of Park Commission facilities to the County Facilities and Services Division and renames the Special Projects Department to the “Building and Facilities Management Department” effective January 1, 2022.

**Resolution R21-270 – Approving License Agreement with Raritan Headwaters Association for Monitoring Nesting Boxes to Study American Kestrels**

Resolution approves Raritan Headwaters Association’s installation of Nesting Boxes for the study of the American Kestrels at Natirar Park and the Dar-Mar parcel for the period of January 1, 2022 through December 31, 2022.

**Resolution R21-271– Awarding the Second of Two (2) One-Year Options to Extend for Well Maintenance and Repair Services**

Resolution awards contract to Stryker.

**Resolution R21-272 – Awarding Third Year of a Three-Year Contract for Equine Services: Farrier, Dentist, and Veterinarian**

Resolution awards contract to Professional Farrier Services for Farrier Services, to Garden State Equine Veterinary Dentistry for Equine Dentist, and to Running ‘S’ Veterinary Services for Veterinarian effective January 1, 2022.

**Resolution R21-273 – Awarding the Fourth Year of Four (4) Possible One-Year Extensions for Golf Shop Resale Merchandise**

Resolution awards contract to Range Servant American, Inc., Horungs Golf Products, Acushnet Co – Footjoy, Ping, Inc., Cutter & Buck, Town Talk, Jack Jolly & Son, Inc., Callaway Golf, Sun Mountain, Klone Lab Callaway Golf Shoes, Accolade USA Inc., Gear for Sports Inc., Supreme International, LLC, and Taylor Made Golf Inc.

**Resolution R21-274 – Authorizing the use of Educational Services Commission of New Jersey Contract for the Purchase of Class 4-8 Trucks: White Western Star 47X**

Resolution authorizes purchase from Hudson County Motors, Inc. in an amount not to exceed \$164,664.00.

**Resolution R21-275 – Authorizing the use of Educational Services Commission of New Jersey Contract for the Purchase of Grounds Equipment: John Deere Tractor**

Resolution authorizes purchase from Deere & Company in the amount not to exceed \$4,400.52.

**Resolution R21-276 – Authorizing the use of Morris County Cooperative Pricing Council Contract for the Purchase of Utility Vehicles: 2022 Ford Ranger**

Resolution authorizes purchase from Ditschman Flemington Ford in the amount not to exceed \$32,402.25.

**Resolution R21-277 – Authorizing use of State Contract for Purchase of Fencing**

Resolution authorizes purchases from E.B. Fence, LLC with cost not to exceed \$14,407.15

**Resolution R21-278 – Authorizing use of County Contract for Flexible Spending Account Services**

Resolution authorizes services from Wex Health Inc.

**Resolution R21-279 – Awarding Second Year of Two-Year Contract with One (1) One-Year Option to Extend for Preventative Maintenance & Emergency Repairs of Gasboy Island Fuel Management System**

Resolution awards contract to Aurora Environmental.

**Resolution R21-280 – Authorizing use of County Contract for Purchase of Automotive and Diesel Lubricants, Engine/Gear Oils, Greases, ATF and Hydraulic Oils**

Resolution authorizes purchases from Lubenet, Romeo Enterprises, Samuels, Inc T/A Buy Wise Auto Parts, Atlantic States Lubricants, PPC Lubricants, and DFFLM.

**Resolution R21-281 – Authorizing the use of Educational Services Commission of New Jersey Contract for the Purchase of Class 4-8 Trucks: Palfinger Hooklift**

Resolution authorizes purchase from Cliffside Body Corp. at a cost not to exceed \$55,183.06.

**COMMITTEE REPORTS**

**CFO's Report**

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

**HUMAN RESOURCES**

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

## **LEISURE SERVICES**

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

Dina Trunzo, Administrator, Leisure and Community Services, reported that this year's Toys for Tots Campaign was a big success due in part to a strong social media campaign coupled with a holiday event at Lord Stirling Stable where four boxes of toys were collected. Environmental Education Manager, Carrie Springer made a presentation entitled "Trails 101" at this year's League of Municipalities Convention where she received many accolades, including one from a Councilman, for the thorough information presented. Dina reported that the "Rebuild the Boardwalk" Campaign at the EEC has collected \$7,825 toward its \$10,000 goal by year-end. The Festival of Trees Event will run until December 31<sup>st</sup> (closed December 23<sup>rd</sup> through December 25<sup>th</sup>) at the EEC from 9:00 am to 4:30pm daily. The event was included in a writeup on thejerseymomma.com blog site entitled *The Festival of Trees in Basking Ridge NJ:8 Reasons Why You Should Visit*. Dina Fornataro-Healey, Recreation and Community Outreach Manger has completed a cost analysis of recreation facilities for 2022. She has noted the need for two additional duck paddleboats to support the rental demand.

## **GOLF MANAGEMENT**

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

Director Soriano stated that 2021 has been a stellar year for golf. To date, there have been 125,000 rounds of golf played at Park Commission courses; which is a new record for rounds played.

## **INFORMATION MANAGEMENT**

There was no Information Management report.

## **VISITOR SERVICES**

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

## **PROPERTY MANAGEMENT**

There was no Property Management report.

## **PLANNING AND LAND ACQUISITION**

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

## **CAPITAL FACILIITES – CONSTRUCTION and ENGINEERING**

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

## **PARK MAINTENANCE & HORTICULTURE**

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

**AUDIT COMMITTEE**

There was no report.

**COUNTY COMMISSIONER REPORT**

County Commissioner Drake reported that there was a great coordinated effort by the County Sheriffs Department with area volunteers and County DPW to clean up the Rarian Canal at Duke Island Park on Sunday, December 12, 2021.

**OLD BUSINESS**

There was no old business to discuss

**NEW BUSINESS**


President Caliguire appointed Commissioners Hunsinger, Kempe and Haines to the Nominating Committee to recommend the President, Vice President and Secretary appointments for 2022.

Seeing no further business, a motion to adjourn the meeting at 4:22 P.M. was moved by: Commissioner Hunsinger; seconded by: Commissioner Kempe. YAYES: Commissioners Foelsch, Haines, Hunsinger, Kempe, McCallen, Paluck, and President Caliguire. NAYES: None. ABSENT: Commissioners Jordan and Ludwig.

Respectfully submitted,



Geoffrey D. Soriano  
Secretary-Director



Janine Erickson  
Executive Assistant