

MINUTES of a meeting of the **SOMERSET COUNTY PARK COMMISSION** held Thursday, January 20, 2011 at 5:30 PM at the Somerset County Park Commission Headquarters, 355 Milltown Road, Bridgewater, NJ.

"In accordance with Public Law Chapter 231, the open public meeting notice requirements have been satisfied whereby the starting time and place of this meeting have been filed with a county newspaper and the County Clerk and posted in a public information area in this office."

President Fuerst called the meeting to order.

PRESENT

Paul Consiglio
William Crosby
Steven Fuerst
Walter Hansen
Joanne Jaeger
Dot Paluck
Gary Walsh
Pat Sciaglione, Freeholder Liaison

ABSENT

Dale Florio
Christopher Paladino

Other staff members present were:

Raymond Brown, Director
Joanne Steinruck, Executive Assistant
Jim Avens, Manager, Horticulture
Tom Boccino, Principal Planner/Land Acq.
Dave Dendler, Manager, Park Rangers
Pierce Frauenheim, Deputy Dir. Park Maint.
Don Korbobo, Property Mgmt. Coordinator
Stuart Lederman, Counsel
Dan Livak, Deputy Dir. Business Admin.
Matt Loper, Engineer

Darrell Marcinek, Director Golf Maint.
Marge Margentino, Manager, LSS
Alex Mathew, Manager Info. Mgmt.
Karren Newman, Manager Recreation
Bob Ransone, Director, Golf Management
Cathy Schrein, Manager, Envir. Science
Adam Slutsky, Principal Engineer
Cindie Sullivan, Deputy Director
Dina Trunzo, Manager, TR
Donna Van Deursen, Manager, HR

Also in attendance: Brian Newman

OPEN MEETING FOR PUBLIC COMMENT

No comment from the public.

SERVICE AWARDS

President Fuerst presented a 15 year service award to Jim Avens.

ELECTION OF OFFICERS

Commissioner Consiglio reported that the Nominating Committee met and its recommendation was as follows: Steven Fuerst as President, Joanne Jaeger as Vice President, and Raymond Brown as Secretary-Director. **MOVED BY:** Commissioner Consiglio; seconded by: Commissioner Paluck. **YEAS:** Commissioners Consiglio, Crosby,

Hansen, Jaeger, Paluck, Walsh, and President Fuerst. NAYES: None. ABSTAIN: None. ABSENT: Commissioners Florio and Paladino.

APPROVAL OF THE MINUTES

President Fuerst called for the approval of the minutes of the year end meeting held December 29, 2010. MOVED BY: Commissioner Crosby; seconded by: Commissioner Jaeger. YEAS: Commissioners Consiglio, Crosby, Hansen, Jaeger, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Florio and Paladino.

President Fuerst called for the approval of the minutes of the last Work Session held on January 13, 2011. MOVED BY: Commissioner Consiglio; seconded by: Commissioner Paluck. YEAS: Commissioners Consiglio, Crosby, Hansen, Jaeger, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Florio and Paladino.

DIRECTOR'S REPORT

Director Brown submitted a report for the month of December 2010.

Resolution R11-001 – Thanks and Appreciation of John Gillen

Resolution expresses thanks and appreciation to John Gillen for his service as a Somerset County Park Commissioner. MOVED BY: Commissioner President Fuerst; seconded by: Commissioner Hansen. YEAS: Commissioners Consiglio, Crosby, Hansen, Jaeger, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Florio and Paladino.

Resolution R11-002 – Designating Representation to the Regional Center Partnership of Somerset County

Resolution recommends Raymond Brown to serve as the voting representative and Cynthia Sullivan to serve as the alternate. MOVED BY: Commissioner Crosby; seconded by: Commissioner Paluck. YEAS: Commissioners Consiglio, Crosby, Hansen, Jaeger, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Florio and Paladino.

COMMISSIONER CORRESPONDENCE

1. In September, the Park Commission received a letter from a parent of a participant at Camp Okee Sunokee asking if consideration would be given to changing the age range for participants to grade 8 and not simply by age. The TR staff met to discuss the request and agreed.
2. License Agreement and County Resolution for the leash free dog park at the intersection of First Avenue and Tillman Street in Raritan Borough.
3. Letter from Ronald Johnson inquiring about PGA member fee waivers.

REPORT OF TREASURER

The Treasurer's report shows a book balance of \$368,389.94 as of December 31, 2010.

COMMITTEE REPORTS

FINANCE

Commissioner Walsh, Chair of the Committee, submitted a report for the month of December 2010.

Resolution R11-003 – Designating 2011 Bank Depositories

Resolution designates Dan Livak as the custodian. MOVED BY: Commissioner Walsh; seconded by: Commissioner Hansen. YEAS: Commissioners Consiglio, Crosby, Hansen, Jaeger, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Florio and Paladino.

Resolution R11-004 – Establishing the 2011 Temporary Budget

Resolution provides for temporary appropriations for approximately three months until the budget is formally adopted. MOVED BY: Commissioner Walsh; seconded by: Commissioner Crosby. YEAS: Commissioners Consiglio, Crosby, Hansen, Jaeger, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Florio and Paladino.

HUMAN RESOURCES

Commissioner Consiglio, Chair of the Committee, submitted a report for the month of December 2010.

Donna Van Deursen, Manager, Human Resources reported that the employee Health and Safety Fair will be held on January 26th at the Somerville Elks Club. Somerset Medical Center will have a representative at the fair to check employee's glucose, cholesterol, and blood pressure. Donna has met with a representative with the Courier News and is preparing ads for seasonal employment.

LEISURE SERVICES

Commissioner Jaeger, Chair of the Committee, submitted a report for the month of December 2010.

Cathy Schrein, Manager, Environmental Science reported that the EEC is being included in the second round of funding for installation of solar panels through the Somerset County Improvement Authority's renewable energy program. The Improvement Authority requires the adoption of a resolution by each participating unit. The Authority prepared the resolution. There will be no cost to the Park Commission; the project is being funded through county guaranteed bonds. It is projected that energy bill will be reduced by two-thirds.

Commissioner Walsh expressed his concern with the findings. There are several sentences in the resolution that do not explain in detail how the costs are paid. For example, if the developer defaults who pays the tax credit? Are the vendors reputable?

Brian Newman reported that the County did a preliminary check on the vendors. The first phase is completed which included an evaluation crew visiting all the sites.

Cathy also reported that the school children's art is on display at the EEC now through February 13th. An opening reception was held and there were 850 people in attendance. Registration for programs and camp has begun.

Dina Trunzo, Manager, TR reported that also in conjunction with the family mentioned in the Commissioner Correspondence, the older campers will be evaluated and considered for some leadership opportunities during camp such as assisting in the groups with the younger campers or assisting the camp director with various tasks like a counselor in-training. Due to inquiries asking for the department to consider expanding teen programs to include young adults, the department has decided to restructure the teen programs and allow young adults through age 21 to participate in programs with teens. Those young adults, 18 and older, can also register for the adult programs with the teens. They can also register for the adult programs to allow for a smoother transition from teen to adult programs. TR has the opportunity to expand the horticulture program at Richard Hall Community Mental Health Center (RHCMHC). Lee Shahay will now be implementing horticulture activities with the kids in the social skills group at RHCMHC. Collaborating with this specific group will be a great way for the department to market our programs. TR is looking into conducting a sports program that will provide sport instruction for children before the sport season starts and allow for a smoother transition for the children into their community sports programs. Staff is looking for a gym to host the program. A retiree of the Park Commission has donated \$100.00 to be used in the horticulture programs.

Karren Newman, Manager Recreation reported that winter Yoga is full with 52 people registered. The tennis league and Warrenbrook Pool applications have been mailed. Karren has many special events scheduled for Duke Island Park and Colonial Park and is processing applications as they arrive.

Marge Margentino, Manager, Lord Stirling Stable reported that the winter riding is going well. Some rides needed to be cancelled due to ice on the trails. Staff has been working with St. Elizabeth's equestrian club every Sunday. The Trilogy Repertory Company hosted a re-enactment of General Lee's capture at the Widow White's Tavern. The production was moved to the Stable's indoor riding ring due to rain. More than 200 people were in attendance. Margie would like to create additional partnerships with Trilogy in the future. The Stable will be hosting a training workshop in conjunction with the Somerset County Office of Emergency Management for first responders on handling livestock in an emergency. Margie will be the key presenter at the workshop.

Resolution R11-005 – Award of County Contract to Power Place

Resolution awards a contract to purchase two John Deere Gators to replace vehicles at the Stable. The cost is not to exceed \$30,729.00. MOVED BY: Commissioner Jaeger; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Crosby, Hansen, Jaeger, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Florio and Paladino.

Resolution R11-006 – Award of Contract to Ag Choice, LLC

Resolution awards a contract for the final year for furnishing and delivery of stable bedding. MOVED BY: Commissioner Jaeger; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Crosby, Hansen, Jaeger, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Florio and Paladino.

Resolution R11-007 – Authorizing the EEC’s Participation in the Solar Power Project

Resolution authorizes the EEC to participate in the Somerset County Improvement Authority’s Series 2011A Renewable Energy Program. MOVED BY: Commissioner Hansen; seconded by: Commissioner Crosby. YEAS: Commissioners Consiglio, Crosby, Hansen, Jaeger, Paluck, and President Fuerst. NAYES: Commissioner Walsh. ABSENT: Commissioners Florio and Paladino.

GOLF MANAGEMENT

Commissioner Paluck, Chair of the Committee, submitted a report for the month of December 2010.

Bob Ransone, Deputy Director Golf Management reported that Quail Brook and Neshanic Valley Golf Courses remain open. Staff is busy with county registrations for 2011 as well as fitting clubs.

Resolution R11-008 – Award of Contract to Golf Cars, Inc.

Resolution awards a three year contract with two one-year options for the lease, delivery, and maintenance of electric and gas powered golf cars. The cost annually is \$237,840.00. MOVED BY: Commissioner Paluck; seconded by: President Fuerst. YEAS: Commissioners Consiglio, Crosby, Hansen, Jaeger, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Florio and Paladino.

BUSINESS ADMINISTRATION

Commissioner Consiglio, Chair of the Committee, submitted a report for the month of December 2010.

Dan Livak, Deputy Director/Business Administration reported that the appraisals have been completed and were given to Counsel Lederman for his review. After Stuart reviews them, the Housing Committee will meet and review the reappraisals. Stuart mentioned that the Housing Policy stipulates when rents can be changed.

INFORMATION MANAGEMENT

Commissioner Hansen, Chair of the Committee, submitted a report for the month of December 2010.

Alex Mathew, Manager, Information Management reported that the data/voice line to Torpey Athletic Complex has been completed by Verizon. Alex and Steven Crofts are in the process of upgrading existing employee workstations, servers, and also configuring the router, and setting up the network access to Torpey.

VISITOR SERVICES

Commissioner Crosby, Chair of the Committee, submitted a report for the month of December 2010.

Dave Dendler, Manager, Park Rangers reported that the Rangers are conducting the annual CPR and first aid courses for Park Commission employees. The Bridgewater Township's deer program began two weeks ago and is doing well. Dave is working on updating the maps for Colonial Park and Sourland Mountain Preserve.

PROPERTY MANAGEMENT

Commissioner Crosby, Chair of the Committee, submitted a report for the month of December 2010.

Don Korbobo, Property Management Coordinator reported that the HVAC contractor has been servicing all facility's heating systems. President Fuerst inquired as to the status of the Ross Farmstead. Ray commented that the Trilogy Repertory Company is negotiating a license agreement to use the barn and carriage house as a community theater. The house is has also been used by the EEC staff for various programs and periodically used for special events.

PLANNING AND LAND ACQUISITION

Commissioner Hansen, Chair of the Committee, submitted a report for the month of December 2010.

Tom Boccino, Parks Section Principal Planner, Land Acquisition reported that he will distribute the Open Space Annual Report in February. The acreage that has been acquired in 2010 is 200 acres, significantly less than the 800 acres acquired in 2009. Pending closings for 2011, however, include the 3M property, Carrier Clinic, and Skillman Village and are expected to significantly add to the county's Open Space inventory.

Resolution R11-009 – Recommending Appointments to the Open Space Authority Committee

Resolution recommends Walter Hansen as the Somerset County Park Commission representative and Todd Scorzafava as the Citizen Member. MOVED BY: Commissioner Paluck; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Crosby, Hansen, Jaeger, Paluck, Walsh, and President Fuerst. NAYES: None. ABSTAIN: Commissioner Hansen. ABSENT: Commissioners Florio and Paladino.

CAPITAL FACILITES – CONSTRUCTION and ENGINEERING

Matt Loper, Engineer, reported that the Warrenbrook Golf Course pond has been de-silted and work continues on the construction of the wall.

Commissioner Consiglio questioned the status of the greenhouse at Natirar. Ray commented that the license agreement with NAI is being prepared by County Counsel and

the staff was waiting for the engineering consultant to prepare the necessary grading plan to the proposed future organic community garden.

Resolution R11-010 – Appointment of Somerset County Park Commission Engineer

Resolution recommends Mathew Loper as the new SCPC Engineer. MOVED BY: Commissioner Consiglio; seconded by: Commissioner Crosby. YEAS: Commissioners Consiglio, Crosby, Hansen, Jaeger, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Florio and Paladino.

PARK MAINTENANCE & HORTICULTURE

Commissioner Consiglio, Chair of the Committee submitted a report for the month of December 2010.

Jim Avens, Manager, Horticulture reported that he and Don Korbobo met with a representative from Andy-Matt Tree Service, the new tree pruning and removal company. They reviewed expectations, oriented them on the parks, and gave them contact information. Both Colonial Park gardens and Buck Garden will be represented at the New Jersey Flower and Garden Show held in Edison from February 17 to 20, and at the Springfest Flower and Garden Show held in Augusta in March through Garden State Gardens Consortium booths. A ribbon cutting ceremony for improvements to the Rose Garden will be held at the start of Rose Day on Saturday, June 11, 2011.

Pierce Frauenheim, Deputy Director Park Maintenance reported that the tree recycling program has expanded and he thanked Darrell for his assistance with the equipment for the program. Pierce met with representatives of the New Jersey Chapter of the International Society of Arboriculture for the tree management program at Skillman Village. Commissioner Consiglio commented that staff has done an excellent job throughout the parks with the snow removal.

AUDIT COMMITTEE

Brian Newman reported that the County will be awarding a contract to Suplee Clooney & Company next week. Commissioner Walsh asked if this is the year the Park Commission is assigned a new audit manager and Brian responded it is.

FREEHOLDER’S REPORT

Freeholder Scaglione reported that the Skillman Village property will close shortly. The environmental reports were received from the Township late and once they have been evaluated and addressed, the closing can occur.

OLD BUSINESS

Ray Brown mentioned that the County Open Space Advisory Committee would like to have a park tour in the spring and he asked if any commissioners would like to participate. It would probably be a tour of the southern portion of the county.

NEW BUSINESS

By Laws and Policy Review

President Fuerst mentioned that the by-laws and several policies are being reviewed.

A motion to adjourn the meeting at 7:12 p.m. was made by President Fuerst; seconded by Commissioner Consiglio. YEAS: Commissioners Consiglio, Crosby, Gillen, Hansen, Jaeger, Paladino, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT:
Respectfully submitted,

Raymond A. Brown
Director

Joanne Steinruck
Executive Assistant