

**MINUTES** of a meeting of the **SOMERSET COUNTY PARK COMMISSION** held Thursday, March 17, 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."

Vice-President Jaeger called the meeting to order.

**PRESENT**

Paul Consiglio  
Dale Florio  
Walter Hansen  
Joanne Jaeger  
Dot Paluck  
Christopher Paladino  
Patrick Scaglione, Freeholder Liaison

**ABSENT**

William Crosby  
Steven Fuerst  
Gary Walsh

Other staff members present were:

Raymond Brown, Director  
Joanne Steinruck, Executive Assistant  
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.  
Ed Highland, Supervisor Golf Maintenance

Matthew Loper, Engineer  
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  
Donna Van Deursen, Manager HR

Also in attendance: Brian Newman and Rich Reitman

**OPEN MEETING FOR PUBLIC COMMENT**

No comment from the public.

**SERVICE AWARDS**

Vice-President Jaeger presented a ten year service award to Alan Conover and a twenty-five year service award to Alex Mathew.

**APPROVAL OF THE MINUTES**

Vice-President Jaeger called for the approval of the minutes of the last regular meeting held February 17, 2011. MOVED BY: Commissioner Jaeger; seconded by: Commissioner Hansen. YEAS: Commissioners Consiglio, Hansen, Jaeger, Paladino, and Paluck. NAYES: None. ABSTAIN: Commissioner Florio. ABSENT: Commissioners Crosby, Fuerst, and Walsh.

Vice-President Jaeger called for the approval of the minutes of the last Work Session held on March 10, 2011. MOVED BY: Commissioner Jaeger; seconded by: Commissioner Hansen. YEAS: Commissioners Consiglio, Florio, Hansen, Jaeger, and Paladino. NAYES: None. ABSTAIN: Commissioner Paluck. ABSENT: Commissioners Crosby, Fuerst, and Walsh.

## **APPROVAL OF BILLS FOR PAYMENT**

### **Resolution R11-020 - Payment of Claims**

Resolution authorizing payment of bills for \$611,686.70 comprising of check numbers 191268-191270, 190829-190892, 191171-191172, 191176-191218, 191610-191663, and 191874-191935. MOVED BY: Commissioner Jaeger; seconded by: Commissioner Paluck. YEAS: Commissioners Consiglio, Hansen, Jaeger, Paladino, and Paluck. NAYES: None. ABSTAIN: Commissioner Florio. ABSENT: Commissioners Crosby, Fuerst, and Walsh.

## **DIRECTOR'S REPORT**

Director Brown submitted a report for the month of February 2011.

### **Resolution R11-021 – Adopting the Revised By-Laws**

Resolution adopts the revised by-laws. MOVED BY: Commissioner Jaeger; seconded by: Commissioner Hansen. YEAS: Commissioners Florio, Hansen, Jaeger, Paladino, and Paluck. NAYES: None. ABSENT: Commissioners Consiglio, Crosby, Fuerst, and Walsh.

## **COMMISSIONER CORRESPONDENCE**

1. Letter from a participant of the cross-country ski program thanking Christa Wood, Rich Hoffman, and Monica Juhasz for the support they provided during the cross-country ski program.
2. Letter from Middle Earth asking permission to conduct the 77 mile “Hills of Somerset” bicycle race through Somerset County.

## **REPORT OF TREASURER**

Brian Newman reported that the Treasurer's Report has replaced by the Finance Report. The Report of the Treasurer will be removed from the future agendas.

## **COMMITTEE REPORTS**

### **FINANCE**

### **Resolution R11-022 – Award of Contract to Suplee, Clooney & Company**

Resolution awards a contract for audit and accounting services for 2011. MOVED BY: Commissioner Jaeger; seconded by: Commissioner Hansen. YEAS: Commissioners Florio, Hansen, Jaeger, Paladino, and Paluck. NAYES: None. ABSENT: Commissioners Consiglio, Crosby, Fuerst, and Walsh.

**Resolution R11-023 – Adopting the 2011 Temporary Budget**

Resolution provides for the 2011 temporary appropriations. MOVED BY: Commissioner Jaeger; seconded by: Commissioner Hansen. YEAS: Commissioners Florio, Hansen, Jaeger, Paladino, and Paluck. NAYES: None. ABSENT: Commissioners Consiglio, Crosby, Fuerst, and Walsh.

**HUMAN RESOURCES**

Commissioner Consiglio, Chair of the Committee, submitted a report for the month of February 2011.

Donna Van Deursen, Manager, Human Resources reported that 80 percent of the seasonal positions have been filled.

The following resolutions were voted on at once:

**Resolution R11-024 – Accepting the Memorandum of Agreement between the SCPC and Teamsters Local 469, Foremen/Assistant Foremen**

**Resolution R11-025 – Accepting the Memorandum of Agreement between the SCPC and Teamsters Local 469, Park Rangers**

**Resolution R11-026 – Accepting the Memorandum of Agreement between the SCPC and Teamsters Local 469, Blue Collar Workers**

Resolutions accept the Memorandums of Agreement for January 1, 2009 to December 31, 2011. MOVED BY: Commissioner Jaeger; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Hansen, Jaeger, Paladino, and Paluck. NAYES: None. ABSTAIN: Commissioner Florio. ABSENT: Commissioners Crosby, Fuerst, and Walsh.

**LEISURE SERVICES**

Commissioner Jaeger, Chair of the Committee, submitted a report for the month of February 2011.

Cathy Schrein, Manager, Environmental Science reported that this year's maple sugaring program participation has increased by 34%. Project E.A.R.T.H. will be held on April 3 and Cathy thanked Johnson and Johnson for the support.

Marge Margentino, Manager Stable reported that she was involved in the First Responders training and 30 responders attended the program held at Lord Stirling Stable. The training taught how to approach and handle livestock involved in an accident. The next training will involve fire drills. The Dressage Show will be held on March 20. The Pleasure Drive was canceled due to wet trails but will be rescheduled. Spring registration begins on March 26 and the winter session will end March 30 due to the many postponed classes due to snow. Marge has been working with Adam Slutsky and Matthew Loper from the County on the requirements of the state for composting. It is a regulatory requirement by 2012 to have a manure management program in place. Currently the Stable is adhering to the law.

Karren Newman, Manager Recreation reported that Cabin Fever Kids ended March 12. Karren is busy allocating tennis courts to tennis leagues. Winter Yoga ends on March 30 and Spring Yoga will begin on April 20. Karren has arranged for an employee Yoga

session beginning on April 20 from 5:30 to 6:30 at the cost of \$50.00 for ten weeks. A flyer for the employees will be distributed on Monday.

The following resolutions were voted on at once:

**Resolution R11-027 – Award of Contract to Schaffer Pyrotechnics**

Resolution awards a contract for furnishing and delivering of July 4<sup>th</sup> pyrotechnics display for \$19,000.00.

**Resolution R11-028 – Award of Contract to Josefa, Inc.**

Resolution awards the second year of a three-year contract for ice cream/soft ice cream concession for a fee of \$1,506.00. The concession services are for the Duke Island Park Concert Series, Fourth of July Family Festival, and drive-in movies.

MOVED BY: Commissioner Jaeger; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Florio, Hansen, Jaeger, Paladino, and Paluck. NAYES: None. ABSENT: Commissioners Crosby, Fuerst, and Walsh.

**GOLF MANAGEMENT**

Commissioner Paluck, Chair of the Committee, submitted a report for the month of February 2011.

Ed Highland, Supervisor Golf Maintenance reported that in-house projects include drainage on the first hole at Green Knoll, a new 17<sup>th</sup> tee at Quail Brook and new bunkers at Neshanic Valley and Spooky Brook. Spring aeration will begin at Neshanic Valley on March 21 and the remaining golf courses will be completed by April.

Bob Ransone, Deputy Director Golf Management reported that all golf courses with the exception of Warrenbrook are open. Warrenbrook will open on March 28. The Park Commission had a table at the NJ Golf Show in February and attendance was visibly low. The contract for the Women's Amateur Public Links has been signed. A second committee meeting was held and fundraising, the logo for the event, and a banner announcing the event was the topic of discussion. April will be free golf clinic month at the Learning Center. There will be a free clinic for juniors held every Saturday; a free one hour clinic and free fittings held for the police, fire, and emergency responders every Wednesday and Sunday. The U.S. military is opening two driving ranges in Afghanistan for the troops use. Spooky Brook golf shop is collecting clubs and to date they have received 250 clubs. A Jersey Cares representative will be picking up the clubs and balls on Monday between 10:00 and 10:30 a.m.

The following resolutions were voted on at once:

**Resolution R11-029 – Award of Contract for Golf Course Maintenance Materials**

Resolution awards a contract to Agrium Advanced Technologies, Mitchell Products, Northern Nurseries, Fertl-Soil Turf Supply, Inc., Plant Food Co., Inc., Fisher & Son Co., Inc., Primos Products, Inc., George Schofield Co., Inc., Reed Perrine Sales, Inc., Grass

Roots Turf Products, Inc., Seeton Turf Warehouse, LLC, Harrells, LLC, John Deere Landscapes, Tri-State Materials, LLC, Metro Milorganite, Inc., Tuckahoe Sand & Gravel, Inc., Landscape Materials, Inc., Reliable Wood Products, and Pennington Seed, Inc.

**Resolution R11-030 – Award of Contract to East Coast Sod & Seed, Barbato Nursery Corp., and Selody Farm, Inc.**

Resolution awards a contract for the purchase of sod.

MOVED BY: Commissioner Paluck; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Florio, Hansen, Jaeger, Paladino, and Paluck. NAYES: None. ABSENT: Commissioners Crosby, Fuerst, and Walsh.

**BUSINESS ADMINISTRATION**

Commissioner Consiglio, Chair of the Committee, submitted a report for the month of February 2011.

Dan Livak, Deputy Director/Business Administration reported that he has been working with Donna Van Deursen on personnel issues and Pierce Frauenheim on vendor issues. Dan was also involved in the union meetings and has been busy finalizing the budget.

**INFORMATION MANAGEMENT**

Commissioner Hansen, Chair of the Committee, submitted a report for the month of February 2011.

Alex Mathew, Manager, Information Management reported that all work stations have been replaced with new computers. Data lines have been installed at the Torpey Athletic Complex.

**VISITOR SERVICES**

Dave Dendler, Manager, Park Rangers reported that the trail assessment and clean up continues. The first trail project will be held at the end of March. Staff continues to perform CPR and first aid training to employees which will conclude at the end of March.

**PROPERTY MANAGEMENT**

Don Korbobo, Property Management Coordinator reported that he has been working on a hunting bid. The bid will be for three old and four new parcels. It will be ready at the end of April.

**PLANNING AND LAND ACQUISITION**

Commissioner Paluck, Chair of the Committee, submitted a report for the month of February 2011.

Tom Boccino, Parks Section Principal Planner, Land Acquisition reported that the County has closed on 112 acres of the 3M/Constructural Dynamics property in Montgomery Township. Another 330 acres of that parcel located in Hillsborough Township will close in April. All totaled there will be 707 acres acquired by the county from the 3M quarry. The draft of the GSA Master Plan is complete and will be presented to the Joint Administrative Committee next week.

**CAPITAL FACILITIES – CONSTRUCTION and ENGINEERING**

Commissioner Paladino, Chair of the Committee, submitted a report for the month of February 2011.

Matthew Loper, Engineer reported that bids were received on March 15 for the Torpey Athletic Complex pole barn and it will be awarded at the Freeholders' meeting on April 26. Bids will be received for the Markota House roof on March 29, Colonial Park tennis court resurfacing on April 5 (an additional contractor will be installing the fence), and Reeves Center siding and windows on April 26.

Ray Brown complimented Matt on the matrix of projects/due dates/account strings and mentioned to Commission Paladino that the matrix will be at the next Capital Facilities meeting on March 28.

**PARK MAINTENANCE & HORTICULTURE**

Commissioner Consiglio, Chair of the Committee submitted a report for the month of February 2011.

Pierce Frauenheim, Deputy Director Park Maintenance reported that he has met with Jim Avens and Adam Slutsky regarding the pond dredging project at Buck Garden. Staff has been busy cleaning Duke Island and North Branch Parks after the floods last Monday and Friday. Pierce thanked his staff and the Park Rangers for their assistance.

The following resolutions were voted on at once:

**Resolution R11-031 – Award of Contract to Environcon, LLC and Environmental Air Systems**

Resolution awards a contract for HVAC for all park locations. The cost is not to exceed \$33,700.00.

**Resolution R11-032 – Award of Contract to Burlew Mechanical, LLC and Magic Touch Construction Company, Inc.**

Resolution awards a contract for plumbing services for all park locations. The cost is not to exceed \$25,200.00.

**Resolution R11-033– Award of Contract to Gavin Electric, LLC and MTB Electric, LLC**

Resolution awards a contract for electrical services for all park locations. The cost is not to exceed \$30,600.00.

MOVED BY: Commissioner Consiglio; seconded by: Commissioner Paluck. YEAS: Commissioners Consiglio, Florio, Hansen, Jaeger, Paladino, and Paluck. NAYES: None. ABSENT: Commissioners Crosby, Fuerst, and Walsh.

**AUDIT COMMITTEE**

No report this month.

**FREEHOLDER'S REPORT**

No report this month.

**OLD BUSINESS**

No old business to report.

**NEW BUSINESS**

No new business to report.

A motion to adjourn the meeting at 6:20 p.m. was made by Commissioner Jaeger; seconded by Commissioner Paladino. YEAS: Commissioners Consiglio, Florio, Hansen, Jaeger, Paladino, and Paluck. NAYES: None. ABSENT: Commissioners Crosby, Fuerst, and Walsh.

Respectfully submitted,

Raymond A. Brown  
Director

Joanne Steinruck  
Executive Assistant