

MINUTES of a meeting of the **SOMERSET COUNTY PARK COMMISSION** held Thursday, August 18, 2011 at 8:00 AM 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
Gary Walsh
Patrick Scaglione, Freeholder Liaison

ABSENT

Dale Florio
Christopher Paladino
Dot Paluck

Other staff members present were:

Raymond A. Brown, Director
Joanne Steinruck, Executive Assistant
Tom Boccino, Principal Planner/Land Acq.
Pierce Frauenheim, Deputy Dir. Park Maint.
Don Korbobo, Property Mgmt. Coordinator
Dan Livak, Deputy Director Business Admin.
Darrell Marcinek, Director Golf Maint.

Marge Margentino, Manager, Stable
Karren Newman, Manager Recreation
Bob Ransone, Director Golf Mgmt.
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: Rich Reitman, Yvonne Childress, and Brian Newman

OPEN MEETING FOR PUBLIC COMMENT

No comment from the public.

SERVICE AWARDS

President Fuerst presented a 30-year service award to William Martin, 20-year service award to Carol Harvist, and a ten-year service award to Wayne Luckus and Frank Taddeo.

PRESENTATION OF RESOLUTION

Resolution R11-057 - Recognition of Kevin Foley as NJSGA Open Champion

Resolution recognizes Kevin's 2011 New Jersey State Golf Association Open Championship. **MOVED BY:** Commissioner Consiglio; seconded by: Commissioner Crosby. **YEAS:** Commissioners Consiglio, Crosby, Hansen, Jaeger, Walsh, and

President Fuerst. NAYES: None. ABSENT: Commissioners Florio, Paladino, and Paluck.

APPROVAL OF THE MINUTES

President Fuerst called for the approval of the minutes of the last regular meeting held July 21, 2011. MOVED BY: Commissioner Crosby; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Crosby, Hansen, Jaeger, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Florio, Paladino, and Paluck.

President Fuerst called for the approval of the minutes of the last Work Session held on August 11, 2011. MOVED BY: Commissioner Jaeger; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Crosby, Hansen, Jaeger, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Florio, Paladino, and Paluck.

APPROVAL OF BILLS FOR PAYMENT

Resolution R11-058 –Payment of Claims

Resolution authorizing payment of bills for \$1,163,181.81 comprising of check numbers 199094-199104, 199470-199496, 199105-199190, 199376-199469, 199703-199788, and 200165-200228. MOVED BY: Commissioner Crosby; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Crosby, Hansen, Jaeger, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Florio, Paladino, and Paluck.

DIRECTOR'S REPORT

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

COMMISSIONER CORRESPONDENCE

1. Letter from Borough of Manville regarding requests from athletic clubs to use the Gerber Field Complex. One request is a public/private partnership.
2. Letter of thanks to Park Ranger Thaler for having tree work done to several trees along the walking path of Duke Island Park.
3. Letter from Brandstetter Carroll, Inc. recommending proper temperature settings for an unoccupied residential property as compared to a normal occupancy.
4. Letter from the granddaughter of Rudolf Van der Goot asking for information on her grandfather.
5. Letter from Bernards Township requesting the use of Somerset County property for the deer management program for the 2011-2012 season.
6. Letter from Warren Township requesting the use of Somerset County property for the deer management program for the 2011-2012 season.
7. Letter from Peapack & Gladstone requesting the use of Somerset County property for the deer management program for the 2011-2012 season.

AUDIT COMMITTEE

Commissioner Walsh, Chair of the Committee commended management staff on the monitoring of spending. A representative of Suplee, Clooney & Company reported that there are two recommendations in the audit: 1. That all inactive trust accounts be reviewed for proper liquidation. 2. The Park Commission verify open items of inventory that have been recognized as sales but not yet entered into the accounting system.

Resolution R11-059 - Accepting the Audit Report

Resolution recommends accepting the Audit Report completed by Suplee, Clooney & Company's auditor's letter dated July 30, 2011 and the audit report for the year ended December 31, 2010. MOVED BY: Commissioner Walsh; seconded by: Commissioner Hansen. YEAS: Commissioners Consiglio, Crosby, Hansen, Jaeger, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Florio, Paladino, and Paluck.

COMMITTEE REPORTS

FINANCE

Brian Newman submitted a report for the month of July 2011.

HUMAN RESOURCES

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

Donna Van Deursen, Manager, Human Resources reported that most seasonals have ended their summer employment. Currently there are two vacancies in Golf Maintenance. One position will be filled from within the Park Commission.

LEISURE SERVICES

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

Cindie Sullivan, Deputy Director reported that the Park Commission and the County, in particular Commissioner Crosby, have been busy preparing for the Traveling Wall. Cindie is hopeful to provide details on the event at the next Park Commission meeting. The first draft of the Park Commission history book was reviewed by Cindie and Ray Brown. The book should be completed within the next six months.

Dina Trunzo, Manager Therapeutic Recreation reported that in July she assisted both Bridgewater and Branchburg Recreation Departments by providing inclusion support to those individuals with disabilities in their summer camp programs. The Summer Adventure program for teens and young adults ends August 19 after two weeks. The program began with the participants going rock climbing indoors and will end with a sleep over. The rock climbing activity was such a success that it will be offered in the fall for the teens. Dina thanked the Park Rangers for their assistance with the fishing event for the Summer Adventure participants at the Sourland Mountain Preserve. She

also thanked Paul Renaldo who donated the bait. Registration will be held this Saturday for the fall adult programs

Cathy Schrein, Manager Environmental Science reported that the Xtreme Adventures camp held a sleep over for the 13 and 14 year olds at Sedge Island. The County Caper will be held again this year on August 27 and 28 which will bring people to all the parks. The Park Commission's tent at the 4H Fair showcased all the parks that many people commented they had no idea existed. The EEC has developed traveling education programs to promote additional revenue.

Marge Margentino, Manager Stable reported that the Stable provided 200 pony rides at the Bernards Township's Night Out sponsored by the PBA. The Pony Palooza, which was a free party to promote pony parties, had 500 people in attendance and three pony parties were booked. Summer programs will be ending soon. During the 4H Fair 600 pony rides were given and the Stable won the Fair Managers award again this year for the best non-4H, non-commercial exhibitor.

Karren Newman, Manager Recreation reported that the Colonial Park tennis center renovations are completed. Fall Yoga will begin in September and currently there are ten openings left. A Yoga class will be provided again at 5:30 for employees. Karren is preparing for the Turkey Trot in November and the photo contest is ongoing.

GOLF MANAGEMENT

A report for the month of July 2011 was submitted.

Darrell Marcinek, Director Golf Maintenance reported that he has two good candidates for the Lead Mechanic opening. Darrell thanked his staff for maintaining the five courses during the summer.

Bob Ransone, Deputy Director Golf Management reported that Quail Brook Golf Course hosted the New Jersey Public Links qualifier in July. To try to produce more revenue the morning nine hole rates have been expanded to Green Knoll and there is a discounted play and ride program on Fridays. The Learning Center provided lessons for the Therapeutic Recreation teen program.

BUSINESS ADMINISTRATION

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

Dan Livak, Deputy Director Business Administration reported that he has begun the necessary administrative work to transfer the inactive trust account money per the auditor's recommendations. Dan has begun to prepare budget materials for the 2012 budget. Dan has worked closely with Donna Van Deursen on various personnel matters.

INFORMATION MANAGEMENT

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

Commissioner Hansen reported that the servers have been moved to a new room which provides more space for the increase in equipment.

VISITOR SERVICES

Commissioner Crosby, Chair of the Committee, submitted a report for the month of July 2011.

PROPERTY MANAGEMENT

Commissioner Crosby, Chair of the Committee, submitted a reported for the month of July 2011.

Don Korbobo, Property Management Coordinator reported that he has updated the insured structures list for the insurance renewal. The list contains 261 structures. Don has been working with the County Engineering staff adding descriptions and photographs of park structures to their database which has the location and assigned ID number of each structure.

PLANNING AND LAND ACQUISITION

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

Tom Boccino, Park Planner reported that the county has closed on two properties consisting of 500 acres of land last month. Recent closings were Constructural Dynamics, which is the former 3M and the Higgins property. This closing was the last of a three phase acquisition. The entire acquisition consisted of 720 acres and the recent closing was for 355 acres. The most recent acquisition includes a section of Roaring Rocks which Tom commented was a special part of the property. The D & R Greenway Land Trust group has expressed an interest in maintaining the 160 acre Higgins property. The total open space as of this year is over 12,000 acres, 600 acres of which were purchased in 2011.

CAPITAL FACILITES – CONSTRUCTION and ENGINEERING

A report was submitted for the month of July 2011.

Adam Slutsky, Principal Engineer reported that nine projects are under construction or out to bid. Upcoming bids are for the Morgan Pellowski playground, Raritan River Bikeway Greenway from Route 206 to the Peters Brook, and the Gristmill at Natirar.

PARK MAINTENANCE & HORTICULTURE

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

Pierce Frauenheim, Deputy Director Park Maintenance reported that Buck Garden will host Into the Wet: Plants and Ideas for Natural and Created Water Gardens on September 17. The 4H Fair was a success thanks to all employees that assisted. Staff is busy preparing the fields for the fall programs.

The following resolutions were done by consent:

Resolution R11-060 - Amending the Designating 2011 Bank Depositories

Resolution amends resolution R11-003 to change the name of Wachovia Securities to Wells Fargo, remove HSBC Bank, and remove JP Morgan Chase Bank & Co. MOVED BY: Commissioner Walsh; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Crosby, Hansen, Jaeger, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Florio, Paladino, and Paluck.

Resolution R11-061 - Award of NJ State Contract to Purchase a 2012 Ford Escape Hybrid 4WD

Resolution recommends the purchase from Warnock Fleet. The vehicle will be used at headquarters and will be replacing a Ford Taurus. The price is not to exceed \$28,578.00. MOVED BY: Commissioner Walsh; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Crosby, Hansen, Jaeger, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Florio, Paladino, and Paluck.

Resolution R11-062 - Award of NJ State Contract to Purchase a 2012 Chevrolet Silverado 1500 Extended Cab 4WD

Resolution recommends the purchase from Mall Chevrolet, Inc. The vehicle will be used by Park Rangers and will be replacing a Dodge pickup. The price is not to exceed \$21,179.00. MOVED BY: Commissioner Walsh; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Crosby, Hansen, Jaeger, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Florio, Paladino, and Paluck.

Resolution R11-063 - License Agreement with NJ Invasive Species Strike Team

Resolution recommends an agreement to provide office space for \$1.00 per year to this not-for-profit group to provide land conservation services. MOVED BY: Commissioner Walsh; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Crosby, Hansen, Jaeger, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Florio, Paladino, and Paluck.

Resolution R11-064 - Award of Somerset County Co-Op Contract to Purchase a John Deere Gator 8251 with Options

Resolution recommends the purchase from Power Place, Inc. The gator will be used by the Maintenance Department. The price is not to exceed \$15,164.00. MOVED BY: Commissioner Walsh; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Crosby, Hansen, Jaeger, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Florio, Paladino, and Paluck.

Resolution R11-065 - Award of Somerset County Co-Op Contract to Purchase a John Deere Gator TE-145 with Options

Resolution recommends the purchase from Power Place, Inc. The gator will be used by the Maintenance Department. The price is not to exceed \$11,675.00. MOVED BY: Commissioner Walsh; seconded by: Commissioner Consiglio. YEAS: Commissioners

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

FREEHOLDER'S REPORT

Freeholder Scaglione reported that the Skillman Village is on the discussion list every week. The closing will hopefully occur within the next two months. All issues have been resolved and everyone is ready to move ahead.

OLD BUSINESS

No old business to report.

NEW BUSINESS

Director Brown reported that a meeting was held with the Northwest New Jersey Community Action Program. They currently already work with Matheny and Lyons VA Hospital. They run a program called Arthur and Friends which provides job training to individuals with physical and developmental disabilities while growing vegetables hydroponically in green vases. Ray would like to have a discussion on partnering with them at Natirar in a greenhouse donation at the September Work Session.

A motion to adjourn the meeting at 8:55 a.m. was made by Commissioner Walsh; seconded by Commissioner Hansen. YEAS: Commissioners Consiglio, Crosby, Hansen, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Florio, Paladino, and Paluck.

Respectfully submitted,

Raymond A. Brown
Director

Joanne Steinruck
Executive Assistant