

MINUTES of a meeting of the **SOMERSET COUNTY PARK COMMISSION** held Thursday, March 15, 2012 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 by telephone
Dale Florio
Steven Fuerst
Walter Hansen
Dot Paluck
Gary Walsh by telephone
Patrick Scaglione, Freeholder Liaison

ABSENT

William Crosby
Joanne Jaeger
Christopher Paladino

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.
Ed Highland, Supervisor Golf Maintenance
Don Korbobo, Property Mgmt. Coordinator
Stuart Lederman, Counsel
Dan Livak, Deputy Dir. Business Admin.
Matt Loper, Engineer

Margie Margentino, Manager Stable
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 and Yvonne Childress

OPEN MEETING FOR PUBLIC COMMENT

No comment from the public.

SERVICE AWARDS

President Fuerst presented a five year service award to Marge Margentino, a ten year service award to Christopher Morgan, and a 15 year service award to Andrew Ciavatta.

APPROVAL OF THE MINUTES

President Fuerst called for the approval of the minutes of the last regular meeting held February 16, 2012. **MOVED BY:** Commissioner Paluck; **seconded by:** Commissioner Hansen. **YEAS:** Commissioners Consiglio, Florio, Hansen, Paluck, Walsh, and President Fuerst. **NAYES:** None. **ABSENT:** Commissioners Crosby, Jaeger, and Paladino.

APPROVAL OF BILLS FOR PAYMENT

Resolution R12-017 - Payment of Claims

Resolution authorizing payment of bills for \$1,518,009.74 comprising of check numbers 209754-209759, 210666-210673, 209674-209753, 210103-210146, 210233-210303, and 210816-210882. MOVED BY: President Fuerst; seconded by: Commissioner Hansen. YEAS: Commissioners Consiglio, Florio, Hansen, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Crosby, Jaeger, and Paladino.

DIRECTOR'S REPORT

Director Brown submitted a report for the month of February 2012.

COMMISSIONER CORRESPONDENCE

1. Invitation from the United States EPA for public comment on the proposed plan for the American Cyanamid Superfund Site in Bridgewater from February 16 to March 31, 2012.
2. Note from a participant's father in the Therapeutic Recreation program thanking the staff for the great job.
3. Resolution adopted from Franklin Township in support of the development of the Howe Athletic Fields at Colonial Park.

CONSENT AGENDA

RESOLUTIONS

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

Resolution R12-018 – Thanks and Appreciation to NJ Arborists

Resolution expresses thanks and appreciation for the Work Day event held at Skillman Park on March 10, 2012.

Resolution R12-019 – Extending the 2012 Temporary Budget through April 30, 2012

Resolution extends the temporary budget.

Resolution R12-020 – Authorizing a One-Year Extension for Janitorial/Cleaning Services

Resolution extends a contract to All Clean Building Services, Inc. for an additional year at the cost of \$45,935.84.

Resolution R12-021 – Award of Second Year of a Three-Year Contract for Plumbing Services

Resolution awards a contract to Burlew Mechanical, LLC and Magic Touch Construction Co. The cost is not to exceed \$25,200.00.

Resolution R12-022 – Award of First Year of a Two-Year Contract for Golf Course Accessories

Resolution awards a contract to Grass Roots, Inc. The cost is not to exceed \$10,000.00.

Resolution R12-023 – Award of First Year of a Two-Year Contract for Irrigation Repair Parts

Resolution awards a contract to John Deere Landscapes and Storr Tractor Company. The cost is not to exceed \$15,000.00.

Resolution R12-024 – Award of Contract for Golf Course and Park Maintenance Materials

Resolution awards a contract to Agrium Advanced Technologies, Andre & Sons, Ferti-Soil Turf Supply, Inc., Fisher & Son Co., Inc., Grass Roots Turf Products, Inc., Harrells LLC, John Deere Landscapes, Landscape Materials, Inc., Metro Milorganite, Inc., and J H Reid On-Site Recycling.

Resolution R12-025– Authorizing Sale of Surplus Equipment

Resolution authorizes the sale of surplus equipment and vehicles.

Resolution R12-026 – Award of First Year of a Two-Year Contract for Printing and Distribution of Seasonal Park Guides

Resolution awards a contract to New Jersey Press/Courier News. The cost is not to exceed \$16,800.00.

Resolution R12-027 – Adopting Service Animal and Other Power-Driven Mobility Device Policies and Re-Establishing an ADA Coordinator

Resolution adopts the policies and names Dina Trunzo as the ADA Coordinator. Resolution was adopted with an amended change.

Resolution R12-028 – Authorizing County Co-Op Purchase of One Toro Self-Contained Trailer Mounted Engine Powered Axial Fan Turbine Debris Blower

Resolution authorizes purchase from Storr Tractor Company. The cost is not to exceed \$6,495.00.

Resolution R12-029 – Authorizing a One-Year Extension for Two Hunting Licenses

Resolution extends the hunting license for the Kanach North Parcel to the Long Valley Hidden Valley Gun Club and the Chubb/Brady Parcel to the Olde Barn Club for one year beginning September 1, 2012 and ending August 31, 2013.

COMMITTEE REPORTS

FINANCE/BUSINESS ADMINISTRATION

Commissioner Walsh, Chair of the Committee, submitted a report for the month of February 2012.

Commissioner Walsh reported that there will be a Finance Committee meeting held on April 9.

Brian Newman reported that Suplee Clooney will be at the Park Commission at the end of April to go through the 2011 books. There will be a different audit team this year.

Dan Livak, Deputy Director/Business Administration reported that the expenses this year are the same as last year at this date.

A motion to adjourn the meeting at 6:25 p.m. was made by Commissioner Hansen seconded by Commissioner Paluck. YEAS: Commissioners Consiglio, Florio, Hansen, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Crosby, Jaeger, and Paladino.

HUMAN RESOURCES

Donna Van Deursen, Manager, Human Resources reported that applications for seasonal employees are being accepted. Staff attended Front Desk Safety and Security Training sponsored by the Joint Insurance Fund.

LEISURE SERVICES

Dina Trunzo, Manager Therapeutic Recreation reported that Camp Okee Sunokee registration was held on February 27 and 33 of the 40 slots are filled. Due to a large demand for the soccer skills program, the department has created a second session. Utilizing high school volunteers for the basketball skills program has been a huge success. The parents of the volunteers have expressed how committed the kids are to volunteering and look forward to going each week to work with the specific participant that has been assigned. Per the ADA recommendations, Dina has conducted Disability Awareness and Sensitivity training for golf and recreation maintenance and human resources staff.

Cathy Schrein, Manager, Environmental Science distributed a calendar of programs and newsletter. In the celebration of Earth Month the EEC partnered with the Bernardsville Movie Theater and they have a display in the lobby of the theater and a donation box. To date \$140.00 has been donated. Cathy attended NRPA Green School and sustainability is a hot topic. There are three concepts of the sustainability concept; social, economic, and environmental issues. Cathy will be meeting with the Go Green Committee (Pierce Frauenheim, Don Korbobo, and Darrell Marcinek) to discuss different projects. The Montessori School's director will be retiring on June 15 after 25 years. Staff is reviewing other uses for the room.

Ray Brown mentioned that Cathy attended the Green School and Pierce attended Park Maintenance School with scholarships from the Park Foundation. Ray also mentioned that the Montessori School has closed and will no longer be using the Commission's EEC as its home location. The school was paying \$1,200.00 per month in rent which will no longer be available as a revenue source.

Marge Margentino, Manager Stable reported that the horses are receiving a two week winter break which is their first break in 16 months. Staff is doing spring cleaning and training. Registration for lessons will be held on March 24. The Park Foundation has funded the purchase of two Western saddles and bridles which will increase the number of riders in classes.

Karren Newman, Manager Recreation reported that winter Yoga will end on March 21 and spring Yoga will begin on April 18. Opening day for tennis will be on March 31 at Green Knoll and the USTA will be holding a clinic from 10 to 1 pm. Karren has 27 tennis teams wanting Green Knoll as their home field. The bid for the July Fourth pyrotechnic display will be available on the website today.

GOLF MANAGEMENT

Commissioner Paluck, Chair of the Committee, submitted a report for the month of February 2012.

Ed Highland, Supervisor Golf Maintenance reported that Spooky Brook and Green Knoll Golf Courses opened for the season.

Bob Ransone, Deputy Director Golf Management reported that Warrenbrook Golf Course will open March 16. The 18th hole will be temporary until the cart path bridge is completed. Revenue is \$400,000.00 more than last year to date. The advertising for the WAPL continues and the book is being put together. The advertising has exceeded the \$42,000.00 goal to \$66,000.00. That does not include the contribution by the Park Foundation of \$30,000.00. Bob commended the maintenance staff who built the WAPL scoreboard which is 45 feet long by 20 feet high. The quotes to have the board built by contractors were over \$20,000.00.

INFORMATION MANAGEMENT

Commissioner Hansen, Chair of the Committee, submitted a report for the month of February 2012.

Alex Mathew, Manager, Information Management reported that the exchange server moving of mail boxes is completed. Training sessions will be held on Microsoft Office 2010 for all users at the end of March and early April. Dan Livak thanked Alex for his coordinating the move of the electrical panels from the basement to the first floor.

VISITOR SERVICES

Dave Dendler, Manager, Park Rangers reported that the Rangers have begun the trail assessments and program work for the year. Rangers have been working with Adam Slutsky on the GPS marking of the trails which will be put onto a GIS system. Completion of this is expected by June. Dave has been interviewing candidates for seasonal employees and a full-time ranger.

PROPERTY MANAGEMENT

Don Korbobo, Property Management Coordinator reported that previously the Kanach North Parcel for farming had an annual fee of \$2,051.00 and the new fee is \$4,107.00.

Dan Livak thanked Don Korbobo, Pierce Frauenheim, Jim Avens, and Dave Dendler on a fantastic job picking which trees needed immediate attention for Arborists Day at Skillman Park.

PLANNING AND LAND ACQUISITION

Commissioner Paluck, Chair of the Committee, submitted a report for the month of February 2012.

Tom Boccino, Parks Section Principal Planner, Land Acquisition reported that the Carrier Foundation property acquisition is moving ahead. The county has applied for subdivision of the property with the county acquiring approximately 250 acres in Hillsborough and Montgomery.

CAPITAL FACILITES – CONSTRUCTION and ENGINEERING

Adam Slutsky, Principal Engineer, reported that the contractor will have the Warrenbrook Golf Course 18th hole completed by the afternoon of March 16. The construction of the Colonial Park pavilion is on-going and the hydro seeding is completed. The Colonial Park playground renovation/replacement is moving along and the Spooky Brook clubhouse renovations are completed. Merrill House renovations are completed with the exception of the painting of the outside of the building.

PARK MAINTENANCE & HORTICULTURE

Pierce Frauenheim, Deputy Director Park Maintenance reported that the Arborist Day was excellent.

AUDIT COMMITTEE

No report this month.

FREEHOLDER’S REPORT

Freeholder Scaglione reported that the County budget is moving along. Patrick had a Bridgewater resident/Union County employee stop him and comment on what a fantastic job Somerset County is doing on the park system.

OLD BUSINESS

President Fuerst reported that the Commission has been managing without holding the Work Sessions. Steve commented that if needed a Work Session can be called and advertised in the newspaper. Counsel Lederman commented that since the budget is such a big issue maybe a Work Session in April will be necessary to discuss the budget prior to the April Park Commission meeting. It will give the Commissioners a chance to discuss the budget, especially since the Finance Committee will be meeting on April 9. The consensus was to hold a Work Session in April.

NEW BUSINESS

No new business to report.

The meeting concluded at 7:06 p.m.

Respectfully submitted,

Raymond A. Brown
Director

Joanne Steinruck
Executive Assistant