

**MINUTES** of a meeting of the **SOMERSET COUNTY PARK COMMISSION** held Thursday, November 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  
Dale Florio  
Steven Fuerst  
Walter Hansen  
Joanne Jaeger  
Dot Paluck  
Gary Walsh  
Patrick Scaglione, Freeholder Liaison

**ABSENT**

William Crosby  
Christopher Paladino

Other staff members present were:

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.  
Darrell Marcinek, Director Golf Maint.

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, Yvonne Childress, and Rich Reitman

**OPEN MEETING FOR PUBLIC COMMENT**

No comment from the public.

**SERVICE AWARDS**

President Fuerst presented a five year service award to Jody Austin-Dominguez and a 15 year service award to Gwen Leubner.

**APPROVAL OF THE MINUTES**

President Fuerst called for the approval of the minutes of the last regular meeting held October 18, 2012. MOVED BY: Commissioner Hansen; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Florio, Hansen, Paluck, Walsh, and President Fuerst. NAYES: None. ABSTAIN: Commissioner Jaeger. ABSENT: Commissioners Crosby and Paladino.

## **APPROVAL OF BILLS FOR PAYMENT**

### **Resolution R12-067- Payment of Claims**

Resolution authorizing payment of bills for \$553,011.66 comprising of check numbers 223476-223502, 223392-223474, 223732-223795, and 223875-223947. MOVED BY: Commissioner Consiglio; seconded by: Commissioner Jaeger. YEAS: Commissioners Consiglio, Hansen, Jaeger, Paluck, Walsh, and President Fuerst. NAYES: None. ABSTAIN: Commissioner Florio. ABSENT: Commissioners Crosby and Paladino.

## **DIRECTOR'S REPORT**

A report was submitted for the month of September 2012.

## **COMMISSIONER CORRESPONDENCE**

1. Letter of thanks from VILLEtv for the Summer Concert Series which were aired on VILLEtv.
2. Letter of thanks from NJ Keep It Green for passing Resolution R12-063 regarding the funding for the preservation and stewardship of open space, parks, farmland, and historic treasures in New Jersey.

## **CONSENT AGENDA**

### **RESOLUTIONS**

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

### **Resolution R12-068 – Award of Second Year of a Two-Year Contract for Stable Bedding**

Resolution awards a contract to Bohonyi Corporation (New Egypt Agway) and the cost is not to exceed \$66,000.00.

### **Resolution R12-069 – Award of Third Year of a Three-Year and Final Year Contract for Equine Services**

Resolution awards a contract to Dr. James L. Smith for farrier services and Running "S" Equine Veterinary Service for dental services. The cost is not to exceed \$144,000.00.

### **Resolution R12-070 – Award of First Year with Two One-Year Possible Extensions for Testing and Monitoring of Fire Alarms and Security Systems**

Resolution awards a contract to Haig's Service Group and the cost is not to exceed \$23,927.80.

### **Resolution R12-071 – Emergency Purchases and Contracts**

Resolution awards a contract to MTB Electric, LLC; Stryker Plumbing; All Risk Restoration and Damage Contractors; Predator Tree Service; and Tamke Tree Experts due to Hurricane Sandy. The cost is not to exceed \$100,000.00.

Pierce Frauenheim reported that FEMA had commissioned a tree service from Montana to be in New Jersey. Through Doug Vornlocker of the Office of Emergency Management the Park Commission was able to utilize their services. The Montana

crew was commissioned to handle dropped trees and they were able to clear downed trees in Duke Island Park, Colonial Park, and the gardens in Colonial Park, Natirar, and the Stable. Marge Margentino was instrumental in assisting with the process. Pierce is working with Rich Reitman on a press release and getting thank you letters to the appropriate people.

**Resolution R12-072 – Award of State Contract for Gasboy System Upgrade**

Resolution awards a contract to Aurora Environmental, Inc. for the upgrade to the Gasboy system at the Natirar Maintenance facility. The cost is not to exceed \$30,000.00.

The resolution below was taken out of the Consent Agenda. Counsel Lederman explained the process that was taken to create the amendment of the resolution. Stuart will be working with Mary Lou Stanton regarding new specs for the bid which will be advertised for services beginning in 2014.

**Resolution R12-073 – Amendment to the Food Services Management Contract between Somerset County Park Commission and Ryjam, Inc., T/A Merri-Makers**

Resolution amends the contract dated December 23, 2008 as follows:

Pricing and Payments to SCPC. Merri-Makers will pay SCPC fees as set forth below. Commencing April 1, 2013 - \$4,000.00 per month, through and including December 2013. Merri-Makers will make monthly payments to SCPC with payments made no later than the tenth of each month. If payment is not received by the SCPC by the tenth day of the month, a late fee of five percent (5%) will be assessed per day. In addition, should Merri-Makers' gross for catering at Neshanic exceed \$300,000.00 for the calendar year, January 1 through and including December 31, 2013, Merri-Makers shall pay to SCPC twelve percent (12%) of the gross in excess of \$300,000.00. Said payment to be made on or before February 15, 2014; and,

Paragraph 53 of the Contract shall be stricken and shall now read:

Letter of Credit. A letter of credit shall be issued on or before April 1, 2013 in the amount of \$32,000.00. The letter of credit shall be in favor of the SCPC and can only be drawn down by the SCPC to the extent that Merri-Makers does not comply with the terms of the Contract and fee payments. The letter of credit shall remain in place from through and including February 28, 2014. The letter of credit may be reduced on a monthly basis to the extent that Merri-Makers has made payments under the terms of the Contract.

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

**COMMITTEE REPORTS**

**FINANCE/BUSINESS ADMINISTRATION**

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

Commissioner Walsh reported that currently the Park Commission revenue is \$69,000.00 less than what was budgeted for the entire year but the end of the year is still six weeks away.

Dan Livak, Deputy Director/Business Administrator reported that he has been concentrating on the recovery from Sandy. The staff has been great.

President Fuerst thanked the staff for a job well done with the cleanup. Counsel Lederman reported that next year's insurance renewal might have a clause added for hurricanes/cyclones.

### **HUMAN RESOURCES**

Commissioner Consiglio, Chair of the Committee, submitted a report for the month of October 2012.

Donna Van Deursen, Manager, Human Resources reported that the Employee Safety Fair has been postponed until next year. The current vacancies are listed on Donna's report.

### **LEISURE SERVICES**

Commissioner Jaeger, Chair of the Committee, submitted a report for the month of October 2012.

Cindie Sullivan, Deputy Director reported that the maintenance staff prepared the parks prior to the storm. The Stable staff was at the Stable to take care of the horses. Cindie commended Margie who worked at the Stable every day and then worked at the Office of Emergency Management in the evenings for the past two weeks.

Dina Trunzo, Manager Therapeutic Recreation reported that staff is planning for 2013. There could be a shift in the summer camp schedule due to a possible extended school year. The Pictures with Santa event flyer was mailed a few days before the storm. Consequently registration has been slow. A press release went out this week.

Cathy Schrein, Manager, Environmental Science reported that the Environmental Education Center has 75 trees down due to Hurricane Sandy. Cathy distributed the Frost Fest flyer to each Commissioner and encouraged them to participate.

Marge Margentino, Manager Stable reported that the Stable had extensive structural, fence, and trail damage and power has only been restored to parts of the Stable. The Stable remains closed and a determination on when to reopen will be done on a daily basis. The horses are being well taken care of.

Karren Newman, Manager Recreation reported that the tennis and putting courses are closed for the season. Fall Yoga concluded Wednesday evening, November 14. The Turkey Trot will be held November 17 with a one mile race and a 5K race.

### **GOLF MANAGEMENT**

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

Darrell Marcinek, Director of Golf Maintenance reported that five golf courses have approximately 175 trees down; two of which fell across tees. The courses were open days after the storm and Darrell commended his staff. Warrenbrook maintenance building still has no power. The irrigation systems are being winterized and Warrenbrook is closed for the season.

Bob Ransone, Deputy Director Golf Management reported that the golf maintenance staff had Neshanic Valley open by October 31, Quail Brook and Spooky Brook opened on November 3, and Green Knoll opened on November 11. Spooky Brook and Quail Brook Golf Courses had the most damage. Staff has worked hard and long hours to clean the courses of downed trees and debris. Quail Brook closed for the season on November 26 and Spooky Brook will close on December 31. Green Knoll and Neshanic Valley will remain open for the winter. Golf rounds add up to more than 14 percent from 2011. On Thanksgiving at 8:00 a.m. there will be a shotgun start at Green Knoll, Spooky Brook, and Quail Brook.

At this point of the meeting Commissioner Florio left the meeting.

### **INFORMATION MANAGEMENT**

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

Alex Mathew, Manager, Information Management reported that due to the storm and the power outage, all locations lost their data and voice communications. Currently all locations restored their data and voice communications except three locations. The Stable should be up and running within the next few days.

### **VISITOR SERVICES**

Dave Dendler, Manager, Park Rangers reported that the Adopt-A-Boulder event was postponed until April. Dave will be moving the annual event to April since this is the second time the event has been postponed or cancelled due to weather conditions. The Rangers have been at Washington Valley Park and the Sourland Mountain Preserve clearing the trails of extensive damage. A few trails have been rerouted due to downed large trees. Dave has been receiving calls regarding volunteering with the cleanup. JORBA has assisted with the clearing of trails. The Environmental Education Center staff has been assessing trails and marking where the damage is.

### **PROPERTY MANAGEMENT**

Don Korbobo, Property Management Coordinator reported that the Kanach Farm barn had roof shingles blown off and the Markota house had minor damage. Overall all the properties did well. Don has been receiving telephone calls from neighbors of park properties regarding downed and hanging trees that Don inspects.

### **PLANNING AND LAND ACQUISITION**

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

Tom Boccino, Parks Section Principal Planner, Land Acquisition reported that Verizon saw the press release on the recent Thompson acquisition at the Sourland Mountain

Preserve and contacted Tom regarding filming a segment of "Push Pause" at the Sourland Mountain.

### **CAPITAL FACILITIES – CONSTRUCTION and ENGINEERING**

Adam Slutsky, Principal Engineer, reported that work continues at Colonial Park on the Howe All Purpose fields and the dredging of the Mettlers and Duck ponds. The Elm Cottage and Grist Mill repairs are near completion. Several trees were removed from Natirar prior to the storm which helped with the damage during the storm. The Raritan River Greenway project is waiting for the prefabricated bridges to be installed. The silo has been painted at the Stable and the Skillman Park paving of the parking lot across from the school is completed. The exterior of the Duderstadt house will be painted on November 17. Stripping and signage of parking lots to be ADA compliant continues.

### **PARK MAINTENANCE & HORTICULTURE**

Commissioner Consiglio, Chair of the Committee submitted a report for the month of October 2012.

Jim Avens, Manager Horticulture reported that the tree damage to the gardens is extensive. The Rose Garden arbors and fences have been destroyed by White Pines. Colonial Park Arboretum lost numerous trees. At Buck Garden the north end of the deer exclusion fence was badly damaged and it has been patched and deer repellent has been sprayed to keep the deer out. The Azalea field has extensive damage and Jim has been working with Predator Tree Service and Tamke Tree Experts to remove hazardous trees and hanging branches. Jim has also been working with the Horticulture and Park Maintenance staff on clearing trees.

Pierce Frauenheim, Deputy Director Park Maintenance reported that the amount of cooperation and coordination between staff members has been outstanding. The sharing of generators and chippers has been a great help and staff has really pulled through. The teamwork has been tremendous. Pierce stated how proud he is of all the staff that pulled together. Several events that were scheduled were moved to other parks that did not have extensive damage.

Commissioner Consiglio thanked Pierce and his staff for all the hard work.

### **AUDIT COMMITTEE**

Brian Newman reported that an RFP will be released in two weeks with an award in December or January.

### **FREEHOLDER'S REPORT**

Freeholder Scaglione reported that Sandy has been devastating and throughout the County people have stepped up to help. Patrick commended everyone on a great job and making Somerset County proud.

### **OLD BUSINESS**

President Fuerst thanked everyone for the hard work and appreciates the efforts of everyone going above and beyond to get through this.

### **NEW BUSINESS**

No new business to report.

**Resolution R12-074 – Closed Session**

Resolution adjourning into closed session at 6:38 p.m. in accordance with the Sunshine Law, Chapter 321, P.L. 1975 (N.J.S.A. 10:4-6, et seq.) to discuss employment issues. MOVED BY: President Fuerst; seconded by: Commissioner Jaeger. YEAS: Commissioners Consiglio, Hansen, Jaeger, Paluck, Walsh and President Fuerst. NAYES: None. ABSENT: Commissioners Crosby, Florio, and Paladino.

A motion to re-enter the regular meeting was made by Commissioner Jaeger and seconded by Commissioner Walsh at 7:30 p.m.

A motion to adjourn the meeting at 7:30 p.m. was made by Commissioner Walsh seconded by Commissioner Hansen. YEAS: Commissioners Hansen, Jaeger, Paluck, Walsh, and President Fuerst. NAYES: None. ABSENT: Commissioners Consiglio, Crosby, Florio, and Paladino.

Respectfully submitted,

Daniel Livak  
Deputy Director Business Administrator

Joanne Steinruck  
Executive Assistant