

**MINUTES** of a meeting of the **SOMERSET COUNTY PARK COMMISSION** held Thursday, May 8, 2014 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  
Helen Haines  
Doug Ludwig  
Christopher Paladino  
Dot Paluck

**ABSENT**

Dale Florio  
Kevin McCallen  
Patricia Walsh, Freeholder Liaison

Staff members present were:

Raymond Brown, Director  
Joanne Steinruck, Executive Assistant  
Jim Avens, Manager Horticulture  
Mike Ballow, Manager Park Maint.  
Tom Boccino, Principal Planner/Land Acq.  
Dave Dendler, Manager Park Rangers  
Betsy Flanagan, Counsel  
Pierce Frauenheim, Deputy Dir. Park Maint.  
Don Korbobo, Property Mgmt. Coordinator

Dan Livak, Deputy Dir. Business Admin.  
Darrell Marcinek, Director Golf Maint.  
Marge Margentino, Manager Stable  
Brian Mundhenk, Park Section Engineer  
Karren Newman, Manager Recreation  
Chester Czaplicki Fleet Manager  
Bob Ransone, Director Golf Mgmt.  
Cindie Sullivan, Deputy Director  
Dina Trunzo, Manager TR  
Donna Umgelter, Manager HR

Also in attendance: Rich Reitman

**OPEN MEETING FOR PUBLIC COMMENT**

No comment from the public.

**SERVICE AWARDS**

President Fuerst presented a ten year service award to Wayne Berry.

**APPROVAL OF THE MINUTES**

President Fuerst called for the approval of the minutes of the last regular meeting held April 17, 2014. MOVED BY: Commissioner Crosby; seconded by: Commissioner Haines. YEAS: Commissioners Consiglio, Crosby, Haines, Ludwig, Paladino, Paluck, and President Fuerst. NAYES: None. ABSENT: Commissioners Florio and McCallen.

## **APPROVAL OF BILLS FOR PAYMENT**

President Fuerst asked Counsel Flanagan if the discussed potential issue of conflict of interest with the vendors and Commissioners has been resolved. Betsy reported that she has been working with Yvonne Childress. The Park Commission can adopt the same policy that the County uses. Betsy commented that it will be further discussed at the June meeting. Steve asked for a copy of the policy.

### **Resolution R14-038 – Payment of Claims**

Resolution authorizing payment of bills for \$677,317.77 comprising of check numbers 255751-255761, 255442-255499, 255682-255747, and 255849-255902. MOVED BY: Commissioner Crosby; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Crosby, Haines, Ludwig, Paladino, Paluck, and President Fuerst. NAYES: None. ABSENT: Commissioners Florio and McCallen.

## **DIRECTOR'S REPORT**

Director Brown submitted a report for the month of April 2014.

## **CONSENT AGENDA**

### **RESOLUTIONS**

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

### **Resolution R14-039 – Extending the 2014 Temporary Budget**

Resolution extends the 2014 Temporary Budget to June 30, 2014. Ray Brown reported that the County's budget has not been adopted due to the State not yet approving the County budget. After the County adopts its budget on May 13, the Park Commission will adopt their budget at the June 19 meeting.

### **Resolution R14-040 – Award of Contract for Actuarial Services to Comply with the Government Accounting Standards Board (GASB45)**

Resolution awards a contract to Aon Consulting, Inc. The cost is not to exceed \$6,000.

### **Resolution R14-041 – Authorizing the Sale of Surplus Equipment**

Resolution authorizes the sale of surplus equipment.

### **Resolution R14-042 – Award of Second Year of a Three-Year Contract for Furnishing of Irrigation Control System Support and Services to the Golf Division**

Resolution awards a contract to Storr Tractor Company. The cost is not to exceed \$12,000.00.

**Resolution R14-043 – Award of Second Year of a Five-Year Contract for Food and Beverage Concessions and Vending Services**

Resolution awards a contract to Henpat, LLC for Green Knoll, Quail Brook, Spooky Brook, Warrenbrook Golf Courses, and Warrenbrook Pool. The Park Commission will receive \$6,759.95 in rent for 2014.

**Resolution R14-044 – Award of Year Four of a Five-Year Contract for Coin Operated Optical View Concession**

Resolution awards a contract to The Tower Optical Company, Inc. for optical viewers at Washington Rock Park. The Park Commission will receive \$1,061.00 in rent for 2014.

**Resolution R14-045 – Award of Morris County Co-Op Contract for Purchase of Three (3) 2014 Ford F-550 Mason Dump Trucks**

Resolution awards a contract to Route 23 Automall and the cost is as follows:

(3) 2014 Ford F-550	\$65,627 per vehicle	\$196,881.30
(3) Meyer 9 Foot Plow	\$ 4,360/ per vehicle	\$ 13,080.00
Grand Total:		\$209,961.30

**Resolution R14-046 – Award of Morris County Co-Op Contract for Purchase of a 2015 Ford F-550 Heavy Duty Cab Chassis with 11 Foot Service Body**

Resolution awards a contract to Beyer Ford. The cost is not to exceed \$38,264.

**COMMITTEE REPORTS**

**FINANCE/BUSINESS ADMINISTRATION**

A report was submitted for the month of April 2014.

Dan Livak reported that the 2014 Operating Budget will be adopted at the June Park Commission meeting. Spending has been conservative as much as possible. Revenue is less than average due to the weather. Bob Ransone reported that Golf revenue is 13.7 percent less than the three year average. It is \$284,900 less than the revenue in 2013. There was no golf rounds played from the middle of January to early March. Golf rounds are 26 percent less than in 2013. Bob reported that golf sales are five percent more than in 2013.

**HUMAN RESOURCES**

Commissioner Consiglio, Chair of the Committee, submitted a report for the month of April 2014.

Donna Umgelter, Manager Human Resources reported that seasonal employees continue to be hired and the openings are listed on the report. The County training classes will begin after the budget is adopted. Donna will then begin scheduling classes for the Park Commission.

## **LEISURE SERVICES**

Commissioner Ludwig, Chair of the Committee, submitted a report for the month of April 2014.

Cindie Sullivan, Deputy Director reported that the Volunteer Recognition dinner will be held on May 15 at Neshanic Valley. The Howe Athletic Complex ribbon cutting will be held on May 22 at 3:00 p.m. The EEC has been selected in an experiment with planting blight resistant chestnut trees. The chestnut trees are becoming extinct and the EEC was selected as a location. The EEC has held two events to promote reducing our carbon footprint. Eco Rally was held April 1 to 15 and it entailed the participants keeping a daily log and record the simple tasks completed to minimize carbon footprint. There were 1,000 participants. Project E.A.R.T.H. – Swamp Search was another event that was held on April 27. Participants went on a scavenger hunt on the trails. Cindie mentioned that the Pro/Celebrity Golf Tournament requires a tremendous amount of work and because of all the time that Ray Brown and Dina Trunzo put into the event, it was successful.

Dina Trunzo, Manager Therapeutic Recreation reported that she participated in County special needs roundtable discussion on gaps in services for people with disabilities ages newborn to 21 due to changes at the state level. Therapeutic Recreation is part of the discussion as funding that families receive could impact payment for TR programs. Staff is finalizing all camp activities and Dina has finished the assessments on the new campers. There are approximately ten new children of the 40 attending camp this summer. Dina is working on finalizing the numbers from the Pro/Celebrity Golf Tournament.

Karren Newman, Manager Recreation reported that Warrenbrook Pool registration continues. The 4<sup>th</sup> annual Spring Adult Bocce League began on May 6 at Colonial Park. There are 14 teams that play Tuesday evenings. Spring Yoga has begun and the putting course and paddle boats will open on May 10. The May Day Masters Miniature Golf Tournament at the Colonial Park Putting Course took place in spite of the rising flood waters, only two pre-registered foursomes did not show up. There were eight foursomes that participated in the event. President Fuerst asked about Green Knoll Tennis Center repairs. Karen reported that the restrooms are near completion. The County has approved the resurfacing and the lights will be completed in the fall.

Marge Margentino, Manager Stable reported that Family Fun Day had more than 1,700 people in attendance. The Stable will be holding its first Equine Assistance Therapy session with the Lord Stirling School. It is a 45 minute non-mounted session including working with a psychologist teaching student's trust and bonding through horses. On May 12 the Mother's Day Ride will be held which is sold out. Rebel had an eye removed due to glaucoma. He is the star of his own book – Rebel's Pirate Adventure. Rebel will be visiting the Somerset County Library for a children's program which will be focused around pirates and Rebel. The Hunter Pace will be held on May 18.

## **GOLF MANAGEMENT**

Commissioner Paluck, Chair of the Committee, submitted a report for the month of April 2014.

Darrell Marcinek, Director of Golf Maintenance reported that the weather has created a delay in golf conditions. An example would be that staff has yet to cut the grass at certain locations at Warrenbrook Golf Course. Green Knoll and Spooky Brook have been certified as Groundwater Guardian Green sites. There are four certificate holders in New Jersey and the Park Commission is all four. Warrenbrook will be certified River-Friendly this year. The DEP has awarded Green Knoll a Certification of Environmental Stewardship for our River-Friendly and groundwater actions. The driving range mats are being replaced at Spooky Brook, Quail Brook, and Neshanic Valley.

President Fuerst asked if there was a way to use the certifications to inform the golfers what the Park Commission is doing to protect the environment and help with golfers. Commissioner Paluck reported that the certifications will be really important in the future, especially dealing with droughts and reserving ponds. The certifications will be a huge benefit in the future and keeps the Park Commission proactive. Rich Reitman reported that press releases have been distributed. Bob Ransone reported that he would work with GolfNow to have the certifications advertised. Cindie Sullivan commented that Maryann Zecca does a great job with putting that information on the Park Commission website. Ray thanked Darrell and his staff for their work on achieving those certifications.

Bob Ransone, Deputy Director Golf Management reported that when Jim Palko retired on April 1 the fleet management between golf and park maintenance was combined. The Park Commission hired Chet Czaplicki as the Fleet Manager. The County high school championship was held and went well. Alice Chen, a senior, shot a 66 and beat all the boys.

## **INFORMATION MANAGEMENT**

A report was submitted for the month of April 2014.

## **VISITOR SERVICES**

Commissioner Crosby, Chair of the Committee, submitted a report for the month of April 2014.

Dave Dendler, Manager Park Rangers reported that the Rangers continue to work on the trails; Washington Valley Park in particular. Dave has one seasonal vacant position left to hire. National Trails Day will be held on June 7 at Washington Valley Park at 9:00 a.m. Chris Thaler handles that event which has 20 to 30 volunteers. There will be gang training held next week. The training will help staff identify possible gang activity in the parks and what to do when they see it.

## **PROPERTY MANAGEMENT**

Commissioner Crosby, Chair of the Committee, submitted a report for the month of April 2014.

Don Korbobo, Property Management Coordinator reported that Special Projects staff was helpful in troubleshooting two buried electric power lines at the Ross Farm apartment and well house. The five inches of rain last week flooded the well house but the damage was minimal. The Trilogy Repertory Group is hosting a Colonial Day field trip at the Ross Farm for fourth graders today. The hunting bids for two parcels will be opened on May 28.

## **PLANNING AND LAND ACQUISITION**

Commissioner Haines, Chair of the Committee, submitted a report for the month of April 2014.

Tom Boccino, Parks Section Principal Planner, Land Acquisition reported that ten acres have been acquired in the Sourland Mountain Preserve. Tom mentioned that the County just closed on a farmland preservation project that included the donation of an 11 acre trail easement to the County. The project was a partnership of several groups including D&R Greenway Land Trust, Somerset County Farmland Preservation Program, Somerset County Open Space Preservation Program, and the Federal Farmland Preservation Program. Commissioner Consiglio asked how much land has been acquired this year and how much open space is currently in the County's inventory? Tom reported that approximately 20 acres have been acquired in 2014 and the total inventory exceeds 14,000 acres.

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

Commissioner Paladino, Chair of the Committee, submitted a report for the month of April 2014.

Brian Mundhenk, Park Section Engineer reported that construction is progressing on the Pine Grove pavilion at Colonial Park and the Restroom Building at Green Knoll Tennis Center. The East County Trail, which is Phase I, is under construction but currently stalled due to wet ground conditions. Bids will be received on May 20 for the resurfacing of the Green Knoll tennis courts. The courts will be resurfaced in the summer and early fall. This is a project that is temperature sensitive and must be done in the warm weather. The Green Knoll tennis lighting is part of the sports lighting bid that includes construction of a second basketball court on Milltown Road with lighting and lighting for the soccer field at North Branch. It is hopeful that the bid package will be ready in early June. The lighting can be done once the bid is awarded but the tennis court lighting will be done at the end of the season.

## **PARK MAINTENANCE & HORTICULTURE**

Commissioner Consiglio, Chair of the Committee, submitted a report for the month of April 2014.

Jim Avens, Manager Horticulture reported that the Buck Garden plant sale grossed more than \$20,000 and netted \$9,741.00. The plants not sold will be for sale at the Rock Garden Society Evening Soiree and the profits will be split amongst the Rock Garden Society and Buck Garden in June. The Horticulture Department staff held two successful pruning classes, one at Buck Garden, and the second at Colonial Park Garden. They were hands-on demonstration classes. The 39<sup>th</sup> annual Rose Day at Colonial Park will be held on June 14 from 10 a.m. to 3 p.m. There will be lectures, guided tours, and Bruce Crawford, Director of Rutgers Gardens, will be a speaker. All are invited to attend.

Mike Ballow, Manager of Park Maintenance reported that some parks received more than six inches of rain. Duke Island Park was closed for two days to give staff time to clean the park of debris. The Park Ranger staff and other volunteers assisted. The water in Duke Island Park was tested by Bridgewater Township before the park could reopen. More than 800 tires were retrieved from the Raritan River. Mike worked with Tom Boccino and the Wetlands on that project. This was done with a grant from the state. Staff is busy mowing the grass and performing spring cleanup.

Pierce Frauenheim, Deputy Director reported that Duke Island Park was closed for two days. Park Ranger staff and volunteers assisted with the cleanup which was done in one day. Pierce thanked all that helped. There was a dog show scheduled at North Branch Park that had to be moved to another area due to flooding. Washington Rock Park had some damage to the monument and Pierce will be meeting with the state on the repairs. The Cricket Pitch is ready to open May 10 and the ribbon cutting for Howe Athletic Complex will be held on May 22. Skillman and Gaiser share staff which is a great help. Seasonals will begin later than normal to save money and wait for the weather to change. The Go Green Committee is gearing up with Shawn McCrohan and Jim Avens involved. Currently the Committee is looking at Green Brook stream cleanup at the end of May. Commissioner Consiglio commented that the five inches of rain caused so much damage and thanked the staff for their cleanup efforts.

**AUDIT COMMITTEE**

No report this month.

**FREEHOLDER'S REPORT**

No report this month.

**OLD BUSINESS**

Ray Brown reported that having Chet as the Fleet Manager to oversee the Park Maintenance and Golf rolling stock will be a big help. Duke Farms hosted a Raritan River Sustainable Summit. Raritan Borough has been aggressive with the redevelopment of its river frontage and is examining revised zoning which I will be a key element to the Commission's trail initiative. Ray thanked all that assisted with the Pro/Celebrity Golf Tournament and the Commissioners that participated. The Park

Foundation and Therapeutic Recreation program particularly, benefit from the Tournament.

Thank you notes to all the celebrities that played will be sent out with a reminder that next year's event will be held on May 4, 2015; the 25<sup>th</sup> anniversary of the event. President Fuerst thanked everyone involved in making the event successful. Steve also welcomed Chet to the Park Commission.

**NEW BUSINESS**

No new business to report.

A motion to adjourn the meeting at 9:14 a.m. was made by President Fuerst and seconded by Commissioner Consiglio. YEAS: Commissioners Consiglio, Crosby, Haines, Ludwig, Paladino, Paluck, and President Fuerst. NAYES: None. ABSENT: Commissioners Florio and McCallen.

Respectfully submitted,

Raymond A. Brown  
Director

Joanne Steinruck  
Executive Assistant