

**MINUTES** of a meeting of the **SOMERSET COUNTY PARK COMMISSION** held Thursday, October 16, 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 via Telephone  
William Crosby  
Steven Fuerst  
Helen Haines  
Dot Paluck  
Patricia Walsh, Freeholder Liaison

**ABSENT**

Jim Leonard  
Doug Ludwig  
Kevin McCallen  
Christopher Paladino

Staff members present were:

Jim Avens, Manager Horticulture  
Tom Boccino, Principal Planner/Land Acq.  
Chet Czaplicki, Fleet Manager Mgmt.  
Betsy Flanagan, Counsel  
Pierce Frauenheim, Deputy Dir. Park Maint.  
Dan Livak, Deputy Dir. Business Admin.

Don Korbobo, Property Mgmt. Coordinator  
Darrell Marcinek, Director Golf Maint.  
Alex Mathew, Manager Info.  
Shawn McCrohan, Manager EEC  
Brian Mundhenk, Park Section Engineer  
Bob Ransone, Director Golf Mgmt.  
Donna Umgelter, Manager HR

Also in attendance: 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 Michael Barone, a 25 year service award to Don Korbobo, and a 35 year service award to Joanne Hitt.

**APPROVAL OF THE MINUTES**

President Fuerst called for the approval of the minutes of the regular meeting held August 21, 2014. MOVED BY: Commissioner Crosby; seconded by: Commissioner Paluck. YEAS: Commissioners Consiglio, Crosby, Haines, and Paluck. NAYES: None. ABSTAIN: President Fuerst ABSENT: Commissioners Leonard, Ludwig, McCallen, and Paladino.

By vote of the August 21, 2014 meeting minutes they were not approved and will be voted on at the November 20, 2014 meeting.

President Fuerst called for the approval of the minutes of the last regular meeting held September 18, 2014. MOVED BY: Commissioner Crosby; seconded by: Commissioner Paluck. YEAS: Commissioners Consiglio, Crosby, Paluck, and President Fuerst. NAYES: None. ABSTAIN: Commissioner Haines. ABSENT: Commissioners Leonard, Ludwig, McCallen, and Paladino.

By vote of the September 18, 2014 meeting minutes they were not approved and will be voted on at the November 20, 2014 meeting.

### **APPROVAL OF BILLS FOR PAYMENT**

#### **Resolution R14-073 – Payment of Claims**

Resolution authorizing payment of bills for \$675,192.76 comprising of check numbers 547-580, 406-483, 484-546, 584-648, and 649-720. MOVED BY: Commissioner Crosby; seconded by: President Fuerst. YEAS: Commissioners Consiglio, Crosby, Haines, Paluck, and President Fuerst. ABSENT: Commissioners Leonard, Ludwig, McCallen, and Paladino.

### **DIRECTOR'S REPORT**

A report was submitted for the month of September 2014.

Dan Livak, Deputy Director Business Administrator reported that the Park Foundation has been very generous with the assistance to the Park Commission. The Tasting Event Fundraiser will be held on October 23 at Raritan Valley Country Club.

#### **Presentation - Joint Insurance Fund**

Ray Hughes commended the Park Commission Board and staff for their excellent communication and implementation of the best safety guidelines. The upcoming renewal for insurance will take place on January 1, 2015. Ray has drafted a letter to Ray Brown. In anticipation of this renewal, Ray Hughes and his staff have checked other markets and discovered the incumbent program is the finest choice with the lowest cost. There will be an increase of five percent and the total forecasted amount will be \$815,138.

President Fuerst asked if there was a reason that the Joint Insurance Fund does not offer health insurance. Ray explained that there is a possibility that they will do a feasibility study in the future. However, their research indicates that the population as a whole is not getting healthier. Wellness training would be a huge part of this type of health insurance, just as safety training is a huge part of the Joint Insurance Fund.

### **COMMISSIONER CORRESPONDENCE**

1. Letter from NJ Water Supply Authority informing interested water customers of a meeting on November 14, 2014 to discuss the proposed Schedule of Rates, Charges and Debt Service Assessments for the sale of water from the Raritan Basin System.

2. Letter from County Administrator thanking Naturalist Christa Wood for the time and energy put into planning and facilitating the overview and tour of the EEC for the September 2014 B.E.L.T. program.
3. Hold Harmless Agreement between the County of Somerset and the Borough of Raritan regarding the Lyman Street pedestrian underpass.

## **CONSENT AGENDA**

### **RESOLUTIONS**

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

#### **Resolution R14-074 – Accepting Somerset County Award of a Contract for Actuarial Services to Comply with the Government Accounting Standards Board Settlement No. 45 (GASB45)**

Resolution awards a contract to Aquarius Capital. The cost is not to exceed \$6,500.

#### **Resolution R14-075 – Award of One-Year Contract with Possible One-Year Extension for Furnish and Delivery of Animal Feed and Supplements**

Resolution awards a contract to Middle Valley Farm for Option A and Bohonyi Corporation for Option B and C. The contract is from November 1, 2014 to October 31, 2015. The cost is not to exceed \$141,000.

#### **Resolution R14-076 – Award of the First Year of a Two-Year Contract for Tree Pruning and Removal Services**

Resolution awards a contract to Tamke Tree Experts. The cost is not to exceed \$47,393.

#### **Resolution R14-077 – Award of Contract for Fall 2014 and Spring 2015 Tree Planting**

Resolution awards a contract to Louis Barbato Landscaping. The cost is not to exceed \$30,066.

## **COMMITTEE REPORTS**

### **FINANCE/BUSINESS ADMINISTRATION**

A report was submitted for the month of September 2014.

Dan Livak, Deputy Director Business Administrator reported that he is working with the County to finalize the budget. Seventy-five percent of the projected revenue has been received.

### **HUMAN RESOURCES**

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

Donna Umgelter, Manager of Human Resources reported that the Joint Insurance Fund will be hosting snowplow training and Back Safety/Slips, Trips and Falls training for employees. The Park Commission will also be sponsoring a flu shot clinic for employees and their dependents.

### **LEISURE SERVICES**

A report was submitted for the month of September 2014.

Shawn McCrohan, Manager, Environmental Science reported that the Lipizzan show at Lord Stirling Stable was a success. There were 2,000 visitors. The EEC is receiving an Eco-Grant through 3M for \$50,000 to build a Next Generation Science Bio Mimicry school tour program. The Park Foundation will be matching the grant.

### **GOLF MANAGEMENT**

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

Darrell Marcinek, Director of Golf Maintenance reported that staff has been and will be aerating the golf courses this month.

Bob Ransone, Deputy Director Golf Management reported that golf rounds tend to slow down during this time of the year. Warrenbrook Golf Course will be closing for the year on November 2, 2014.

### **INFORMATION MANAGEMENT**

Commissioner McCallen, Chair of the Committee, submitted a report for the month of September 2014.

Alex Mathew, Manager, Information Management reported that the work is completed in installing data lines at all locations by Verizon. The routers and switches have been installed at Neshanic Valley Golf Course and it is up and running with new and improved speed. Currently we are in the process of installing network components and switching the circuits from old to new at all of the remaining locations. Alex thanked Mike Adams for the assistance from the Special Projects staff with installing surveillance cameras.

### **VISITOR SERVICES**

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

### **PROPERTY MANAGEMENT**

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

Don Korbobo, Property Management Coordinator reported that he attended a meeting at the EEC with General Sunlight to learn about the solar panels. There is a

50 percent savings in electricity since the solar panels have been installed. Don would like to see an analysis to see if the installation costs will be recovered during the life of the unit. The farmers are harvesting and Don is collecting rent that will go into this year's budget.

**PLANNING AND LAND ACQUISITION**

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

Tom Boccino, Parks Section Principal Planner, Land Acquisition reported that there was a press release for the Trap Rock Quarry. There has been positive feedback on the release and the property should close soon. Tom is applying for a grant from the New Jersey Department of Transportation for the Raritan River Bikeway.

**CAPITAL FACILITES – CONSTRUCTION and ENGINEERING**

A report was submitted for the month of September 2014.

Brian Mundhenk, Park Section Engineer reported that there is a lot of construction work currently going on. The upper pasture fence is being installed at the Stable. At Colonial Park, the water company and the contractor are working on the municipal water hook up. Skillman Park trails continue to be worked on. Mt. View Park will have a ground breaking on October 25 at 10:00 a.m.

**PARK MAINTENANCE & HORTICULTURE**

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

Pierce Frauenheim, Deputy Director thanked Maryjane Hydro for being helpful to the staff. The Joint Insurance Fund has commended the Park Commission for pooling of resources.

**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 8:50 a.m. was made by President Fuerst and seconded by Commissioner Crosby. YEAS: Commissioners Consiglio, Crosby,

Haines, Paluck, and President Fuerst. NAYES: None. ABSENT: Commissioners Leonard, Ludwig, McCallen, and Paladino.

Respectfully submitted,

Daniel L. Livak  
Deputy Director Business Administrator

Shawn McCrohan  
Manager Environmental Science