

MINUTES of a meeting of the **SOMERSET COUNTY PARK COMMISSION** held Thursday, July 16, 2015 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 DiFrancesco called the meeting to order.

PRESENT

Paul Consiglio
William Crosby
Donald DiFrancesco
Jim Leonard
Helen Haines
Doug Ludwig
Dot Paluck
Patricia Walsh, Freeholder Liaison

ABSENT

Kevin McCallen
Christopher Paladino

Staff members present were:

Joanne Steinruck, Executive Assistant
Jim Avens, Manager Horticulture
Mike Ballow, Manager Park Maint.
Chester Czaplicki Fleet Manager
Dave Dendler, Manager Park Rangers
Ken Fivek, Golf Operations Supervisor
Betsy Flanagan, Counsel
Darrell Marcinek, Director Golf Maint.

Marge Margentino, Manager Stable
Alex Mathew, Manager Info. Mgmt.
Shawn McCrohan, Manager Env. Science
Karren Newman, Manager Recreation
Cindie Sullivan, Deputy Director
Dina Trunzo, Manager TR
Donna Umgelter, Manager HR

Also in attendance: Chris Hart and Rich Reitman

OPEN MEETING FOR PUBLIC COMMENT

No comment from the public.

SERVICE AWARDS

President DiFrancesco presented a five-year service award to Paul Gambino and a 20-year service award to Patricia Scibilia.

APPROVAL OF THE MINUTES

President DiFrancesco called for the approval of the minutes of the last regular meeting held June 18, 2015. **MOVED BY:** Commissioner Crosby; seconded by: Commissioner Consiglio. **YEAS:** Commissioners Consiglio, Crosby, Haines, Leonard,

Ludwig, Paluck, and President DiFrancesco. NAYES: None. ABSENT: Commissioners McCallen and Paladino.

President DiFrancesco called for the approval of the minutes of the last regular meeting held June 23, 2015. MOVED BY: Commissioner Crosby; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Crosby, Haines, Leonard, Ludwig, Paluck, and President DiFrancesco. NAYES: None. ABSENT: Commissioners McCallen and Paladino.

APPROVAL OF BILLS FOR PAYMENT

Resolution R15-056 – Payment of Claims

Resolution authorizing payment of bills for \$1,340,935.66 comprising of check numbers 2890-2916, 2989-3020, 2820-2889, 2917-2988, 3025-3103, and 3104-3159. MOVED BY: Commissioner Crosby; seconded by: Commissioner Consiglio. YEAS: Commissioners Consiglio, Crosby, Haines, Leonard, Ludwig, Paluck, and President DiFrancesco. NAYES: None. ABSENT: Commissioners McCallen and Paladino.

DIRECTOR'S REPORT

A report was submitted for the month of June 2015.

COMMISSIONER CORRESPONDENCE

1. Letter regarding the restoration of The Danberry Cemetery located in the western portion of the Sourland Mountain Preserve. Family members of relatives buried there were surprised at how the cemetery has been restored.
2. Thank you note to the maintenance staff at Colonial Park and thank you for the special funding allocated to keep the grounds beautiful.

CONSENT AGENDA

RESOLUTIONS

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

Resolution R15-057 – Revising the Custodians of Petty Cash

Resolution revised the custodians to include Fleet Manager Chester Czaplicki.

Resolution R15-055 – Amending the Award of Contract for Food and Beverage Concession Services at Warrenbrook Pool

Resolution amends Resolution R15-055 to read there is a single one-year extension for 2016, based upon the successful performance of the contractor in 2015.

Resolution R15-058 – Award of Contract for Golf Shop Resale of Golf Merchandise

Resolution awards a contract to Vantage Custom Classics, Inc.

Resolution R15-059 – Award of Morris County Co-Op Contract for Purchase of a 2015 Ford F-250 Diesel, 4x4, Crew Cab, Pickup Truck with Eight Foot Bed and Snow Plow

Resolution awards a contract to Route 23 Automall, LLC. The cost is not to exceed \$42,026.

Resolution R15-060 – Award of County Contract for Purchase of Two Toro Goumdmaster 4000-D Wide Area Mowers with Road Light Kits and Canopies

Resolution awards a contract to Storr Tractor, Co. The cost is not to exceed \$60,860 each for a total of \$121,720.

Resolution R15-061 – Award of County Contract for Purchase of Three John Deere 2500B Diesel Triplex Mowers, Two with Three Contract Options, and the Other with Four Contract Options

Resolution awards a contract to Finch Services, Inc. for the purchase, delivery, and installation of three (3) 2015 or newer John Deere 2500B Diesel Triplex Mowers, two with three contract options (\$44,100.00 each), and the other with four contract options (\$44,350.00), cost not to exceed a total of \$132,550.00.

COMMITTEE REPORTS

FINANCE/BUSINESS ADMINISTRATION

President DiFrancesco, Chair of the Committee, submitted a report for the month of June 2015.

President DiFrancesco reported that he has reviewed the draft audit and there are no issues to report. Don has discussed with Ray Brown and Cindie Sullivan that the Park Commission needs to assist in some way with the 4H Fair this year. He asked Cindie Sullivan to work with the budget to find the \$10,000 needed to cover the police. Don stressed that the 4H should be advised as soon as possible that the Park Commission is not going to be able to provide this financial assistance for the 2016 fair, and this will give them a year's advance notice.

Freeholder Walsh commented that the 4H organization is a non-profit volunteer organization and she is glad that the Park Commission can assist them. The Freeholders are proud of the Park Commission and they do not want to see a decrease in the quality of programs and parks. President DiFrancesco commented that the Park Commission is doing what it can while also taking on additional properties and maintaining them.

HUMAN RESOURCES

Commissioner Consiglio, Chair of the Committee, submitted a report for the month of June 2015.

LEISURE SERVICES

Commissioner Ludwig, Chair of the Committee, submitted a report for the month of June 2015.

Cindie Sullivan, Deputy Director thanked the staff for the assistance during the July 4th fireworks. The gates opened at 6 p.m. and Park Rangers and Maintenance performed their normal July 4th duties. Cindie thanked Karren Newman, Pierce Frauenheim, Mike Ballow, Donna Umgelter, Marge Margentino, and Mark Inzano for their assistance with parking cars. She also thanked Ray Brown for taking the time from his vacation to assist where needed throughout the evening. There were no complaints from the public with cutting out the extra events. There was enough social media and press releases distributed that the public was aware of how the event was going to run. Cindie thanked the Freeholders for their support. Commissioner Haines suggested that the Park Commission have only fireworks in the future.

Shawn McCrohan, Manager Environmental Science reported that the EEC was selected by the National Recreation and Park Association to be hosted on Fund Your Park, which is a crowdfunding platform. We will be raising funds to repair the Boondocks Boardwalk trail at the EEC. The trail was destroyed during Super Storm Sandy.

GOLF MANAGEMENT

Commissioner Paluck, Chair of the Committee, submitted a report for the month of June 2015.

Darrell Marcinek, Director of Golf Maintenance reported that July golf revenue is slightly more than in 2014. Staff continues to do a great job on maintaining the golf courses. Commissioner Paluck reported that she receives compliments on all the courses and thanked Darrell and his staff.

INFORMATION MANAGEMENT

A report was submitted for the month of June 2015.

VISITOR SERVICES

Commissioner Crosby, Chair of the Committee, submitted a report for the month of June 2015.

PROPERTY MANAGEMENT

Commissioner Crosby, Chair of the Committee, submitted a report for the month of June 2015.

Commissioner Crosby thanked Dave and his staff for their assistance with property management.

PLANNING AND LAND ACQUISITION

Commissioner Haines, Chair of the Committee, submitted a report for the month of June 2015.

Commissioner Haines reported that progress continues on projects.

CAPITAL FACILITIES – CONSTRUCTION and ENGINEERING

A report was submitted for the month of June 2015.

Cindie Sullivan reported that a meeting was held with County Engineering and Principal Planner to discuss several projects.

PARK MAINTENANCE & HORTICULTURE

Commissioner Consiglio, Chair of the Committee, submitted a report for the month of June 2015.

Mike Ballow, Manager of Park Maintenance reported that staff is preparing Duke Island Park for the Summer Concert Series and North Branch Park for the 4H Fair. Fencing is being replaced at several parks for safety reasons. Staff continues to work with the Clean Stream Team every other weekend to remove tires from the river. Skillman Park continues to receive positive feedback.

Jim Avens, Manager Horticulture reported that on June 3 the Rudolf W. van der Goot Rose Garden won the highly competitive and prestigious World Federation of Rose Societies Award of Garden Excellence. The Freeholders awarded the Rose Garden a Citation of Commendations and praised Director Ray Brown, Horticulture Manager, Jim Avens, Horticulture Supervisor Mark Inzano, and Rosarian Shauna Moore for the award at their July meeting. A bronze plaque is being made in Italy and will be presented at a ceremony in the Rose Garden this fall or next spring. The 40th annual Rose Day Festival, held on June 13, was a huge success. Approximately 1,000 visitors enjoyed garden lectures, guided tours, local artisan vendors, food, and entertainment. The next Horticulture event will be the Garden Party at Colonial Park Perennial Garden on July 18 from 11:30 a.m. to 3:00 p.m. There will be music, garden talks, and refreshments. Jim distributed a Garden Party flyer and invited everyone to attend.

AUDIT COMMITTEE

Commissioner Haines reported that the draft of the audit has been reviewed and Ray should receive the final report shortly. Helen asked that the auditor be invited to attend the August Park Commission meeting to present the audit.

FREEHOLDER'S REPORT

Freeholder Walsh met with Ray Brown, County Engineering, and Warren Township representatives regarding the second phase of the East County Park. Warren Township residents are very happy with the first phase. Pat congratulated the Horticulture staff on the award for the Rose Garden and the vote for Colonial Park as

one of the top ten romantic places in New Jersey by the Star Ledger newspaper. Freeholder Walsh thanked the staff for their assistance with the fireworks.

OLD BUSINESS

No old business to report.

NEW BUSINESS

Commissioner Leonard thanked Alan Conover and Merri Makers for their assistance with scheduling the New Jersey Devils golf event to be held on September 16. The Devils have moved the event from a private venue to Neshanic Valley Golf Course which is a big testament to the golf course and the Park Commission. He thanked the golf staff and the caterers. He asked that Rich Reitman distribute a press release on the event. Commissioner Haines commented that she will never forget Joe Torre's comment at the 2014 Pro Celebrity Golf Outing last year when he asked what private golf course Neshanic Valley was.

Commissioner Haines mentioned that at the last meeting Commissioner McCallen was discussing vending machines at several parks. She believes that is something the Park Commission should look into. Cindie Sullivan reported that the topic will be discussed at the next Senior Management meeting. Commissioner Haines asked if a report could be done on the cost benefit of the Park Commission taking over the vending machines versus having an outside contractor.

A motion to adjourn the meeting at 8:32 a.m. was made by Commissioner Crosby and seconded by Commissioner Consiglio. YEAS: Commissioners Consiglio, Crosby, Haines, Leonard, Ludwig, Paluck, and President DiFrancesco. NAYES: None. ABSENT: Commissioners McCallen and Paladino.

Respectfully submitted,

Cindie Sullivan
Deputy Director

Joanne Steinruck
Executive Assistant