

MINUTES of a meeting of the **SOMERSET COUNTY PARK COMMISSION** held Thursday, February 18, 2016 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

Bill Crosby
Donald DiFrancesco
Helen Haines
Jim Leonard
Kevin McCallen
Dot Paluck
Mark Caliguire, Freeholder Liaison

ABSENT

Paul Consiglio
Doug Ludwig

Other staff members present were:

Raymond Brown, Director
Joanne Steinruck, Executive Assistant
Mike Ballow, Manager Park Maint.
Adam Bloom, Park Section Engineer
Tom Boccino, Principal Planner/Land Acq.
Chester Czaplicki, Fleet Manager
Dave Dendler, Manager Park Rangers
Betsy Flanagan, Counsel
Pierce Frauenheim, Deputy Dir. Park Maint.

Dan Livak, Deputy Dir. Bus. Admin.
Matt Loper, Engineer
Darrell Marcinek, Director Golf Maint.
Alex Mathew, Manager Info. Mgmt.
Shawn McCrohan, Mgr. Env. Science
Bob Ransone, Director Golf Mgmt.
Cindie Sullivan, Deputy Director
Dina Trunzo, Manager TR

Also in attendance: Rich Reitman and Chris Hart

OPEN MEETING FOR PUBLIC COMMENT

Peter Weiss of Manville appeared before the Commissioners regarding an incident at the Colonial Park Leash-Free Dog Area involving his dog. Mr. Weiss understands there is a sign before entering the park which states "Enter at Your Own Risk". He stated that his dog was attacked by a bigger dog. He suggested that there be a separate area for small dogs. He also stated that he has observed that people using the park do not clean up after their dog. Mr. Weiss suggested policing the area more frequently. Director Brown thanked Mr. Weiss for attending the meeting to bring this to the Park Commission's attention. Colonial Park is the only dog park the Park Commission has. The Park Commission understands the importance of safety to the patrons and their dog(s). The Director indicated that staff has been discussing certain new ideas regarding operational issues at the dog park and one of the ideas was, in fact, to break the facility into small and large dog areas. Dave Dendler, Park Ranger Manager reported that there are rare occasions of fights. The Park Rangers are at

the dog park as often as they can. Dave keeps in touch with other dog parks in the country to discuss operations and trends. President DiFrancesco reported that the staff will look into the suggestions.

APPROVAL OF THE MINUTES

President DiFrancesco called for the approval of the minutes of the last regular meeting held January 21, 2016. MOVED BY: Commissioner Crosby; seconded by: Commissioner Paluck. YEAS: Commissioners Crosby, Haines, Leonard, McCallen, Paluck, and President DiFrancesco. NAYES: None. ABSENT: Commissioners Consiglio and Ludwig.

APPROVAL OF BILLS FOR PAYMENT

Resolution R16-012 - Payment of Claims

Resolution authorizing payment of bills for \$986,354.49 comprising of check numbers 4861-4864, 4784-4820, 4821-4854, 4865-4921, and 4929-4997. MOVED BY: Commissioner Crosby; seconded by: Commissioner Paluck. YEAS: Commissioners Crosby, Haines, Leonard, McCallen, Paluck, and President DiFrancesco. NAYES: None. ABSENT: Commissioners Consiglio and Ludwig.

COMMISSIONER CORRESPONDENCE

Notice regarding Green Acres scoping hearing on February 23 on the encumbered lands in the Borough of Raritan, Orlando Drive.

DIRECTOR'S REPORT

Director Brown submitted a report for the month of January 2016.

CONSENT AGENDA

RESOLUTIONS

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

Resolution R16-013 – Extending the 2016 Temporary Budget

Resolution extends the temporary budget to April 30, 2016.

Resolution R16-014 – Award of the First Year of a Two-Year Contract for Golf Course Accessories

Resolution awards a contract to Fertl-Soil Turf Supply, Inc., Site One Landscape Supply, and Grass Roots, Inc. The cost is not to exceed \$12,000.

Resolution R16-015 – Award of a Three Year Contract with Two One-Year Extensions for the Lease, Delivery, and Maintenance of Electric and Gasoline Powered Golf Cars

Resolution awards a contract to E-Z GO Division of Textron. The cost is not to exceed \$232,255.44.

Resolution R16-016 – Award of Contract for Purchase of Four (4) John Deere Compact Utility Tractors

Resolution awards a contract to Central Jersey Equipment. The vehicle will be utilized by the Golf and Maintenance Divisions. The cost is not to exceed \$119,040.

Resolution R16-017 – Award of Contract for Purchase of Two (2) Toro Workman HDX Auto Transmission Utility Vehicles

Resolution awards a contract to Storr Tractor Company. The vehicle will be utilized by the EEC and Horticulture Divisions. The cost is not to exceed \$46,488.06.

Resolution R16-018 – Award of Contract for Purchase of a Toro 7210 Groundsmaster 7210

Resolution awards a contract to Storr Tractor Company. The vehicle will be utilized by the Park Maintenance Division. The cost is not to exceed \$41,860.80

COMMITTEE REPORTS

FINANCE/BUSINESS ADMINISTRATION

President DiFrancesco submitted a report for the month of January 2016.

Director Brown reported that the Operating Budget was resubmitted. The Finance Committee will have a meeting in March.

Dan Livak, Deputy Director/Business Administrator reported that January was a good month for revenue overall which has exceeded the past two years.

HUMAN RESOURCES

A report was submitted for the month of January 2016.

Cindie Sullivan, Deputy Director Leisure Services reported that labor negotiations will begin on Monday, February 22. Commissioner Haines asked whether the vacancies listed on the Human Resources report are recent or longer term. Cindie reported that the vacancies became available in 2015 and the salaries have been included in the budget. There are many other positions, however, that remain unfilled and are not budgeted that are not intended to be filled in 2016.

LEISURE SERVICES

A report was submitted for the month of January 2016.

Cindie Sullivan, Deputy Director reported that this is Shawn McCrohan's last meeting. Shawn has brought new energy to the Park Commission. Her position is being advertised in the National Recreation and Park Association and the North American Alliance for Environmental Education. Shawn thanked the Park Commission for the last two years. Ray Brown thanked Shawn for being aggressive on grants and programming at the Environmental Education Center. The Boardwalk Boondock project alone recently received a \$25,000 grant. Commissioner Crosby's Handymen Program has volunteered to assist with the rebuild.

GOLF MANAGEMENT

Commissioner Paluck, Chair of the Committee, submitted a report for the month of January 2016.

Robert Ransone, Director of Golf Management reported that Neshanic Valley and Spooky Brook Golf Courses are open and that Green Knoll and Quail Brook Golf Courses will open Monday, February 29. The first golf simulator is doing well and the second is being installed this week. Golf staff will be attending the Metropolitan Golf Show and the New Jersey Golf Show on back-to-back weekends. Both are three-day events.

INFORMATION MANAGEMENT

Commissioner McCallen, Chair of the Committee, submitted a report for the month of January 2016.

Alex Mathew, Manager of Information Management reported that a meeting was held with the County CFO regarding the Voice Over IP system and the pricing.

VISITOR SERVICES

Commissioner Crosby, Chair of the Committee, submitted a report for the month of January 2016.

Dave Dendler, Manager Park Rangers reported that staff has been preparing for the spring and obtaining inventory supplies for first aid kits, etc. Applications for seasonals are beginning to be submitted.

PROPERTY MANAGEMENT

Dan Livak reported that he has provided recommendations to Ray Brown regarding proposed additional hunting parcels that will provide additional revenue.

PLANNING AND LAND ACQUISITION

Commissioner Haines, Chair of the Committee, submitted a report for the month of January 2016.

Tom Boccino, Parks Section Principal Planner, Land Acquisition reported that the 2015 Open Space Advisory Committee Annual Report has been distributed. This year so far has been off to a good start. Ray Brown reported that there are ongoing discussions with local and county officers regarding additional improvements at East County Park in Warren Township and Skillman Park in Montgomery Township. It is expected that Mountain View Park in Hillsborough Township will also official open next spring.

CAPITAL FACILITES – CONSTRUCTION and ENGINEERING

A report was submitted for the month of January 2016.

Matt Loper, Engineer, thanked the Park Commission for the Resolution of Thanks and Appreciation to Brian Mundhenk. Matt introduced Adam Bloom who will be the

Parks Section Engineer. Adam has been with the County in the Construction Department and is a licensed engineer in construction and traffic. Adam commented that he looks forward to working with the Park Commission. Ray Brown reported that the Capital Facilities Committee will meet with Adam to review the project list. President DiFrancesco welcomed Adam.

PARK MAINTENANCE & HORTICULTURE

A report was submitted for the month of January 2016.

AUDIT COMMITTEE

No report this month.

FREEHOLDER'S REPORT

No report this month.

OLD BUSINESS

Ray thanked those Commissioners that were able to attend the Sponsorship Breakfast.

NEW BUSINESS

No new business to report.

A motion to adjourn the meeting at 8:29 a.m. was made by Commissioner Crosby and seconded by Commissioner Paluck. YEAS: Commissioners Crosby, Haines, Leonard, McCallen, Paluck, and President DiFrancesco. NAYES: None. ABSENT: Commissioners Consiglio and Ludwig.

Respectfully submitted,

Raymond A. Brown
Director

Joanne Steinruck
Executive Assistant