

MINUTES of a meeting of the **SOMERSET COUNTY PARK COMMISSION** held Thursday, March 17, 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

William Crosby
Donald DiFrancesco
Helen Haines
Jim Leonard
Doug Ludwig
Dot Paluck
Mark Caliguire, Freeholder Liaison

ABSENT

Paul Consiglio
Kevin McCallen

Staff members present were:

Raymond Brown, Director
Joanne Steinruck, Executive Assistant
Kurt Bender, Acting Mgr. Environ. Science
Adam Bloom, Park Section Engineer
Tom Boccino, Principal Planner/Land Acq.
Dave Dendler, Manager Park Rangers
Pierce Frauenheim, Deputy Dir. Park
Dan Livak, Deputy Dir. Bus. Admin.

Darrell Marcinek, Director Golf Maint.
Marge Margentino, Manager Stable
Alex Mathew, Manager Info. Mgmt.
Karren Newman, Manager Recreation
Bob Ransone, Director Golf Mgmt.
Dina Trunzo, Manager TR
Donna Umgelter, Manager HR
Sara West, Counsel

Also in attendance: Chris Hart, and Rich Reitman

OPEN MEETING FOR PUBLIC COMMENT

Peter Weiss of Manville appeared before the Commissioners, once again, to express his concern with the Colonial Park Leash-Free Dog Area and the small and large dogs being together. Mr. Weiss shared with the Commissioners a drawing that he created that showed separate areas for small and large dogs which is what he thinks will be the solution. Director Brown commented to Mr. Weiss that he appreciates his concern and the Park Commission is working with the Park Planner to devise a solution. Ray reported that a new Leash-Free Dog Area will be opening in Warren and Montgomery and Mr. Weiss' comments and suggestions will be taken into consideration for those new areas.

SERVICE AWARDS

President DiFrancesco presented a 15-year service award to Alan Conover and a 30-year service award to Alex Mathew.

APPROVAL OF THE MINUTES

President DiFrancesco called for the approval of the minutes of the last regular meeting held February 18, 2016. MOVED BY: Commissioner Crosby; seconded by: Commissioner Paluck. YEAS: Commissioners Crosby, Haines, Leonard, Ludwig, Paluck, and President DiFrancesco. NAYES: None. ABSENT: Commissioners Consiglio and McCallen.

APPROVAL OF BILLS FOR PAYMENT

Resolution R16-019 – Payment of Claims

Resolution authorizing payment of bills for \$308,686.79 comprising of check numbers 5110-5111, 4998-5045, 5046-5109, 5117-5158, and 5159-5219. MOVED BY: Commissioner Crosby; seconded by: Commissioner Paluck. YEAS: Commissioners Crosby, Haines, Leonard, Ludwig, Paluck, and President DiFrancesco. NAYES: None. ABSENT: Commissioners Consiglio and McCallen.

DIRECTOR'S REPORT

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

Resolution R16-020 – License Agreement with the Somerset County Park Foundation

Resolution approves a License Agreement with the Park Foundation to utilize an office at the Park Commission headquarters for five (5) years at \$1.00 per year. MOVED BY: Commissioner Haines; seconded by: Commissioner Ludwig. YEAS: Commissioners Crosby, Haines, Leonard, Ludwig, Paluck, and President DiFrancesco. NAYES: None. ABSENT: Commissioners Consiglio and McCallen.

COMMISSIONER CORRESPONDENCE

1. Thank you from Borough of Peapack and Gladstone Police Department for the use of the light towers during a funeral.
2. Notice of Hearing for modification to a prior site plan approval granted to T Mobile Northeast at 65 Old York Road, Bridgewater.
3. Letter from Running S Equine Veterinary complimenting the Stable and the staff.

CONSENT AGENDA

RESOLUTIONS

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

Resolution R16-021 – Authorizing the Sale of Surplus

Resolution authorizes the sale of surplus vehicles and equipment.

Resolution R16-022 – Award of First Year of a Two-Year Contract for Printing and Distribution of Park Guides

Resolution awards a contract to Courier News/Gannett Satellite Information Network, Inc. The cost is \$14,202 for three annual seasonal Park Guides.

Resolution R16-023 – Award of Second and Final Year of a Contract for the Purchase of Kentucky Bluegrass, Hard/Sheeps Fine Fescue, Turf-Type Tall Fescue, and L93 Creeping Bentgrass Sod

Resolution awards a contract to Barbato Nursery Corp. The cost is not to exceed \$20,000.

Resolution R16-024 – Award of First Year of a Two-Year Contract for Irrigation Repair Parts

Resolution awards a contract to Site One Landscape Supply and Storr Tractor Company. The cost is not to exceed \$15,000.

Resolution R16-025 – Award of Third and Final Year of a Three-Year Contract for Electrical Services

Resolution awards a contract to A & S Service Co., Inc. as the primary vendor and MTB Electric, LLC as the secondary vendor. The cost is not to exceed \$20,000.

Resolution R16-026 – Award of Third and Final Year of a Three-Year Contract for Plumbing Services

Resolution awards a contract to Magic Touch Construction Co., Inc. as the primary vendor and Robert Griggs as the secondary vendor. The cost is not to exceed \$15,000.

Resolution R16-027 – Authorizing State Contract for Elevator Maintenance Services

Resolution authorizes the use of Schindler Elevator Corporation for the North Branch, Neshanic Valley Clubhouse, and the Environmental Education Center elevators. The cost is \$1,857.96 per location. This contract expires December 2016.

COMMITTEE REPORTS

FINANCE/BUSINESS ADMINISTRATION

President DiFrancesco, Chair of the Committee, submitted a report for the month of February 2016.

Director Brown reported that a Budget meeting was held yesterday at the County Administration office and the discussions are ongoing. Everyone that has worked on the budget has been helpful. Freeholder Liaison Caliguire reported that the County budget will be introduced within the next two to three weeks. President DiFrancesco commented that the County is holding strong to the two percent cap on taxes. He thanked everyone for their patience during this process.

HUMAN RESOURCES

A report was submitted for the month of February 2016.

LEISURE SERVICES

Commissioner Ludwig, Chair of the Committee, submitted a report for the month of February 2016.

Dina Trunzo, Manager Therapeutic Recreation reported that the TR Department received a \$100 donation from Barbara Hann, a former Park Commission and County employee. Annually she makes the donation to the Department asking that it be used for the TR garden and the Horticulture program we conduct. The donation is greatly appreciated.

Kurt Bender, Acting Manager Environmental Science reported that the month-long weekend maple sugaring event had 920 participants and \$600 in donations were received.

Marge Margentino, Manager Stable reported that spring registration was held on March 12 and 27 classes were filled with a waiting list. Staff is looking to add classes for the waiting list.

GOLF MANAGEMENT

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

Darrell Marcinek, Director of Golf Maintenance reported that Warrenbrook Golf Course has been certified by the Department of Environmental Protection for the preservation of the environment. All golf courses are certified. Commissioner Haines asked what that means and Darrell reported that the DEP inspects the golf courses water usage records every other year and has found the agency to be in compliance with our State permits and our operations up to the required standards. Neshanic Valley Golf Course aeration will begin on March 21.

Bob Ransone, Deputy Director of Golf Management reported that all golf courses are open. Play has been busy. Both simulators are busy and there is a golf league that uses it every Thursday and Saturday.

INFORMATION MANAGEMENT

A report was submitted for the month of February 2016.

VISITOR SERVICES

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

Dave Dendler, Manager Park Rangers reported that staff is performing inspections of trails. The Sourland Smackdown will be held on Saturday, April 16.

PROPERTY MANAGEMENT

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

PLANNING AND LAND ACQUISITION

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

CAPITAL FACILITIES – CONSTRUCTION and ENGINEERING

A report was submitted a report for the month of February 2016.

Ray Brown reported that staff has had an opportunity to meet with Adam Bloom and review the project list. Ray welcomed Adam and thanked him for his assistance.

PARK MAINTENANCE & HORTICULTURE

A report was submitted a report for the month of February 2016.

Pierce Frauenheim, Deputy Director Park Maintenance reported that an Emerald Ash Borer workshop will be held at headquarters on April 1 from 10 am to 12 pm. Local officials from around the County that deal with tree management issues have been invited to attend. This workshop will also count for credits for the experts in the field. The northern section of the county is not being affected as bad as the southern section. Ray Brown reported that at the County Park Directors' meeting a presentation was held on the Emerald Ash Borer and Somerset County is in the middle of the infestation. Staff is evaluating the cost effectiveness of treating several trees. Commissioner Paluck mentioned that Dr. Bruce Clarke has received the USGA Green Section award and suggested that Darrell meet him. Darrell reported that Golf Maintenance already has a working relationship with Dr. Clarke.

AUDIT COMMITTEE

No report this month.

FREEHOLDER'S REPORT

Freeholder Caliguire reported that the Budget meeting yesterday had good discussions. The Freeholder Board appreciates the tax levy. The Freeholders try every year not to go more than the two percent. That percentage limitation is what the Freeholder Board puts on every division of the County. The Freeholders support everything the Park Commission does and realizes there is a cost associated with the opening of new parks. Mark asked for a list of the costs associated with the new parks and the Freeholders will see what they can do as far as a budget. Mark commented that the Freeholders do support the Park Commission and everyone does a great job.

OLD BUSINESS

Director Brown reported that a visioning effort was held with staff. A Focus Group meeting was held with staff to discuss the results of the visioning effort and the budget. Ray reported that this meeting was long overdue and he would like to continue them. Ray reported that an employee asked if the Commissioners and Freeholders could be in

attendance at a future meeting. Ray commented that it would be a good idea and it would likely stimulate some healthy and productive discussions. Commissioner Leonard asked for a copy of the visioning report.

Ray reminded everyone of the Pro/Celebrity Golf outing on Monday, May 2.

NEW BUSINESS

No new business to report.

A motion to adjourn the meeting at 8:36 a.m. was made by Commissioner Crosby and seconded by Commissioner Paluck. YEAS: Commissioners Crosby, Haines, Leonard, Ludwig, Paluck, and President DiFrancesco. NAYES: None. ABSENT: Commissioners Consiglio and McCallen.

Respectfully submitted,

Raymond A. Brown
Director

Joanne Steinruck
Executive Assistant