

MINUTES of a meeting of the **SOMERSET COUNTY PARK COMMISSION** held Monday, January 9, 2017 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
D.J. Hunsinger
Jim Leonard
Kevin McCallen
Dot Paluck

ABSENT

Doug Ludwig
Helen Haines
Scott Ross
Mark Caliguire, Freeholder Liaison

Other staff members present were:

Raymond Brown, Director
Joanne Steinruck, Executive Assistant
Betsy Flanagan, Counsel
Pierce Frauenheim, Deputy Dir. Park Maint.

Dan Livak, Deputy Dir. Business Admin.
Bob Ransone, Director Golf Mgmt.
Cindie Sullivan, Deputy Director
Donna Umgelter, Manager HR

Also in attendance: Chris Hart

OPEN MEETING FOR PUBLIC COMMENT

No comment from the public.

APPROVAL OF THE MINUTES

President DiFrancesco called for the approval of the minutes of the Close Out meeting held December 29, 2016. **MOVED BY:** Commissioner Crosby; seconded by: Commissioner Hunsinger. **YEAS:** Commissioners Crosby, Hunsinger, Leonard, McCallen, Paluck, and President DiFrancesco. **NAYES:** None. **ABSENT:** Commissioners Haines, Ludwig, and Ross.

APPROVAL OF BILLS FOR PAYMENT

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

Resolution R17-001 – Adopting the 2017 Temporary Budget

Resolution adopts the Temporary Budget for the first quarter of 2017.

Resolution R17-002 – Payment of Claims for Confirming Purchase Orders

Resolution authorizes payment to confirming orders totaling \$3,269.23.

Resolution R17-003 – Certification of Funds for Previously Awarded Contracts

Resolution certifies funds for Discovery Benefits \$324.00; Delta Dental \$51,000.00; Purcell, Mulcahy, Hawkins \$10,000.00; The Reitman Group \$8,500.00; Contempo Graphics \$2,900.00; Catamount Farms \$17,000.00; Dr. James Smith \$4,800.00; Running “S” Veterinary \$20,500.00; New Egypt Agway \$16,488.00; Middle Valley Farm \$40,250.00; Easy Picker Golf \$20,000.00; Fire and Safety \$6,350.00; Suburban Propane \$18,200.00; High Tech Landscapes \$13,000.00; Riggins \$58,812.00; National Fuel \$29,525.00; Magic Touch \$375.00; Kleiza \$30,000.00; Finch \$4,000.00; Bob’s Uniforms \$7,200.00; Flemington Department Store \$7,950.00; Metuchen Center \$3,150.00; Schindler \$1,917.60; Specialty Graphics \$2,800.00; Tru-Green \$18,578.00; All Clean \$17,918.00; Johnny on the Spot \$16,450.00; Britton \$10,000.00; Grainger \$32,575.00; Daves Suburban Disposal \$20,000.00; FAST \$2,800.00; Republic \$17,150.00; Home Depot \$4,500.00; and MSC \$1,500.00.

CONSENT AGENDA

RESOLUTIONS

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

Resolution R17–004 – Designating Representation to the Regional Center Partnership of Somerset County

Resolution designates Raymond Brown to serve as the voting representative and Cynthia Sullivan to serve as the alternate.

Resolution R17–005 – Designating Representation to the Open Space Advisory Committee

Resolution designates Commissioner Helen Haines as the Park Commission representative and Walter F. Rusak as the Citizen Member.

Resolution R17-006 – Designating Custodians of Bank Depositories

Resolution designates the custodians for 2017.

Resolution R17-007 – Designating Custodians of Petty Cash

Resolution designates the custodians for 2017.

Resolution R17-008 – Accepting the County of Somerset Award of a Contract for Audit and Accounting Services for 2017

Resolution accepts the County award of a contract to Suplee Clooney & Company.

NEW BUSINESS

Director Brown invited the Commissioners to the Annual Sponsorship Breakfast to be held on Friday, January 27 beginning at 8:00 a.m.

Ray reported that the EEC exhibit hall renovation will be completed by February. It was recommended that the February 16 Park Commission meeting be held at the EEC and so the Commissioners can attend the ribbon cutting ceremony immediately following the meeting.

A motion to adjourn the meeting at 8:06 a.m. was made by Commissioner Crosby; seconded by Commissioner Hunsinger. YEAS: Commissioners Crosby, Hunsinger, Leonard, McCallen, Paluck, and President DiFrancesco. NAYES: None. ABSENT: Commissioners Haines, Ludwig, and Ross.

Respectfully submitted,

Raymond A. Brown
Director

Joanne Steinruck
Executive Assistant