

MINUTES of a meeting of the **SOMERSET COUNTY PARK COMMISSION** held Thursday, March 16, 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

Donald DiFrancesco
Helen Haines
D.J. Hunsinger
Jim Leonard
Doug Ludwig
Dot Paluck
Scott Ross
Mark Caliguire, Freeholder Liaison

ABSENT

Bill Crosby
Kevin McCallen

Staff members present were:

Raymond Brown, Director
Joanne Steinruck, Executive Assistant
Mike Adams, Special Projects Manager
Tom Boccino, Principal Planner/Land Acq.
Chet Czaplicki, Fleet Manager
Dave Dendler, Manager Park Rangers
Pierce Frauenheim, Deputy Dir. Park

Dina Fornataro-Healey, Mgr. Recreation
Darrell Marcinek, Director Golf Maint.
Alex Mathew, Manager Info. Mgmt.
Bob Ransone, Director Golf Mgmt.
Carrie Springer, Environ. Science Mgr.
Dina Trunzo, Manager TR
Donna Umgelter, Manager HR

Also in attendance: Chris Hart

OPEN MEETING FOR PUBLIC COMMENT

No comment from the public.

SERVICE AWARDS

President DiFrancesco presented a 15-year service award to Christopher Morgan and a 20 year service award to Andrew Ciavatta.

APPROVAL OF THE MINUTES

President DiFrancesco called for the approval of the minutes of the last regular meeting held February 16, 2017. **MOVED BY:** Commissioner Hunsinger; **seconded by:** Commissioner Ross. **YEAS:** Commissioners Haines, Hunsinger, Leonard, Ludwig, Paluck, Ross, and President DiFrancesco. **ABSENT:** Commissioners Crosby and McCallen.

APPROVAL OF BILLS FOR PAYMENT

The following resolutions were MOVED BY: Commissioner Hunsinger; seconded by: Commissioner Paluck. YEAS: Commissioners Haines, Hunsinger, Leonard, Ludwig, Paluck, Ross, and President DiFrancesco. ABSENT: Commissioners Crosby and McCallen.

Resolution R17-023 – Payment of Claims

Resolution authorizing payment of bills for \$1,141,722.37 comprising of check numbers 8361-8426, 8427-8469, 8671-8480, 8481-8535, and 8536-8608.

Resolution R17-024 – Certification of Funds for Previously Awarded Contracts

Resolution certifies funds for previously awarded contracts.

DIRECTOR'S REPORT

Director Brown submitted a report for the month of February 2017.

COMMISSIONER CORRESPONDENCE

Letter from an "avid golfer" complimenting Mike Havay and his staff at Quail Brook Golf Course. He is hopeful the Freeholders are again able to provide the funds necessary to maintain the wonderful courses for the residents.

CONSENT AGENDA

RESOLUTIONS

The following resolutions were MOVED BY: Commissioner Hunsinger; seconded by: Commissioner Paluck. YEAS: Commissioners Haines, Hunsinger, Leonard, Ludwig, Paluck, Ross, and President DiFrancesco. ABSENT: Commissioners Crosby and McCallen.

Resolution R17-025 – Sale of Surplus

Resolution authorizes the sale of surplus vehicles and equipment.

Resolution R17-026 – Authorizing Purchase of Lesson Horses for Lord Stirling Stable

Resolution authorizes the purchase of lesson horses. The cost is not to exceed \$12,300.

Resolution R17-027 – Award of Second 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 \$7,500.

Resolution R17-028 – Award of Contract for Purchase of a Toro Groundsmaster 4010-D Wide Area Mower

Resolution awards a contract to Storr Tractor. The cost is not to exceed \$75,803.20.

Resolution R17-029 – Award of Contract for Purchase of a Toro Groundsmaster 4000-D Wide Mower with Option

Resolution awards a contract to Storr Tractor. The cost is not to exceed \$62,052.80.

Resolution R17-030 – Award of Contract for Purchase of Two (2) Toro Groundsmaster Sidewinder 3503-D with Options

Resolution awards a contract to Storr Tractor. The cost is not to exceed \$57,228.80.

Resolution R17-031 – Award of Contract for Purchase of Three (3) Toro Infield Pro 5040 with Options

Resolution awards a contract to Storr Tractor. The cost is not to exceed \$75,132.

Resolution R17-032 – Award of Contract for Purchase of Toro Groundsmaster 360 Z-Turn Mower with Options

Resolution awards a contract to Storr Tractor. The cost is not to exceed \$43,129.46.

Resolution R17-033 – Award of Contract for Purchase of a Jacobsen XD Truckster

Resolution awards a contract to Wilfred MacDonald. The cost is not to exceed \$29,013.76.

Resolution R17-034 – Award of Contract for Purchase of Two (2) F550 Mason Dump Trucks with Plows and Spreaders

Resolution awards a contract to Route 23 Auto Mall, LLC. The cost is not to exceed \$75,532.

Resolution R17-035 – Award of Contract for Purchase of Two (2) Ford F350 Super Cab Gas 4WD Pickup Trucks

Resolution awards a contract to Ditschman Flemington Ford Lincoln Mercury. The cost is not to exceed \$62,352.

Resolution R17-036 – Award of Contract for Purchase of a Ford F250 Crew Cab, Gas, 4WD Pickup Truck with Plow

Resolution awards a contract to Ditschman Flemington Ford Lincoln Mercury. The cost is not to exceed \$36,109.

Resolution R17-037 – Award of Contract for Purchase of a Nissan Frontier King Cab Pickup Truck with Option

Resolution awards a contract to Route 21 Auto Mall, LLC. The cost is not to exceed \$23,172.50

Resolution R17-038 – Award of Contract for Purchase of a Ford F150 Crew Cab, Gas, 4WD Pickup Truck with One (1) Option

Resolution awards a contract to Beyer Ford. The cost is not to exceed \$29,586.

Resolution R17-039 – Award of First Year of a Three-Year Contact for Electrical and Plumbing Services

Resolution awards a contract for electric to A & S Service Co., Inc. as the primary vendor and Oxford Electrical Contractors as the secondary vendor. Plumbing is awarded to Robert Griggs Plumbing as the primary vendor and Stryker Heating and Cooling as the secondary vendor.

RESOLUTION TAKEN OUT OF CONSENT AGENDA

President DiFrancesco reported that the opening of Mountain View Park represents a new operational cost to the Park Commission. The License Agreement covers the operational arrangement between the Park Commission and Hillsborough Township regarding use of the baseball complex and its amenities. The agreement is for 24 years due to the partnership agreement between Somerset County and Hillsborough Township...an extended agreement period permitted by NJ Green Acres due to the capital investment the township shared with the county. Each year the user fees will be reviewed and adjusted in accordance with the Park Commission's adopted annual fee schedule. Freeholder Caliguire explained that Hillsborough Baseball has provided dates of their games and Ray confirmed that staff has those dates already blocked out for the upcoming season. Freeholder Caliguire also indicated that the Board of Freeholders understands that the user fees received from the Township and other entities will not cover the cost of operating the facility, particularly in the early years of the new park.

President DiFrancesco explained that his law firm was involved with the agreement as legal counsel to Hillsborough Township; however, Commission counsel has advised him that he does not have a conflict of interest and can vote on this resolution.

Resolution R17-021 – Approving a License Agreement with Hillsborough Township Regarding Mountain View Park

Resolution approves a License Agreement with Hillsborough for the use of the Athletic Complex during baseball and softball seasons. The Agreement is for January 1, 2017 through December 31, 2040. MOVED BY: Commissioner Ross; seconded by: Commissioner Paluck. YEAS: Commissioners Haines, Hunsinger, Leonard, Ludwig, Paluck, Ross, and President DiFrancesco. ABSENT: Commissioners Crosby and McCallen.

Commissioner Ross thanked the Freeholders, Park Commission, and Hillsborough Township for the park. He noted that the new facility will be awesome for the kids.

COMMITTEE REPORTS

FINANCE/BUSINESS ADMINISTRATION

President DiFrancesco, Chair of the Committee, submitted a report for the month of February 2017.

Director Brown reported that work continues with Nick Trasente and Mike Amorosa. The Park Commission will be prepared to adopt the budget following the County's adoption of its budget in April. Ray thanked all involved for their support and assistance.

HUMAN RESOURCES

Commission Leonard, Chair of the Committee, submitted a report for the month of February 2017.

LEISURE SERVICES

Commissioner Ludwig, Chair of the Committee, submitted a report for the month of February 2017.

Dina Trunzo, Therapeutic Recreation Manager reported that she received the annual \$100 donation from a retiree for the Therapeutic Recreation Horticulture garden. She is grateful for the contribution. Staff is in camp and golf tournament mode. The Pro/Celebrity Golf Tournament will be held on Monday, May 1. In keeping with our agency goals and ADA compliance, Dina conducted disability awareness and sensitivity training with the Golf Maintenance staff.

Dina Fornataro-Healey, Manager Recreation reported that capital improvements are underway that will make Warrenbrook pool more inviting. She is receiving quotes for new paddle boats for Colonial Park and applications for summer staff are being reviewed.

Carrie Springer, Environmental Science Manager reported that a volunteer nominated the EEC for the Bernards Township Mayor's Art Award and they were recently informed that they were selected. The award is for the support of arts. Carrie reported it is an honor to be nominated by a volunteer and receive the award.

GOLF MANAGEMENT

Commissioner Paluck, Chair of the Committee, submitted a report for the month of February 2017.

Bob Ransone deputy Director of Golf Management reported January was a very good month for golf revenue and February set a new record for golf revenue for that month. However, March is just the opposite so far due to the weather conditions and all the gains that were made in the first two months are non-appreciable in the first two weeks of March. Staff attended the New Jersey Golf Show and were able to register golfers. Quail Brook Golf Course was opened a week earlier than planned to take advantage of the great February weather.

INFORMATION MANAGEMENT

Commissioner McCallen, Chair of the Committee, submitted a report for the month of February 2017.

VISITOR SERVICES

Commissioner Crosby, Chair of the Committee, submitted a report for the month of February 2017.

Dave Dendler, Manager Park Rangers reported that 30 employees were trained in water rescue awareness. Two Park Rangers were hired to fill vacancies. Staff is preparing for the Sourland Smackdown. There will be two new sponsors this year.

PROPERTY MANAGEMENT

Commissioner Crosby, Chair of the Committee, submitted a report for the month of February 2017.

PLANNING AND LAND ACQUISITION

Commissioner Haines, Chair of the Committee, submitted a report for the month of February 2017.

CAPITAL FACILITES – CONSTRUCTION and ENGINEERING

Commissioner McCallen, Chair of the Committee, submitted a report for the month of February 2017.

Director Brown reported that a meeting was held to review the funded projects.

PARK MAINTENANCE & HORTICULTURE

Commissioner Hunsinger, Chair of the Committee, submitted a report for the month of February 2017.

Pierce Frauenheim, Deputy Director Park Maintenance reported that staff has been communicating well with Hillsborough Little League representatives regarding the opening of Mountain View Park Complex. The ribbon cutting will be held on Saturday, April 22 at 9:00 a.m. Ray encouraged everyone to mark their calendars as the official GRAND OPENING of the County’s newest facility, as it will be a special day for the Commission.

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 8:35 a.m. was made by Commissioner Leonard and seconded by Commissioner Haines. YEAS: Commissioners Haines, Hunsinger, Leonard, Ludwig, Paluck, Ross, and President DiFrancesco. ABSENT: Commissioners Crosby and McCallen.

Respectfully submitted,

Raymond A. Brown
Director

Joanne Steinruck
Executive Assistant