

**MINUTES** of a meeting of the **SOMERSET COUNTY PARK COMMISSION** held Friday, December 29, 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

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

ABSENT

William Crosby  
D. J. Hunsinger  
Doug Ludwig  
Scott Ross

Other staff members present were:

Raymond Brown, Directory  
Pierce Frauenheim, Deputy Dir.  
Dan Livak, Deputy Dir. Business Admin  
Bob Ransone, Deputy Dir. Golf Mgmt.

Betsy Flanagan, Counsel  
Janine Erickson, Executive Asst.  
Donna Umgelter, HR Manager

**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 last regular meeting held December 14, 2017. **MOVED BY:** Commissioner Leonard; seconded by: Commissioner McCallen. **YEAS:** Commissioners Haines, Leonard, Paluck, and President DiFrancesco. **ABSENT:** Commissioners Crosby, Hunsinger, Ludwig, Ross.

**APPROVAL OF BILLS FOR PAYMENT**

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

**Resolution R17-209 – Payment of Claims**

Resolution authorizing payment of bills for \$1,651,853.05 comprising of check numbers 11289-11400, 11405-11460, 11461 and voided check number 11138 in the about of \$102.30.

**Resolution R17-210 – Confirming Orders**

Resolution authorizes payment to confirming orders totaling \$401.00.

**Resolution R17-211 – Certification of Funds for Previously Awarded Contracts (Golf)**

Resolution authorizes the certification of funds for previously awarded contracts.

**CONSENT AGENDA**

**RESOLUTIONS**

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

**Resolution R17-212 – Transfer of Appropriations**

Resolution authorizing transfer of 2017 appropriations.

**Resolution R17-213 – Amending Resolution R17-200 for the Purchase of Golf Resale Merchandise**

Resolution amends Resolution R17-200 to reflect the correct account string for the purchase of golf resale merchandise.

**Resolution R17-214 – Amending Resolution R17-182 to Cancel and Reduce Blanket Purchase Orders for Previously Awarded Contracts**

Resolution amends Resolution R17-182 to change the amount cancelled for blanket purchase order for Steve's Tire from \$666.45 to \$617.55.

**New Business**

Ray Brown, Director stated that Commissioner Leonard and Commissioner Crosby will serve on the Nominating Committee, with Commissioner Leonard acting as Chairman of the Committee to recommend a slate of officers for the Somerset County Park Commission for 2018.

President DiFrancesco announced his resignation from the Park Commission. In the interim, Vice President Crosby will chair the Somerset County Park Commission meetings. President DiFrancesco thanked the Somerset County Park Commission and the community for the great experience over the past three years. He stated that he learned a great deal about Somerset County and its parks during his tenure. President DiFrancesco thanked everyone for their participation and support over the years.

Freeholder Caliguire noted that it is very unusual to have a past Chief Executive of the State hold the position of President of the Somerset County Park Commission. Freeholder Caliguire stated that President DiFrancesco dove right into the job and helped to open two major parks in Somerset County. Freeholder Caliguire greatly appreciated all that President DiFrancesco did and thanked him for his service to the Somerset County Park Commission.

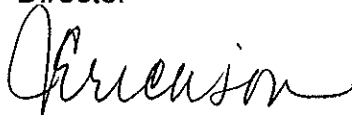
Commissioner Leonard also thanked President DiFrancesco for all that he did during his time as President of the Somerset County Park Commission. Commissioner Leonard stated that it was a pleasure to work with President DiFrancesco. Commissioner Leonard appreciated all of the guidance and counsel President DiFrancesco provided Commissioner Leonard both personally and professionally.

A motion to adjourn the meeting at 8:06 a.m. was made by Commissioner McCallen and seconded by Commissioner Paluck. YEAS: Commissioners Haines, Leonard, President DiFrancesco. ABSENT: Commissioners Crosby, Hunsinger, Ludwig, and Ross.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Raymond A. Brown', with a long horizontal line extending to the right.

Raymond A. Brown  
Director

A handwritten signature in black ink, appearing to read 'Janine Erickson', written in a cursive style.

Janine Erickson  
Executive Assistant