

MINUTES of a Regular Meeting of the **SOMERSET COUNTY PARK COMMISSION** held July 18, 2019 at 8:00 A.M. at Somerset County Park Commission Headquarters, 355 Milltown Road, Bridgewater, NJ.

The Pledge of Allegiance was led by President Caliguire.

President Caliguire stated that this is a Regular Meeting of the Somerset County Park Commission, and adequate advance notice of this meeting has been provided by publication in The Courier News on January 29, 2019 and The Star Ledger on January 30, 2019. Notice was also posted on the bulletin board at the entrance in the Somerset County Park Commission Headquarters and filed with the Somerset County Clerk, in compliance with the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-6 et seq.

President Caliguire called the meeting to order.

Roll Call:

PRESENT

Mark Caliguire
Bill Crosby
Helen Haines
DJ Hunsinger
Dot Paluck
Scott Ross

ABSENT

Jim Leonard
Doug Ludwig
Kevin McCallen
Brian Gallagher, Freeholder
Liaison

Other staff members present were:

Geoffrey Soriano, Secretary-Director
Janine Erickson, Executive Assistant
Scott Fisher, Coordinator, Accounting
Ken Fivek, Supervisor, Golf Ops.
Pierce Frauenheim, Dep. Dir., Park Ops.
Darrell Marcinek, Director, Golf Maint.
Marge Margentino, Manager, LSS

Frank Masini, Manager, Rangers
Bob Ransone, Dep. Dir., Golf Ops.
Carrie Springer, Mgr, Enviro. Science
Dina Trunzo, Adm, Leisure & Comm
Services
Donna Umgelter, Adm, HR

In attendance from the County: Nick Trasente, CFO; Adam Bloom, Engineering; Tom Boccino, Principal Planner/Land Acquisition; Yvonne Childress, Director of Fiscal Operations; Chris Hart, Deputy Director of Fiscal Operations; and Melissa Kosensky, Assistant Purchasing Agent.

Also in attendance: Betsy Flanagan, Legal Counsel; and Rich Reitman, Public Relations.

OPEN MEETING FOR PUBLIC COMMENT

Branchburg resident, Michael Merchant, addressed the Commission to thank them and the County for all the work performed to improve the parking lot area at the Greenway

Trail at the Elm Street Bridge in Neshanic. Mr. Merchant stated that the area is accessed by many patrons and the improvements have been well received and much appreciated.

APPROVAL OF THE MINUTES

President Caliguire called for the approval of the minutes of the regular meeting held on June 20, 2019. Moved by Commissioner Crosby; seconded by Commissioner Haines. YEAS: Commissioners Crosby, Haines, Hunsinger, Paluck, Ross, and President Caliguire. NAYES: None. ABSENT: Commissioners McCallen, Leonard, and Ludwig.

APPROVAL OF BILLS FOR PAYMENT

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

Resolution R19-176 – Transfer of Appropriations

Resolution cancels and reappropriates funds for various capital projects.

Resolution R19-177 – Payment of Claims

Resolution authorizing payment of claims in the amount of \$2,326,175.73 comprised of Claims in the amount of \$1,024,798.67, Other Expenses in the amount of \$189,835.33 and Salaries and Wages in the amount of \$1,111,541.73 for the period of June 20, 2019 through July 17, 2019.

Resolution R19-178 – Refund of Recreation Fees

Resolution authorizes refund of recreation fees.

Resolution R19-179 – Confirming Orders

Resolution authorizes the payment of confirming orders totaling \$11,120.69.

Resolution R19-180 – Authorizing Additional Funding for Previously Awarded Contracts (Leisure Services)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R19-181 – Authorizing Additional Funding for Previously Awarded Contracts (Golf)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R19-182 – Authorizing Additional Funding for Previously Awarded Contracts (Administration)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R19-183 – Authorizing Additional Funding for Previously Awarded Contracts (Park Operations)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R19-184 – Amending and Cancelling Certification of Funds for Previously Awarded Contracts

Resolution cancels and amends certification of funds for previously awarded contracts.

DIRECTOR’S REPORT

Director Soriano submitted a report for the month of June 2019.

COMMISSION CORRESPONDENCE

Email received from President of Music in the Somerset Hills, Richard Somerset-Ward, requesting a covered amphitheater be built in Natirar for presentation of musical concerts. At the suggestion of Director Soriano, the Commissioners all agreed that the request should be referred to the Leisure Services Committee for review and recommendation as to a future course of action.

CONSENT AGENDA

RESOLUTIONS

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

Resolution R19-185 – Adopting Cash Advance for Pine Barrens Escape Weekend Trip

Resolution adopts a cash advance of \$500.00 needed to cover the cost of vehicle tolls, gas, lunch, and admission fees.

Resolution R19-186 – Amending 2019 Fee Schedule

Resolution amends 2019 Fee Schedule for new programs at Lord Stirling Stable.

Resolution R19-187 – Rejecting Bid for Signs

Resolution rejects bid received by Forman Signs that exceeded the cost estimate.

Resolution R19-188 – Authorizing Signors for Motor Vehicle Title Documents

Resolution authorizes the Manager of Fleet and Property Management to sign vehicle title documents.

Resolution R19-189 – Authorizing use of Morris County Contract for Purchase of Landscaping Materials And Supplies

Resolution authorizes purchases from Grass Roots Turf, Fisher & Son, Nutrien AG Solutions, Seeton Turf, Ben Shaffer, and Birds Bees and Trees with initial purchase not to exceed \$1,635.20.

Resolution R19-190 – Authorizing use of County Contract for Purchase of Refuse Disposal Services

Resolution authorizes purchases from Dave's Suburban Disposal, Kohler Waste Services, and Republic Services with initial purchase not to exceed \$14,650.00.

Resolution R19-191 – Authorizing use of Morris County Contract for Purchase of Preventative Maintenance/Repair of Emergency Generators

Resolution authorizes services from Atlantic Switch & Generator with initial purchase of \$5,325.00.

Resolution R19-192 – Authorizing use of Morris County Contract for Purchase of Lumber, Insulation, Hardware, Paint, and Paint Supplies

Resolution authorizes purchases from Continental Hardware, Extech Building, and Sherwin Williams.

Resolution R19-193 – Authorizing use of County Contract for Purchase of Uniforms

Resolutions authorizes purchases from Flemington Department Store, Metuchen Center, Bob's Uniform, Dot Design, Glove and Safety, Keyport Army Navy, Specialty Graphics, Somes, Universal Uniforms, Atlantic Tactical, Bob Barker, Olympic Glove & Safety, Robbi Promotional with initial purchase not to exceed \$10,253.83.

COMMITTEE REPORTS

CFO's Report

Commissioner Crosby, Chair of the Committee, submitted a report for the month of June 2019.

Nick Trasente, Park Commission CFO, explained that a new budget report will be used in the meeting packet to provide a better illustration of SCPC financials.

HUMAN RESOURCES

Commissioner Leonard, Chair of the Committee, submitted a report for the month of June 2019.

Donna Umgelter, Administrator, Human Resources, had no further report.

LEISURE SERVICES

Commissioner Ludwig, Chair of the Committee, submitted a report for the month of June 2019.

Dina Trunzo, Administrator, Leisure and Community Services, stated that the duck paddle boats are extremely popular at Colonial Park, garnering one hour to 90 minutes wait times on weekends. The spray park is anticipated to open on August 1st. TR Camps are underway and going well.

Carrie Springer, Manager, Environmental Science, reported that the one-week Xtreme Adventure camp has been well received, with 15 teen participants enjoying various adventure trips. The purchase of an Eco-Counter for trails at the EEC was made

possible through a grant from the Park Foundation. The Eco-Counter will monitor patrons entering the trail and provide a more accurate picture of trail use at the EEC.

Marge Margentino, Manager, Lord Stirling Stable, reported that all camps are sold out with a waiting list for each camp. Some stable staff members took a trip to Pond Hill in Vermont to see their operation from which Lord Stirling Stable acquires horses. Marge would like to plan a trip to Pond Hill with Stable riders next year. There will be a barbeque to celebrate the 50th Anniversary of Lord Stirling Stable on September 22nd. Invites to the event will be mailed shortly.

GOLF MANAGEMENT

Commissioner Paluck, Chair of the Committee, submitted a report for the month of June 2019.

Darrell Marcinek, Director, Golf Maintenance, stated that focus has been on the various tournaments that have taken place at the golf courses over the last month. The recent NJSGA tournament at Neshanic Valley Golf Course was a success despite issues with weather, a tree falling, and a balloon landing on the course during the tournament. Darrell received positive feedback from the players, sponsors, and NJSGA members regarding the course.

Bob Ransone, Deputy Director Golf Management, was pleased with positive feedback he received about the NJSGA Tournament at Neshanic Valley Golf Course last week. Bob appreciated all of the cooperation from staff that made this tournament a success. Bob stated that all the Junior Golf camps are filled and Junior Golf tournaments will be held on Mondays at Spooky Brook, Quail Brook, Green Knoll, and Warrenbrook Golf Courses.

INFORMATION MANAGEMENT

Commissioner McCallen, Chair of the Committee, submitted a report for the month of June 2019.

Director Soriano stated that an IT Manager has been hired and will begin employment on August 12th. The County is currently assisting the IT department with a bid for new EVPL contract.

VISITOR SERVICES

Commissioner Crosby, Chair of the Committee, submitted a report for the month of June 2019.

Frank Masini, Manager, Park Rangers, reported that Park Rangers Corriero, Isidoridy, and Hance, as well as Ranger Supervisor Richard assisted with a medical rescue of an unconscious hiker at Sourland Mountain Preserve last Wednesday. The Rangers worked with local emergency teams to safely transport the victim off of the mountain and onto medical care.

PROPERTY MANAGEMENT

There was no report.

PLANNING AND LAND ACQUISITION

Tom Boccino, Parks Section Principal Planner, Land Acquisition, presented a report for June 2019.

CAPITAL FACILITIES – CONSTRUCTION and ENGINEERING

Adam Bloom, County Park Engineer, submitted a report for June 2019.

PARK MAINTENANCE & HORTICULTURE

Commissioner Hunsinger, Chair of the Committee, submitted a report for June 2019.

Pierce Frauenheim, Deputy Director, Park Operations, stated that there was an incident at Mountain View Park where a lightning strike cut power to the concession area. Mountain View Park staff was able to make accommodations to have the concessions functioning by late morning in time for tournament play at the park. Pierce praised Park Maintenance staff for their work during the July 4th Celebration at North Branch Park. Planning and preparations are underway for the upcoming the 4H Fair, where 60,000 visitors are expected during the three day event.

Commissioner Crosby gave kudos to the staff at East County Park for the great job they have done with improvements to the park.

AUDIT COMMITTEE

Nick Trasente is awaiting confirmation of the date and time of the exit interview with the Auditors to finalize the 2018 audit. He will notify Director Soriano should he wish to participate.

FREEHOLDERS REPORT

There was no Freeholder report.

OLD BUSINESS

Director Soriano stated that, having received comment from Counsel Betsy Flanagan, he would like to refer Hollis Fitch's request to place a memorial sculpture at Skillman Park to the Leisure Services Committee for review and recommendation as to a future course of action.

NEW BUSINESS

Director Soriano stated that construction of the spray park at Colonial Park is nearing completion and it is anticipated to open on August 1st pending passing of necessary inspections. A ribbon cutting ceremony will be planned.

Seeing no further business, a motion to adjourn the meeting at 8:45 a.m. was moved by: Commissioner Crosby; seconded by: Commissioner Hunsinger. YEAS: Commissioners Crosby, Haines, Hunsinger, Paluck, Ross, and President Caliguire. NAYES: None. ABSENT: Commissioners McCallen, Leonard, and Ludwig.

Respectfully submitted,



Geoffrey D. Soriano
Secretary-Director



Janine Erickson
Executive Assistant