

MINUTES of a Special Meeting of the **SOMERSET COUNTY PARK COMMISSION** held December 30, 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 Special Meeting of the Somerset County Park Commission, and adequate advance notice of this meeting has been provided by publication in The Courier News on November 30, 2019 and The Star Ledger on December 3, 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 (via phone)
DJ Hunsinger
Jim Leonard (via phone)
Kevin McCallen
Scott Ross
Brian Gallagher
Freeholder Liaison
(via phone)

ABSENT

Doug Ludwig
Dot Paluck

Other staff members present were:

Geoffrey Soriano, Secretary-Director
Janine Erickson, Executive Assistant

Marge Margentino, Manager, LSS
Bob Ransone, Dep. Dir., Golf Ops.
Donna Umgelter, Adm, HR

In attendance from the County: Chris Hart, Deputy Director of Fiscal Operations.

Also in attendance: Rich Reitman, Public Relations.

OPEN MEETING FOR PUBLIC COMMENT

There were no comments from the public.

APPROVAL OF BILLS FOR PAYMENT

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

Resolution R19-300 – Payment of Claims

Resolution authorizing payment of claims in the amount of \$1,702,593.05 comprised of Claims in the amount of \$909,634.57, Other Expenses in the amount of \$70,364.32 and Salaries and Wages in the amount of \$722,594.16 for the period of December 10, 2019 through December 26, 2019.

Resolution R19-301 – Confirming Orders

Resolution authorizes the payment of confirming orders totaling \$9,764.13.

Resolution R19-302 –Amending and Cancelling Certification of Funds for Previously Awarded Contracts

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

CONSENT AGENDA

RESOLUTIONS

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

Resolution R19-303 - Cancellation of Appropriations

Resolution cancels appropriation in various salary and wage and operating accounts for 2019.

Director Soriano thanked County Deputy Director of Finance, Chris Hart; Park Commission Treasurer, Nick Trasente; and Accounting Coordinator, Scott Fisher for their assistance with closing out the 2019 budget.

Resolution R19-304 – Award of Contract for Legal Services: General and Labor Counsel

Resolution awards contract for general legal services to Eric Bernstein & Associates, LLC and contract for labor counsel to DiFrancesco, Bateman, Kunzman, Davis, Lehrer and Flaum.

Resolution R19-305 – Award of Contract for Public Relations

Resolution awards contract to The Reitman Group.

Resolution R19-306 – Award of Contract for Design Of Promotional Materials

Resolution awards contract to ContempoGraphics.

Resolution R19-307 – Award of Contract for Sound Production Services

Resolution awards contract to Soundtracks Production Services, LLC.

Resolution R19-308 – Award of One Year Contract Health Benefits Services

Resolution awards contract to Assured Partners of NJ.

Resolution R19-309 – Authorizing use of County Contract for Flexible Spending Account Administration

Resolution authorizes services from Discovery Benefits.

Resolution R19-310 – Awarding First Year Year of a Three-Year Contract for Equine Services

Resolution awards a contract for Farrier Services to Professional Farrier Services; a contract for Dental Services to Garden State Equine Veterinary Dentistry; and a contract for Equine Services to Running 'S' Equine Veterinary Services.

NEW BUSINESS

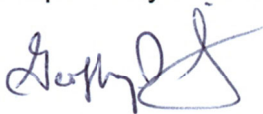
President Caliguire appointed Commissioners Hunsinger, Paluck and Ross to the Nominating Committee to recommend the President, Vice President and Secretary appointments for 2020.

President Caliguire praised Park Commission staff for being fiscally responsible in 2019.

Freeholder Gallagher recognized and thanked the commissioners and Park Commission staff for the great work they do to make the parks an asset for Somerset County.

Seeing no further business, a motion to adjourn the meeting at 8:10 A.M was moved by: Commissioner Crosby; seconded by: Commissioner Ross. YEAS: Commissioners Crosby, Haines, Hunsinger, Leonard, McCallen, Ross, and President Caliguire. NAYES: None. ABSENT: Commissioners Ludwig and Paluck.

Respectfully submitted,



Geoffrey D. Soriano
Secretary-Director



Janine Erickson
Executive Assistant