

**MINUTES** of a Regular Meeting of the **SOMERSET COUNTY PARK COMMISSION** held December 10, 2020 at 3:30 P.M. at Somerset County Park Commission Headquarters, 355 Milltown Road, Bridgewater, NJ.

The Pledge of Allegiance was led by President Caliguire.

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 November 21, 2019 and the Star Ledger on November 22, 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.

Pursuant to recently issued emergency regulations promulgated by the Director of the Division of Local Government Services (codified as N.J.A.C. 5:39-1.1 through 1.7) the Somerset County Park Commission is now advising that its specifically aforementioned meetings shall be held remotely and virtually via the Zoom video conferencing platform for Park Commissioners in conjunction with in-person meeting for members of the public. Adequate advance notice of a remote public meeting in conjunction with in-person meeting was advertised in The Courier News on October 9, 2020 and the Star Ledger on October 12, 2020. Notice was also posted on the main public entrance at Somerset County Park Commission Headquarters.

Park Commission Counsel, Eric Bernstein added that in light of COVID-19 mandates, this meeting was made open to the public and social distancing measures were in place. Park Commission Headquarters were unlocked and "Building Closed" signs were removed from the entryway.

President Caliguire called the meeting to order.

Roll Call:

PRESENT\*

Mark Caliguire  
Paul Drake  
Helen Haines (joined at  
3:40pm)  
DJ Hunsinger  
Jim Leonard  
Doug Ludwig  
Kevin McCallen  
Scott Ross  
Melonie Marano  
Freeholder Liaison - alt

ABSENT

Jim Leonard  
Dot Paluck

Other staff members present were:

Geoffrey Soriano, Secretary-Director*	Bob Ransone, Dep. Dir., Golf Ops.*
Janine Erickson, Executive Assistant*	Cindie Sullivan, Asst. Director
Pierce Frauenheim, Dep. Dir., Park Ops.*	Dina Trunzo, Admin, Leisure & Comm. Svc

\*Participated via video conference. In light of the current COVID-19 mandates, Commissioners, Counsel, Public Relations, and Senior Management staff were asked to participate in this meeting remotely.

Also in attendance via video conference: Eric Bernstein, Legal Counsel and Rich Reitman, Public Relations.

Members from the public in attendance:

Terry Heide, Gillette, NJ	Robin Gehringer, Basking Ridge, NJ
Jeane Stamey Whitmore, Merryville, NJ	Lisa Berry, Neshanic Station, NJ

### **OPEN MEETING FOR PUBLIC COMMENT**

Members from the public posed questions to the Commission regarding the future management of Lord Stirling Stable.

### **APPROVAL OF THE MINUTES**

President Caliguire called for the approval of the minutes of the regular meeting held on November 20, 2020. Moved by Commissioner McCallen; seconded by Commissioner Hunsinger. YEAS: Commissioners Drake, Hunsinger, Ludwig, McCallen, Ross, and President Caliguire. NAYES: None. ABSENT: Commissioners Haines, Leonard and Paluck.

Commissioner Haines joined the meeting at this time.

### **APPROVAL OF BILLS FOR PAYMENT**

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

### **Resolution R20-261 – Payment of Claims**

Resolution authorizes payment of claims in the amount of \$1,134,661.99 comprised of Claims in the amount of \$633,360.87, Other Expenses in the amount of \$121,122.92, and Salaries and Wages in the amount of \$380,178.20 for the period of November 19, 2020 through December 9, 2020.

### **Resolution R20-262 – Refund of Recreation Fees**

Resolution refunds recreation fees.

**Resolution R20-263 – Payment of Confirming Orders**

Resolution authorizes the payment of confirming orders totaling \$653.50.

**Resolution R20-264 – Authorizing Additional Funding for Previously Awarded Contracts (Leisure Services)**

Resolution authorizes additional funds for previously awarded contracts.

**Resolution R20-265 – Authorizing Additional Funding for Previously Awarded Contracts (Golf)**

Resolution was VOIDED.

**Resolution R20-266 – Authorizing Additional Funding for Previously Awarded Contracts (Park Operations)**

Resolution authorizes additional funds for previously awarded contracts.

**Resolution R20-267 – 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 November 2020.

**COMMISSION CORRESPONDENCE**

1. Email correspondence received from NJ Conservation Foundation regarding the renaming of a section of the Sourland Mountain Preserve which NJ Conservation Foundation currently stewards.
2. Letter received from citizens concerned with the future of Lord Stirling Stable and offering suggestions for the future viability of same.

**CONSENT AGENDA**

**RESOLUTIONS**

A motion to accept resolutions R20-268, R20-269, R20-271, R20-272, R20-273 and R20-275 through R20-294 was moved by Commissioner Haines; seconded by Commissioner McCallen. YEAS: Commissioners Drake, Haines, Hunsinger, Ludwig, McCallen, Ross, and President Caliguire. NAYES: None. ABSENT: Commissioners Leonard and Paluck.

**Resolution R20-268 – Establishing 2021 Public Meeting Dates and Times**

Resolution establishes 2021 Public Meeting Dates and Times of the Park Commission

**Resolution R20-269 – Awarding Contract for Legal Services Contract**

Resolution awards contract to Eric M. Bernstein & Associates LLC for General Counsel and DiFrancesco, Bateman, Kunzman, Davis, Lehrer and Flaum for Labor Counsel.

**Resolution R20-270 – Awarding Contract for Health Benefits Consulting Services**

Resolution awards contract to Assured Partners of NJ with expenses not to exceed \$27,500.00.

A motion to accept Resolution R20-270 was made by Commissioner Hunsinger; seconded by Commissioner Drake. YEAS: Commissioners Drake, Haines, Hunsinger, Ludwig, McCallen, Ross. NAYES: None. ABSTAIN: President Caliguire. ABSENT: Commissioners Leonard and Paluck.

**Resolution R20-271– Awarding Contract for Design of Promotional Materials**

Resolution awards contract to ContempoGraphics with expenses not to exceed \$1,250.00.

**Resolution R20-272 – Awarding Contract for Extraordinary Unspecifiable Services without Competitive Bids for Dental Insurance**

Resolution awards contract to Delta Dental with expenses not to exceed \$196,435.00.

**Resolution R20-273 – Authorizing use of County Contract for Flexible Spending Account Services**

Resolution authorizes use of services from Discovery Benefits.

**Resolution R20-274 – Adopting 2021 Fee Schedule**

Resolution adopts 2021 Fee Schedule.

Resolution R20-274 was amended to remove suggested fee increases for currently existing services at Lord Stirling Stable. Only fees for new services for Stable boarders will be added to the Fee Schedule for 2021 as they relate to the Lord Stirling Stable.

A motion to accept Resolution R20-274 as amended was made by Commissioner McCallen; seconded by Commissioner Drake. YEAS: Commissioners Drake, Haines, Hunsinger, Ludwig, McCallen, Ross and President Caliguire. NAYES: None. ABSENT: Commissioners Leonard and Paluck.

**Resolution R20-275 – Authorizing Membership in the Somerset County Joint Insurance Fund**

Resolution authorizes membership in the Somerset County Joint Insurance Fund for the three-year period of January 1, 2021 through December 31, 2023.

**Resolution R20-276 – Appointing Fund Commissioner to the Somerset County Joint Insurance Fund**

Resolution appoints Director Geoff Soriano as Fund Commissioner and HR Administrator, Donna Umgelter as alternate.

**Resolution R20-277 – Appointing Fund Commissioner to the Southern Skyland Regional Health Insurance Fund**

Resolution appoints Director Geoff Soriano as Fund Commissioner and HR Administrator, Donna Umgelter as alternate.

**Resolution R20-278 – Extending License on Warrenbrook Clubhouse**

Resolution extends licensing agreement for a five-year period from January 1, 2021 through December 31, 2025 to Somerset County Office on Aging for an annual fee of \$1.00.

**Resolution R20-279 – Accepting Donation from Somerset Patriots**

Resolution accepts donation of 31 changing room lockers valued at \$4,650.00 from the Somerset Patriots.

**Resolution R20-280 – Awarding Five-Year Contract for Farming Rights to Four (4) Parcels of Farmland**

Resolution awards a five-year license for the period of January 1, 2021 through December 31, 2025 to H & H Farms, LLC for Kanach River and North Parcels and Thompson (Montgomery) Parcel; to Middlebush Farms, Inc. for Trezza Parcel; and to Robert G. Lloyd for Dar Mar North and South Parcels.

**Resolution R20-281 – Awarding Second Year of Three-Year Contract for Equine Services**

Resolution awards contract to Professional Farrier Services, Inc for Option A: Farrier; to Garden State Equine Veterinary Dentistry for Option B: Dentist; and Running 'S' Veterinary Services for Option C: Veterinary.

**Resolution R20-282 – Awarding Third One-Year Extension for Golf Resale Merchandise**

Resolution awards contract to Range Servant American, Inc.; Horungs Golf Products; Acushnet Co – Footjoy; Ping, Inc.; Cutter & Buck; Town Talk; Callaway Golf; Sun Mountain; Klone Lab Callaway Golf Shoes; Accolade USA, Inc.; Gear for Sports, Inc.; Supreme International LLC; and Taylor Made Golf, Inc.

**Resolution R20-283 – Awarding First Year of a Two-Year Contract for Yoga Services**

Resolution awards contract to The School of Royal Yoga with a cost of service not to exceed \$9,300.00.

**Resolution R20-284 – Awarding One Year Contract with Two One-Year Extensions for Well Maintenance and Repair Service**

Resolution awards contract to Stryker.

**Resolution R20-285 – Awarding First Year of a Two-Year Contract with One (1) One-Year Option to Extend for Preventative Maintenance and Emergency Repairs of the Gasboy Island Fuel Management System**

Resolution awards contract to Aurora Environmental.

**Resolution R20-286 – Awarding Contract for Purchase of Two (2) True-Surface Vibratory Greens Rollers or Equivalent**

Resolution awards contract to Storr Tractor with costs not to exceed \$20,000.00.

**Resolution R20-287 – Granting Permission to Farm Licensee to Apply for a Permit to Kill Wild Deer on County-Owned Parkland**

Resolution grants permission to Steve Zamek to apply for a permit through the DEP Division of Fish and Wildlife.

**Resolution R20-288 – Rejecting Bid for Turfhound Tee Surface Mats**

Resolution rejects bid for Turfhound tee surface mats as the specifications need to be updated. The project will be rebid.

**Resolution R20-289 – Authorizing use of County Contract for Purchase of Red Dyed #2 Diesel Fuel and Red Dyed Winter Blend Diesel and Fuel Oil**

Resolution authorizes purchases from National Fuel, J. Swanton Fuel, Riggins Inc., Allied Oil LLC, and Finch Fuel Oil.

**Resolution R20-290 – Authorizing use of County Contract for Purchase of Automotive and Diesel Lubricants Engine/Gear Oils, Grease, ATF & Hydraulic Oils**

Resolution authorizes purchases from Atlantic State Lubricants Corp, DFFM, LLC dba Motor Right Auto Parts, David Weber Oil Co., and Lubenet LLC.

**Resolution R20-291 – Authorizing use of County Contract for Purchase of Painting & Wall Covering Services**

Resolution authorizes purchase from Grafas Painting Contractors Inc. dba GPC, Inc.

**Resolution R20-292 – Authorizing use of Educational Services Commission for the Purchase of Grounds Equipment: Redmax String Trimmer**

Resolution authorizes purchase from Cherry Valley Tractor Sales with cost not to exceed \$295.96.

**Resolution R20-293 – Authorizing use of Morris County Cooperative Pricing Contract for the Purchase of Utility Vehicles: 2021 Ford F350 Supercab**

Resolution authorizes purchase from DFFLM LLC t/a Ditschman/Flemington Ford with cost not to exceed \$35,006.75.

**Resolution R20-294 – Authorizing use of State Contract for Purchase of Life Safety Equipment**

Resolution authorizes purchase from Lifesavers Inc. with cost not to exceed \$1,374.32.

**COMMITTEE REPORTS**

**CFO's Report**

Commissioner Ross, Chair of the Committee, submitted a report for the month of November 2020.

Director Soriano stated that the Park Commission has met its anticipated revenue projections and will have a surplus for 2020.

### **HUMAN RESOURCES**

Commissioner Leonard, Chair of the Committee, submitted a report for the month of November 2020.

### **LEISURE SERVICES**

Commissioner Hunsinger, Chair of the Committee, submitted a report for the month of November 2020.

Dina Trunzo, Administrator, Leisure and Community Services, stated that the Park Commission assisted the Somerset County Sheriff's Department with this year's toy collection for Toys for Tots. More than 1,300 toys were collected. Dina thanked the staff at the EEC and Lord Stirling Stable who did a great job promoting the event. Dina thanked all staff who helped to make this event a success.

### **GOLF MANAGEMENT**

Commissioner Paluck, Chair of the Committee, submitted a report for the month of November 2020.

Bob Ransone, Deputy Director, Golf Management reported that golf play continues to exceed expectations due to mild weather. The Black Friday Gift Card sale ran only on Friday, November 27<sup>th</sup> as sales reached \$800,000.00, exceeding the \$500,000.00 cap in one day. It is intended that a second gift card sale event will be scheduled over Presidents Day weekend in February 2021. Bob was excited to report that for the first time in Park Commission history, to date, there have been in excess of 200,000 rounds of golf played this year. Bob thanked fellow Park Commission staff who, by means of cross training, were able to assist golf staff during the year.

### **INFORMATION MANAGEMENT**

Commissioner McCallen, Chair of the Committee, submitted a report for the month of November 2020.

### **VISITOR SERVICES**

Commissioner Ross, Chair of the Committee, submitted a report for the month of November 2020.

### **PROPERTY MANAGEMENT**

There was no Property Management report.

### **PLANNING AND LAND ACQUISITION**

Commissioner Haines, Chair of the Committee, submitted a report for November 2020.

## **CAPITAL FACILITIES – CONSTRUCTION and ENGINEERING**

Commissioner McCallen, Chair of the Committee, submitted a report for November 2020.

## **PARK MAINTENANCE & HORTICULTURE**

Commissioner Hunsinger, Chair of the Committee, submitted a report for November 2020.

Pierce Frauenheim, Deputy Director, Park Operations, reported that Park Maintenance staff will be accepting Christmas trees for recycling after the holiday. Pierce announced that Shauna Moore has been promoted to Horticulture Manager; replacing Jim Avens, who is retiring at the end of the year.

## **AUDIT COMMITTEE**

There was no audit report.

## **FREEHOLDERS REPORT**

Freeholder Marano echoed the comments regarding the future of Lord Stirling Stable and that the Park Commission and the County are committed to hiring a neutral consultant that is knowledgeable, caring and have the best interest of the horses as their focus. Freeholder Marano looks forward to working together with the Park Commission to formulate a plan for Lord Stirling Stable 2.0.

Freeholder Marano thanked Park Commission staff for their assistance with the Toys for Tots event and gave kudos to golf for a great year.

## **OLD BUSINESS**

There was no old business for discussion.

## **NEW BUSINESS**

Director Soriano announced that Marge Margentino, Stable Manager, will be retiring at the end of the year with 15 years of service to the Park Commission. Director Soriano went on to announce the retirement of Cindie Sullivan, Assistant Director, after 28 years of service to the Park Commission. Director Soriano shared the parting words offered by Park Foundation President, John Kitchen, that it will take someone with immense amount of talent and knowledge to replace Cindie. Cindie shared that she loved the time spent at the Park Commission and is extremely proud of all that has been accomplished during her tenure. Commission President, Mark Caliguire, thanked Cindie for her service, stating that she is the gold standard who will be difficult to replace and that many people have better lives because of her service. She will be sorely missed and difficult to replace.

Seeing no further business, a motion to adjourn the meeting at 4:28 P.M. was moved by: Commissioner Haines; seconded by: Commissioner Drake. YEAS: Commissioners Drake, Haines, Hunsinger, Ludwig, McCallen, Ross and President Caliguire. NAYES: None. ABSENT: Commissioners Leonard and Paluck.



Respectfully submitted,

A handwritten signature in black ink, appearing to read "Geoffrey D. Soriano". The signature is stylized with a large, sweeping initial "G" and a long horizontal stroke extending to the right.

Geoffrey D. Soriano  
Secretary-Director

A handwritten signature in blue ink, appearing to read "Janine Erickson". The signature is written in a cursive style with a large initial "J" and a long horizontal stroke.

Janine Erickson  
Executive Assistant