

MINUTES of a Regular Meeting of the **SOMERSET COUNTY PARK COMMISSION** held May 21, 2020 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.

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. and Ch. 11, Public Laws of 2020.

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*
DJ Hunsinger*
Kevin McCallen*
Scott Ross*

ABSENT

Jim Leonard
Doug Ludwig
Dot Paluck
Sara Sooy
Freeholder Liaison

Other staff members present were:

Geoffrey Soriano, Secretary-Director
Janine Erickson, Executive Assistant
Pierce Frauenheim, Dep. Dir., Park Ops.

Bob Ransone, Dep. Dir., Golf Ops.
Cindie Sullivan*, Asst. Director
Dina Trunzo*, Adm, Leisure & Comm
Services
Donna Umgelter*, Administrator, HR

*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.

OPEN MEETING FOR PUBLIC COMMENT

There were no comments from the public.

APPROVAL OF THE MINUTES

President Caliguire called for the approval of the minutes of the Regular meeting held on April 16, 2020. Moved by Commissioner Haines; seconded by Commissioner Hunsinger. YEAS: Commissioners Drake, Haines, Hunsinger, McCallen, Ross, and President Caliguire. NAYES: None. ABSENT: Commissioners Leonard, Ludwig, and Paluck.

APPROVAL OF BILLS FOR PAYMENT

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

Resolution R20-102 – Emergency Temporary Appropriations

Resolution adopts a transfer of emergency temporary appropriations for 2020.

Resolution R20-103 – Transfer of Open Space Appropriations

Resolution reappropriates certain Open Space Trust balances for various Open Space projects.

Resolution R20-104 – Payment of Claims

Resolution authorizes payment of claims in the amount of \$2,410,815.75 comprised of Claims in the amount of \$1,037,554.90, Other Expenses in the amount of \$290,552.78, and Salaries and Wages in the amount of \$1,082,708.07 for the period of April 16, 2020 through May 20, 2020.

Resolution R20-105 – Refund of Recreation Fees

Resolution refunds recreation fees.

Resolution R20-106 – Payment of Confirming Orders

Resolution authorizes the payment of confirming orders totaling \$4,397.10.

Resolution R20-107 – Authorizing Additional Funding for Previously Awarded Contracts (Leisure Services)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R20-108 – Authorizing Additional Funding for Previously Awarded Contracts (Golf)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R20-109 – Authorizing Additional Funding for Previously Awarded Contracts (Administration)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R20-110 – Authorizing Additional Funding for Previously Awarded Contracts (Park Operations)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R20-111 – Authorizing Additional Funding for Previously Awarded Contracts (Pending Requisitions)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R20-112 – 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 April 2020.

Director Soriano gave an update regarding the status of operations at the Park Commission in compliance with the Governor’s Executive Orders. The County Sheriff’s Department has been providing assistance on weekends and holidays at the four busiest park locations; Sourland Mountain Preserve, Natirar Park, Duke Island Park and Colonial Park. To assist with monitoring limited access to the parks, Director Soriano implemented a “Weekend Warrior” program to provide additional PC staff at the four aforementioned park locations. To comply with Executive Order 143, which opens public restrooms, the County will assist the Park Commission with maintaining porta-johns that will be placed at 10 park and golf course locations.

A committee was convened to review the future operation of Lord Stirling Stable. All stable programs are currently on hibernation mode for the remainder of 2020.

COMMISSION CORRESPONDENCE

There was no Commission Correspondence.

CONSENT AGENDA

RESOLUTIONS

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

Resolution R20-113 – Authorizing use of County Contract for the Purchase of Occupational Medical Services

Resolution authorizes services from Institute for Forensic Psychology; Kinematic Consultants, Inc.; Princeton Healthcare Systems; and RWJ Physician Enterprises.

Resolution R20-114 – Awarding Second Year of a Two-Year Contract for Portable Sanitation Units

Resolution awards contract to Johnny on the Spot.

Resolution R20-115 – Authorizes use of County Contract for Purchase of Vehicle Parts and Repairs

Resolution authorizes purchases DFFLM, Inc, Fred Beans Parts, Freehold Ford, Nielson Dodge, and Route 23 Automall.

Resolution R20-116 – Amending 2020 Fee Schedule

Resolution amends the 2020 Fee Schedule to include a temporary fee for weekly rental of a saddle.

COMMITTEE REPORTS

CFO's Report

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

HUMAN RESOURCES

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

LEISURE SERVICES

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

GOLF MANAGEMENT

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

Bob Ransone, Deputy Director, Golf Management stated that golf courses reopened on May 2nd for twosome play with tee times scheduled in 16 minute intervals. Changes will be made to accommodate foursome play made allowable in Executive Order 147 issued on May 18th. A dedicated phone line has been set up to accommodate the booking of tee times.

INFORMATION MANAGEMENT

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

VISITOR SERVICES

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

PROPERTY MANAGEMENT

Director Soriano stated that he is working with NJ Fish and Wildlife to address an issue with re-licensing expiring hunting parcels under the current parameters.

PLANNING AND LAND ACQUISITION

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

CAPITAL FACILITIES – CONSTRUCTION and ENGINEERING

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

PARK MAINTENANCE & HORTICULTURE

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

AUDIT COMMITTEE

There was no report for the Audit Committee

FREEHOLDERS REPORT

There was no Freeholder report.

OLD BUSINESS


There was no old business to discuss.

NEW BUSINESS

There was no new business to discuss.

Seeing no further business, a motion to adjourn the meeting at 8:52 A.M. was moved by: Commissioner Haines; seconded by: Commissioner Hunsinger. YEAS: Commissioners Drake, Haines, Hunsinger, McCallen, Ross, and President Caliguire. NAYES: None. ABSENT: Commissioners Leonard, Ludwig, and Paluck.

Respectfully submitted,



Geoffrey D. Soriano
Secretary-Director



Janine Erickson
Executive Assistant