

MINUTES of a Regular Meeting of the **SOMERSET COUNTY PARK COMMISSION** held January 16, 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.

President Caliguire called the meeting to order.

Roll Call:

PRESENT

Mark Caliguire
Paul Drake
Helen Haines (via phone)
DJ Hunsinger
Jim Leonard
Kevin McCallen
Dot Paluck
Scott Ross

ABSENT

Doug Ludwig
Sara Sooy,
Freeholder Liaison

Other staff members present were:

Geoffrey Soriano, Secretary-Director
Janine Erickson, Executive Assistant
Scott Fisher, Coordinator, Accounting
Dina Fornataro-Healey, Mgr, Recreation
& Comm Outreach
Pierce Frauenheim, Dep. Dir., Park Ops.
Cory Ivanko, Manager, IM

Darrell Marcinek, Director, Golf Maint.
Marge Margentino, Manager, LSS
Bob Ransone, Dep. Dir., Golf Ops.
Carrie Springer, Mgr, Enviro. Science
Cindie Sullivan, Asst. Director
Dina Trunzo, Adm, Leisure & Comm
Services

In attendance from the County: 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: 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 December 12, 2019, the Close Out meeting held on December 30, 2019, and the Opening meeting held on January 6, 2020. Moved by Commissioner Hunsinger; seconded by Commissioner Paluck. YEAS: Commissioners Drake (January 6, 2020 minutes only), Haines, Hunsinger, Leonard, McCallen, Paluck, Ross and President Caliguire. NAYES: None. ABSENT: Commissioner Ludwig.

APPROVAL OF BILLS FOR PAYMENT

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

Resolution R20-023 - Transfer of Appropriations

Resolution transfers appropriations among reserve accounts.

Resolution R20-024 – Payment of Claims

Resolution authorizes payment of claims in the amount of \$658,984.39 comprised of Claims in the amount of \$286,545.76 and Salaries and Wages in the amount of \$372,438.63 for the period of December 27, 2019 through December January 15, 2020.

Resolution R20-025 – Payment of Confirming Orders

Resolution authorizes the payment of confirming orders totaling \$15,443.31.

Resolution R20-026 – Authorizing Additional Funding for Previously Awarded Contracts (Leisure Services)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R20-027 – Authorizing Additional Funding for Previously Awarded Contracts (Golf)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R20-028 – Authorizing Additional Funding for Previously Awarded Contracts (Administration)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R20-029 – Authorizing Additional Funding for Previously Awarded Contracts (Park Operations)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R20-030 – 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 December 2019.

COMMISSION CORRESPONDENCE

1. Letter sent to Commission President, Mark Caliguire; from Somerset resident, Jack Farr; praising Quail Brook and Spooky Brook Golf Courses, along with Darrell Marcinek and Quail Brook Maintenance Staff.
2. Letter received from Branchburg resident and Farm Licensee, Mark Kirby, to advise the Park Commission that he is rescinding his farm lease agreement for Stahl and Kanach River North farm parcels effective December 31, 2019.
3. Notice of Rate Proposal from New Jersey Water Supply Authority regarding revisions to its Schedule of Rates, Charges and Debt Service Assessments for the sale of water from the Raritan Basin System. The proposed rates will constitute no change in FY2021.

CONSENT AGENDA

RESOLUTIONS

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

Resolution R20-031 – Authorizing Sale of Surplus

Resolution authorizes sale of surplus inventory.

Resolution R20-032 – Licensing of 10 Farm Parcels

Resolution awards a five year license agreement for the period of January 1, 2020 to December 31, 2024 to Beekman Homestead Farm for Hillsborough, Stauder, Wender and Thompson-Pleasantview Parcels; to Castle Lock Farm for Milich Parcel; to Norz Hill Farm and Market, LLC for South Branch Reserve Parcel; and Deer Run Farm , Inc.for Woodfern Parcel. No bids were received for Daniel’s, Howe and Kanach River Parcels.

Resolution R20-033 – Awarding First Year of a Two-Year Contract for Equine Bedding

Resolution awards contract to Bohonyi Corporation.

Resolution R20-034 – Authorizing use of County Contract for Purchase of Golf Course and Park Maintenance Material

Resolution authorizes purchases from Andre & Sons, Belle Mead Co-op, Birtton Industries, Central Irrigation Supply, Extech Building Materials d/b/a Terre Co., Fisher & Son Co., Grass Roots Turf Products Inc., Harrells, LLC., LMI, Levitt’s LLC, Nutrien AG Solutions, Plant Food

Co., Pocono Turf Supply, Primos Products, Reed & Perrine Sales, Seeton Turf Warehouse, SiteOne Landscape Supply, Synatek Solutions, Tri State Materials d/b/a Green Pro Materials, Tuckahoe Sand & Gravel, Viersma Sales & Service.

Resolution R20-035 – Authorizing use of Educational Services Commission of New Jersey for Purchase of Grounds Equipment: Toro Sand Pro 5040

Resolution authorizes purchase from Storr Tractor Company with cost not to exceed \$22,163.36.

Resolution R20-036 – Authorizing use of Educational Services Commission of New Jersey for Purchase of Grounds Equipment: Workman HDX 4WD

Resolution authorizes purchase from Storr Tractor Company with cost not to exceed \$31,015.51.

Resolution R20-037 – Authorizing use of Educational Services Commission of New Jersey for Purchase of Grounds Equipment: Toro Groundmaster 7200 Series

Resolution authorizes purchase from Storr Tractor Company with cost not to exceed \$20,335.20.

Resolution R20-038 – Thanks and Appreciation to Bill Crosby

Resolution thanked Commissioner Crosby for his years of service to the Park Commission.

Resolution R20-039 – Thanks and Appreciation to Brian Gallagher

Resolution thanked Freeholder Gallagher for his service to the Park Commission.

Resolution R20-040 – Rejecting Golf Car Bids

Resolution rejects golf car bids. Specifications need to be revised.

COMMITTEE REPORTS

CFO's Report

Commissioner Ross, Chair of the Committee, submitted a report for the month of December 2019.

Director Soriano added that 2019 was a solid year from a revenue perspective.

HUMAN RESOURCES

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

There was no further Human Resources report.

LEISURE SERVICES

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

Cindie Sullivan, Assistant Director, stated that the Annual Corporate Sponsorship breakfast will be held at Headquarters on Friday, January 24th at 8:30 A.M. Commissioners are invited to attend.

Carrie Springer, Manager, Environmental Science, reported that the EEC is hosting the Annual Children's Art Show, which showcases artwork from students in grades K-6 from 16 County schools. There was more than 2,300 visitors to this year's Festival of Trees display.

Dina Fornataro-Healey, Manager, Recreation and Community Outreach, reported that the Park Commission received the Community Partner of the Year award from the United States Tennis Association – Eastern Division.

GOLF MANAGEMENT

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

Darrell Marcinek, Director, Golf Maintenance, reported that the favorable weather has been beneficial for the progress of the Greek Knoll bridge replacement project and the and Phase 2 of the bunker project.

Bob Ransone, Deputy Director Golf Management, stated that golf revenue for 2019 was up 12% as compared to 2017. The mild weather to date has provided a great revenue opportunity for 2020.

INFORMATION MANAGEMENT

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

Cory Ivanko, Manager, Information Management, stated that Verizon has completed the installation of new circuits at some locations.

VISITOR SERVICES

Commissioner Ross, Chair of the Committee, submitted a report for the month of December 2019.

There was no further report for Visitor Services.

PROPERTY MANAGEMENT

Pierce Frauenheim, Deputy Director Park Operations, stated that 10 farm licenses went out for bid and seven licenses were awarded earlier in this meeting. Pierce is working with Bridgewater Township to resolve issues raised by residents regarding

Bridgewater's deer management program. Work continues on the Black Point Greenway Trail; which should be open for use by the end of January. Directional signs are being installed along the Greenway Trail in Somerville, Raritan and Bridgewater.

PLANNING AND LAND ACQUISITION

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

Tom stated that he is in the process of finalizing 2019 figures for the Preservation Committee and the year-end report.

CAPITAL FACILITIES – CONSTRUCTION and ENGINEERING

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

Adam added that the bid opening will take place on February 6 for the next phase of the fencing project at Lord Stirling Stable.

PARK MAINTENANCE & HORTICULTURE

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

Pierce Frauenheim, Deputy Director, Park Operations, thanked Golf Maintenance Staff for their assistance with the Christmas Tree Recycling Program. The mild weather has allowed for removal of invasive trees at Natirar and the planting of 268 trees at various parks.

AUDIT COMMITTEE

Director Soriano stated that a resolution to appoint the Park Commission auditor for 2020 will be forthcoming at the February Park Commission Meeting.

FREEHOLDERS REPORT

There was no Freeholder report.

OLD BUSINESS

There was no old business.

NEW BUSINESS

The Committee Liaison Appointments for 2020 were distributed at this meeting.

Seeing no further business, a motion to adjourn the meeting at 8:27 A.M. was moved by: Commissioner Ross; seconded by: Commissioner Hunsinger. YEAS: Commissioners Drake, Haines, Hunsinger, Leonard, McCallen, Paluck, Ross and President Caliguire. NAYES: None. ABSENT: Commissioner Ludwig.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Geoffrey D. Soriano". The signature is fluid and cursive, with a large, stylized initial "G".

Geoffrey D. Soriano
Secretary-Director

A handwritten signature in blue ink, appearing to read "Janine Erickson". The signature is cursive and elegant, with a large, stylized initial "J".

Janine Erickson
Executive Assistant