

MINUTES of a Regular Meeting of the **SOMERSET COUNTY PARK COMMISSION** held March 19, 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*
DJ Hunsinger*
Kevin McCallen*
Jim Leonard*
Dot Paluck*
Scott Ross*
Sara Sooy,
Freeholder Liaison

ABSENT

Doug Ludwig

*Participated via telephone. In light of the current COVID-19 pandemic, Commissioners, Counsel, Public Relations, and Senior Management staff were asked to participate in this meeting via telephone conferencing.

Other staff members present were:

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

Marge Margentino, Manager, LSS*
Bob Ransone, Dep. Dir., Golf Ops.
Cindie Sullivan, Asst. Director
Dina Trunzo, Adm, Leisure & Comm
Services

Also in attendance via telephone: 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 February 20, 2020. Moved by Commissioner Hunsinger; seconded by Commissioner Haines. YEAS: Commissioners Drake, 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 Paluck; seconded by Commissioner McCallen. YEAS: Commissioners Drake, Haines, Hunsinger, Leonard, McCallen, Paluck, Ross, and President Caliguire. NAYES: None. ABSENT: Commissioner Ludwig.

Resolution R20-070 – Emergency Temporary Appropriations

Resolution adopts a transfer of emergency temporary appropriations for 2020.

Resolution R20-071 – Transfer of Capital Funds and Open Space Appropriations

Resolution adopts a transfer of capital and open space appropriations for various paving projects.

Resolution R20-072 – Payment of Claims

Resolution authorizes payment of claims in the amount of \$1,961,355.96 comprised of Claims in the amount of \$1,060,102.61, Other Expenses in the amount of \$165,170.68, and Salaries and Wages in the amount of \$736,082.67 for the period of February 19, 2020 through March 17, 2020.

Resolution R20-073 – Refund of Recreation Fees

Resolution refunds recreation fees.

Resolution R20-074 – Payment of Confirming Orders

Resolution authorizes the payment of confirming orders totaling \$4,188.27.

Resolution R20-075 – Certification of Funds for Previously Awarded Contracts (Leisure Services)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R20-076 – Certification of Funds for Previously Awarded Contracts (Golf)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R20-077 – Certification of Funds for Previously Awarded Contracts (Administration)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R20-078 – Authorizing Additional Funding for Previously Awarded Contracts (Park Operations)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R20-079– Authorizing Additional Funding for Previously Awarded Contracts (Pending)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R20-080 – 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 February 2020.

Director Soriano gave an update regarding what the Park Commission is doing in response to CDC recommendations regarding the COVID-19 pandemic. Geoff stated that all general use parks and trails are open to the public with the exception of playgrounds, leash-free dog parks, bathrooms being closed. All Park Commission buildings are closed to public access in alignment with County policy. Administrative leave is being offered to Park Commission employees as per currently issued County guidelines. Golf courses, with the exception of Warrenbrook Golf Course, will remain open with various measures implemented to safeguard both staff and patrons. President Caliguire cautioned the closing of the parks and trails as people will need to get out and the Park Commission should continue to evaluate situations as they develop.

COMMISSION CORRESPONDENCE

1. Letter sent to Neshanic Valley Golf Course from Audubon International notifying them of their 10th year as a Certified Audubon Cooperative Sanctuary for Golf.
2. Email sent to Cindie Sullivan, Assistant Director; from Rose Kopf, Green Brook Historical Society; requesting the addition of a wayside display at Washington Rock State Park.
3. Email sent to Geoff Soriano, Secretary-Director; from Neshanic resident, Mike Merchant; requesting consideration of the creation of a mowed trail at the South Branch Reserve and Baron Farm adjacent to Neshanic Valley Golf Course.
4. Email received by Rich Reitman, Public Relations; from Bridgewater resident, Sanford Brown; requesting that athletic and outdoor facilities not be closed in light of precautions taken for COVID-19.

5. Geoff responded via telephone to an email directed to the Freeholder's office from Bedminster resident, Mike Rubino who was requesting that the golf courses be closed in light of the COVID-19 pandemic in an effort to protect the older population of golf patrons.

CONSENT AGENDA

RESOLUTIONS

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

Resolution R20-081 – Authorizing Sale of Surplus

Resolution authorizes sale of surplus inventory.

Resolution R20-082 – Authorizing use of State Contract for the Purchase of Elevator Maintenance, Repair, Testing, and Inspection Services

Resolution authorizes purchases and services from Schindler Elevator.

Resolution R20-083 – Awarding Second Year of a Two-Year Contract for Seasonal Operation of the Warrenbrook Pool

Resolution awards contract to S&R Pools with costs not to exceed \$13,000.00.

Resolution R20-084 – Awarding a Contract for the Purchase of Perennial Garden Plant Materials

Resolution awards contract to Plant Detectives, SiteOne Landscape Supply, Belle Mead Co-op, Four Seasons Nursery & Landscaping Co., and Northern Nurseries, Inc. with costs not to exceed \$35,251.15.

Resolution R20-085 – Awarding the First Year of a Three-Year Contract to Furnish and Deliver Plumbing and Electrical Services

Resolution awards plumbing services contract to Magic Touch Construction Co, Inc. (primary) and Robert Griggs Plumbing and Heating, LLC (secondary). Resolution awards electrical services contract to A&S Service Co., Inc. (primary) and Oxford Electrical Contractors, Inc. (secondary).

Resolution R20-086 – Awarding First Year of a Two-Year Contract for Furnishing and Delivery of Irrigation Repair Parts

Resolution awards contract to Aquarius Irrigation Supply, Inc., Storr Tractor Company, and SiteOne Landscape Supply with cost not to exceed \$12,000.00.

Resolution R20-087 – Awarding First Year of a Two-Year Contract for Golf Course Accessories

Resolution awards contract to Hornungs Golf Products, Inc. SiteOne landscape Supply, and Grass Roots, Inc.

Resolution R20-088 – Authorizing use of County Contract for the Purchase of Flags, Grave Markers and Flagpole Repairs

Resolution authorizes purchases from Conserv Flag Company, Gates Flag and Banner, the Collins Group, and Office Penny, LLC with costs not to exceed \$813.36.

Resolution R20-089 – Awarding Contract for the Purchase of Manitou All-Terrain Fork Lift or Equivalent

This resolution was removed from the Consent Agenda and will be addressed at a subsequent Board meeting.

Resolution R20-090 – Authorizing use of Morris County Cooperative Pricing Council for the Purchase of Cab/Chassis with Dump Bodies

Resolution authorizes purchase of 2020 F550 Heavy Duty Chassis and Dump Truck from Route 23 Automall with cost not to exceed \$80,697.00.

Resolution R20-091 – Rejecting the Bid to Print and Distribute Seasonal Park Guides from Newspapers

Resolution rejects bids as specifications need to be revised. The project will be re-bid.

Resolution R20-092 – Authorizing use of County Contract for Purchase of Traffic Control Signs, Supports, Hardware & Safety Devices

Resolution authorizes purchases from Lightle Enterprises of Ohio, LLC and Garden State Highway Products, Inc. with costs not to exceed \$2,072.00.

COMMITTEE REPORTS

CFO's Report

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

Director Soriano stated that the budget is currently waylaid but the Park Commission will need to address a budget deficit when meetings resume.

HUMAN RESOURCES

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

LEISURE SERVICES

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

GOLF MANAGEMENT

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

Bob Ransone, Deputy Director Golf Management, stated that he has been in touch with NJGA daily and with surrounding Counties with regard to the status of their golf courses. Measures that have been implemented at Park Commission golf courses have been in line with measures put in place at surrounding courses. Additionally, Bob reported that while some counties have closed their courses, others still remain open. Bob reported that the Academy course at the Learning Center will be walking only. Golf carts remain an option at all other courses.

INFORMATION MANAGEMENT

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

VISITOR SERVICES

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

PROPERTY MANAGEMENT

There was no report for Property Management.

PLANNING AND LAND ACQUISITION

Tom Boccino, Parks Section Principal Planner, Land Acquisition, submitted a report for February 2020.

CAPITAL FACILITIES – CONSTRUCTION and ENGINEERING

Adam Bloom, County Park Engineer, submitted a report for February 2020.

PARK MAINTENANCE & HORTICULTURE

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

AUDIT COMMITTEE

There was no report for the Audit Committee

FREEHOLDERS REPORT

Freeholder Sooy asked for the Commission to look at means to address revenue losses at Lord Stirling Stable. Director Soriano stated that he is compiling an ad hoc committee to review recommendations to keep the facility running with revenue loss minimized.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Director Soriano stated that the current alternating meeting times make it difficult for Freeholder Sooy to attend the monthly Park Commission meetings. Director Soriano questioned the possibility of conducting the meetings at a different time that would be amenable to the Commissioners while enabling Freeholder Sooy to participate.

Discussion amongst the Commissioners and Freeholder Sooy ensued and the current alternating meeting times remained in place pending further discussion.

Director Soriano met with farm licensee, Bob Puskas to discuss, among other things, his request for a deer depredation permit through the NJDEP. Director Soriano explained that current farm license agreements do not allow for hunting by farmers on lease parcels yet deer damage has become extensive and dissuaded the leasing of farm parcels. A deer depredation permit cannot be issued without the signoff of the property owner; which is the Park Commission. Director Soriano would like to discuss providing permission for a deer depredation permit to include contingencies with the Commissioners in the near future.

Seeing no further business, a motion to adjourn the meeting at 9:06 A.M. was 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.

Respectfully submitted,



Geoffrey D. Soriano
Secretary-Director



Janine Erickson
Executive Assistant