

MINUTES of a Regular Meeting of the **SOMERSET COUNTY PARK COMMISSION** held March 18, 2021 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 December 26, 2020 and the Star Ledger on December 29, 2020. 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 considering 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
Bill Foelsch
Helen Haines
DJ Hunsinger – via phone
Ron Jordan
Joe Kempe
Kevin McCallen
Dot Paluck
Paul Drake
County Commissioner Liaison

ABSENT

Doug Ludwig

Other staff members present were:

Geoffrey Soriano, Secretary-Director

Bob Ransone, Dep. Dir., Golf Ops.*

Janine Erickson, Executive Assistant
Pierce Frauenheim, Dep. Dir., Park Ops.*

Dina Trunzo, Admin, Leisure & Comm.
Svc
Donna Umgelter, Admin, 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.

PRESENTATION OF SERVICE AWARDS

Brian Kelly and Daniel Pierson both earned an award for 5 Years of Service. Alan Conover earned an award for 20 Years of Service.

The in-person presentation of service awards has been postponed at this time.

APPROVAL OF THE MINUTES

President Caliguire called for the approval of the minutes of the regular meeting held on February 18, 2021. Moved by Commissioner Hunsinger; seconded by Commissioner Kempe. YEAS: Commissioners Haines, Kempe, McCallen, Vice President Hunsinger, and President Caliguire. ABSTAIN: Commissioners Foelsch, Jordan, and Paluck NAYES: None. ABSENT: Commissioner Ludwig.

APPROVAL OF BILLS FOR PAYMENT

The following resolutions were moved by Commissioner Foelsch; seconded by Commissioner Jordan. YEAS: Commissioners Foelsch, Haines, Jordan, Kempe, McCallen, Paluck, Vice President Hunsinger, and President Caliguire. NAYES: None. ABSENT: Commissioner Ludwig.

Resolution R21-043 – Transfer of Temporary Budget Appropriations

Resolution authorizes a transfer of temporary budget appropriations.

Resolution R21-044 – Payment of Claims

Resolution authorizes payment of claims in the amount of \$1,899,263.05 comprised of Claims in the amount of \$1,491,556.48, Other Expenses in the amount of \$76,300.83, and Salaries and Wages in the amount of \$331,405.74 for the period of February 18, 2021 through March 12, 2021.

Resolution R21-045 – Refund of Recreation Fees

Resolution authorizes refund of recreation fees.

Resolution R21-046 – Payment of Confirming Orders

Resolution authorizes the payment of confirming orders totaling \$4,987.92.

Resolution R21-047 – Authorizing Additional Funding for Previously Awarded Contracts (Leisure Services)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R21-048 – Authorizing Additional Funding for Previously Awarded Contracts (Golf)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R21-049 – Authorizing Additional Funding for Previously Awarded Contracts (Administration)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R21-050 – Authorizing Additional Funding for Previously Awarded Contracts (Park Operations)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R21-051 – 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 March 2021.

Director Soriano stated the Leisure Services Committee met to review a request to hold Flags for Heroes at Skillman Park by Montgomery Rotary, requests received to rent the bandshell at Duke Island Park, and requests to hold movies in the park. The request for the Flags for Heroes was looked upon favorably pending further review. The requests to rent the bandshell and hold movies in the park were denied by the Leisure Services Committee.

CORRESPONDENCE

1. Email forwarded from Bridgewater Council President, Filipe Pedroso received from Bridgewater-Raritan High School Sophomore, Michael Heacock regarding the deteriorating condition of the Hockey Rink located at the Greenway Park and request for repair of same.
2. Email received from Raritan Township Councilman, Pablo Orozco, informing Park Commission of an offer from developer of new apartment complex in Raritan to fund rehabilitation of two tennis courts on corner of First Ave. in Raritan and feasibility of doing same.
3. Email received from VanCleaf Engineer, Stanley Schrek, questioning viability of rehabilitating two tennis courts on the corner of First Ave. in Raritan with funding received from neighboring apartment developer.

CONSENT AGENDA

RESOLUTIONS

The following resolutions were moved by Commissioner Foelsch; seconded by Commissioner Paluck. YEAS: Commissioners Foelsch, Haines, Jordan, Kempe, McCallen, Paluck, Vice President Hunsinger, and President Caliguire. NAYES: None. ABSENT: Commissioner Ludwig.

Resolution R21-052 – Creating New Position of Information Management Systems Supervisor

Resolution installs Steven Crofts in the new position of Information Management Systems Supervisor.

Resolution R21-053 – Creating New Position of Information Management Network Supervisor

Resolution installs David Metch in the new position of Information Management Network Supervisor.

Resolution R21-054 - Authorizing the Submission of a Grant Application to the National Environmental Education Foundation and Acceptance of Funding if Awarded

Resolution authorizes the Park Commission to apply for grant funding from the National Environmental Education Foundation.

Resolution R21-055 – Adopting Facilities Use Policy

Resolution adopts a revised Facilities Use Policy.

Resolution R21-056 – Awarding the Second Year of a Two-Year Contract for Golf Course Accessories

Resolution awards contract to Site One Landscape Supply and Grass Roots.

Resolution R21-057 – Awarding the Second Year of a Two-Year Contract for Irrigation System Repair Parts

Resolution awards contract to Site One Landscape Supply, Storr Tractor Co., and Aquarius Supply Inc. with costs not to exceed \$12,000.00.

Resolution R21-058 – Authorizing use of County Contract for Purchase of Safety Equipment

Resolution authorizes purchases from Aramsco, Inc. and The Glove and Safety People with costs not to exceed \$500.00.

Resolution R21-059 – Awarding Second Year of a Three-Year Contract to Furnish and Deliver Plumbing and Electrical Services

Resolution awards contract for Electrical Services to A&S Service Co. Inc. (primary) and Oxford Electrical Contractors Inc (secondary) with costs not to exceed \$1,000.00 and

awards a contract for Plumbing Services to Magic Touch Construction Co. (primary) and Robert Griggs Plumbing (secondary) with costs not to exceed \$2,390.32.

Resolution R21-060 – Authorizing use of County Contract for Purchase of Flags, Grave Markers, and Flagpole Repairs

Resolution authorizes purchases from Conserv Flag co., Gates Flag & Banner, The Collins Group and Office Penny, LLC.

Resolution R21-061 – Authorizing use of County Contract for Purchase of Golf Course and Park Maintenance Materials

Resolution authorizes purchases from Tuckahoe Sand & Gravel Co., Inc. and Partec Peat Corp. with costs not to exceed \$10,000.00.

Resolution R21-xxx – Authorizing use of County Contract for Purchase of Traffic Control Signs, Supports, Hardware, and Safety Devices

Resolution authorizes purchases from Lightle Enterprises of Ohio, LLC and Garden State Highway Products.

Resolution R21-063 – Correcting Resolution R20-63

Resolution corrects the contract term for EZ GO from April 1, 2020 to March 31, 2024 to June 1, 2020 to May 31, 2024.

Resolution R21-064 – Authorizing use of County Contract for Purchase of Roll-off Containers, Flatbed Dumpsters and Chipper Dumpsters

Resolution authorizes purchases from Omaha Standard and Wastequip with costs not to exceed \$14,663.00.

Resolution R21-065 – Authorizing use of Educational Services Commission of NJ Contract for Purchase of Vehicle Service Lifts and Accessories

Resolution authorizes purchase from Strettil-Koni USA, Inc. with cost not to exceed \$34,666.96.

COMMITTEE REPORTS

CFO's Report

Commissioner Hunsinger, Chair of the Committee, submitted a report for the month of February 2021.

Director Soriano reported that he conducted 2021 Budget planning meetings this week with each department and will meet with County Administrator and Park Commission CFO tomorrow to review.

HUMAN RESOURCES

Commissioner Haines, Chair of the Committee, submitted a report for the month of February 2021.

LEISURE SERVICES

Commissioner Hunsinger, Chair of the Committee, submitted a report for the month of February 2021.

GOLF MANAGEMENT

Commissioner Paluck, Chair of the Committee, submitted a report for the month of February 2021.

Bob Ransone, Deputy Director, Golf Management, reported that all golf courses are now open with the exception of Warrenbrook, which he anticipates opening on March 29th.

INFORMATION MANAGEMENT

Commissioner McCallen, Chair of the Committee, submitted a report for the month of February 2021.

VISITOR SERVICES

Commissioner Haines, Chair of the Committee, submitted a report for the month of February 2021.

Pierce Frauenheim, Deputy Director, Park Operations, reported that parks have been busy with the nicer weather. The Park Rangers have been monitoring park locations and have, on occasion, closed Sourland Mountain Preserve for reaching parking capacity. Both Park Maintenance staff and Park Rangers have been doing trail maintenance at Sourland Mountain Preserve and Washington Valley Park. JORBA has assisted with trail maintenance at Washington Valley Park. JORBA also installed a bicycle repair station at the kiosk at the trail entrance at Sourland Mountain Preserve.

PROPERTY MANAGEMENT

Director Soriano will be meeting with the Property Management Committee immediately following this meeting to discuss a deer depredation permit request from farm licensee, Rich Norz on the South Branch Reserve farm parcel.

PLANNING AND LAND ACQUISITION

Commissioner Haines, Chair of the Committee, submitted a report for February 2021.

CAPITAL FACILITIES – CONSTRUCTION and ENGINEERING

Commissioner McCallen, Chair of the Committee, submitted a report for February 2021.

PARK MAINTENANCE & HORTICULTURE

Commissioner Hunsinger, Chair of the Committee, submitted a report for February 2021.

Pierce Frauenheim, Deputy Director, Park Operations, is addressing the deteriorating conditions at the skating rink at the Greenway Park. Commissioner McCallen and Pierce will be working with the Leisure Services Committee and County Engineering to assess options.

AUDIT COMMITTEE

There was no audit report.

COUNTY COMMISSIONER REPORT

County Commissioner Drake praised Park Operations staff for the great conditions at all the park facilities. He appreciates hearing kudos from park visitors.

OLD BUSINESS

There was no old business for discussion.

NEW BUSINESS

There was no new business for discussion.

Seeing no further business, a motion to adjourn the meeting at 8:46 A.M. was moved by: Commissioner Hunsinger; seconded by: Commissioner Paluck. YEAS: Commissioners Foelsch, Haines, Jordan, Kempe, McCallen, Paluck, Vice President Hunsinger and President Caliguire. NAYES: None. ABSENT: Commissioner Ludwig.

Respectfully submitted,



Geoffrey D. Soriano
Secretary-Director



Janine Erickson
Executive Assistant