

MORRIS COUNTY PARK COMMISSION

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THE MORRIS COUNTY PARK COMMISSION
DISTRIBUTION OF COMMISSION WORKSHOP MEETING MINUTES
JULY 10, 2012

1. President John R. Sette
2. Vice President Betty Cass-Schmidt
3. Commissioner Julie C. Baron
4. Commissioner Stuart Lasser
5. Commissioner Philip T. Santiago
6. Commissioner Judith Schleicher
7. Commissioner Richard Seabury, III
8. Commissioner Barbara Shepard
9. Commissioner Helen M. Wronski
10. Executive Director David D. Helmer
11. Freeholder Liaison Thomas Mastrangelo
12. File – 2

THE MORRIS COUNTY PARK COMMISSION

353 East Hanover Avenue

Morristown, New Jersey

President Sette called to order the seven hundred and seventy-fourth meeting of the Morris County Park Commission at 9:30 a.m. on Tuesday, July 10, 2012, in the Park Commission Board Room at The Frelinghuysen Arboretum, 353 East Hanover Avenue, Morris Township, New Jersey.

Executive Director Helmer then read the following notice: PURSUANT TO N.J.S.A. 10:4-6 et seq., adequate notice of this meeting held at 9:30 a.m. on the tenth day of July 2012 has been provided by publication in the *Daily Record* and *The Star-Ledger*, by posting of said notice in the Administration Building of the Morris County Park Commission and at the County Courthouse, and by filing a copy of the same with the Morris County Clerk.

ROLL CALL

The following were present:

President John R. Sette	Commissioner Julie C. Baron
Vice President Betty Cass-Schmidt	Commissioner Stuart Lasser
Executive Director David D. Helmer	Commissioner Judith Schleicher
Deputy Executive Director William Hugaboom	Commissioner Richard Seabury, III
Park Counsel John Suminski	Commissioner Barbara Shepard

Staff present for a portion of the meeting included Director of Engineering Services Biggs, Director of Recreation Fauci, Director of Historic Sites Texel, Director of Horticulture and Natural Resources Management Zafonte, Assistant Director of Engineering Services A. Vitale, Assistant Director of Finance R. Vitale, Manager of Recreation Biase, Manager of Park Projects Felter, Manager of Buildings and Construction Holster, Project Manager Chang, Superintendent of Natural Resources Management Kovacevic, Trail Foreman Nee, Administrative Coordinator Coleman-Moore, Coordinator of Marketing and Communications Wnek, Administrative Assistant Andaloro, and Senior Recreation Program Specialist George.

Park Police present for a portion of the meeting were Chief of Park Police Wieland, Lieutenant Doyle, Lieutenant McGuinness, Sergeant DiPietro, Sergeant Milancewich, Sergeant Puccetti, Sergeant Salafia, Officer Laauwe, and Officer Huffert, who played the bagpipes after the ceremonial swearing-in.

Also present for the ceremonial swearing-in of Chief Wieland was his wife, Marijo, and granddaughter Isabelle Ferrucci. Present for the swearing-in of Sergeant Salafia were his wife, Amy, and their children Selina and Sal Jr. Other family and friends were present as well.

Morris County Sheriff Rochford, Morris County Undersheriff Dempsey, Passaic County Sheriff Berdnik, and various law enforcement officers representing the Morris County and Passaic County Sheriffs' Offices, the Morris County Prosecutors Office, and the New Jersey State Police

were in attendance for a portion of the meeting. Former Park Police Chief Huyler was also present.

SALUTE TO THE FLAG

President Sette led those present in the salute to the flag.

APPROVAL OF MINUTES

Commissioner Baron moved to accept the minutes of the June 25, 2012, regular Park Commission meeting. The motion was seconded by Commissioner Schleicher and unanimously approved by roll call vote.

PROMOTION AND BUSINESS ACTIVITIES COMMITTEE

Helen M. Wronski, Chairman

Marketing & Communications Coordinator Wnek presented to the Commissioners the highlights of the completed Identity and Brand Manual (Attachment No. 1). The Identity and Brand Manual, logos and templates are now completed and available for use and reference on the "W" drive under the folder, "Brand." There are several subfolders, such as "Logos," "Forms," etc., to assist staff with the transition to the new brand. Compliance to all branding standards will be effective as of September 1, 2012. With regards to printed materials, all existing supplies and newly created materials must meet the branding standards. Also, all verbal branding standards will be mandated as of this date. The process can begin with branding emails and phone messages.

This is an exciting opportunity for the Park Commission to brand who it is, and what we do and say as the Morris County Park Commission. It will increase our visibility, as well as solidify our market position. As we move forward, we can more consistently promote the Park Commission and its value to the community and its residents. The Park Commissioners fully supported this initiative and thanked staff for developing and implementing this program.

Additionally, Manager of Recreation Biase informed the Commission that all park signs are in the process of being updated with the new branding, starting with the 56 park directories. A QR code is included on the directories, and the code is designed to take Smart Phone users to the home page of the Park Commission's website. The signs are being fabricated by the Park Commission's Buildings and Construction staff as time and weather permits.

The Commission recommended obtaining a copyright for the new Park Commission branding.

Manager Biase informed the Commission of the Route 10 billboard, located by Pelican Sports, promoting the Sunrise Lake Beach Club. The billboard was provided to the Park Commission without cost from July 2, 2012 to July 29, 2012.

CULTURAL AND EDUCATIONAL COMMITTEE

Commissioner Judith Schleicher, Chairman

Horticulture

Superintendent of Natural Resources Management Kovacevic reviewed the final 2012/2013 White-tailed Deer Management Schedule, and reported that the only change to the document was the addition of the Allamalong Well Field area to the schedule (Attachment No. 2).

Director of Horticulture and Natural Resources Management Zafonte reported on the status of the proposed New Jersey "Playing Fields Protection Act" legislation regarding the use of pesticides, and its potential impact on the Park Commission. In the event of this legislation passing, the Park Commission would be required to give notice on its website 72 hours prior to application of a pesticide, along with additional public notification responsibilities.

Historic Sites

Director Texel reported on the results of the RFP for the Fosterfields Living Historical Farm, Historic Landscape Report. He noted that out of the 32 who viewed the request on line, only five submitted proposals. All aspects of the proposals will be taken into consideration, and, if necessary, the Park Commission will seek clarifications. Director Texel informed the Commission that Heritage Landscapes' proposal was the most complete.

A Resolution recommending award of contract will be needed for the July 23, 2012, Park Commission meeting, in order for the Resolution to be attached to the grant request being made to the New Jersey Historic Trust. Proposals submitted ranged from \$31,000.00 to \$54,577.00. The New Jersey Historic Trust Grant has to be matched by 20%.

PARK DEVELOPMENT COMMITTEE

Commissioner Barbara Shepard, Chairman

Traction Line Trail

Assistant Director of Engineering Vitale reviewed the status of the proposed extension of the Traction Line Recreation Trail (Danforth Road to Elm Street, Madison Borough). This extension would be a .61-mile-long paved trail with a 10 foot width, and the trail would be separated from the rail line by a chain link fence.

Mr. Vitale stated that the section of the Traction Line Trail from Danforth Road to Elm Street will be more challenging to design and construct than the existing trail. The existing Traction Line Trail was constructed in an area of relatively flat topography. The proposed section of the trail has sections of more difficult topography, many trees, much vegetation, and encroachments. The design of the trail entrance and exit at Elm Street will be particularly

challenging due to the steep grade currently on the trail property, and the railroad being at a higher elevation than the adjacent trail property at this area.

It was noted that the Park Commission is submitting an application for a NJDOT Transportation Enhancement Design Grant. The Commission concurred that Mr. Vitale should proceed with the application, but only submit the application for the \$50,000.00 design request, not the \$495,000.00 construction estimate.

The township administrators will be advised via letter from the Park Commission of the next step to be taken, as well as supplying maps with lots/blocks listed.

Executive Director Helmer will contact the mayor of Madison Borough on the status of the Traction Line Trail project, and the numerous encroachments on park property along this reach of the trail. Staff noted that the design process will provide for public feedback on the project approach. It was also noted that a number of responses have been sent to the Park Commission voicing concern for the trail passing behind their backyards.

Lee's County Park Marina

Assistant Director Vitale reviewed the status of the plans for additional boat slips/docks at Lee's County Park Marina. He noted that an additional 86 boats can be added to the current flotilla of 100 boats with the placement of new floating docks. Director of Recreation Fauci reported that there are approximately 5,600 boat launches per year, with approximately 500 launches per weekend.

In order to extend the boat slips past 50 feet, the Park Commission may need to obtain an exemption from the NJDEP. It was also noted that staff and Park Counsel should draft exemption language to provide to NJDEP. Correspondence should be sent to lakeside neighbors to inform them of the potential expansion of slips.

RECREATIONAL TRAILS AND PARK MAINTENANCE COMMITTEE

Commissioner Julie C. Baron, Chairman

Trail Foreman Nee provided an update on the Upper Passaic River's Blueway Canoe and Kayak Trail Project, supported by the National Parks Service's River and Trails Program. The creation of this 36-mile-long river trail is being developed in conjunction with four collaborating counties – Essex, Morris, Somerset, and Union.

LEGISLATIVE COMMITTEE

Commissioner Julie C. Baron, Chairman

Executive Director Helmer reported that the Federal Surface Transportation Bill was approved. It has yet to be signed-off on by President Obama. There has been a 33% reduction in appropriation, from \$1.2 million to \$800 million, making it more difficult to obtain recreational trail grant funding.

He also updated the Commission on various New Jersey Assembly and Senate Bills being monitored by the New Jersey Recreation and Park Association's Public Affairs Committee and staff.

REPORT OF THE EXECUTIVE DIRECTOR

Executive Director Helmer reported on the following:

The Park Commission was awarded an R.E.I. grant in the amount of \$6,200.00 for The Frelinghuysen Arboretum's Natural Lands Restoration Project.

Subaru of Morristown is interested in sponsoring the 2012 Campout on the Beach, Lewis Morris County Park, and in addition would like to establish a relationship with the Park Commission.

The request for a donation of a golf foursome by the MAYO Center for the Performing Arts for its 2012 fundraiser was approved.

A public hearing on the PSE&G Power Line Enhancement project will be held at Berkshire Valley Golf Course at 3:00 p.m. on Thursday, August 9, 2012. This will be the third public meeting regarding the PSE&G diversion on Mahlon Dickerson Reservation.

On Friday, July 13th, from 7:30 p.m. to 10:30 p.m., a Friday Night Skate program will be held at the Central Park of Morris County's roller rinks, with DJ Earl. The objective is to promote other activities at Central Park.

The Morris Canal Working Group meeting is at 2:00 p.m. on Wednesday, July 25th in the auditorium of the Haggerty Education Center.

The Jerzey Derby Brigade will hold its Kickball Tournament on Saturday, August 4th, from 11:00 a.m. to 6:00 p.m. at Sunrise Lake Beach, Lewis Morris County Park.

Executive Director Helmer received correspondence from the Trustees of POWWW who are seeking a more formal relationship with the Park Commission regarding stewardship opportunities for Jonathan's Woods. He suggested inviting them to an upcoming Committee or Workshop meeting.

Vice President Cass-Schmidt moved to accept the Report of the Executive Director. The motion was seconded by Commissioner Baron and unanimously approved by voice vote.

EXECUTIVE SESSION

Vice President Cass-Schmidt moved to adopt Resolution No. 89-12 (Attachment No. 3) placing the Commission meeting into Executive Session pursuant to provisions of N.J.S.A. 10:4-12 (5), (6), (7) and (8), the pertinent provisions of the "Open Public Meetings Act." The motion was seconded by Commissioner Schleicher and unanimously adopted by roll call vote.

LAND ACQUISITION COMMITTEE

Commissioner Richard Seabury, III, Chairman

Staff reviewed the potential acquisition of a 1-acre property contiguous to Schooley's Mountain County Park and the Columbia Trail in Washington Township. An offer will be made for the appraised value of \$475,000.00.

REPORT OF COUNSEL

Counsel Suminski reviewed the status of the closing on the Timothy property in Rockaway Township. He also reviewed the effect of NJ Assembly Bill A1551.

PERSONNEL AND SAFETY COMMITTEE

Commissioner Stuart Lasser, Chairman

Executive Director Helmer reviewed his plans for reorganizing the Park Commission's Organizational Chart, due to anticipated retirements.

CONSIDERATION OF EXECUTIVE SESSION

The Commission meeting returned to an open public meeting on the motion of Vice President Cass-Schmidt. The motion was seconded by Commissioner Baron and unanimously approved by voice vote. The items discussed in closed session will be printed as part of the minutes.

CONSIDERATION OF RESOLUTIONS

There were no Resolutions.

ADJOURNMENT

There being no further business, President Sette adjourned the meeting at 1:30 p.m. on the motion of Vice President Cass-Schmidt and was seconded by Commissioner Schleicher and unanimously approved by voice vote.

Respectfully submitted,



David D. Helmer
Executive Director



Valerie Coleman-Moore
Administrative Coordinator