

MORRIS COUNTY PARK COMMISSION

53 EAST HANOVER AVENUE, P.O. BOX 1295, MORRISTOWN, NEW JERSEY 07962-1295

PHONE: 973-326-7600 FAX: 973-644-2726 TTY RELAY: 7-1-1

WEBSITE: WWW.MORRISPARKS.NET



THE MORRIS COUNTY PARK COMMISSION DISTRIBUTION OF COMMISSION MEETING MINUTES

MAY 21, 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-second meeting of the Morris County Park Commission at 7:30 p.m. on Monday, May 21, 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 7:30 p.m. on the twenty-first day of May 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 Philip T. Santiago |
| Deputy Executive Director William Hugaboom | Commissioner Judith Schleicher |
| Park Counsel John Suminski | Commissioner Richard Seabury, III |
| Treasurer Glenn Roe | Commissioner Helen M. Wronski |

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 April 23, 2012, regular Park Commission meeting. The motion was seconded by Commissioner Wronski and unanimously approved by roll call vote.

HEARING OF CITIZENS

<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE #</u>	<u>REPRESENTING</u>
Peter Rochelle	40 Long Bridge Road Great Meadows, NJ	973-715-6442	Rochelle Contracting
Brian Hausman	10 Rebecca Lane Rockaway, NJ	973-202-4928	NJ Cold Sports
Jay Oliva	60 Brookstone Court Morris Plains, NJ	Not Available	NJ Cold Sports

Mr. Peter Rochelle was present to discuss correspondences sent to Park Counsel Suminski in protest of the rejection of Rochelle Contracting's bid for Contract No. 42-12 titled "Frelinghuysen Arboretum – Site Improvements."

Counsel Suminski explained to Mr. Rochelle that the Commission is allowing him to speak even though he is not an attorney. He explained that Rochelle Contracting, which made the bid, is a corporation. In the State of New Jersey, only attorneys can represent corporations before boards, commissions, and courts.

Mr. Jay Oliva and Mr. Brian Hausman, league organizers of NJ Cold Sports, a small business that organizes sports for adults in Morris County, advised the Commission of a situation with a sports organization that is monopolizing the sand volleyball courts and the Challenger Field at Central Park of Morris County. In their opinion, this particular group had to have rented both volleyball courts for three days a week prior to the completion of the courts construction. Mr. Hausman added that during the fall that same group was monopolizing the Challenger Field four nights a week. Mr. Oliva noted that the group apparently had been grandfathered from the prior year.

Executive Director Helmer suggested to Messrs. Oliva and Hausman that they send their concerns in writing to the Park Commission, and the Commissioners on the Promotion and Business Activities Committee would review the issue at the September 2012 Committee meeting to determine whether or not they feel the Field Allocation policy needs to be improved. Mr. Helmer advised the gentlemen that the Park Commission does have a long-term standing grandfathering policy regarding field allocations throughout the park system, as well as at the Mennen Sports Arena.

Executive Director Helmer advised them of the upcoming Park Commission meetings, and recommended that Mr. Hausman and Mr. Oliva follow-up with Manager of Recreation Biase. He advised them that if it were determined that a change of policy was necessary, it would be approved at the September 24, 2012, Park Commission meeting.

Commissioner Baron moved to close the Hearing of Citizens. The motion was seconded by Commissioner Lasser and unanimously approved by voice vote.

LIST OF BILLS

Vice President Cass-Schmidt recommended the payment of bills for the month of May, totaling \$2,783,222.77, and County Capital funded projects in the amount of \$23,611.81. The motion was seconded by Commissioner Schleicher and unanimously approved by roll call vote (Attachment No. 1).

FINANCE AND BUDGET COMMITTEE

Vice President Betty Cass-Schmidt, Chairman

PRESENT:

Vice President Cass-Schmidt, Chairman
President John R. Sette
Commissioner Stuart Lasser
Park Counsel John Suminski

Executive Director Helmer
Deputy Executive Director Hugaboom
Assistant Director of Finance R. Vitale

David Evans and John Mooney of Nisivoccia LLP attended the meeting to present the 2011 Park Commission Audit Report.

The Committee reviewed and recommended approval of the May 21, 2012, List of Bills consisting of Operating Fund Bill List Expenditures of \$1,125,526.55; Prepaid Expenditures of \$1,286,817.34; ~~Park Capital Account Expenditures of \$108,789.39; Park Improvement Trust Expenditures of \$225,792.36; Park Trust Expenditures of \$2,615.55; and Grant Fund Accounts Expenditures of \$33,686.58, for a total of \$2,783,222.77.~~ The Committee also recommended approval of County Capital Bills in the amount of \$23,611.81.

The Committee recommended authorization of the award, extension, and rejection of contracts contained in the Resolutions presented for approval at the Park Commission meeting, and the adoption of the following Resolutions No. 71-12 through No. 78-12. Counsel Suminski discussed the three low bidders for Contract No. 41-12 titled "Frelinghuysen Arboretum - Site Improvements" referenced in Resolution No. 79-12, and the protest submitted by the third lowest bidder indicating that the two lower bidders did not properly disclose their required subcontractors, which should be considered a major defect. Additionally, the original \$1,071,000.00 Project Budget estimate was exceeded by all of the remaining bidders, including the third lowest bidders. After a thorough discussion, the Committee recommended rejecting all bids for either non-waivable material defects or for significantly exceeding the total budget estimate for the project.

Resolution No.	Description
No. 68-12	Places the Park Commission in Executive Session pursuant to the pertinent provisions of the Open Public Meetings Act.
No. 69-12	Requests the Board of Chosen Freeholders to allocate \$1,300,000.00 from the 2012 Capital Budget for Park Commission Improvement Projects as detailed in the Six-Year Capital Plan.
No. 70-12	Adopts Resolution No. 71-12 through No. 79-12
No. 71-12	Authorizes the execution of Consent Agreements No. 2 and No. 3 for the Initial Tranche of the Morris County Improvement Authority's Renewable Energy Program and Series 2009A Bonds.
No. 72-12	Authorizes Park Commission staff to negotiate the best purchase price for Lot Nos. 20, 25, 26, and 28 of Contract No. 5-12 titled "Park Maintenance Equipment" since no publicly advertised bids were received on two separate occasions for these lots.

Resolution No.	Description
No. 73-12	Awards in a fair and open basis a contract to Adventure Forest LLC, t/a., Go Ape of Rockville, Maryland, to provide a High Ropes Adventure Course for the public at Lewis Morris County Park.
No. 74-12	Amends Resolution No. 66-12 reducing the Park Commission's portion of the contribution from the Open Space Trust Fund to purchase the Timothy Property in the Township of Rockaway from \$70,000.00 to \$35,000.00.
No. 75-12	Authorizes Change Order No. 1 in an amount not to exceed \$61,126.00 to Contract No. 45-11 titled "Phase 4: Partial Restoration of the Barnyard Complex."
No. 76-12	Commends Lucas Staccioli for completing his Eagle Scout Project of building and installing five benches for the benefit of the public in Morris County Parks.
No. 77-12	Commends Robby Moroz for completing his Eagle Scout Project of building and installing four benches along Patriots' Path, one of which is dedicated to former Park Commission Senior Trail Coordinator Albert Kent.
No. 78-12	Officially recognizes the twenty-six years of service rendered to the Morris County Park Commission by Sergeant William Fichter who will be retiring on June 1, 2012
No. 79-12 <Withdrawn>	Originally awarded Contract No. 41-12 titled "Frelinghuysen Arboretum - Site Improvements" to REIVAX Contracting Corporation of Harrison, New Jersey, for \$1,068,596.20 and establishes a construction contingency fund in the amount of \$192,347.32. However, a protest was raised by a bidder and after review with Park Commission Counsel the first and second low bids were rejected for non-waivable defects (failure to name all subcontractors) and the bids submitted by bidders 3 through 9 were rejected for significantly exceeding the project budget estimates.

The Committee recommended that consistent with the recommendation of the Personnel and Safety Committee that Resolution No. 80-12 also be adopted recognizing Chief Huyler for his years of service on his July 1, 2012, retirement. The Committee also recommended the approval of Resolution No. 81-12 accepting the Audit Report for 2011.

The Committee reviewed the monthly budget report.

The Committee reviewed the monthly Revenue Reports and noted the impact that good spring weather was having on operations.

Mr. David Evans and John Mooney representing Nisivoccia LLP submitted and discussed the 2011 Park Commission audit noting that there were no findings or recommendations, furthermore emphasizing that the staff is doing an excellent job managing the Finance function. The Auditors and the Committee discussed the Fund Balance decline which was precipitated by the shortage of revenue in 2011, caused primarily by weather conditions impacting Golf and Recreation revenues. The Auditors explained the pressure of earnings on the reduced Fund Balances, and that the Morris County Park Commission had taken the necessary steps to bolster the funding for the 2012 Budget. The Committee questioned what would happen if there were a true balance deficit. In that case, the ultimate burden would need to be met by the County. The Auditors emphasized that the Morris County Park Commission had done all that it could in a difficult year.

Vice President Cass-Schmidt moved to accept the report of the Finance and Budget Committee. The motion was seconded by Commissioner Schleicher and unanimously approved by voice vote.

PROMOTION AND BUSINESS ACTIVITIES COMMITTEE

Helen M. Wronski, Chairman

PRESENT:

Commissioner Helen M. Wronski, Chairman	Assistant Deputy Director Lanza
Commissioner Philip T. Santiago	Director of Recreation Fauci
Commissioner Richard Seabury, III	Manager of Recreation Biase
Executive Director David D. Helmer	Marketing & Communications Coordinator Wnek

Recreation

I. Recreation

- Approving the request for a fee waiver by the Washington Township PBA 301 for a 5K race on the Columbia Trail on Saturday, October 6th; however, it was to be noted on the group's permit that they are required to pick up their trash at the end of the event.
- Approving the closure of boating at Silas Condict County Park for the 2012 summer season and looking into finding a trailer to accommodate the pedal boats for transport to special events, if needed.
- Approving the request for a camping discount at Mahlon Dickerson Reservation for retired military personnel, which will be the same fee as charged to Active Duty military personnel upon presentation of ID.

- Agreeing with Manager of Recreation Biase to give Morris Azzure Soccer a credit of \$190.00 for soccer fees for the 2011 fall season to apply it to the 2012 fall season, rather than issuing a refund. The group did not respond to earlier correspondence from staff regarding issuance of credit.

- Noting that as of May 10, 2012, there are 2,941 participants signed up for the Warrior Dash event, and staff is currently working on a contract with Red Frog Events for security, trash pick-up, lifeguards, and Porta-John rentals. All necessary municipal permits will go through Morris Township for the event.

II. Central Park of Morris County

- Directing staff to recommend to Jeff Emge of the Disc Golf Course group, which has asked permission to develop a disc course at Central Park of Morris County, that the group seek sponsorship to raise the funds necessary for the cost of the 18 baskets and wait for the Recreational Trails Grant process to be completed, rather than requesting that the Park Commission install the baskets at an estimated cost of \$6,000.00.
- Acknowledging the great job done by the Buildings and Construction crew in building the two sand volleyball courts located at Central Park of Morris County.
- Requesting that staff place permit boxes at the volleyball courts so people know when they are rented.
- Reviewing a suggestion made by Jersey Club Sports to co-sponsor a volleyball tournament with the Park Commission on August 11 and 12, 2012, and have the proceeds used for the future development of Central Park.

III. Mennen Sports Arena

- Reporting that the Rink #1 ceiling tile replacement project is on or ahead of schedule, and all the old ceiling tile rails have been removed and 80% of the new rails have been installed. The old ceiling tiles that were removed are being recycled as part of the project.
- Noting that the following 2013 non-ice events have been booked:
 - Township of Chatham School District will hold its middle school and high school graduations on June 20 and 21, 2013.
 - Morris School District will hold its middle school and high school graduations on June 25 and 26, 2013.
 - The Quilt Show will return on June 1 and 2, 2013.
 - The North American Grapplers Association will hold its mixed martial arts tournament on April 20 and 21, 2013.

- Acknowledging that the new pro shop concessionaire is Middlebury Sports Apparel and that they will be moving in as soon as several renovations to the shop are complete. The company currently operates the pro shop at the Aspen Rink in Randolph Township, and also has a member-only outlet in Randolph Township.
- Acknowledging the success of the Friends of Historic Speedwell's All-County Garage Sale that was held at the Arena on May 5 and 6, 2012, and noting that the paid attendance was 1,268 on Saturday and 335 on Sunday.
- Noting that the courtyard seating area project has been completed through donations from Curb Appeal and Morris Brick & Stone.

Visitor Services

IV. Marketing and Communications

- Acknowledging the Marketing and Communications Department update on Green Weekends, The Food Revolution, Tackle the Trail, the Frantic Fun Run, and the Branding Manual. Coordinator Wnek is confident that the manual will be ready for the June 2012 Park Commission meeting, at the latest.
- Recommending that Assistant Deputy Director Lanza contact the Hispanic Chamber of Commerce and the Organization for Hispanic Affairs to determine the best methods to promote the Park Commission to the Hispanic population rather than participating in the Neighbor Hood House's 10th Annual Community Family Day on August 11, 2012.
- Recommending the "Banner and Signs at Park Facilities" policy, be changed to include a fee for For-Profit entities with an associated rental of a Park Commission facility. A banner may be placed at the facility for a "maximum two-week period prior to the event and the banner must be removed no later than the next business day after the event."
- Being apprised of a series of Walk and Talks to be held at Loantaka Brook Reservation beginning in June, which are sponsored by the Morris County Chamber of Commerce's Health & Wellness Committee.

V. Reservations

- Approving the request by The Atlantic Health System for a fee waiver for their Petting Zoo at its September 9, 2012, event at Lewis Morris County Park.
- Waiving the fee for the Morris County Drug Court team for its June 13, 2012, rental at the Haggerty Education Center, but they will be required to pay any operational costs, i.e., staff time (set-up, clean-up, breakdown).

Commissioner Wronski reported that the Friends of Historic Speedwell raised about \$6,500.00 net at the All-County Garage Sale held at the Mennen Sports Arena on May 5th and 6th, 2012.

She added that the Branding Manual will be ready for presentation at the June 25th Park Commission meeting.

Commissioner Wronski moved to accept the report of the Promotion and Business Activities Committee. The motion was seconded by Commissioner Schleicher and unanimously approved by voice vote.

CULTURAL AND EDUCATIONAL COMMITTEE

Commissioner Judith Schleicher, Chairman

PRESENT:

Commissioner Judith Schleicher, Chairman	Assistant Deputy Director Lanza
Commissioner Julie C. Baron	Director of Historic Sites Texel
Commissioner Helen M. Wronski	Director of Horticulture and Natural Resources Management Zafonte
Executive Director David D. Helmer	Manager of Horticulture Morse
	Superintendent of Natural Resources Management Kovacevic
	Historic Speedwell Collections Specialist Bump

Horticultural and Natural Resources Management

- Recommending the following proposed modifications and schedule for the 2012-2013 White-tailed Deer Management Program (Attachment No. 2):
 - Proposed schedule of sites and dates including the potential inclusion of muzzleloader firearm season dates at the sites that already allow shotgun hunting, pending comments from Park Police.
 - Prohibiting driving of deer off of Park Commission property during the hunts
 - Adding a non-refundable application fee
 - Allowing the use of cross bows since this technique has proven successful in use by the State of New Jersey over the past two years
 - Leaving the penalty for hunter violations of program rules to the discretion of staff
 - Issuing stern warnings to hunters who have failed to comply with the program rules for harvesting antlerless/antlered deer with more severe penalties to be incurred in future years
 - Issuing an armband with colored permit and requiring hunters to wear it as field identification of program participants

- Suggesting the Park Commission illicit a response from the New Jersey Forest Fire Service prior to any response to the home owner, Mrs. Nicholas Luca, of 8 Whispering Meadow Drive, Morris Township, regarding her letter of complaint about the smoke from the prescribed burn at the Washington Valley section of Lewis Morris County Park and her inquiries about health risks and the Park Commission's monitoring of the burn plan.

- Directing Director Zafonte to prepare recommendations for moving forward with the implementation of the Wayfinding and Interpretive Signage Plan for the horticultural facilities, which was prepared by Cloud Gehshan Associates, and its unveiling to the horticultural Friends/support groups.
- Acknowledging that some details remain to be clarified in the Wayfinding and Interpretive Signage Plan, such as a reconsideration of The Frelinghuysen Arboretum's color pallet, providing samples of the sign material, and correcting the projected budget in the plan.
- Acknowledging Director Zafonte's update of the following recent staffing changes in the Horticultural Unit:
 - Transfer of Assistant Golf Superintendent Vincent Davis to Assistant Superintendent of Horticulture to be based at The Frelinghuysen Arboretum
 - Promotion of Gardener (currently acting Supervisor) Judith Schaible to Superintendent of Horticulture, located at Bamboo Brook/Willowood Arboretum/Kay Center

Both Assistant Superintendents have responsibilities at all horticultural sites.

Historic Sites

- Directing staff to explore alternative options, due to the unsuccessful application to the Institute of Museum and Library Services for a Conservation Support Grant, for producing a conservation plan which includes recommendations for long-term storage needs for all of the Park Commission's collections; and also to locate short-term warehouse storage for all the collections to facilitate this study.
- Considering a transition plan for staffing and public programs for Historic Speedwell and the Historic Sites Division following the layoffs and the elimination of the part-time, year-round Administrative Assistant position.
- Suggesting a mechanism at the Friends of Historic Speedwell's 2013 All-County Garage Sale to promote all major Park Commission special events. The May 2012 sale had an estimated 1,600 paid attendees and was held at the Mennen Sports Arena.
- Directing staff to discuss the idea of a live auction component for next year's garage sale with Commissioner Seabury and Wooton's Auction House.

- Reviewing an update by Curator Laffey on the progress to date for restoration of the Main Barn at Fosterfields Living Historical Farm, including the first change order, and staff's plans for public programs revolving around the raising of the new barn timbers in the summer.
- Approving the general contractor's request to have a real-estate-style sign at the front entrance of Fosterfields' to promote their business.
- Encouraging staff to send the plans from Christie Engineering for restoration of the Cooper Gristmill flume to millwrights to obtain informal estimates to ensure there is sufficient funding in the mill's capital and PIT accounts this year for the work.
- Acknowledging the efforts that Curator Bump put into the Food Revolution Day, scheduled for May 19th at Fosterfields Living Historical Farm. The event has been receiving good press, and there is a fun-filled day of demonstrations and hands-on healthy activity scheduled.

Commissioner Schleicher moved to accept the report of the Cultural and Educational Committee. The motion was seconded by Commissioner Baron and unanimously approved by voice vote.

PARK DEVELOPMENT COMMITTEE

Commissioner Barbara Shepard, Chairman

PRESENT:

Commissioner Barbara Shepard,
Chairman

Vice President Betty Cass-Schmidt

Commissioner Philip T. Santiago

Executive Director David D. Helmer

Director of Engineering Services Biggs

Assistant Director of Engineering Services A. Vitale

Manager of Buildings and Construction Holster

Engineering Project Manager Chang

- Noting that Saffin Pond Dam Rehabilitation, Mahlon Dickerson Reservation, is substantially complete, except for punch list items and review of as-built information, and that Saffin Pond has been refilled and the Saffin parking lot has been re-opened.
- Noting that Park Counsel Suminski has advised of a conditional settlement of the Leddell's Pond Dam, Lewis Morris County Park, litigation with Dr. Antonucci, and that the plans and specifications can be finalized for public bidding after signing of the settlement agreement and deeds.
- Agreeing to the closeout procedures for case #BFO000001, with regard to the notice by the NJDEP stating certain needs to be addressed in order to close out the Berkshire Valley Golf Course remediation. This was an open NJDEP file that began with the acquisition of the golf course property.

- Agreeing to recommend approval of Change Order #1 for the Phase IV: Partial Restoration of the Barnyard Complex at Fosterfields Living Historical Farm (contract 45-11), which is currently in construction. The net cost of the change order is not to exceed \$61,126.00 and is necessary due to unforeseen conditions revealed during the removal of the main barn siding and structural walls. Materials to be replaced include deteriorated wood flooring, filling masonry cavity at load-bearing points, reconstructing top portion of brick foundation, and installing two pre-cast concrete door lintels.
- Agreeing that the draft conceptual plan for increasing the number of boat slip docks at Lee's County Park Marina be circulated to staff for comments, and then to regulatory agencies for obtaining permits.
- Noting that the construction of Suspended Tiles System Replacement at Mennen Sports Arena is on schedule. All of the ceiling tiles and original tile grids have been removed; the tiles have been recycled by the contractor. Seventy-five percent of the new ceiling tile grids have been installed.
- Noting that bids will be received on May 10, 2012, for the three phases of site upgrades at The Frelinghuysen Arboretum. It is anticipated that the contract will be awarded at the May 21, 2012, Commission meeting.
- Noting that correspondence dated April 30, 2012, from Hanover Township was received regarding significant stream bank erosions along the Whippany River behind the Oak Ridge at Hanover condominium complex. The land along the river is part of Patriots' Path. Although there was significant erosion, the proposed route of Patriot's Path will be nominally affected.
- Accepting the Buildings and Construction report of May 2012.

Vice President Cass-Schmidt moved to accept the Report of the Park Development Committee. The motion was seconded by Commissioner Lasser and unanimously approved by voice vote.

RECREATIONAL TRAILS AND PARK MAINTENANCE COMMITTEE
Commissioner Julie C. Baron, Chairman

PRESENT:

Commissioner Julie C. Baron, Chairman
 Commissioner Richard Seabury, III
 Commissioner Judith Schleicher
 Executive Director David D. Helmer

Director of Park Maintenance Vath
 Manager of Park Projects Felter
 Superintendent of Natural Resources Kovacevic
 Trails Foreman Nee
 GIS Specialist Edmunds

Park Maintenance

- Approving staff's request for the mechanic staff to receive welding training from the Morris County School of Technology at a cost of \$60.00 per hour.
- ~~Reviewing the current level of staffing for Park Maintenance as it relates to the golf staff transferred to the division.~~
- Noting the donation of Tyvek protective wear, masks, and goggles from Greystone Park Psychiatric Hospital.
- Approving staff's report on the status of reimbursement from FEMA for Hurricane Irene and the October 2011 snowstorm. Currently \$42,750.00 is due the Park Commission with an additional \$1,500.00 already received.
- Recommending that staff not install a Porta-John at the entrance of the trail adjacent to the Green Village Post Office at this time.
- Approving staff's report on fire and safety initiatives. Staff has completed the follow-up on findings from the Birdsall Service Group's safety audits for 12 facilities at this time.
- Approving the Park Maintenance Division's 2012 Goals and Objective Project Status Report.

Recreational Trails

- Noting that certified correspondence has been sent to the owner of the Kontis property in Parsippany-Troy Hills Township, with no response. It was recommended that Park Counsel Suminski send a letter on behalf of the Park Commission seeking a trail easement on the property, which is under the power lines.
- Acknowledging that the trail easement from NJ Transit between Cory Road and Martin Luther King Boulevard in Morristown has still not been finalized.
- Three events are being scheduled for National Trails Day on June 2nd; trail building at Old Troy County Park, a hike at Pyramid Mountain Natural Historic Area, and a ribbon-cutting ceremony for the West Morris Greenway in Roxbury and Randolph Townships, including a 6-mile bike ride and 2 to 3 mile hike. All events are being sponsored by the REI store of East Hanover Township.
- Grant reimbursement requests are being sent to the Borough of Wharton for the NJ Recreational Trail Grant project for East Dewey Road to Richard Mine Road, West Morris Trail Greenway project completed at the end of 2012.

- Trail Foreman Nee provided a report on his attendance at a recent National 911 Memorial Trail board meeting held in Philadelphia. Foreman Nee now has a seat on the Board of Directors representing the Park Commission.
- Staff reviewed various trail projects, including the scheduling of the installation of the new par course along the Traction Line Recreation Trail that was funded by BASF, repair of storm damage behind Acorn Hall, plans for a trail around the former reservoir at Central Park of Morris County, and schedule for the completion of the West Morris Greenway Trail from Horseshoe Lake Park in Roxbury Township through the MCMUA's Alamatong Wellfield in Randolph Township.
- Noting the activities associated with the Columbia Trail including the reopening of the Middle Valley Bridge, obtaining an agreement from Frazier Industries to construct a trail segment behind its property as long as safety fencing is installed, anticipating the completion of crosswalk improvement for Schooley's Mountain Road, and obtaining approvals from the Washington Township Land Trust to construct the remaining missing trail segment.
- Discussing using new trail-closing signs with the advent of a number of unauthorized trail constructions at Pyramid Mountain Natural Historic Area, Jonathans Woods, and Mount Paul Memorial County Park (Attachment No. 4).

Commissioner Baron moved to accept the report of the Recreational Trails and Park Maintenance Committee. The motion was seconded by Commissioner Schleicher and unanimously approved by voice vote.

AD HOC GOLF COMMITTEE

Vice President Betty Cass-Schmidt, Chairman

PRESENT:

Vice President Betty Cass-Schmidt, Chairman
 Commissioner Barbara Shepard
 Executive Director David D. Helmer
 Deputy Executive Director William Hugaboom

Director of Golf Klose
 Manager of Golf Course Maintenance Engler
 Golf Management Assistant Weinerth

Robert O'Rourke and Ryan Phelps of Billy Casper Golf (BCG) were also in attendance for a portion of the meeting.

Berkshire Valley Golf Course

- Ryan Phelps and Robert O'Rourke were on hand to report on the first month of activity at Berkshire Valley Golf Course, the following was reviewed:

- Robert O'Rourke was hired as the General Manager of Berkshire Valley Golf Course.
- BCG reviewed the monthly income report for April 2012. The Committee asked for additional information to be provided including a comparison report of the other BCG-operated facilities in the region. This reporting would aid in identifying trends in golfing in the region.
- ~~BCG will be providing information on expenses by the twentieth (20th) of each month, based on availability from their corporate division. Future Ad Hoc Golf Committee meetings will coincide with the availability of budget reports.~~
- An agronomic update was provided highlighting April activities and identifying planned maintenance projects for May. The aeration of greens, tees, fairways, and approaches was completed with the assistance of an outside contractor, as planned by Manager Engler.
- Approving the BCG marketing team's new logo for Berkshire Valley.
- A grand re-opening celebration is planned for May 19th and 20th for all golfers, at which time the "Advantage Card" will be introduced. An email will be sent to all golfers in the existing data base, and the event will be advertised by BCG to the area media.
- Recommending that a newsletter be developed to inform golfers about course conditions, improvements, and planned projects. It was also stressed that a plan be developed to continually drive golfers to the website to obtain current information about course activities and special marketing programs.
- Recommending that a decal be prepared with the new Berkshire Valley Golf Course logo and applied to the signs on Route 15, Route 23, and Berkshire Valley Road directing patrons to the golf course.
- Reviewing the sample menu for the snack bar and noting the hiring of a Food and Beverage Manager.
- Approval of a liquor license is expected in 60 to 90 days.

Approving the proposed fee schedule presented by BCG that is currently in place (Attachment No. 5)

- Noting the increase in rounds of golf based on the April revenue report, due in part to the "better than usual" weather conditions.
- Eleven outings have already been booked with group sizes ranging from 16 to 100 golfers
- The revenue and golf round figures for Berkshire Valley Golf Course will no longer be recorded on the monthly Golf Course Summary Revenue Reports, but will be recorded on a separate report.

Flanders Valley Golf Course

- Contract No. 42-12 entitled "Flanders Valley Golf Course Irrigation Improvements Phase I" has been publicly noticed, bids will be accepted on June 7, 2012. Work is planned to begin

on October 1, 2012, and completed by December 15, 2012. Golfers will be directed around the work and minimal impact to play is expected.

- Flanders Valley is preparing for the New Jersey State Golf Association (NJSGA) Pub Links Qualifier on June 27, 2012. In preparation, drainage work and cart-path paving is being completed. In addition, the re-contour and sodding on the 14th hole of the Blue course has been completed, and the hole should be open for play on May 25, 2012.

Sunset Valley Golf Course

- Manager Engler stated that the new greens at Sunset Valley are doing nicely and that the overall conditions at that golf course are good.

Pinch Brook Golf Course

- Manager Engler said that the pump-house at Pinch Brook is not working and is in need of repair.
- Overall, Pinch Brook survived being open all winter, and weather conditions permitting, will remain open into 2013.

Other Business

- Director Klose updated the Committee with a summary of rounds of golf and revenue in April 2012, generated by utilizing the GolfNow partnership agreement, with 917 rounds of golf and \$29,197.00 in revenue.
- Scheduling a June "deal caddy" purchase for Flanders Valley Golf Course and reporting that Berkshire Valley Golf Course sold 804 rounds for \$21,052.00, and Flanders Valley sold 352 rounds for \$8,448.00 in April.
- A special Ad Hoc Golf Committee meeting will be scheduled for June to meet with the BCG management team to discuss the Status of Operations at Berkshire Valley Golf Course, as it pertains to revenue and expenses for the month of May.

President Cass-Schmidt moved to accept the report of the Ad Hoc Golf Committee. The motion was seconded by Commissioner Lasser and unanimously approved by voice vote.

REPORT OF THE EXECUTIVE DIRECTOR

Executive Director Helmer reported that the date of the next meeting of the Ad Hoc Golf Committee will be at 2:00 p.m. on Thursday, June 21, 2012, either at Berkshire Valley Golf Course or in his office. The Commissioners will be kept apprised by email.

The Park Commission's Volunteer Recognition event is at 5:30 p.m. on Tuesday, May 22, 2012, under the tent at The Frelinghuysen Arboretum. At the same time, the Friends of Frelinghuysen Arboretum will be hosting representatives from Coty, Inc. (manufacturers of scents), who are sponsoring a cell phone tour on the property.

~~The Morris County Board of Chosen Freeholders' Volunteer Recognition event is scheduled from 5:30 p.m. to 7:30 p.m. on Tuesday, May 29th at the Haggerty Education Center.~~

At the Recreational Trails and Park Maintenance Committee meeting, staff informed the Commission of three local National Trails Day events. Executive Director Helmer suggested that if the Commissioners were going to attend one, it should be the Roxbury-Horseshoe Lake event, which will take place at 9:00 a.m. on Saturday, June 2, 2012. There will be a ribbon cutting ceremony for the new section of the West Morris Greenway.

Executive Director Helmer reported that at the Promotion and Business Activities Committee meeting, Assistant Deputy Director Lanza updated the Committee on the Walks and Talks program being presented by the Morris County Chamber of Commerce and its Health and Wellness Committee. Three walks will take place on the trails at Loantaka Brook Reservation with Chamber Members on the second Wednesday of June, July, and August 2012, between 4:45 p.m. and 6:00 p.m. He noted that he would be making himself available for all three of the walks. An email will be sent to the Commissioners with further information.

The Park Commission is hosting the next Morris Canal Working Group meeting at the Haggerty Education Center from 2:00 p.m. to 4:00 p.m. on Wednesday, July 25, 2012. Members of the Land Acquisition and Recreational Trails and Park Maintenance Committees are invited to attend.

The Park Commission received its Recreational Trail License Agreement on the Alamatong Wellfield in Randolph and Roxbury Townships. It is a five-year agreement with a second five-year renewal.

Executive Director Helmer reported that at the close of the Promotion and Business Activities Committee meeting, Assistant Deputy Director Lanza handed out copies of the Langdon Palmer Memorial Internship program grant for which the Park Commission is applying. If awarded, this grant will help fund an intern for the Sentinel Plant Network.

A special request was received from the Fusion Drum and Bugle Corps, which is a marching band made up of 50-75 members, that is looking for an area roughly the size of a baseball field on which they can hold practices during the weekends from mid-morning to late afternoon.

He informed the Commission that the old residence at Mount Paul Memorial County Park is due to be demolished, and the contractor has filed for a demolition permit and will be moving equipment to the site.

Executive Director Helmer reported that he attended the most recent Rockaway River Watershed Cabinet meeting at which Dr. Leland Pollock reviewed the annual macro-invertebrates. There was an identification of some heightened numbers of dissolved solvents or solids in Wallace Brook, which travels through Hedden County Park. Executive Director Helmer has already directed staff to investigate.

The May Canada Goose Monitoring report indicates that the number of geese present at Park Commission facilities is very low. The areas with higher numbers, although still low, are Lewis Morris County Park, Pinch Brook Golf Course, Seaton Hackney Stables, and Lee's County Park Marina. Superintendent Kovacevic doesn't believe that there is a necessity for a lethal removal of Canada geese this year.

Executive Director Helmer noted that he received an email from John Lovell, Manager for the Township of Randolph, inviting Director Zafonte, Superintendent Kovacevic, and he to attend Randolph's deer management meeting at 7:00 p.m. on Tuesday, May 29, 2012. They'd like to explore the possibility of driving deer from the Shongum Lake neighborhoods to James Andrews Memorial County Park. He added that the Park Commission doesn't allow driving deer on to or off of Park property, but he is willing to participate in the discussion.

The Morris County Municipal Utilities Authority (MUA) invited Director Zafonte, Superintendent Kovacevic, and he to its June 5th Board meeting to discuss adding the Alamatong Wellfield in Randolph and Roxbury Townships to the 2012/2013 White-tail Deer Management Program.

Executive Director Helmer reported on his email responses to several editorials that appeared in *Patch* about the Columbia Trail crossing at Schooley's Mountain Road in Washington Township. He will also respond with a letter to the editor.

Correspondence was received by Morris Township from an individual who thought that the crossing of Patriots' Path on Sussex Avenue, which connects the two former MUA properties, was unsafe. The Morris County engineering staff advised Morris Township that the roadway was due to be repaved, and that the project will provide for painted crosswalks. The Park Commission will work with the County engineering staff on trail-crossing issues.

He also noted that there was an editorial several weeks ago regarding the Park Commission's use of pesticides and herbicides at Schooley's Mountain County Park, where a pre-emergent and fertilizer is used. Staff has investigated the use of organic methods, but to date there are none that are efficient. Executive Director Helmer reported that only 65 acres out of 9,900 acres of parkland at eight multi-purpose facilities are treated, mainly around picnic areas, and the application is only done in the spring before the busy season. Only about 7½ acres out of the 930 total acres making up The Frelinghuysen and Willowood arboreta and Bamboo Brook Outdoor Education Center are treated with pesticides and herbicides.

Commissioner Santiago moved to accept the Report of the Executive Director. The motion was seconded by Commissioner Schleicher and unanimously approved by voice vote.

EXECUTIVE SESSION

Vice President Cass-Schmidt moved to adopt Resolution No. 68-12 (Attachment No. 6) 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.

PERSONNEL AND SAFETY COMMITTEE

Commissioner Stuart Lasser, Chairman

PRESENT:

Commissioner Stuart Lasser, Chairman
President John R. Sette
Vice President Betty Cass-Schmidt
Park Counsel John Suminski

Executive Director Helmer
Deputy Executive Director Hugaboom
Park Police Chief Huyler
Park Police Captain Wieland

Park Police

Reports

The Committee reviewed the April 2012 Park Police Reports. The Committee noted that the 2012 numbers are dramatically different from those of 2011; the Chief explained that this is attributable to the new reporting software system, which is much more detailed.

Park Police Operations

Chief Huyler advised the Committee regarding recent incidents that have occurred in the parks, specifically a recent stolen vehicle stop.

National Law Enforcement Association – Police Unity Tour

The Committee discussed the recent participation of Sergeant Fichter and Chief Huyler in the National Law Enforcement Association Police Unity Tour annual bike ride to Washington, D.C.

Park Police Staffing

Chief Huyler formally notified the Committee that he will be retiring as of July 1, 2012. The Committee discussed the need to restructure the Park Police management team and recommended approval of the promotions submitted by Chief Huyler in accordance with the provisions of N.J.S.A. 40:37-95.1. Chief Huyler recommended the promotion of Captain David Wieland to Chief as of July 1, 2012, and promoting the next Officer on the promotion eligibility list, Sal Salafia, to Sergeant as of June 1, 2012, to replace Sergeant William Fichter who is retiring as of May 31, 2012.

The Committee also discussed the overall short- and long-term objectives of the Park Police, and will review recommendations for Senior Officer positions at the June 2012 meeting.

Conferences and Educational Incentives

The Committee reviewed and recommended the approval of requests submitted by staff members to attend conferences/seminars and workshops as outlined on the monthly report

attached to the Agenda. The May 2012 requests submitted were all funded through grants or donations. The Committee noted receipt of a report submitted by a staff member who recently attended a conference.

Labor Relations

Staff advised the Committee that the Public Employment Relations Commission election to determine representation of the 102 eligible employees in the Park Commission Main Bargaining unit was completed on May 18, 2012. The results of the election were 70 for Local 32 of OPEIU (Office Professional Employees International Union) with 26 non-responses, 1 against, and 5 rejected as incomplete. Consistent with the election results, Collective Bargaining Sessions will be scheduled with Local 32. The primary objectives of the election were to have the Park Commission obtain confirmation of the legally established bargaining representative and verification of the bargaining unit, both of which were determined in this process.

Staff also informed the Committee that an Arbitrator has been assigned as the Mediator for the settlement of a contract with the International Brotherhood of Teamsters Local 469. The initial mediation date is July 17, 2012.

Absence Reports

The Committee reviewed the Employee Absence Report for the month of April 2012.

Resolutions

The Committee recommended the adoption of Resolution No. 78-12 and No. 80-12 at the Park Commission meeting, which formally recognized the services of Park Police Sergeant William Fichter and Chief William Huyler on their retirements.

Leaves of Absence

The Committee recommended approving two Employee Leave of Absence requests for intermittent leave consistent with the Family Medical Leave Act and Park Commission Policy.

Commissioner Baron moved to accept the report of the Personnel and Safety Committee. The motion was seconded by Vice President Cass-Schmidt and unanimously approved by voice vote.

At the Park Commission meeting, Treasurer Roe reported that the Insurance Fund has decided to appeal a contested Worker's Compensation case involving a Park Commission employee.

LAND ACQUISITION COMMITTEE

Richard Seabury, III, Chairman

PRESENT:

Commissioner Richard Seabury, III – Chairman	Manager of Park Projects Felter
Commissioner Julie C. Baron	MC Open Space Director Chang

Commissioner Judith Schleicher
Executive Director David D. Helmer

MC Open Space Program Coordinator Murray

- Integra's Realty Resources appraisal for the proposed 0.67-acre conservation easement on the St. James, Morris Township property is completed. The conservation easement will ensure a vegetative buffer between the private property and the Fosterfields Living Historical Farm fields.
- Acknowledging that Mr. Gunn was made an offer on his 5.4-acre property in Chatham Township which is contiguous to Loantaka Brook Reservation. Mr. Gunn wants \$95,000.00 per acre and the property was appraised for \$260,000.00.
- Approving the Conservation Easement that is to be placed on the D'Auria property in Chatham Township and given to the Park Commission. The property is contiguous with Loantaka Brook Reservation.
- Noting that the April Resolution for the Timothy property will need to be amended at the May Commission meeting. The Morris County Municipal Utilities Authority will be contributing \$35,000.00 towards the \$70,000.00 acquisition.
- Noting that a meeting will try to be scheduled with Kinnelon Borough's former mayor Glenn Sisco and the owner of Block 89/Lot 26, Kinnelon Borough. The property is contiguous with the Waughaw Mountain Greenway.
- Acknowledging a number of significant encroachments on areas of Schooley's Mountain County Park. A draft of the correspondence being sent to the neighborhood residents was reviewed (Attachment No. 7).

Commissioner Seabury moved to accept the report of the Land Acquisition Committee. The motion was seconded by Commissioner Baron and unanimously approved by voice vote.

REPORT OF COUNSEL

Counsel Suminski reviewed the monthly Report of Counsel (Attachment No. 8).

Commissioner Schleicher moved to accept the Report of Counsel. The motion was seconded by Commissioner Wronski and unanimously approved by voice vote.

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 Wronski and unanimously approved by voice vote. The items discussed in closed session will be printed as part of the minutes.

CONSIDERATION OF RESOLUTIONS

Vice President Cass-Schmidt moved to adopt Resolution No. 69-12 (Attachment No. 9), which prioritizes the Park Commission's Capital Budget for 2012 in the amount of \$1,300,000.00. The motion was seconded by Commissioner Schleicher and unanimously approved by roll call vote.

Commissioner Baron moved to adopt Resolution No. 70-12 (Attachment No. 10), which includes Resolution No. 71-12 through Resolution No. 79-12 (Attachment No. 11 through No. 18). The motion was seconded by Vice President Cass-Schmidt and unanimously approved by roll call vote, with the exception of Resolution No. 79-12, which was withdrawn for reasons noted in the Finance and Budget Committee report.

Commissioner Baron moved to adopt Resolution No. 80-12 (Attachment No. 19) acknowledging the retirement of Park Police Chief Huyler with 27 years of service to the County of Morris and the Morris County Park Commission. The motion was seconded by President Sette and unanimously approved by roll call vote.

Commissioner Baron moved to adopt Resolution 81-12 (Attachment No. 20), which approves the 2011 Annual Audit. The motion was seconded by Commissioner Schleicher and unanimously approved by roll call vote.

ADJOURNMENT

There being no further business, President Sette adjourned the meeting at 8:53 p.m. on the motion of Commissioner Lasser and was seconded by Commissioner Schleicher and unanimously approved by voice vote.

Respectfully submitted,



David D. Helmer
Executive Director



Valerie Coleman-Moore
Administrative Coordinator