

**MERCER COUNTY PARK COMMISSION
APRIL MEETING
APRIL 29, 2020**

VIA ZOOM WEBINAR:

OPEN PUBLIC MEETING ACT, CHAPTER 231, P.L. 1975

The April Meeting of the Mercer County Park Commission has been scheduled for: **Wednesday, April 29, 2020, at 5:30 p.m. to be held via Public Access Zoom Webinar Link and Phone Number:**

When: Apr 29, 2020 05:30 PM Eastern Time (US and Canada)

Topic: **Mercer County Park Commission Zoom Webinar-April 29 Public Meeting**

*Public Comment shall take place as indicated on the April 29, 2020 Meeting Agenda. Kindly provide public comment when prompted during the meeting via the messaging/chat feature or by the, 'hand-raising' feature, where you will be prompted to speak to provide public comment.

Webinar ID: 941 5255 7177

Password: 773039

Please click the link below to join the webinar:

<https://zoom.us/j/94152557177?pwd=R2hYZEpCZ1g0WEFIOGZ0L0NtUWwvQT09>

Or iPhone one-tap :

US:+19294362866,,94152557177#,,#,773039# or +13126266799,,94152557177#,,#,773039#

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International numbers available: <https://zoom.us/u/ayVIWiESn>

- Commissioner Schulz called the April 29, 2020 meeting of the Mercer County Park Commission to order at 5:30 pm, via Zoom Webinar platform.

ROLL CALL

- **The following Commissioners answered the Roll Call of the Secretary:**
 - Commissioners: Davis, Forrester, Gardner, Mooij Schulz and Smith.
- **The following Commissioners were absent:**
 - Commissioner Longo

Commissioner Schulz led the Pledge of Allegiance and the Salute to the Flag.

NOTICE OF MEETING:**SUNSHINE LAW**

In accordance with the Sunshine Law (Open Public Meetings Act Chapter 231, P.L. 1975), adequate notice of this meeting has been provided in that notification was given as follows: emailed to the Times, Trentonian, the Mercer County Clerk and the Joyce McDade Administration Building.

Approval of Meeting Minutes from the February 26, 2020 Park Commission Public Meeting:

- In voice vote, the February 26, 2020 the Park Commission Public Meeting minutes were approved a presented.
- **Ayes** – Davis, Forrester, Gardner, Mooij, Schulz and Smith. **Nays-** None. **Abstain-**None. **Absent:** Longo

Approval of March 2020 Mercer County Park Commission Bills:

- In voice vote, the March 2020 Mercer County Park Commission bills were approved for payment as presented.
- **Ayes** – Davis, Forrester, Gardner, Mooij, Schulz and Smith. **Nays-** None. **Abstain-**None. **Absent:** Longo

Approval of March 2020 Mercer County Park Commission Revenue Reports:

- In voice vote, the February and March 2020 Mercer County Park Commission Revenue Reports were approved as presented.
- **Ayes** – Davis, Forrester, Gardner, Mooij, Schulz and Smith. **Nays-** None. **Abstain-**None. **Absent:** Longo

EMPLOYEE OF THE MONTH:

- The Executive Director recognized the entire Park Commission staff for their efforts during the closure under the Executive Order.

NEW BUSINESS:
RESOLUTIONS:

R-1. MERCER COUNTY PARK COMMISSION AUTHORIZES THE EXECUTIVE DIRECTOR TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH ENGINEERING & LAND PLANNING (AWARDED THROUGH A NON-FAIR AND OPEN PROCESS) TO PROVIDE PROFESSIONAL ENGINEERING SERVICES FOR MERCER LAKE BANK RESTORATION IN THE MERCER COUNTY PARK, TOWNSHIP OF WEST WINDSOR. AMOUNT NOT TO EXCEED \$15,700.00 PERIOD: MAY 1, 2020 THROUGH PROJECT COMPLETION

- On Motion by Commissioner Gardner seconded by Commissioner Forrester.
- **Ayes** – Davis, Forrester, Gardner, Mooij, Schulz and Smith. **Nays**-None. **Abstain**-None. **Absent**: Longo.

R-2. MERCER COUNTY PARK COMMISSION AUTHORIZES THE EXECUTIVE DIRECTOR TO EXECUTE AN EXTRAORDINARY UNSPECIFIABLE SERVICES (EUS) AGREEMENT WITH HUNTER RESEARCH FOR ON-CALL RESEARCH SERVICES FOR VARIOUS LOCATIONS THROUGHOUT MERCER COUNTY PARK COMMISSION FACILITIES. AMOUNT NOT TO EXCEED: \$25,000.00 (BASED ON AN HOURLY RATE) PERIOD: MAY 1, 2020 THROUGH APRIL 30, 2021.

- On Motion by Commissioner Gardner seconded by Commissioner Smith.
- **Ayes** – Davis, Forrester, Gardner, Mooij, Schulz and Smith. **Nays**-None. **Abstain**-None. **Absent**: Longo.

R-3. MERCER COUNTY PARK COMMISSISON AUTHORIZES THE EXECUTIVE DIRECTOR TO EXECUTE CHANGE ORDER (CHANGE ORDER NO. 1) WITH EARTHWORKS, INC FOR THE LAWRENCE-HOPEWELL TRAIL STONY BROOK PEDESTRIAN BRIDGE AND TRAIL EXTENSION (AB2019-24B); INCREASING THE CONTRACT AMOUNT BY +34,500.00 (+1.84%). REVISED CONTRACT AMOUNT: \$1,912,630.00. EXTEND CONTRACT PERIOD THROUGH JUNE 15, 2020

- On Motion by Commissioner Schulz seconded by Commissioner Smith.
- **Ayes** – Davis, Forrester, Gardner, Mooij, Schulz and Smith. **Nays**-None. **Abstain**-None. **Absent**: Longo.

R-4. REJECTION OF BID FROM FIRSTLINE LOCKSMITH, LLC RECEIVED FEBRUARY 21, 2020, FOR EXTERIOR DOOR REPLACEMENTS AT MERCER OAKS FOR THE MERCER COUNTY PARK COMMISSION (AB2020-12)

– On Motion by Commissioner Smith seconded by Commissioner Davis.

– **Ayes** – Davis, Forrester, Gardner, Mooij, Schulz and Smith. **Nays**-None. **Abstain**-None. **Absent**: Longo.

R-5 AWARD OF BID RECEIVED FEBRUARY 21, 2020, TO PADOVANI ROOFING AND CONSTRUCTION FOR EXTERIOR DOOR REPLACEMENT AT MERCER OAKS FOR THE MERCER COUNTY PARK COMMISSION (AB2020-12). TOTAL AMOUNT NOT TO EXCEED: \$32,670.00. PERIOD: SIXTY (60) CALENDAR DAYS FROM NOTICE TO PROCEED

– On Motion by Commissioner Smith seconded by Commissioner Gardner.

– **Ayes** – Davis, Forrester, Gardner, Mooij, Schulz and Smith. **Nays**-None. **Abstain**-None. **Absent**: Longo.

R-6. AWARD OF BID RECEIVED MARCH 10, 2020, TO NICKOLAUS CONSTRUCTION COMPANY FOR RESURFACING AND CRACK REPAIR OF TENNIS COURTS AT THE MERCER COUNTY PARK TENNIS COMPLEX (AB2020-21). TOTAL AMOUNT NOT TO EXCEED: \$194,000.00. PERIOD: SIXTY (60) CALENDAR DAYS FROM NOTICE TO PROCEED

– On Motion by Commissioner Gardner seconded by Commissioner Schulz.

– **Ayes** – Davis, Forrester, Gardner, Mooij, Schulz and Smith. **Nays**-None. **Abstain**-None. **Absent**: Longo.

R-7. AWARD OF BID RECEIVED FEBRUARY 27, 2020, TO RONALD JANNEY ELECTRICAL CONTRACTOR, INC. FOR BALLFIELD SPORTS LIGHTING IMPROVEMNTS FOR THE MERCER COUNTY PARK COMMISSION (AB2020-13). TOTAL AMOUNT NOT TO EXCEED: \$1,169,460.00. PERIOD: SIXTY (60) CALENDAR DAYS FROM NOTICE TO PROCEED

– On Motion by Commissioner Schulz seconded by Commissioner Smith.

– **Ayes** – Davis, Forrester, Gardner, Mooij, Schulz and Smith. **Nays**-None. **Abstain**-None. **Absent**: Longo.

R-8. AWARD OF BID RECEIVED MARCH 12, 2020, TO J&C ICE TECHNOLOGIES, INC. FOR ONE (1) NEW ZAMBONI MODEL 546 OR EQUIVALENT ICE RESURFACING MACHINE FOR THE MERCER COUNTY PARK COMMISSION ICE SKATING CENTER (AB2020-22). TOTAL AMOUNT NOT TO EXCEED: \$112,730.00

– On Motion by Commissioner Gardner seconded by Commissioner Schulz.

– **Ayes** – Davis, Forrester, Gardner, Mooij, Schulz and Smith. **Nays-**None. **Abstain-**None. **Absent:** Longo.

R-9 AWARD OF BID RECEIVED FEBRUARY 27, 2020, TO ZSENAK ELECTRIC COMPANY, INC. FOR NEW PARKING LOT SITE LIGHTING AT THE MERCER COUNTY PARK FESTIVAL GROUNDS FOR THE MERCER COUNTY PARK COMMISSION (AB2020-14). PERIOD: SIXTY (60) CALENDAR DAYS FROM NOTICE TO PROCEED TOTAL AMOUNT NOT TO EXCEED: \$184,000.00. [BASE BID: \$155,900.00/ADDITIONAL ALTERNATE ONE (1): \$28,100.00]

– On Motion by Commissioner Gardner seconded by Commissioner Schulz.

– **Ayes** – Davis, Forrester, Gardner, Mooij, Schulz and Smith. **Nays-**None. **Abstain-**None. **Absent:** Longo.

R-10. MERCER COUNTY PARK COMMISSION AUTHORIZES THE PURCHASE AND INSTALLATION OF FLOORING MATERIALS FOR THE MERCER BOATHOUSE CATERING FACILITY AND THE MERCER COUNTY SKATING CENTER FACILITY FROM THE EDUCATIONAL SERVICES COMMISSION OF NEW JERSEY COOPERATIVE PRICING SYSTEM. TOTAL AMOUNT NOT TO EXCEED: \$247,350.63

– On Motion by Commissioner Gardner seconded by Commissioner Davis.

– **Ayes** – Davis, Forrester, Gardner, Mooij, Schulz and Smith. **Nays-**None. **Abstain-**None. **Absent:** Longo.

R-11. MERCER COUNTY PARK COMMISSION AUTHORIZES THE ACCEPTANCE OF DONATED FUNDS AND VOLUNTEER SERVICES FROM ONE TREE PLANTED FOR THE PURPOSE OF ESTABLISHING A BUFFER OF TREES ALONG ROSEDALE LAKE IN THE ROSEDALE PARK, TOWNSHIP OF HOPEWELL. ONE TREE PLANTED DONATION AMOUNT: \$4,001.00. PARK COMMISSION COST: \$0

- On Motion by Commissioner Davis seconded by Commissioner Mooij.
- **Ayes** – Davis, Forrester, Gardner, Mooij, Schulz and Smith. **Nays**-None. **Abstain**-None. **Absent**: Longo.

R-12. MERCER COUNTY PARK COMMISSION AUTHORIZES THE EXECUTIVE DIRECTOR TO EXECUTE A GRANT AGREEMENT WITH THE NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION IN PARTNERSHIP WITH THE WATERSHED INSTITUTE OF NEW JERSEY TO PREVENT, MITIGATE OR CONTROL HARMFUL ALGAL BLOOMS AT ROSEDALE LAKE, TOWNSHIP OF HOPEWELL. COUNTY OF MERCER MATCHING FUNDS FOR TOTAL PROJECT COST: \$51,282.00 (24.8%). WATERSHED INSTITUTE OF NEW JERSEY IN-KIND SERVICES MATCHING FUNDS: \$9,768.00; (16%). TOTAL MATCHING FUNDS: \$61,050.00; NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION GRANT FUNDS: \$185,000.00. TOTAL PROJECT FUNDS: \$246,050.00 (RFP #1 GRANT NO. WM20-035)

- On Motion by Commissioner Gardner seconded by Commissioner Davis.
- **Ayes** – Davis, Forrester, Gardner, Mooij, Schulz and Smith. **Nays**-None. **Abstain**-None. **Absent**: Longo.

R.13. AMEND RESOLUTION NO. 2020-16 AND THE MERCER COUNTY PARK COMMISSION AUTHORIZES AN AMENDMENT (AMENDMENT NO. 1) TO THE RESOLUTION FOR THE ON-CALL PURCHASE AND DELIVERY OF PERISHABLE FOOD ITEMS; BASED ON MARKET PRICING AT THE TIME OF REQUEST FOR THE HOWELL LIVING HISTORY FARM, MERCER COUNTY STABLES AND THE MERCER COUNTY WILDLIFE CENTER FACILITIES. AMEND RESOLUTION TO INCLUDE PRICING FROM VENDOR, RICK'S SADDLE SHOP. TIME PERIOD AND ORIGINAL CONTRACT AMOUNT REMAINS THE SAME

- On Motion by Commissioner Gardner seconded by Commissioner Mooij.
- **Ayes** – Davis, Forrester, Gardner, Mooij, Schulz and Smith. **Nays**-None. **Abstain**-None. **Absent**: Longo.

EXECUTIVE DIRECTOR'S REPORT

The Executive Director provided the following update on the Park Commission's operations during the closure under the Governor's Executive Order.

Since the official closure of County Offices on March 17th :

- Our *Park Rangers* have been fully operational and an invaluable asset in providing security to all of our Park Commission facilities and properties; as well as assisting the Office of Emergency Management at the Quakerbridge Mall COVID-19 testing site.
- *The Howell Farm, Mercer Stables, and the Wildlife Center* facilities continue to provide comprehensive daily care for the horses housed at our stables, the livestock housed on our farm and for the emergency care services of injured wildlife. Management and staff for these facilities continue to report to work daily and perform their regular duties.
- Additionally, the *Howell Farm* is actively assisting the community through donations to local food banks and pantries to help those in need during the public health emergency. To date, the farm has provided food pantries with 150 pounds of its wheat flour, 200 pounds of cornmeal, 275 pounds of oatmeal and 150 dozen eggs. The farm is has also provided yarn spun from wool sheared the farm's sheep to volunteer knitters; who are making hats, mittens, socks and scarves for donation to those in need of clothing items.
- *Mercer County Park, Mercer Meadows, and our Golf Courses*, have had work crews of six (6) employees working five (5) days per week performing the essential maintenance functions necessary to protect and preserve the investment in our infrastructure.
- Oversight of our *Critical Capital Projects Under Contract* has continued, with our project managers and contracted consulting firms working with contractors to monitoring progress both in-person and remotely.
- And finally, our *Personnel manager, Chief of Finance and Accounts and Facility Coordinators*, have continued to report to three (3) times per week to ensure that payroll needs are met, to keep utility payments current for our operational facilities and to oversee and maintain the necessary procurement functions that provide our facilities with the supplies needed for continued equine, livestock and wildlife care; as well as infrastructure maintenance.

The Executive Director commented: *“I am extremely proud and grateful for my team for their tremendous efforts and continued commitment to our constituents.”*

PUBLIC SESSION:

- The following members of the Public provided comment at the April 29, 2020 Park Commission Meeting:
 1. Nora Shuda

425 Hazel Avenue
Ewing, New Jersey

2. Joe Fecter
15 Tindale Road
Hamilton Square, New Jersey
3. Noemi de la Puente
122 Carter Road
Lawrence Township, New Jersey
4. Mark Cubberly
382 Main Street
Hamilton, New Jersey
5. Kris Grudt
508 South Main Street
Hightstown, NJ
6. Kevin Pappas
(Address not provided)

ANNOUNCEMENT OF SUBSEQUENT PUBLIC MEETING:

- The June 24, 2020 Mercer County Park Commission Public Meeting is scheduled to take place at a location to be determined.

ADJOURNMENT:

- On motion by Commissioner Schulz, Adjournment took place at 6:40 pm

Heather Mauro

Heather Mauro

Executive Secretary
Secretary to the Commission