

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

**NOTICE is hereby given that the Mercer County Park Commission will hold their JULY MEETING on Wednesday, July 29, 2020, beginning at 5:30 pm via Zoom Webinar. To encourage full public participation of the public meeting, please use the meeting access information below:**

- **Please click the link below to join the webinar:**  
<https://us02web.zoom.us/j/81324406655?pwd=ZUdXVnhxeXYraTZmNy9CaklVcWNzZz09>
- **Passcode: 773039**
- **Or iPhone one-tap :**
  - o US:+13126266799,,81324406655#,,,,,0#,,773039#
  - o +19294362866,,81324406655#,,,,,0#,,773039#
- **Or Telephone:**
  - o Dial(for higher quality, dial a number based on your current location):US: +1 312 626 6799 or +1 929 436 2866 or +1 301 715 8592 or +1 346 248 7799 or +1 669 900 6833 or +1 253 215 8782
- **Public Comment shall take place as indicated on the July 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.**

**CALL TO ORDER:**

- Commissioner Schulz called the July 29, 2020 meeting of the Mercer County Park Commission to order at 5:35 pm, via Zoom Webinar platform.

**ROLL CALL:**

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

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

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**NOTICE OF MEETING:**

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 MCDADA ADMINISTRATION BUILDING.

LOCAL OPERATIONAL GUIDANCE - COVID 19  
N.J.S.A 10:4-8(B) AUTHORIZES LOCAL UNITS TO CONDUCT PUBLIC MEETINGS THROUGH USE OF STREAMING SERVICES AND OTHER ONLINE MEETING PLATFORMS.

**APPROVAL OF MEETING MINUTES FROM THE JUNE 24, 2020 PARK COMMISSION PUBLIC MEETING:**

- In voice vote, the June 24, 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 JULY 2020 MERCER COUNTY PARK COMMISSION BILLS:**

- In voice vote, the July 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 JUNE 2020 MERCER COUNTY PARK COMMISSION REVENUE REPORTS:**

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

**COMMUNICATIONS**

*(Presented by Executive Director Aaron T. Watson)*

- **‘Share the Harvest’ Tour Dates Extended Through Aug. 15**  
Staff at Howell Living History Farm planted special crops of vegetables and potatoes this spring to help local food banks and pantries. As the operations at the farm continue, the “Share the Harvest” tours gave visitors a chance to experience the work firsthand. With the popularity of the program, tour dates will now be extended through Aug. 15.

– **Mercer County Board of Chosen Freeholders approve Acquisition of the Hopewell Valley Golf Course**

The Mercer County Board of Chosen Freeholders have approved the Acquisition of the Hopewell Valley Golf Course. Currently, the Park Commission is preparing a staffing plan for the maintenance of the property in the interim of the official acquisition. Administrative staff have toured the property and planning discussions on future operations have begun.

**EMPLOYEES OF THE MONTH:**

- This Month’s Employees of the Month are Dale Gaskill and William Custer, both Carpenters at the Mercer County Park Commission workshop
- Mr. Gaskill began his Employment with the Park Commission on March 3, 2014. Mr. Custer began his employment on October 28, 1991. Both employees were Nominated by General Supervisor of Trades, Mike Melker.

**OLD BUSINESS:**

- **Maintenance Staff Operations**-Maintenance Staff is at full operations with overtime for additional needs to maintain picnic grounds, restroom and playground areas under the current COVID Guidelines.
- **Golf Courses**-Golf Courses are fully operational again under current COVID Guidelines. Golf Operations are very busy and are at full staff.
- **Mercer Oaks Driving Range**-Carpenters and Masons are working on upgrades at the Mercer Oaks Driving Range. Completion is anticipated in two (2) to three (3) weeks.
- **Dugouts at the Mercer County Park Ballfields**-Dugouts have been replaced at the Mercer County Park Ballfields by In-House Staff.
- **Batting Cages at the Mercer County Park**-New Batting Cages at the Mercer County Park have been completed by In-House Staff.
- **Painting Upgrades throughout the Parks**-Painters continue various painting upgrades at facilities, pavilions and basketball courts throughout the parks.
- **Splash Park**-The Splash Park Project is anticipated to be substantially completed in early September.
- **LED Lighting Upgrades**-LED Lighting Upgrade Projects are underway at all fields in the Mercer County Park; along with the various parking lots. Upgrades to LED will be a cost-effective upgrade for the Park Commission.
- **Exterior Door Replacement at the Mercer Oaks Golf Club Facility**-Exterior Door Replacement at the Mercer Oaks Golf Club Facility are underway.
- **Energy Efficiency Audit**-The Park Commission is working with the Planning Department to have an Energy Efficiency Audit performed at all Park Commission Facilities to identify areas where savings can be implemented.

- **Remote Solar Cameras**-Installation of remote solar security cameras is underway at various Park Commission Facilities and properties.

**NEW BUSINESS:**

**RESOLUTIONS:**

R-1. MERCER COUNTY PARK COMMISSION AUTHORIZES THE EXECUTIVE DIRECTOR TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH MKW+ ASSOCIATES (AWARDED THROUGH A NON-FAIR AND OPEN PROCESS) TO PROVIDE PROFESSIONAL SITE CONCEPT DESIGN SERVICES FOR THE RELOCATION OF THE MERCER EDUCATIONAL GARDENS. TOTAL AMOUNT NOT TO EXCEED \$29,485.00. PERIOD: AUGUST 1, 2020 THROUGH JULY 31, 2021

- On Motion by Commissioner Mooij seconded by Commissioner Schulz.

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

R-2. AWARD OF BID RECEIVED JULY 15, 2020, TO NORTH EAST SWEEPER RENTALS, INC. FOR ONE (1) SINGLE ENGINE HYDROSTATIC PURE SWEEPER/SCRUBBER/WASHER; MODEL MATHIE MC 210 OR EQUIVALENT FOR THE MERCER COUNTY PARK COMMISSION (AB2020-29). TOTAL AMOUNT NOT TO EXCEED: \$189,115.30

- On Motion by Commissioner Gardner seconded by Commissioner Davis.

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

R-3. PARTIAL AWARD OF BID RECEIVED JUNE 24, 2020, WITH MULTIPLE VENDORS FOR PREVENTATIVE MAINTENANCE AND REPAIR OF IRRIGATION SYSTEMS, FOUNTAINS AND PUMP HOUSES AND THE PURCHASE OF PARTS AND SUPPLIES FOR THE MERCER COUNTY PARK COMMISSION FOR A PERIOD OF (2) YEARS (AB2020-26). TOTAL AMOUNT NOT TO EXCEED: \$230,000.00  
YEAR 1-\$115,000.00  
YEAR 2-\$115,000.00

- On Motion by Commissioner Gardner seconded by Commissioner Smith.

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

R-4. MERCER COUNTY PARK COMMISSION AUTHORIZES THE EXECUTIVE DIRECTOR EXERCISE THE OPTION TO EXTEND THE CONTRACT WITH JOHN HART FARMS DBA ROSEDALE MILLS FOR THE REBID OF PINE SHAVINGS FOR SIX (6) MONTHS WITH AN OPTION TO EXTEND THE ORIGINAL PERIOD OF THE CONTRACT FOR AN ADDITIONAL (6) MONTHS; FOR THE MERCER COUNTY STABLES. EXTEND THE INITIAL PERIOD OF THE CONTRACT FOR A SIX (6) MONTH OPTION PERIOD OF JUNE 11, 2020 THROUGH DECEMBER 10, 2020. TOTAL AMOUNT NOT TO EXCEED: \$24,750.00. ALL OTHER TERMS OF CONTRACT REMAIN THE SAME (AB2019-47B)

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

R-5 AMEND RESOLUTION 2019-105, ADOPTED DECEMBER 4, 2019 AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE AN AMENDMENT (AMENDMENT NO. 2) TO THE GRANT AGREEMENT WITH THE NATURE CONSERVANCY OF NEW JERSEY FOR A 2020 ROOTS FOR RIVERS GRANT TO SUPPORT THE REFORESTATION OF APPROXIMATELY SIX (6) ACRES OF RIPARIAN HABITAT ALONG A TRIBUTARY OF THE STONY BROOK, TOWNSHIP OF HOPEWELL. AMEND GRANT TO EXTEND THE TIME PERIOD THROUGH NOVEMBER 6, 2020. ALL OTHER TERMS REMAIN THE SAME. PARK COMMISSION MATCH: \$0

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

R-6 MERCER COUNTY PARK COMMISSION AUTHORIZES THE EXECUTIVE DIRECTOR TO EXECUTE A MEMORANDUM OF UNDERSTANDING AGREEMENT WITH THE OPEN SPACE CONSERVATION COOPERATIVE, A NON-PROFIT 501(C)3 ORGANIZATION; TO ESTABLISH THE ROLES OF EACH PARTY TO COMPLETE A CONSERVATION FUNDING CONTRACT; EXECUTED BETWEEN THE OPEN SPACE CONSERVATION COOPERATIVE AND THE UNITED STATES DEPARTMENT OF AGRICULTURE; FOR CONSERVATION PRACTICES TO BE PERFORMED ON MERCER COUNTY OPEN SPACE AND MERCER COUNTY PARK COMMISSION PROPERTIES, FOR THE MERCER COUNTY PARK COMMISSION. PERIOD: JULY 30, 2020 THROUGH DECEMBER 31, 2024

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

R-7 MERCER COUNTY PARK COMMISSION AUTHORIZES THE EXECUTIVE DIRECTOR TO SUBMIT A GRANT APPLICATION; IN PARTNERSHIP WITH THE FRIENDS OF HOWELL FARM, A 501 (C) 3 ORGANIZATION; TO THE NEW JERSEY HISTORIC TRUST FOR FUNDING TO PERFORM A HISTORIC STRUCTURES REPORT FOR THE JOHN PHILLIPS HOUSE. MERCER COUNTY PARK COMMISSION APPROXIMATE AMOUNT: \$14,082.00; FRIENDS OF HOWELL FARM CONTRIBUTION ON BEHALF OF THE PARK COMMISSION APPROXIMATE AMOUNT: \$1,565.00; TWENTY-FIVE PERCENT (25%) MATCH; NEW JERSEY HISTORIC TRUST FUNDS APPROXIMATE AMOUNT: \$46,937.00 SEVENTY-FIVE PERCENT (75%) OF THE TOTAL PROJECT COST. TOTAL PROJECT COST: \$62,583.00 (GRANT NO. 2020.0044)

- On Motion by Commissioner Gardner seconded by Commissioner Schulz.
- **Ayes** – Davis, Forrester, Gardner, Mooij, Schulz and Smith. **Nays**-None. **Abstain**-None. **Absent**: Longo
- On Motion to vote in block for approval of Resolution Numbers Eight (8) through thirteen (13); by Commissioner Gardner seconded by Commissioner Schulz.
- **Ayes** – Davis, Forrester, Gardner, Mooij, Schulz and Smith. **Nays**-None. **Abstain**-None. **Absent**: Longo.

R-8 MERCER COUNTY PARK COMMISSION AUTHORIZES THE EXECUTIVE DIRECTOR TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH HEIRLOOM EVENTS TO ESTABLISH THE TO ESTABLISH THE TERMS OF AN INTERIM ADJUSTED PROVISION OF THE REVENUE OBLIGATION UNDER THE CURRENT TERMS OF THE COMPETITIVE CONTRACT FOR CONCESSIONAIRE CATERING SERVICES FOR THE MOUNTAIN VIEW GOLF COURSE AND THE PRINCETON COUNTRY CLUB. PERIOD OF AUGUST 1, 2020 THROUGH DECEMBER 31, 2020. ADUSTED MONTHLY REVENUE DUE TO THE MERCER COUNTY PARK COMMISSION: FIXED SEVEN PERCENT (7%) OF ALL GROSS SALES; INCLUSIVE OF ALL GOLFERS' FEES

- R-9. MERCER COUNTY PARK COMMISSION AUTHORIZES THE EXECUTIVE DIRECTOR TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH MERCER OAKS CATERING TO ESTABLISH THE TERMS OF AN INTERIM ADJUSTED PROVISION OF THE REVENUE OBLIGATION UNDER THE CURRENT TERMS OF THE COMPETITIVE CONTRACT FOR CONCESSIONAIRE CATERING SERVICES AT THE MERCER OAKS GOLF CLUB. PERIOD OF AUGUST 1, 2020 THROUGH DECEMBER 31, 2020. ADUSTED MONTHLY REVENUE DUE TO THE MERCER COUNTY PARK COMMISSION: FIXED SEVEN PERCENT (7%) OF ALL GROSS SALES; INCLUSIVE OF ALL GOLFER'S FEES
- R-10. MERCER COUNTY PARK COMMISSION AUTHORIZES THE EXECUTIVE DIRECTOR TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH LANDMARK HOSPITALITY (LMH HOLDINGS) TO ESTABLISH THE TERMS OF AN INTERIM ADJUSTED PROVISION OF THE REVENUE OBLIGATION UNDER THE CURRENT TERMS OF THE COMPETITIVE CONTRACT FOR CONCESSIONAIRE CATERING SERVICES AT THE BOATHOUSE MARINA FACILITY. PERIOD OF AUGUST 1, 2020 THROUGH DECEMBER 31, 2020. ADUSTED MONTHLY REVENUE DUE TO THE MERCER COUNTY PARK COMMISSION: FIXED SEVEN PERCENT (7%) OF ALL GROSS SALES
- R-11. MERCER COUNTY PARK COMMISSION AUTHORIZES THE EXECUTIVE DIRECTOR TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH CHEZ ALICE CATERING TO ESTABLISH THE TERMS OF AN INTERIM ADJUSTED PROVISION OF THE REVENUE OBLIGATION UNDER THE CURRENT TERMS OF THE COMPETITIVE CONTRACT FOR CONCESSIONAIRE CATERING SERVICES AT THE STRAWBERRY HILL MANSION FACILITY AT BALDPATE MOUNTAIN. PERIOD OF AUGUST 1, 2020 THROUGH DECEMBER 31, 2020. ADUSTED MONTHLY REVENUE DUE TO THE MERCER COUNTY PARK COMMISSION: FIXED FEE OF SEVEN PERCENT (7%) OF ALL GROSS SALES

R-12. MERCER COUNTY PARK COMMISSION AUTHORIZES THE EXECUTIVE DIRECTOR TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH CHEZ ALICE CATERING TO ESTABLISH THE TERMS OF AN INTERIM ADJUSTED PROVISION OF THE REVENUE OBLIGATION UNDER THE CURRENT TERMS OF THE COMPETITIVE CONTRACT FOR CONCESSIONAIRE CATERING SERVICES AT THE SKATING RINK FACILITY AT THE MERCER COUNTY PARK. PERIOD OF AUGUST 1, 2020 THROUGH DECEMBER 31, 2020. ADJUSTED MONTHLY REVENUE DUE TO THE MERCER COUNTY PARK COMMISSION: FIXED SEVEN PERCENT (7%) OF ALL GROSS SALES; INCLUSIVE OF ALL SKATERS' FEES

R-13. MERCER COUNTY PARK COMMISSION AUTHORIZES THE EXECUTIVE DIRECTOR TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH BUZETTA FOODS, INC. TO ESTABLISH THE TERMS OF AN INTERIM ADJUSTED PROVISION OF THE REVENUE OBLIGATION UNDER THE CURRENT TERMS OF THE COMPETITIVE CONTRACT FOR MOBILE CONCESSIONAIRE SERVICES AT ATHLETIC FIELDS AND SPECIAL EVENTS FOR THE MERCER COUNTY PARK COMMISSION. PERIOD OF AUGUST 1, 2020 THROUGH DECEMBER 31, 2020. ADJUSTED MONTHLY REVENUE DUE TO THE MERCER COUNTY PARK COMMISSION: FIXED SEVEN PERCENT (7%) OF ALL GROSS SALES

### **EXECUTIVE DIRECTOR'S REPORT**

*Presented by Executive Director Aaron T. Watson*

#### **NEW MERCER COUNTY COVID-RELATED POLICIES:**

- New Policies provided by the County of Mercer relating to COVID were distributed to the Park Commission management team on Friday, July 17.

#### **GOLF:**

- **Online Store** – Golf Courses online store had 1,600 transactions over the last month, including the update and issuance of golf memberships, GHIN handicaps and Gift Card sales.
- **Tee Time Bookings** – For the week of July 13 to 19 all four (4) courses combined recorded a total of 5,250 rounds of golf. We have only reached this level few of play a few times in recent years.
- **Golf Outings** – We will host our first outing of the year August 10th at Mercer Oaks, thirty-five (35) golfers will play the East course. Throughout August, September and early October we will host outings at all our courses.



**CATERING:**

- At all our courses, our Caterers are operating turn windows, beverage carts and utilizing outdoor space to accommodate golfers.
- In the Mercer County Park , our mobile caterer is operating the snack stand at the Marina and servicing our athletic fields with ice cream and food trucks.
- At Strawberry Hill Mansion on Baldpate Mountain, our caterer is offering events on the outdoor patio.

**TENNIS:**

- **Fall Tennis League** – Two-hundred and twenty-eight (228) players have registered for the upcoming Fall flex-league.

**PARKS:**

- **Camping in the East Picnic Area**-\$2,080 in revenue has been generated through June 30 since Campsites re-opened at the end of May. This weekend, eight (8) out of the ten (10) sites are booked.

**RECREATION AND EVENTS:**

- **Drive-in Concerts**-Recreation and Events Staff has held a series of planning meetings for the implementation of Drive-in Concerts.

**COMMUNITY OUTREACH:**

- **The Trenton River Days Fair** – This year's fair is currently scheduled for September 12 at South Riverwalk Park. This grab-and-go event will consist of approximately four (4) stations where people can pick up hand sanitizer masks, an arts and crafts activity, fresh produce, and a lunch. Information about the river will be included.

**ENVIRONMENTAL EDUCATION:**

- **Family Field Trips and Kayak Nature Tours** -Tours are full, with a wait list. We are exploring options for opening up additional programs to meet this demand for outdoor education.
- **Trenton Library Story Time Program** – Our, Stories in the Garden program started at the Trenton Public Library this month. Every Thursday morning, naturalist staff are treating local children to stories about wildlife and nature with a related activity afterwards.
- **Latin American Legal Defense and Education Fund**-Staff from both the Environmental Education and Stewardship departments are working together to create a series of service learning projects for youth involved in the FUTURO program at the Latin American Legal Defense and Education Fund. FUTURO students will be trained on topics such as watersheds and pollinator conservation. In return, FUTURO students will serve as translators during our River Days festival this September and assist with other Stewardship projects throughout our parks.

**HOWELL FARM**

- **Corn Maze**- The corn maze has been designed, planted and cut. Pathways are 7.5' wide to allow social distancing. This year, the design features the beautifully restored truss

bridge that spans Moore's Creek in the Pleasant Valley Rural Historic District. Online ticketing will be required for participants.

- **Education**-The farm is contributing additional components to the Nature Program's on-going virtual camps. A graduate film student from Mercer County Community College was hired by the Friends of Howell Farm to help our education staff produce videos for the camps, about wheat, honey and other harvesting operations.
- **Public Programs**- In July, more than 350 members of the public visited the farm and participated in interactive tours of the gardens and fields where vegetables and grains are produced for donation to local food pantries and soup kitchen visitation times to ensure visitation follows the required guidelines.

**WILDLIFE CENTER:**

- The Wildlife Center continues to be open and accepting new patients between seven (7) days a week. Staff works in two (2) teams of five (5) people ten (10) to twelve (12) hours per day.
- New patient totals for this year-to-date are 1,809.

**PUBLIC SESSION:**

The Following Members of the Public addressed the Commission during the Public Comment Period of the Meeting:

Nora Shuda  
424 Hazel Avenue  
Ewing, NJ 08638

- Lillian Nazzaro, Esq.  
75 Harbourton-Woodsville Road  
Pennington, NJ 08534

**ANNOUNCEMENT OF SUBSEQUENT PUBLIC MEETING:**

- The August 2020 Mercer County Park Commission Public Meeting is scheduled to take place on August 19, 2020; at a location to be determined.

**ADJOURNMENT:**

- On motion by Commissioner Gardner, seconded by Commissioner Schulz, Adjournment took place at 6:30 pm

Heather Mauro

*Heather Mauro*

Executive Secretary  
Secretary to the Commission