

# ***Somerville Recreation Commission***

Somerville New Jersey

February 4, 2015

The regular scheduled session of the Somerville Recreation Commission was held on Wednesday, February 4, 2015 at The BOE Headquarters – Conference Room – 51 West Cliff Street, Somerville, New Jersey. The meeting came to order at 7:06 pm.

## ***ROLL CALL:***

**PRESENT:** (Chairman) Jason Kraska, (Vice Chairman) Zina Van Ness, Ken Cornell, Jay Scott, and (Recreation Director) Kathy Gerndt.

**ABSENT:** Tammy Stouchko, (Alternate) Jon Roethke, (Council Liaison) Amanda O'Neil,

Chairman Jason Kraska opened the meeting and stated, "*The meeting will please come to order. Adequate notice of this meeting as required by the Open Meeting Act has been provided in that on January 1, 2015 a copy of a notice specifying the time, location and date was (1) posted upon the bulletin board outside of Borough Hall, (2) mailed to the Courier News, and (3) given to the Clerk Administrator. If any member of this body believes this meeting is being held in violations of the Open Meeting Act, please state your views at this time.*" Hearing none, we moved to the next item on the agenda.

## ***APPROVAL OF MINUTES:***

A motion was made by J. Scott and seconded by K. Cornell to approve the Minutes from the meeting on January 21, 2015. It was approved, 3-0-1 (Cornell abstained).

A motion was made by Z. Van Ness and seconded by K. Cornell to approve the Executive Minutes from the meetings on December 17, 2014 and January 7, 2015. It was approved unanimously, 4-0.

***COMMUNICATION:*** K. Gerndt shared a letter from the scholarship coordinator at Somerville High School. A motion was made by Jay Scott and seconded by Z. Van Ness to continue to contribute two scholarships in the amount of \$250 each to SHS and Immaculata High School; and one in the amount of fifty dollars to the Somerville Middle School. Total donation \$1050. Motion passed 3-0-1 (Cornell abstained).

## ***DIRECTOR & COMMITTEE REPORTS:***

- 1. DIRECTOR-** K. Gerndt reported that problems at SMS have been resolved. Met with Dr. Purnell, Bryan Boyce, and Georgette Bougerlis. Hired Joe Bracia to supervise gym. Councilwoman, Kubota is assisting with QuickBooks. Mercer Street lights are being investigaged. Working on spring flyer.
- 2. FACILITIES -** Parkland sign on Prospect St. should be removed and replaced.
- 3. FINANCE-** K. Gerndt reported current bank balances and affirmed that statements have been reconciled.
- 4. PERSONNEL -** New job descriptions will be implemented; bi-annual evaluations will be held in June.
- 5. PROGRAMS -** Memorial Day Bike race – we need new t-shirt design; distribute #s to participants. Certificates will be awarded to recognize completion of certain youth programs.
- 6. LIAISON REPORT**

## ***OLD BUSINESS:***

- 1. Carol Pager Park –** J. Kraska reported on Rodney Hadley's recommendation. Jay Scott made a motion to move forward with the proposal and to put together a competitive bid package. K. Cornell seconded the motion, which passed 4-0. Equipment will be surface mounted; surface will be tiled. Jason will work on specs with Kevin Sluka.

2. Capture Point – K. Gerndt requested the purchase of the web-based program to allow for online registrations and more efficient office operations. J. Scott made a motion to allow for purchase of said program and related equipment. Seconded by Z. Van Ness. Motion passed 4-0.
3. Pool Management – Pool hours and scope of work will be determined at next meeting to allow for soliciting of management proposals.
4. Spray Park – It was decided that it would be best if bathrooms were locked when pools are closed. K. Gerndt will contact Hicks Rentals to see if changing shells are available and at what cost to supplement the portable bathrooms. It was determined that signage is necessary .
5. Eagle Scout Project – K. Gerndt will contact candidates and suggest the possibility of painting buildings/structures; landscaping, or constructing signs and/or organizational system.
6. NJRPA Annual Conference- K. Gerndt asked for permission to attend the conference at an approx cost of \$600. Z. Van Ness made a motion; seconded by J. Scott, to reimburse conference and hotel expenses. Motion passed 4-0.
7. Scholarship Policy – no recommendation at this time.
8. BOE Agreement – May need updating.
9. MOA with SBI – Will be signed by all parties this week. Resolution 15-0202-065.

### ***NEW BUSINESS:***

1. Defibrillators – K. Gerndt suggested looking into purchasing an external mount device for CPP. This could be a joint project.
2. Volunteers – K. Gerndt asked that we reimburse volunteers for costs related to completing background checks and the Rutgers Safety Certification class. J. Scott made the motion to pay for those costs. K. Cornell seconded; motion passed 4-0.
3. Annual Easter Egg Hunt will be held on March 21<sup>st</sup> at VD beginning at 10 am.
4. USTA Facilities Grant- K. Gerndt has approached the USTA asking for advice and financial assistance for improvements to all three courts in town. Conditions of the courts will be assessed when weather cooperates.
5. Spring program flyer will have a new design.
6. A twitter account has been established @somervillenjrec

### ***OPEN TO THE PUBLIC:***

(NONE)

### ***RESOLUTIONS:***

***APPROVAL OF VOUCHERS:*** A motion was made by Z. Van Ness to approve vouchers 1 & 2 for payment, 2<sup>nd</sup> by J. Scott. Approved 4-0.

***EXECUTIVE SESSION:*** (NONE)

### ***ADJOURNMENT:***

There being no further business, J. Scott made a motion to adjourn, and Z. Van Ness seconded the motion. It was approved 4-0. The meeting adjourned at 9:04 pm. The next scheduled meeting is Wednesday, February 18, 2015, at **7:00 pm**; held at the BOE Headquarters – Conference Room Location – 51 West Cliff Street, Somerville, NJ 08876.

Kathy Gerndt  
Acting as Secretary

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