

PARAMUS GOLF COMMISSION MINUTES

Wednesday January 11th, 2023

Call to order 6:30 pm by Andy Schuckers

Notice of meeting:

This is a regular scheduled meeting of the Golf Commission and the notice requirements provided for the "Open Public Meetings Act" have been satisfied. Notice of this meeting was properly given in a notice which was transmitted to the Record, filed with the Clerk of the Borough of Paramus, posted in Borough Hall and posted on the Borough Website.

Pledge of allegiance

Roll call:

Present: Jeffrey Lepselter, Rich Lambert, Jack Brunner, Robert Bonino, Steve Waxman, Ralph Amato, Robert Thompson and Liaison Robert Kaiser

Not Present: None

Also present: Andy Schuckers and Sabrina Helm

Approval of minutes from December 13th meeting: Motion: Jack Brunner

Seconded: Jeff Lepselter

Election of Officers:

Rich Lambert made a motion to nominate Jeff Lepselter as Chairman of the Golf Commission Seconded by Jack Brunner

Jack Brunner made a motion to nominate Rich Lambert as Vice Chairman of the Golf Commission Seconded by Steve Waxman

Next meeting is scheduled for Wednesday, February 15th.

Correspondence: Letters, incident reports and emails

- Received a bill for filling the pond.

Finance Report: Yearend review

- December rounds were down for the month compared to the last 5 years. Income is up 10% compared to the last 5 years.
- Total rounds were 46,425 and income was the best from the last 5 years.

- Chairman Lepselter inquired if anyone had any complaints been made to management or the Commission for the convenience fee being charged. Andy stated no. No others have had complaints made.

General manager/ superintendent report: Staff update, Course conditions, Irrigation and Equipment

- **Staff update:** Open positions: Assistant Superintendent, Golf Pro, Senior Clerk, and Irrigation Technician
- **Course conditions:** Ball marks are not being fixed by golfers. Maintenance continues to top dress, rolling greens until the machine broke. The course has been trimming tree however the chipper broke.
- **Irrigation** position is critical.

Old Business: Restaurant, Personal use carts, scooters and battery powered transportation, Lottery and League cancelation in advance policy, pond expansion project and old debt

- **Restaurant:** PGC has been sending out emails on the behalf of the restaurant. Andy sent a request for PSEG to fix lights in the parking lot and add another light pole. Another pole requires administration approval which was requested and is in process. Ralph Amato inquired what the rooms upstairs of the restaurant are being utilized for. Andy stated its storage and the restaurants has a room they would like to convert to private dining room. Discussion took place of moving the meeting to upstairs of the restaurant, Borough or Life Safety Building. The Golf Commission meeting will utilize upstairs for the following meetings.
- **Scooters and battery powered transportation:** Andy stated he has not heard back from Administration/Attorney and inquired if the Chairman has heard back who also has not.
- **Lottery and League cancelation in advance policy:** Andy reviewed the new lottery form with the Commission. Andy stated PGC has are around 4% for no shows during the lottery.
- **Pond Expansion Project:** Boswell engineering will be here next week to stake out the property. Jack Brunner inquired for the size of the bought property. Robert Kaiser inquired if the tree service came to see Andy on the trees PGC needs taken down.
- **Old debt:** Andy put together list of various projects in town, the golf course has accumulated bonds and debts for. Andy requested the Commissioners help on finding a couple of debt amounts for projects he could not find the amount on. Andy stated PGC should not bond for anymore projects because of the outstanding debt.

- Trees: received a quote from Downes Tree Service.
- Range mats: received quotes.
- Concession Stand/Thirsty's is under construction and PGC is adding FRP to the wall and the new exhaust hood has been installed. The next steps are to install a grease trap and air gap sink. Andy stated they are having a hard time finding a third quote for that project but guaranteed the project to be done before March 1st.
- Currently, working on a new questionnaire to send out to golfers. Steve Waxman asked when the last time we sent a questionnaire out? Sabrina stated 2020.
- The insurance claims on the lightning strikes came back.
- Andy pointed out that in the past the part time /seasonal maintenance was paid higher than the other golf course part time/ seasonal positions but on the current salary ordinance the pay is equal.
- The Chairman inquired on a few items discussed last meeting:
 - Was the Pro Shop and Maintenance heat installed? Andy confirmed both are completed.
 - Personal use carts- discussed in old business.
 - Was the Junior Golf Policy updated? Andy stated yes, he will bring that to the next meeting. He also confirmed the new rate of \$10 for resident juniors and \$13 for nonresident juniors the last hour the course is open is in place.
 - He inquired on the ductless split above the restaurant for offices. He inquired on the process of purchasing the ductless split and price. Andy stated PGC received 3 quotes and took the lowest quote. All heat and air have been addressed. The products have been ordered and will be installed. The ductless split that broke in the restaurant kitchen was already replaced by PGC. The money for these projects came out of 2022 budget.
 - Are the golf carts still on target to be delivered in March? Andy stated yes to his knowledge the timeline is still the same.
 - Steve Waxman wanted to know if PGC receives a new charger with the new golf carts? Andy stated yes, we receive new chargers, a new computer and software equipment.

New Business: Capital investment plan, Junior golfer policy

- Chairman would like to be more informed going forward on the pond project and move forward with Mini Golf. He appointed Steve Waxman as Chairman for a construction project management committee with Rob Thompson and Bob Bonino. **Motion made by Vice Chairman Lambert and Seconded by Ralph Amato.**
 - Discussion took place on following up on the projects and capital investments improvements the GM/Superintendent proposed last meeting. As well as discussions for the mini golf features and building. Ralph Amato

wants to be involved so the GM/ Superintendent has support on these projects. Andy appreciates the help the Commission is offering.

- Chairman inquired if the course is ready for the pond project? Andy stated no the Borough Engineer only received a verbal on the new water permit from the state however the money is bonded. The course is still waiting for the official permit paperwork from the state.
- Ralph Amato inquired where the red sand stone material went to? Andy stated the red sand stone is in front of the restaurant.
- Chairman asked if the Andy received any additional information on the Mini Golf features. Andy has not heard back from the surrounding towns he inquired from yet.
- Chairman inquired about the snow plow and the status of sharing the vehicles with Recreation? Andy stated the Borough Administrator designated the snow plow back to Golf and the Field Crew will be assigned to other duties.

Meeting open to the public:

- Nancy Vasile, resident and member, stated she does not agree with charging full rates during the winter because the course is less maintained. She also inquired if the tournament plaques are going to be put back up on the walls? Andy stated him and the Commission will discuss this.
- John Carpentiri, resident and member, commented he is not happy with golfers not maintaining the course conditions. He also wanted to confirm the lottery paperwork due date (March 19th) and lottery drawing (March 25th)?

Good of the order: None.

Closed to the Public: 7:36 pm Motion: Chairman Seconded: Vice Chairman

Open to the Public: 7:53 pm Motion: Ralph Amato Seconded: Chairman

Adjournment: 7:54 pm Motion: Ralph Amato Seconded: Chairman