

PRESENT:

ABSENT:

ALSO PRESENT:

A G E N D A

**MONMOUTH COUNTY BOARD OF
RECREATION COMMISSIONERS:**

**REGULAR MEETING: MONDAY,
JANUARY 25, 2010– 7:00 PM**

**THOMPSON PARK VISITOR CENTER, “BEECH ROOM”,
1ST FLOOR, 805 NEWMAN SPRINGS RD, LINCROFT, NJ**

A. Roll Call _____ PM – By _____

B. Statement of Adequate Public Notice – Read by _____

Salute to the flag and the Pledge of Allegiance followed by a moment of silence.

C. Approval of MINUTES—REORGANIZATION MEETING: MONDAY, JANUARY 11, 2010
(Absent: None)

D. Approval of EXECUTIVE SESSION MINUTES: MONDAY, JANUARY 11, 2010
(Absent: None)

E. Approval of 2009 VOUCHER LIST

F. Approval of 2010 VOUCHER LIST

G. SECRETARY—DIRECTOR'S REPORT:

1. BUDGET REPORTS

2. REVENUE REPORT—MONTH OF DECEMBER 2009

3. ATTENDANCE REPORT—MONTH OF DECEMBER 2009

4. PERSONNEL, TRAINING & SAFETY MONTHLY REPORT—DECEMBER 2009
(Report Dated: 1/19/2010)

5. TRAINING REQUESTS AS OF JANUARY 25, 2010

- Land Ethics Symposium, Langhorne, PA—February 18, 2010 (Robin Ostrowski; Laura Lieneck)
 - Specification Writing, New Brunswick, NJ—March 11, 2010 (Francine Lorelli; Stephanie Weise)
 - Teach at the Beach: New Jersey Marine Education Association Annual Conference, West Long Branch, NJ—May 14, 2010 (Karen Jarmusz; Barbara Reeves; Joe Reynolds)
 - Inclusion Training Session, Freehold, NJ—January 27, 2010 (Barbara Zarella; Lauren Gerber; Robert Ward)
 - The Alliance for New Jersey Environmental Education Conference, Plainsboro, NJ—January 29-30, 2010 (Christopher Lanza; Tanya Dinova)
 - GCSAA 2010 Education Conference, San Diego, CA—February 8-12, 2010 (William Murray)
 - Meats for the Use of the Table Historic Foodways Symposium and Cooking Workshop, Morrisville, PA—February 26-27, 2010 (Sandra Byard; Sarah Bent)
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6. MCBRC 2009 PURCHASING PERFORMANCE REPORT

- FOURTH QUARTER: OCTOBER 1, 2009–DECEMBER 31, 2009
(Report Date: January 15, 2010)
 - 2009 YEARLY SUMMARY: JANUARY 1, 2009–DECEMBER 31, 2009
(Report Date: January 15, 2010)
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H. BOARD CORRESPONDENCE RECEIVED:

1. Email from Mr. Gearhart, addressed to Wildlife, dated 01/10/10, inquiring if the Park System would consider leasing out the hunting rights to Big Brook Park. *(Reply email from Susan Walsh, Public Information Officer, dated 01/11/10.)*

- I. Motion to OPEN the HEARING OF THE PUBLIC. (Time: _____PM)
(Presentations are limited to three (3) minutes per person.)
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- J. Motion to CLOSE the HEARING OF THE PUBLIC. (Time: _____PM)
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K. FREEHOLDER'S REPORT:

L. ITEMS FOR BOARD REVIEW:

1. Recommending that the Board Declare Various Historical Artifacts as Excess to the Needs of the Park System and Authorize their Deaccession & Dispersal from the Historical Artifacts Collection. *(Board Action Item #25)*

2. Recommending Adoption of the 2010 Schedule of MCPS Fees & Charges for General Use (Schedule No. 1); Athletic Fields (Schedule No. 2); Commercial Media Use (Schedule No. 3); East Freehold Park and Showgrounds (Schedule No. 4); Manasquan Reservoir (Schedule No. 5); Seven Presidents Oceanfront Park (Schedule No. 7); Turkey Swamp Park (Schedule No. 8); Bel-Aire Golf Course (Schedule No. 9), Charleston Springs Golf Course (Schedule No. 10), Hominy Hill Golf Course (Schedule No. 11), Howell Park Golf Course (Schedule No. 12), Pine Brook Golf Course (Schedule No. 13), and Shark River Golf Course (Schedule No. 14). (*Board Action Item #26*)

3. Agenda Items #27, 28 & 29 as Added to the Final Board Agenda.

4. Status of Funded Projects as of January 15, 2010.

RESOLUTION OF CONSENT:

At _____ PM, the following **Resolution of Consent** was offered for adoption by _____:

WHEREAS, the Monmouth County Board of Recreation Commissioners has received the Agenda for the Board Meeting in advance of the meeting; and

WHEREAS, the Board has had an opportunity to review and consider Agenda Items # 1 through # 26 for Board Action; and

WHEREAS, the Board also reviewed Agenda Items #27, 28 & 29 as added to the Agenda; and

WHEREAS, the Board is satisfied that the above items as presented to the Board are in order and complete.

NOW, THEREFORE, BE IT RESOLVED that the Monmouth County Board of Recreation Commissioners does hereby approve by consent, Agenda Items # _____ through # _____.

Resolution of Consent seconded by: _____.

ITEMS FOR BOARD ACTION:

1. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to HELIOS CONSTRUCTION, INC., Ocean, NJ, for CONCRETE PATIO AND WALKWAYS AT MONMOUTH COVE MARINA, PORT MONMOUTH, NJ (Bid #0068-09), ITEMS: 1-11 (Total Lump Sum Bid); in the Total Contract Amount of \$44,852.00.

2. Resolution REJECTING bid proposal of SAM TELL AND SON, INC., Farmingdale, NY, for FURNISHING & DELIVERY OF JANITORIAL SUPPLIES (Bid #0008-10), as bidder failed to supply a New Jersey Business Registration with their bid as required by law.

3. Resolution REJECTING bid proposal of PYRAMID SCHOOL PRODUCTS, Tampa, FL, for FURNISHING & DELIVERY OF JANITORIAL SUPPLIES (Bid #0008-10), ITEMS: 9, 36 & 37 ONLY, as substituted items did not meet bid specifications.

4. Resolution REJECTING bid proposal of SUPPLY KING, Neptune, NJ, for FURNISHING & DELIVERY OF JANITORIAL SUPPLIES (Bid #0008-10), ITEM: 16 ONLY, as substituted item did not meet bid specifications.

5. Resolution REJECTING bid proposal of MADSEN & HOWELL, INC., Perth Amboy, NJ, for FURNISHING & DELIVERY OF JANITORIAL SUPPLIES (Bid #0008-10), ITEM: 31 ONLY, as substituted item did not meet bid specifications.

6. Resolution REJECTING bid proposal of W.W. GRAINGER, INC., Alpharetta, GA, for FURNISHING & DELIVERY OF JANITORIAL SUPPLIES (Bid #0008-10), ITEMS: 2, 6, 14 & 24 ONLY, as substituted items did not meet bid specifications.

7. Resolution REJECTING bid proposal of BURKE SUPPLY CO., INC., Point Pleasant, NJ, for FURNISHING & DELIVERY OF JANITORIAL SUPPLIES (Bid #0008-10), ITEMS: 5, 18, 30 & 33 ONLY, as substituted items did not meet bid specifications.

8. Resolution REJECTING bid proposal of W.B. MASON, Secaucus, NJ, for FURNISHING & DELIVERY OF JANITORIAL SUPPLIES (Bid #0008-10), ITEMS: 15, 30, 33 & 34 ONLY, as substituted items did not meet bid specifications.

9. Resolution REJECTING bid proposal of CHEM-TEK INDUSTRIES, INC., Howell, NJ, for FURNISHING & DELIVERY OF JANITORIAL SUPPLIES (Bid #0008-10), ITEMS: 8 & 18 ONLY, as substituted items did not meet bid specifications.

10. Resolution REJECTING bid proposal of SPRUCE INDUSTRIES, Rahway, NJ, for FURNISHING & DELIVERY OF JANITORIAL SUPPLIES (Bid #0008-10), ITEM: #13 ONLY, as substituted item did not meet bid specifications.

11. Resolution AWARDED CONTRACT to the lowest responsible bidder, as per bid proposal to DASH MEDICAL GLOVES, INC., Franklin, WI, for FURNISHING & DELIVERY OF JANITORIAL SUPPLIES (Bid #0008-10), ITEMS: 36 & 37 (2010 Supply Contract, for the Period of 01/25/10-12/31/10); in the Total Contract Amount of \$415.20.

12. Resolution AWARDED CONTRACT to the lowest responsible bidder, as per bid proposal to INTERLINE BRANDS, INC., dba AM SAN, Pennsauken, NJ, for FURNISHING & DELIVERY OF JANITORIAL SUPPLIES (Bid #0008-10), ITEMS: 7 & 18 (2010 Supply Contract, for the Period of 01/25/10-12/31/10); in the Total Contract Amount of \$430.00.

13. Resolution AWARDED CONTRACT to the lowest responsible bidder, as per bid proposal to PYRAMID SCHOOL PRODUCTS, Tampa, FL, for FURNISHING & DELIVERY OF JANITORIAL SUPPLIES (Bid #0008-10), ITEM: 20 (2010 Supply Contract, for the Period of 01/25/10-12/31/10); in the Total Contract Amount of \$88.02.

14. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to SUPPLY KING, Neptune, NJ, for FURNISHING & DELIVERY OF JANITORIAL SUPPLIES (Bid #0008-10), ITEMS: 3, 4, 5, 15, 22, 23, 24, 29, 30 & 31 (2010 Supply Contract, for the Period of 01/25/10-12/31/10); in the Total Contract Amount of \$15,132.86.

15. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to CENTRAL POLY CORP., Linden, NJ, for FURNISHING & DELIVERY OF JANITORIAL SUPPLIES (Bid #0008-10), ITEMS: 1 & 2 (2010 Supply Contract, for the Period of 01/25/10-12/31/10); in the Total Contract Amount of \$14,796.00.

16. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to MADSEN & HOWELL, INC., Perth Amboy, NJ, for FURNISHING & DELIVERY OF JANITORIAL SUPPLIES (Bid #0008-10), ITEMS: 25 & 33 (2010 Supply Contract, for the Period of 01/25/10-12/31/10); in the Total Contract Amount of \$2,074.20.

17. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to W.W. GRAINGER, INC., Alpharetta, GA, for FURNISHING & DELIVERY OF JANITORIAL SUPPLIES (Bid #0008-10), ITEMS: 8, 16, 26 & 32 (2010 Supply Contract, for the Period of 01/25/10-12/31/10); in the Total Contract Amount of \$1,158.41.

18. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to BURKE SUPPLY CO., INC., Point Pleasant, NJ, for FURNISHING & DELIVERY OF JANITORIAL SUPPLIES (Bid #0008-10), ITEMS: 6, 12, 14 & 35 (2010 Supply Contract, for the Period of 01/25/10-12/31/10); in the Total Contract Amount of \$1,391.22.

19. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to W.B. MASON, Secaucus, NJ, for FURNISHING & DELIVERY OF JANITORIAL SUPPLIES (Bid #0008-10), ITEMS: 9, 10, 27 & 28 (2010 Supply Contract, for the Period of 01/25/10-12/31/10); in the Total Contract Amount of \$1,156.53.

20. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to CHEM-TEK INDUSTRIES, INC., Howell, NJ, for FURNISHING & DELIVERY OF JANITORIAL SUPPLIES (Bid #0008-10), ITEMS: 11, 13, 17, 21 & 34 (2010 Supply Contract, for the Period of 01/25/10-12/31/10); in the Total Contract Amount of \$5,088.50.
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21. Resolution ACCEPTING the WRITTEN PROPOSAL of BIRDSALL ENGINEERING, INC., Eatontown, NJ, as received on December 21, 2009, proposal dated December 18, 2009, for providing ENGINEERING SERVICES REQUIRED FOR SHARK RIVER STREAM EROSION AT SHARK RIVER PARK (Ref. #09-67 & PS #86-09), ITEMS: 1, 2 & 3 ONLY; in an Amount Not To Exceed \$75,000.00, as a non-fair and open contract, pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5 as appropriate, and further AUTHORIZING the SECRETARY-DIRECTOR to SEND NOTICE of contract award to the Asbury Park Press, a newspaper printed and published in the Township of Neptune, County of Monmouth, as required by law, within twenty (20) days of its passage. (*Non-Fair & Open process approved by Robert M. Czech, County Administrator, as per his Memorandum dated October 19, 2009.*)
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22. Resolution AUTHORIZING the EXERCISING OF THE OPTION TO EXTEND CONTRACT, as per bid proposal, for an ADDITIONAL ONE (1) YEAR PERIOD (2010), as originally awarded by Resolution #R-08-6-9=223, to BANK OF AMERICA, N.A., Pittsburg, PA, for FURNISHING AND DELIVERY OF CREDIT/DEBIT CARD PAYMENT SERVICES THROUGH TELEPHONE, ELECTRONIC TRANSMISSION, IN PERSON, AND BY INTERNET ACCESS (Bid #0042-08), ITEMS: Credit/Debit Card Payment Services, Items A-J, for the Period of 01/01/10 through 12/31/10, under the same terms and conditions, as per bid specifications; in the Estimated Annual Contract Amount of \$90,000.00.
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23. Resolution ACCEPTING the WRITTEN PROPOSAL of HISTORIC BUILDING ARCHITECTS, LLC, Trenton, NJ, as received on December 15, 2009, proposal dated December 14, 2009, for providing ARCHITECTURAL SERVICES FOR A HISTORIC STRUCTURES REPORT FOR PORTLAND PLACE AT HARTSHORNE WOODS PARK (Ref. #09-40 & PS #84-09), in an Amount Not To Exceed \$63,820.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
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24. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to PRECISE CONSTRUCTION, INC., Freehold, NJ, for ROADWAY AND PARKING LOT CONSTRUCTION AND PAVING AT POPAMORA POINT, ATLANTIC HIGHLANDS, NJ (Bid #0070-09), ITEMS: #1-30 (Total Lump Sum Bid); in the Total Contract Amount of \$165,620.00.

25. Resolution DECLARING VARIOUS HISTORICAL ARTIFACTS AS EXCESS to the NEEDS of the MONMOUTH COUNTY PARK SYSTEM and AUTHORIZING their DEACCESSION AND DISPERSAL from the HISTORICAL ARTIFACTS COLLECTION.

26. Resolution ADOPTING the 2010 MONMOUTH COUNTY PARK SYSTEM SCHEDULE OF FEES & CHARGES for GENERAL USE (SCHEDULE NO. 1); ATHLETIC FIELDS (SCHEDULE NO. 2); COMMERCIAL MEDIA USE (SCHEDULE NO. 3); EAST FREEHOLD PARK AND SHOWGROUNDS (SCHEDULE NO. 4); MANASQUAN RESERVOIR (SCHEDULE NO. 5); SEVEN PRESIDENTS OCEANFRONT PARK (SCHEDULE NO. 7); TURKEY SWAMP PARK (SCHEDULE NO. 8); BEL-AIRE GOLF COURSE (SCHEDULE NO. 9), CHARLESTON SPRINGS GOLF COURSE (SCHEDULE NO. 10), HOMINY HILL GOLF COURSE (SCHEDULE NO. 11), HOWELL PARK GOLF COURSE (SCHEDULE NO. 12), PINE BROOK GOLF COURSE (SCHEDULE NO. 13), AND SHARK RIVER GOLF COURSE (SCHEDULE NO. 14); to take effect immediately.

27. Resolution Authorizing CHANGE ORDER #1, in the amount of \$1,910.00 for 2009 golf handicap services, and to close out the contract, to NEW JERSEY STATE GOLF ASSOCIATION, Kenilworth, NJ, for ANNUAL SERVICE CONTRACT FOR G.H.I.N. GOLF HANDICAP SERVICE (Bid #0043-09), as originally awarded by Resolution #R-09-3-23=132, ITEMS: #1-3, 2009 Handicap Service; in the Estimated Contract Amount of \$26,400.00, for a NEW ESTIMATED TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$28,310.00.

28. Resolution Authorizing CHANGE ORDER #1, in the amount of minus (-) \$30,500.00 as Item #1 supplied by vendor is a 2008 production year model Tractor/Loader I – (Kubota M59) @\$33,377.22 with optional trade-in 1985 Case 1294 Tractor with Bomford Mowing Unit Attached (PT#2138) at minus (-) \$2,877.22, and not a 2009 production year model as specified in bid specifications, to OCEAN COUNTY EQUIPMENT, INC., T/A ACE OUTDOOR POWER EQUIPMENT, Bayville, NJ, for FURNISHING AND DELIVERY OF GROUNDS AND TURF EQUIPMENT (#2) (Bid #0058-09), as originally awarded by Resolution #R-09-9-8=352, ITEMS: #1, 37 & 41; in the Contract Amount of \$36,336.00, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$5,836.00.
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29. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to HARTER EQUIPMENT, INC., Millstone, NJ, for FURNISHING AND DELIVERY OF GROUNDS AND TURF EQUIPMENT (#2) (Bid #0058-09), ITEM: #1, One (1) Tractor/Loader I (4-WD Loader Kubota M59) @\$36,454.75 less optional trade-in of One (1) 1985 Case 1294 Tractor with Bomford Mowing Unit Attached at \$3,250.00 for a net purchase of \$33,204.75; in the Total Contract Amount of \$33,204.75.
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MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:

1. Accessible Parking and Walkways at Seven Presidents Oceanfront Park
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MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:

1. Appraisal Services, Block 267, Lot 1, Middletown Township, Owner: Werner, for Additions to the Henry Hudson Trail (Ref. #10-02) (*FAIR & OPEN*)
 2. Appraisal Services, Block 267, Lot 2, Middletown Township, Owner: Walker, for Additions to the Henry Hudson Trail (Ref. #10-03) (*FAIR & OPEN*)
 3. Two (2) Appraisals, Block 64, Lot 15.01 Millstone Township, Owner: Petrou, for Additions to Charleston Springs Golf Course (Ref. #10-04) (*FAIR & OPEN*)
 4. Two (2) Appraisals, Block 143, Lots 23 & 24, Howell Township, Owner: Savo, for Additions to the Manasquan River Greenway (Ref. #10-05) (*FAIR & OPEN*)
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DATES TO REMEMBER:

1. **MONDAY EVENING, FEBRUARY 8, 2010** - 7 PM. **Regular Board Meeting.** “Beech Room” of the Thompson Park Visitor Center, 1st Floor, 805 Newman Springs Rd., Lincroft, NJ.
2. **WEDNESDAY, FEBRUARY 10, 2010** – 8:30 AM—10 AM. Monmouth County Greentable. Thompson Park Visitor Center, Lincroft, NJ. (Return Completed Response Form to Faith Hahn, before February 4th).
3. **MONDAY EVENING, FEBRUARY 22, 2010** - 7 PM. **Regular Board Meeting.** “Beech Room” of the Thompson Park Visitor Center, 1st Floor, 805 Newman Springs Rd., Lincroft, NJ.
4. **SATURDAY, FEBRUARY 28—WEDS., MARCH 3, 2010** – NJRPA 35th Annual Conference & Exhibition. Trump Taj Mahal Hotel. Atlantic City, NJ.
5. **SUNDAY AFTERNOON, MARCH 7, 2010** – 12:30 PM—3 PM. Volunteer Recognition Reception. Hominy Hill Golf Center. Colts Neck, NJ.
6. **MONDAY EVENING, MARCH 8, 2010** - 7 PM. **Regular Board Meeting.** “Beech Room” of the Thompson Park Visitor Center, 1st Floor, 805 Newman Springs Rd., Lincroft, NJ.
7. **MONDAY EVENING, MARCH 22, 2010** - 7 PM. **Regular Board Meeting.** “Beech Room” of the Thompson Park Visitor Center, 1st Floor, 805 Newman Springs Rd., Lincroft, NJ.
8. **SUNDAY AFTERNOON, JUNE 13, 2010** – 4 PM—6 PM. Celebration Honoring the 50th Anniversary of the Monmouth County Park System, hosted by the Friends of the Parks. Thompson Park Visitor Center, Lincroft, NJ.
9. **WEDS., JULY 21—SUNDAY, JULY 25, 2010** – 36th Annual Monmouth County Fair. East Freehold Showgrounds.

ITEMS FOR THE GOOD OF THE ORDER:

Resolution scheduling an **Executive Session Meeting** to be held during the Board’s regularly scheduled meeting of **February 8, 2010**, at **7 PM**, in the **“Beech Room”** of the **Thompson Park Visitor Center, 1st Floor, 805 Newman Springs Road, Lincroft, NJ**, for the purpose of discussing **Land Acquisition Matters**, being **Additions to County Park Lands**, and authorizing the Secretary-Director to post and send notice of said meeting to the County Clerk and two (2) newspapers as designated by the Board.

Motion to ADJOURN the Regular Meeting of the Monmouth County Board of Recreation Commissioners.
(Time: _____PM)
