

PRESENT:

ABSENT:

ALSO PRESENT:

A G E N D A

Tentative: 07/13/11

MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS:

REGULAR MEETING: MONDAY, JULY 18, 2011– 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—REGULAR MEETING: MONDAY, JUNE 20, 2011
(Absent: Commissioner Hood)

D. Approval of EXECUTIVE SESSION MINUTES: MONDAY, JUNE 20, 2011
(Absent: Commissioner Hood)

E. Approval of 2010 VOUCHER LIST

F. Approval of 2011 VOUCHER LIST

G. SECRETARY—DIRECTOR’S REPORT:

1. BUDGET REPORTS

2. REVENUE REPORT—MONTH OF JUNE

3. ATTENDANCE REPORT—MONTH OF JUNE

4. HUMAN RESOURCES TRAINING & SAFETY MONTHLY REPORT—JUNE 2011
(Report Date: 07/12/11)

5. TRAINING REQUESTS AS OF JUNE 21, 2011

6. MCBRC 2011 PURCHASING PERFORMANCE REPORT—SECOND QUARTER:
APRIL 1, 2011 – JUNE 30, 2011 (Report Date: July 11, 2011)

7. MCPS WEBSITE TRAFFIC REPORT—JUNE

H. BOARD CORRESPONDENCE RECEIVED:

1. Letter from Marilyn D. Kinelski, Howell, NJ, and Karen Blumenfeld, GASP Executive Director, addressed to Chairman Edward Loud and Board Members, dated July 11, 2011, Re: 100% Smoke free Policy at Monmouth County Parks and Recreational Areas, along with attached copies of Ordinances from the Borough of Belmar, Township of Manalapan, and Union County.

I. Motion to OPEN the HEARING OF THE PUBLIC. (Time: _____PM)
(Presentations are limited to three (3) minutes per person.)

J. Motion to CLOSE the HEARING OF THE PUBLIC. (Time: _____PM)

K. FREEHOLDER’S REPORT:

L. ITEMS FOR BOARD REVIEW:

1. Citation of Appreciation to Richard J. Meister, Mechanical Repairer Light Equipment, who retired July 1, 2011. (*Item for Board Action #1.*)

2. No Smoking Rules & Regulations—Seven Presidents Oceanfront Park

3. Leash Rules & Regulations—Fisherman’s Cove

4. Fees & Charges—Dorbrook Recreation Area
5. Request by Shore Youth Football and Cheer, West Long Branch, NJ, for Permission to Use the Turf Field on the southeast section of the Wolf Hill Recreation Area for practices from July 19, 2011 through November 30, 2011, Monday through Friday, 6:00 PM to 8:00 PM, until the commencement of school in September, and once school begins, practice will be cut back to three (3) times a week until completion of the 2011 football season, for a facility use fee of \$1,000.00, in accordance with the provisions contained in the Agreement.
-

6. Status of Funded Projects as of July 11, 2011.

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 #18 for Board Action; 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 AUTHORIZING the SECRETARY-DIRECTOR to prepare a CITATION expressing the BOARD'S APPRECIATION FOR SERVICES to RICHARD J. MEISTER, Mechanical Repairer Light Equipment, who started work with the Monmouth County Park System on April 25, 2005, and who RETIRED effective July 1, 2011. (Over 6 Years of Service).
-

2. Resolution RESCINDING professional service contract awarded by Resolution #R-11-6-6=253, to JOHNSON REALTY SERVICES, LLC, Wall, NJ, for providing PROFESSIONAL APPRAISAL SERVICES FOR BLOCK 94, LOT 11, TOWNSHIP OF FREEHOLD, NJ, OWNER: GIGLIO & ADAMO, ±7 ACRES, PROJECT: ADDITIONS TO MANASQUAN RIVER GREENWAY, INTEREST: FEE SIMPLE (Ref. #11-24 & PS #43-11), in an Amount Not To Exceed \$1,492.00, as property owners expressed no interest in selling the property to the County at this time, due to family conflicts.
-

3. Resolution RESCINDING professional service contract awarded by Resolution #R-11-6-6=254, to COMPREHENSIVE APPRAISAL CORPORATION, Freehold, NJ, for providing PROFESSIONAL APPRAISAL SERVICES FOR BLOCK 94, LOT 11, TOWNSHIP OF FREEHOLD, NJ, OWNER: GIGLIO & ADAMO, ±7 ACRES, PROJECT: ADDITIONS TO MANASQUAN RIVER GREENWAY, INTEREST: FEE SIMPLE (Ref. #11-24 & PS #43-11), in an Amount Not To Exceed \$1,594.00, as property owners expressed no interest in selling the property to the County at this time, due to family conflicts.
-

4. Resolution ACCEPTING the WRITTEN PROPOSAL of FRENCH & PARRELLO ASSOCIATES, P.A., Wall, NJ, as received on June 15, 2011, proposal dated June 13, 2011, for providing PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PASI) OF BLOCK 155, LOT 11, HOWELL TOWNSHIP, NJ, OWNER: BERGRUD, ±37 ACRES, IMPROVED PROPERTY, PROJECT: ADDITIONS TO MANASQUAN RIVER GREENWAY (Ref. #11-36 & PS #47-11), in an Amount Not To Exceed \$1,940.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
-

5. Resolution ACCEPTING the WRITTEN PROPOSAL of LAN ASSOCIATES, ENGINEERING, PLANNING, ARCHITECTURE, SURVEYING, INC., Midland Park, NJ, as received on June 15, 2011, proposal dated June 13, 2011, for providing PROFESSIONAL SURVEYING SERVICES OF BLOCK 155, LOT 11, HOWELL TOWNSHIP, NJ, OWNER: BERGRUD, PROJECT: ADDITIONS TO MANASQUAN RIVER GREENWAY (Ref. #11-37 & PS #48-11), in an Amount Not To Exceed \$4,929.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
-

6. Resolution Authorizing CONTRACT AMENDMENT #1, in the Amount of \$2,400.00 increasing existing contract for golf course architectural services for various incidental items, to MUNGEAM CORNISH GOLF DESIGN, INC., Uxbridge, MA, for providing GOLF COURSE ARCHITECTURAL SERVICES AT VARIOUS PARK LOCATIONS (Ref. #10-23 & PS #32-10), as originally awarded by Resolution #R-10-5-10=185, in the Contract Amount Not To Exceed \$12,000.00, for a NEW TOTAL AMENDED CONTRACT AMOUNT OF \$14,400.00, and further AUTHORIZING the SECRETARY-DIRECTOR to SEND NOTICE of Contract Amendment 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.
-

7. Resolution Authorizing CHANGE ORDER #1, in the amount of \$4,000.00, increasing existing contract by 20% as allowed by law, to MAACO COLLISION, Neptune, NJ, for FURNISHING AND DELIVERY OF AUTO BODY REPAIR SERVICES (Bid #0016-11), ITEMS: 2011 Service Contract (Period of 01/01/11 through 12/31/11), with the Board of Recreation Commissioners reserving the option to extend the contract for an additional one (1) year period (2012), under the same terms and conditions as per bid specification; as originally awarded by Resolution #R-10-12-20=461 in the Estimated Contract Amount of \$20,000.00, for a NEW ESTIMATED TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$24,000.00.
-

8. Resolution Authorizing CHANGE ORDER #1, in the amount of minus (-) \$17,897.39 as vendor is unable to provide Item #1 I-5 Soil Aggregate "Clay Road Gravel" in the various colors requested, to STAVOLA CONSTRUCTION MATERIALS, INC., Tinton Falls, NJ, for FURNISHING AND DELIVERY OF ROAD MAINTENANCE MATERIALS (Bid #0025-11), as originally awarded by Resolution #R-11-2-7=75, ITEMS: #1, 4, 5, 8 (2011 Supply Contract, for the Period of 01/01/11 through 12/31/11); in the Estimated Total Contract Amount of \$61,785.00, for a NEW ESTIMATED TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$43,887.61.
-

9. Resolution REJECTING bid proposal of NAVKA CONSTRUCTION CO., INC., Newark, NJ, for TIMBER PEDESTRIAN BRIDGE AND SHARED USE PATH AT THOMPSON PARK (Bid #0054-11), as contractor lacks experience in this type of work.
-
10. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to SIGNATURE BRIDGE, INC., Willoughby, NY, for TIMBER PEDESTRIAN BRIDGE AND SHARED USE PATH AT THOMPSON PARK (Bid #0054-11), ITEMS: #1-15 (Total Base Bid Price); in the Total Contract Amount of \$457,657.74.
-
11. Resolution ACCEPTING the WRITTEN PROPOSAL of DRD APPRAISALS, LLC dba STUART APPRAISAL COMPANY, Freehold, NJ, as received on July 7, 2011, proposal dated June 30, 2011, for providing PROFESSIONAL APPRAISAL SERVICES FOR BLOCK 5, LOTS 1, 1.01, 2 AND 3, BOROUGH OF ROOSEVELT, NJ, OWNER: LIEBERMAN INVESTMENT CO., LLC ±13 ACRES, VACANT PROPERTY, PROJECT: ADDITIONS TO PERRINEVILLE LAKE PARK, INTEREST: FEE SIMPLE (Ref. #11-38 & PS #53-11), in an Amount Not To Exceed \$1,495.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
-
12. Resolution ACCEPTING the WRITTEN PROPOSAL of HOGAN APPRAISAL, LLC, Pt. Pleasant, NJ, as received on July 7, 2011, proposal dated July 4, 2011, for providing PROFESSIONAL APPRAISAL SERVICES FOR BLOCK 5, LOTS 1, 1.01, 2 AND 3, BOROUGH OF ROOSEVELT, NJ, OWNER: LIEBERMAN INVESTMENT CO., LLC, ±13 ACRES, VACANT PROPERTY, PROJECT: ADDITIONS TO PERRINEVILLE LAKE PARK, INTEREST: FEE SIMPLE (Ref. #11-38 & PS #53-11), in an Amount Not To Exceed \$1,750.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
-
13. Resolution ACCEPTING the WRITTEN PROPOSAL of CRANMER ENGINEERING, P.A., Shrewsbury, NJ, as received on July 6, 2011, proposal dated July 6, 2011, for providing PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PASI) OF BLOCK 170, LOT 11 (P/O), MARLBORO TOWNSHIP, NJ, OWNER: ZIMNY, ±17.56 ACRES, UNIMPROVED PROPERTY, PROJECT: ADDITIONS TO DEEP RUN RECREATION AREA (Ref. #11-42 & PS #50-11), in an Amount Not To Exceed \$1,500.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
-

14. Resolution ACCEPTING the WRITTEN PROPOSAL of DEWBERRY-GOODKIND, INC., Bloomfield, NJ, as received on July 6, 2011, proposal dated July 5, 2011, for providing PROFESSIONAL SURVEYING SERVICES OF BLOCK 170, LOT 11 (P/O), MARLBORO TOWNSHIP, NJ, OWNER: ZIMNY, PROJECT: ADDITIONS TO DEEP RUN RECREATION AREA (Ref. #11-43 & PS #51-11), in an Amount Not To Exceed \$3,400.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
-

15. Resolution ACCEPTING the WRITTEN PROPOSAL of CREST ENGINEERING ASSOCIATES, INC., Millstone Township, NJ, as received on July 7, 2011, proposal dated June 23, 2011, for providing PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PASI) OF BLOCK 98, LOTS 55.05, 55.06, 55.07, 55.08 AND 55.09, FREEHOLD TOWNSHIP, NJ, OWNER: BUILDER'S PRIDE (PARKSIDE ESTATES), ±23.05 ACRES, VACANT PROPERTY, PROJECT: ADDITIONS TO TURKEY SWAMP PARK (Ref. #11-44 & PS #54-11), in an Amount Not To Exceed \$1,625.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
-

16. Resolution ACCEPTING the WRITTEN PROPOSAL of DEWBERRY-GOODKIND, INC., Bloomfield, NJ, as received on July 7, 2011, proposal dated July 5, 2011, for providing PROFESSIONAL SURVEYING SERVICES OF BLOCK 98, LOTS 55.05, 55.06, 55.07, 55.08 AND 55.09, FREEHOLD TOWNSHIP, NJ, OWNER: BUILDER'S PRIDE (PARKSIDE ESTATES), ±23.05 ACRES, VACANT PROPERTY, PROJECT: ADDITIONS TO TURKEY SWAMP PARK (Ref. #11-45 & PS #55-11), in an Amount Not To Exceed \$3,500.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
-

17. Resolution ACCEPTING the WRITTEN PROPOSAL of DRD APPRAISALS, LLC dba STUART APPRAISAL COMPANY, Freehold, NJ, as received on July 6, 2011, proposal dated June 30, 2011, for providing PROFESSIONAL APPRAISAL SERVICES FOR BLOCK 53, LOT 11, TOWNSHIP OF UPPER FREEHOLD, NJ, OWNER: SACCO TRUST, ±52.43 ACRES, PROJECT: ADDITIONS TO CROSSWICKS CREEK GREENWAY, INTEREST: FEE SIMPLE (Ref. #11-46 & PS #52-11), in an Amount Not To Exceed \$1,700.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
-

18. Resolution ACCEPTING the WRITTEN PROPOSAL of COMPREHENSIVE APPRAISAL CORPORATION, Freehold, NJ, as received on July 6, 2011, proposal dated June 30, 2011, for providing PROFESSIONAL APPRAISAL SERVICES FOR BLOCK 53, LOT 11, TOWNSHIP OF UPPER FREEHOLD, NJ, OWNER: SACCO TRUST, ±52.43 ACRES, PROJECT: ADDITIONS TO CROSSWICKS CREEK GREENWAY, INTEREST: FEE SIMPLE (Ref. #11-46 & PS #52-11), in an Amount Not To Exceed \$2,450.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
-

MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:

1. Furnishing and Delivery of Golf Carts and Golf Cart Accessories
 2. Design of Monmouth County Park System Directory, Volumes 1 - 5
 3. Printing and Mail Preparation of the Monmouth County Park System Directory, Volumes 1 - 5
-

MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:

DATES TO REMEMBER:

1. **MONDAY EVENING, JULY 18, 2011** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
2. **WEDNESDAY, JULY 27—SUNDAY, JULY 31, 2011** – 37th Annual Monmouth County Fair. East Freehold Showgrounds, 1500 Kozloski Rd, Freehold, NJ. (Weds.-Fri. = 5 PM—11 PM; Sat. = 11 AM—11 PM; Sun. = 11 AM—6 PM) Admission: \$7.00; Ages 12 & Under Admitted Free; Free Parking.
3. **MONDAY EVENING, AUGUST 8, 2011** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
4. **MONDAY EVENING, AUGUST 22, 2011** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
5. **SUNDAY AFTERNOON, SEPTEMBER 11, 2011** – 2 PM. **Monmouth County's 9/11 Memorial Ceremony.** Mount Mitchill Scenic Overlook, Atlantic Highlands, NJ.
6. **MONDAY EVENING, SEPTEMBER 19, 2011** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
7. **"TUESDAY EVENING", OCTOBER 11, 2011** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
8. **MONDAY EVENING, OCTOBER 24, 2011** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1st Floor, 805 Newman Springs Road, Lincroft, NJ.

Statement of Adequate Public Notice – Read by _____

“Statement of Adequate Public Notice of Executive Session Meeting in compliance with the ‘Open Public Meetings Act’, Laws of the State of NJ, Chapter 231, P.L. 1975. Notice of meeting has been posted, and the County Clerk and two (2) newspapers as designated by the Board have been noticed, including date, time and place, as adopted by the Commission at their regular meeting of June 20, 2011, as required under the Open Public Meetings Act, Chapter 231, P.L. 1975.”

At _____PM, the following Resolution was introduced by _____, seconded by _____, to move into EXECUTIVE SESSION for the purpose of discussing LAND ACQUISITION MATTERS, being additions to County park lands:

WHEREAS, the Open Public Meetings Act provides that the Monmouth County Board of Recreation Commissioners may recess into Executive Session pursuant to the Notice as set forth in the Agenda and the Statement of Public Notice as referred to therein for the purposes as set forth therein including the purposes of discussing “land acquisition matters”; and

WHEREAS, the Board of Recreation Commissioners, pursuant to the Open Public Meetings Act, may recess into Executive Session to discuss matters involving the Attorney/Client Privilege and matters involving negotiations and real estate matters and procedures related thereto as may relate to a Hearing held pursuant to Resolutions as adopted by the Board of Chosen Freeholders and the Board of Recreation Commissioners.

NOW THEREFORE, BE IT RESOLVED that the Monmouth County Board of Recreation Commissioners does hereby recess into Executive Session to discuss the aforementioned subject matters and the Minutes of the same may be disclosed at such time in the future as the Board of Recreation Commissioners may, in its discretion, determine according to law.

Motion to RECONVENE the REGULAR MEETING. (Time: _____PM)

NOTE: Minutes of the Executive Session to discuss Land Acquisition Matters being additions to county park lands, will be available to the Public in ninety (90) days or upon completion of acquisition or potential litigation.

ITEM(S) FOR BOARD ACTION FOLLOWING THE EXECUTIVE SESSION:

ITEMS FOR THE GOOD OF THE ORDER:

Resolution scheduling an **Executive Session Meeting** to be held during the Board's regularly scheduled meeting of **August 8, 2011**, 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 **Personnel Matters, Land Acquisition Matters, being additions to county park lands; and Potential Litigation**, 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)
