

MINUTES OF THE MONDAY EVENING, AUGUST 8, 2011 REGULAR MEETING OF THE MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS HELD IN THE "BEECH ROOM" OF THE THOMPSON PARK VISITOR CENTER, 1ST FLOOR, 805 NEWMAN SPRINGS ROAD, LINCROFT, NJ.

The meeting was called to order by Chairman Edward J. Loud at 7:01 PM.

The following were Present on roll call:

Chairman Edward J. Loud
Vice Chairman Fred J. Rummel
Commissioners:
Michael G. Harmon
Violeta Peters
N. Britt Raynor
Kevin Mandeville
Thomas E. Hennessy, Jr.

Lillian G. Burry, Freeholder/MCPS Liaison

The following were Absent on roll call:

Commissioners:
David W. Horsnall (Excused)
Melvin A. Hood

Also Present:

James J. Truncer, Secretary-Director
Andrea I. Bazer, County Counsel
Bruce A. Gollnick, Assistant Director
Michael E. Janoski, Human Resources, Training & Safety
Francine P. Lorelli, Purchasing Agent
Andrew Spears, Superintendent of Recreation
Karen Livingstone, Public Information/Volunteers
Spencer Wickham, Chief/Land Acq. & Design
Faith Hahn, Supervising Planner/Parks
Keith Bennett, Ass't. Golf Course Superintendent
Courtney Bison, Recreation Supervisor/Community
& Urban Recreation
Susan Liu, Assistant Superintendent of Recreation
Rachel Cohen, 2011 County Fair Chair

Chairman Loud read the following Statement of Adequate Public Notice:

“Statement of Adequate Public Notice of 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 Asbury Park Press and other newspapers circulated in Monmouth County, and the County Clerk have been noticed, including date, time and place, as adopted by the Commission at their regular meeting of December 6, 2010, as required by law.”

Chairman Loud led the Board in the salute to the flag and the Pledge of Allegiance and asked for the observance of a moment of silence.

On a motion made by Commissioner Hennessy, seconded by Commissioner Raynor, the **MINUTES** of the **REGULAR MEETING** of the Monmouth County Board of Recreation Commissioners held on **MONDAY EVENING, JULY 18, 2011**, were upon being put to a vote, unanimously approved as recorded.

On a motion made by Commissioner Hennessy, seconded by Commissioner Raynor, the **MINUTES** of the **EXECUTIVE SESSION MEETING** of the Monmouth County Board of Recreation Commissioners held on **MONDAY EVENING, JULY 18, 2011, TO DISCUSS LAND ACQUISITION MATTERS**, were upon being put to a vote, unanimously approved as recorded.

The Secretary-Director indicated that the Minutes of the Executive Session would be made available to the public in ninety (90) days, or upon completion of land acquisition matters.

On a motion made by Commissioner Hennessy, seconded by Commissioner Mandeville, the **2010 VOUCHER LIST**, as submitted for approval, was upon being put to a vote, unanimously approved as recorded.

On a motion made by Commissioner Hennessy, seconded by Commissioner Mandeville, the **2011 VOUCHER LIST**, as submitted for approval, was upon being put to a vote, unanimously approved as recorded.

James J. Truncer, Secretary-Director, indicated to the Board that there were no **REPORTS**.

James J. Truncer, Secretary-Director, reviewed with the Board the following **BOARD CORRESPONDENCE RECEIVED**:

1. Letter dated July 20, 2011, from Christopher M. Placitella, Managing NJ Attorney, Cohen, Placitella & Roth Law Offices, Red Bank, NJ, and a GASP member, addressed to Chairman Edward J. Loud, regarding 100% Smoke Free Policy at County Parks and Recreational areas.

On a motion made by Commissioner Hennessy, seconded by Commissioner Raynor, the meeting was **OPENED** to the **HEARING OF THE PUBLIC** at 7:06 PM. Upon being put to a vote, the motion was unanimously carried.

There being no one present to be heard, it was moved by Vice Chairman Rummel, seconded by Commissioner Peters, that the portion of the meeting Open to the **HEARING OF THE PUBLIC** be **CLOSED**, at 7:07 PM.

PRESENTATIONS:

1. James J. Truncer, Secretary-Director introduced Courtney Bison, Recreation Supervisor/Community & Urban Recreation, who made a Power Point presentation to the Board on the Urban Recreation Program for 2011.

Courtney Bison also distributed a copy of the 2011 Urban Recreation and Recreation Assistance Program Application Packet and Activity Listing, as well as a copy of the Urban Recreation Year End Report for the Years 2007 through 2011.

At 7:16 PM, Commissioner Hood arrived at the meeting.

Commissioner Raynor suggested, based upon his experience, an effective way to reach the youth is through church leaders.

Commissioner Harmon inquired as to the use of the Asbury Park School Board facilities.

Ms. Bison noted that she will reach out to the Superintendent of Schools to explore how she may be able to work with the City school system.

Following the presentation, Chairman Loud thanked Courtney Bison for all that she does in providing recreation opportunities.

2. The Secretary-Director introduced Mrs. Rachel Cohen, the 2011 County Fair Chair, who presented to the Board a slide show and a Recap of the 2011 Monmouth County Fair.

Following the presentation, Chairman Loud thanked Mrs. Cohen for such a successful County Fair.

Commissioner Mandeville noted that, in his observation, this year's fair was well run and organized.

FREEHOLDER'S REPORT:

Freeholder Lillian G. Burry noted the opening of the Seabrook Wilson House (Bayshore Park Activity Center) this past Saturday, August 6th; and the request of staff to reserve public parking at the John L. Montgomery home for the Henry Hudson Trail should the property be sold by the County.

Andrea I. Bazer, County Counsel, noted the receipt of a Green Acres letter confirming the prohibition of parking on County park lands off Washington Lane, at Hartshorne Woods.

Freeholder Burry also noted a letter of compliment she had received about this year's County Fair.

The following **ITEMS** were **REVIEWED WITH THE BOARD**:

1. Faith Hahn, Supervising Planner/Parks, reviewed with the Board the Monmouth County Park System Park Development and Maintenance Plan—Draft as prepared July 25, 2011, and distributed to the Board.

Commissioner Mandeville asked that documents such as the plan, in the future, be distributed to the Board earlier, to provide additional time for review, and questioned the standard that has been adopted for urban communities.

Ms. Hahn noted the standards are as adopted by the Board and are included in an appendix to the plan and can be changed by the Board at any time.

Following a discussion, the Board unanimously agreed to offer a resolution adopting the Monmouth County Park System Park Development and Maintenance Plan dated July 2011.

2. James J. Truncer, Secretary-Director, reviewed with the Board the recommendation to the Monmouth County Board of Chosen Freeholders to Grant a Right-of-Way and Enter Into a Pipeline Easement Agreement, Block 86, Lot 1, Middletown Twp., Henry Hudson Trail, to the Borough of Keansburg.

Following a discussion, the Board unanimously agreed to offer a resolution Recommending to the Monmouth County Board of Chosen Freeholders the Granting of a Right-of-Way and Entering Into a Pipeline Easement Agreement, Block 86, Lot 1, Middletown Township, Henry Hudson Trail, to the Borough of Keansburg.

3. James J. Truncer, Secretary-Director, reviewed with the Board the request for 100% Smoke Free Policy at County Parks and Recreational Areas.

Chairman Loud noted smoking is not illegal.

Commissioner Raynor noted that smokers today have greater awareness of the issue

Commissioner Peters noted she felt the issue needs to be addressed by the Board.

Following a discussion, Freeholder Burry noted the issue deserves to be reviewed and given thoughtful consideration.

Commissioner Raynor requested that staff study the issue and make a recommendation(s) to the Board.

4. Faith Hahn, Supervising Planner/Parks, reviewed with the Board the feasibility of making an Application for a Surplus U.S. Navy 16"/50 Mark 7 Gun Barrel as an Exhibit at Battery Lewis, Hartshorne Woods Park, and reported on what Delaware State Parks is doing under their application for one of the barrels.

5. Bruce A. Gollnick, Assistant Director, reviewed with the Board the Status of Funded Projects as of July 28, 2011, as distributed to the Board.

Commissioner Mandeville inquired as to the ponds at the Manasquan Reservoir Environmental Center, and the status of the monitoring well at the Holmdel Park Shelter Building.

Andrea I. Bazer, County Counsel, noted she had reviewed the Change Orders as listed on the Agenda as Items #2 & #3, and that they were in order.

At 8:44, the following **RESOLUTION OF CONSENT** was offered for adoption by Commissioner Hennessy, to approve Agenda Items #1 through #11.

WHEREAS, the Monmouth County Board of Recreation Commissioners has received the Tentative Agenda for the Board's Regular Meeting of August 8, 2011, in advance of the meeting; and

WHEREAS, the Board has had an opportunity to review and consider Agenda Items #1 through #11 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 #1 through #11.

Seconded by Commissioner Hood, and adopted on roll call by the following vote:

In the Affirmative:	Chairman Loud, Vice Chairman Rummel, Commissioners Harmon, Peters, Raynor, Mandeville, Hennessy and Hood
In the Negative:	None
Absent:	Commissioner Horsnall

At 8:45 PM, Faith Hahn, Courtney Bison and Susan Liu left the meeting.

ITEMS ACTED ON BY THE BOARD OF RECREATION COMMISSIONERS:

R-11-8-8=298 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Hood, ADOPTING the MONMOUTH COUNTY PARK SYSTEM PARK DEVELOPMENT AND MAINTENANCE PLAN dated JULY 2011. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)

- R-11-8-8=299 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Hood, Authorizing CHANGE ORDER #1, in the amount of \$360.00 increasing contract for Design of 2011 Activity Directory to cover final volume design and to close out contract, to LEIGH STOECKER GRAPHIC DESIGN, LLC, Red Bank, NJ, for DESIGN OF THE MONMOUTH COUNTY PARK SYSTEM DIRECTORY, VOLUMES 1-5 (Bid #0056-09), as originally awarded by Resolution #R-09-9-8=341 and Extended for an Additional One (1) Year Period (2011), under the same terms and conditions as per bid specification; as per Resolution #R-10-9-7=293 in the Estimated Contract Amount of \$9,120.00, for a NEW ESTIMATED TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$9,480.00. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)
- R-11-8-8=300 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Hood, Authorizing CHANGE ORDER #2, in the amount of \$2,958.93 for increase in number of pages by 4, and 5,000 additional copies, to EVERGREEN PRINTING COMPANY, Bellmawr, NJ, for PRINTING AND MAIL PREPARATION OF THE MONMOUTH COUNTY PARK SYSTEM DIRECTORY, VOLUMES 1-5 (Bid #0057-09), as originally awarded by Resolution #R-09-9-8=342, and Extended for an Additional One (1) Year Period (2011) as per Resolution #R-10-9-7=294 in the Estimated Contract Amount of \$40,612.04, under the same terms and conditions as per bid specification; and as modified by Change Order #1 awarded by Resolution #R-11-3-28=167 in the Estimated Total Change Order #1 Contract Amount of \$41,627.99, for a NEW ESTIMATED TOTAL CHANGE ORDER #2 CONTRACT AMOUNT OF \$44,586.92. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)
- R-11-8-8=301 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Hood, AUTHORIZING the PURCHASE of GASOLINE, AUTOMOTIVE UNLEADED, from PETROLEUM TRADERS CORP., Ft. Wayne, IN, ITEMS: (Line Item #267) Mid Grade (89) Octane Unleaded Gasoline for the Period of August 1, 2011 to on or before October 31, 2011 (5th Extension Period), delivered on an "On Call" basis; Note: Taxes are subject to Purchase, State Receipt Tax of \$0.184, also Petroleum Franchise Tax of \$0.04 Plus \$0.1575 per gallon, to be delivered to the Monmouth Cove Marina, 200 Port Monmouth Road West, Port Monmouth, NJ 07758; as available under NJ State Contract #65047 (original contract period 4/1/06-03/31/09), for a 5th extension contract period of August 1, 2011 to on or before October 31, 2011, in the Total Contract Amount of \$35,000.00. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)

- R-11-8-8=302 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Hood, AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to TIGER CONSTRUCTION SERVICES CORP., Farmingdale, NJ, for FURNISHING AND DELIVERY OF SEALING OF ABANDONED WELLS FOR 2011 (Bid #0061-11), ITEMS: Proposal #1 (\$5,675.00); Proposal #2 (\$6,005.00); in the Total Contract Amount of \$11,680.00. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)
- R-11-8-8=303 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Hood, REJECTING bid proposal of ABSOLUTE FENCE SERVICES, INC., Lincoln Park, NJ, for REPAIR OF BARN 512—THOMPSON PARK (Bid #0057-11), as contractor's bid was non-responsive due to an incomplete bid proposal, and contractor failed to supply project references from jobs similar to this project as required by Contractors Qualifications and References Form in bid documents. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)
- R-11-8-8=304 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Hood, AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to ROBERT FRIZELL, INC., Forked River, NJ, for REPAIR OF BARN 512—THOMPSON PARK (Bid #0057-11), ITEMS: Total Base Bid Price (\$146,989.00), Plus the Sum of Add Alternate Bid #1 (\$4,872.00), Add Alternate Bid #2 (\$4,880.00), and Add Alternate Bid #3 (\$6,008.00); in the Total Contract Amount of \$162,749.00. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)
- R-11-8-8=305 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Hood, RECOMMENDING to the MONMOUTH COUNTY BOARD OF CHOSEN FREEHOLDERS the GRANTING of a RIGHT-OF-WAY AND ENTERING INTO A PIPELINE EASEMENT AGREEMENT, BLOCK 86, LOT 1, MIDDLETOWN TOWNSHIP, HENRY HUDSON TRAIL, to the BOROUGH OF KEANSBURG. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)
- R-11-8-8=306 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Hood, AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to FALAK CONSTRUCTION, INC., North Brunswick, NJ, for REHABILITATION OF BUILDING 2401, SUNNYSIDE RECREATION AREA (Bid #0058-11), ITEM: #1, Total Base Bid Price (Total Lump Sum) \$885,786.00; Designated Sub-Contractor to be paid by a two-party check listing both the General Contractor and the Designated Sub-Contractor; in the Total Contract Amount of \$885,786.00. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)

R-11-8-8=307 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Hood, **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **AUTHENTIC CONSTRUCTION, INC.**, Manasquan, NJ, for **MAINTENANCE BUILDING AND SUPPORT FACILITIES AT EAST FREEHOLD SHOWGROUNDS** (Bid #0059-11), **ITEM: #1**, Total Base Bid Price \$839,481.00 (Total Lump Sum), Plus Add Alternate Bid #1, \$80,719.00; Designated Sub-Contractor to be paid by a two-party check listing both the General Contractor and the Designated Sub-Contractor; in the Total Contract Amount of \$920,200.00. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)

R-11-8-8=308 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Hood, **REJECTING ALL** bids received on July 14, 2011, for **REPAIR AND RESURFACING OF ENTRANCE DRIVE AT SEVEN PRESIDENTS OCEANFRONT PARK** (Bid #0060-11), due to unforeseen existing conditions that would require adjustment to the specifications and overall redefining of the scope of work; and further **AUTHORIZING** the **SECRETARY-DIRECTOR** of the Board to **RE-ADVERTISE** for same. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)

On a motion made by Commissioner Raynor, seconded by Commissioner Mandeville, the Board **AUTHORIZED** the **SECRETARY-DIRECTOR** to **ADVERTISE** for the following **BIDS**:

1. Bunker Restoration at Hominy Hill Golf Course
2. Battery Lewis and Battery 219 Concrete Restoration and Repairs, Hartshorne Woods Park

Upon being put to a vote, the motion was unanimously carried.

On a motion made by Commissioner Peters, seconded by Commissioner Hennessy, the Board **AUTHORIZED** the **SECRETARY-DIRECTOR** to **SOLICIT PROPOSALS** for the following **PROFESSIONAL/SPECIALIZED SERVICES**:

1. Two (2) Appraisals, Block 105, Lot 50.01, Freehold Township, Improved, ± 6 Acres, Owner: Fishstein, for Additions to Metedeconk Greenway (Ref. #11-51) (*FAIR & OPEN*)
2. Appraisal Services, Block 43, Lots 12 & 13, Upper Freehold Township, Owner: Flemers Entities (Princeton Nurseries), for Additions to Crosswicks Creek Greenway (Ref. #11-52) (*FAIR & OPEN*)
3. Engineering Design Services to provide Permit Application Documents, Construction Documents, and Construction Oversight for the Claypit Creek Area, Hartshorne Woods Park, Middletown, NJ (Ref. #11-53) (*FAIR & OPEN*)

Upon being put to a vote, the motion was unanimously carried.

James J. Truncer, Secretary-Director, reviewed the following **DATES TO REMEMBER** with the Board:

1. **MONDAY EVENING, AUGUST 22, 2011** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
2. **SUNDAY AFTERNOON, SEPTEMBER 11, 2011** – 2 PM. **Monmouth County's 9/11 Memorial Ceremony.** Mount Mitchill Scenic Overlook, Atlantic Highlands, NJ.
3. **WEDNESDAY, SEPTEMBER 14, 2011** - 5:30 PM. **Annual Employee Recognition,** by Invitation. Thompson Park Activity Barn, 805 Newman Springs Road, Lincroft, NJ.
4. **MONDAY EVENING, SEPTEMBER 19, 2011** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
5. **WEDNESDAY EVENING, OCTOBER 5, 2011** - 6 PM=Hors d'oeuvres & Cash Bar; 7 PM=Dinner. **58th Annual Monmouth County Planning Board Dinner.** Robert B. Meyner Reception Center at the PNC Bank Arts Center, Holmdel, NJ. Reservations Required. Cost: \$40.00 Per Person.
6. **"TUESDAY EVENING", OCTOBER 11, 2011** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
7. **MONDAY EVENING, OCTOBER 24, 2011** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1st Floor, 805 Newman Springs Road, Lincroft, NJ.

Chairman Loud read the following Statement of Adequate Public Notice:

"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 July 18, 2011, as required under the Open Public Meetings Act, Chapter 231, P.L. 1975."

At 8:49 PM, Kevin Bennett and Rachel Cohen left the meeting.

At 8:50 PM, the following resolution was offered for adoption by Commissioner Hennessy, seconded by Commissioner Raynor, that the Board move into **EXECUTIVE SESSION** for the purpose of discussing **PERSONNEL MATTERS and 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 "personnel matters, and 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.

In the Affirmative: Chairman Loud, Vice Chairman Rummel,
Commissioners Irwin, Harmon, Peters,
Raynor, Mandeville, Hennessy and Hood
In the Negative: None
Absent: Commissioner Horsnall

On a motion made by Commissioner Raynor, seconded by Commissioner Peters, and by unanimous vote, the regular meeting was **RECONVENED** at 10:16 PM.

The Secretary-Director indicated that the Minutes of the Executive Session for the purpose of discussing land acquisition matters will be available to the public in ninety (90) days, or upon completion of land acquisition or potential litigation; and that the Minutes of the Executive Session for the purpose of discussing personnel matters shall not be made available to the public as Personnel Matters are confidential.

ITEMS FOR THE GOOD OF THE ORDER:

Commissioner Hennessy offered the following **resolution** and moved its adoption:

Be it resolved that an **Executive Session Meeting** will be held during the Board's regularly scheduled meeting of **Monday, August 22, 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

Be it further resolved that the Secretary-Director of the Board is authorized to post and send notice of said meeting to the County Clerk, and two (2) newspapers as designated by the Board, as required under the Open Public Meetings Act, Chapter 231, P.L. 1975.

Seconded by Commissioner Hood, and adopted on roll call by the following vote:

In the Affirmative: Chairman Loud, Vice Chairman Rummel,
Commissioners Harmon, Peters, Raynor,
Mandeville, Hennessy and Hood
In the Negative: None
Absent: Commissioner Horsnall

The Secretary-Director of the Board indicated that there were no additional items to be brought before the Board.

There being no further business, on a motion made by Commissioner Raynor, seconded by Vice Chairman Rummel, and by unanimous vote, the regular meeting of the Monmouth County Board of Recreation Commissioners held on Monday Evening, August 8, 2011, was **ADJOURNED** at 10:17 PM.

JAMES J. TRUNCER,
Secretary-Director