

**MINUTES OF THE MONDAY EVENING, NOVEMBER 7, 2011 REGULAR MEETING OF THE MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS HELD IN THE "BEECH ROOM" OF THE THOMPSON PARK VISITOR CENTER, 1<sup>ST</sup> FLOOR, 805 NEWMAN SPRINGS ROAD, LINCROFT, NJ.**

The meeting was called to order by Chairman Edward J. Loud at 7:00 PM.

The following were Present on roll call: Chairman Edward J. Loud  
Commissioners:  
Michael G. Harmon  
Violeta Peters  
N. Britt Raynor  
Kevin Mandeville  
Thomas E. Hennessy, Jr.  
David W. Horsnall

The following were Absent on roll call: Vice Chairman Fred J. Rummel (Excused)  
Commissioner Melvin A. Hood (Excused)  
Lillian G. Burry, Freeholder/MCPS Liaison

Also Present: James J. Truncer, Secretary-Director  
Andrea I. Bazer, County Counsel  
Bruce A. Gollnick, Assistant Director  
David M. Compton, Superintendent of Co. Parks  
Francine P. Lorelli, Purchasing Agent  
Andrew Spears, Superintendent of Recreation  
Spencer Wickham, Chief/Land Acq. & Design

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 Harmon, the **MINUTES** of the **REGULAR MEETING** of the Monmouth County Board of Recreation Commissioners held on **MONDAY EVENING, OCTOBER 24, 2011**, were upon being put to a vote, unanimously approved as recorded.

On a motion made by Commissioner Hennessy, seconded by Commissioner Harmon, the **MINUTES** of the **EXECUTIVE SESSION MEETING** of the Monmouth County Board of Recreation Commissioners held on **MONDAY EVENING, OCTOBER 24, 2011, TO DISCUSS LAND ACQUISITION MATTERS**, Commissioner Horsnall requested that the following sentence on page 2, "Commissioner Horsnall noted that he does not believe it is not the county's responsibility to negotiate for the property." be changed to "Commissioner Horsnall noted that he does not believe it is the county's responsibility to negotiate for the property." Upon being put to a vote, the minutes were approved as corrected by Chairman Loud, Commissioners Harmon, Peters, Raynor, Mandeville, Hennessy and Horsnall.

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 Horsnall, 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 noted his letter to Senator Beck with regard to the news release concerning the Greystone State Hospital site being turned over to Morris County as a county park.

On a motion made by Commissioner Peters, seconded by Commissioner Raynor, the meeting was **OPENED** to the **HEARING OF THE PUBLIC** at 7:08 PM. Upon being put to a vote, the motion was unanimously carried.

There being no one present to be heard, it was moved by Commissioner Raynor, seconded by Commissioner Hennessy, that the portion of the meeting Open to the **HEARING OF THE PUBLIC** be **CLOSED**, at 7:09 PM.

There was no **FREEHOLDER'S REPORT** as Freeholder Lillian G. Burry was unable to attend the meeting due to a conflict in her schedule.

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

1. James J. Truncer, Secretary-Director, reviewed with the Board the request to prepare a Citation of Appreciation for Stephanie A. Becker, Supervising Clerk Stenographer, who will be retiring effective December 1, 2011, with over Twenty-Five (25) years of service.

Following a discussion, the Board unanimously agreed to adopt a resolution authorizing the Secretary-Director to prepare a Citation expressing the Board's appreciation to Stephanie A. Becker, Supervising Clerk Stenographer, who will be retiring effective December 1, 2011, with over Twenty-Five years of service.

2. James J. Truncer, Secretary-Director, reviewed with the Board the request to rescind the Board's previously adopted Resolution No. R-07-8-20=348, Adopting the Fair and Open Process" as the preferred method for awarding contracts by Freeholder Resolution No. 06-178, which included Freeholder Resolution No. 07-677 establishing "Special Pay-to-Play Restrictions for Professional Service Contracts and Extraordinary Unspecifiable Service Contracts", so as to include the current Freeholder Resolution No. 08-397, adopted by the Monmouth County Board of Chosen Freeholders on May 8, 2008, to be incorporated in and supplemental to the Monmouth County Board of Chosen Freeholders' Adopted Resolution No. 06-178 regarding the County's "Fair and Open Process".

Following a discussion, the Board unanimously agreed to adopt a resolution Adopting the "Fair and Open Process" as the preferred method for awarding contracts, as adopted by Freeholder Resolution No. 06-178 on February 23, 2006, and "Special Pay-To-Play Restrictions for Professional Service Contracts and Extraordinary Unspecifiable Service Contracts", as adopted by Freeholder Resolution No. 08-397 on May 8, 2008, to be incorporated in and supplemental to the Monmouth County Board of Chosen Freeholders' Adopted Resolution No. 06-178 regarding the County's "Fair and Open Process", and rescinding Board Resolution No. R-07-8-20=348.

3. James J. Truncer, Secretary-Director, reviewed with the Board Agenda Items #9, #10, #11 & #12 as added to the Agenda.

Commissioner Raynor questioned Agenda Item #11 and asked why the bid was being rejected.

Bruce A. Gollnick, Assistant Director, noted that the bidder could not meet the completion date, and staff was not comfortable recommending an award to the only bidder.

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

Andrea I. Bazer, County Counsel, noted she had reviewed the Change Orders as listed on the Agenda as Items #6, 9 & 10, and that they were in order.

At 7:00 PM, the following **RESOLUTION OF CONSENT** was offered for adoption by Commissioner Raynor, to approve Agenda Items #1 through #12.

WHEREAS, the Monmouth County Board of Recreation Commissioners has received the Tentative Agenda for the Board's Regular Meeting of November 7, 2011, in advance of the meeting; and

WHEREAS, the Board has had an opportunity to review and consider Agenda Items #1 through #8 for Board Action; and

WHEREAS, the Board also reviewed Agenda Items #9, #10, #11 & #12 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 #1 through #12.

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

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

**ITEMS ACTED ON BY THE BOARD OF RECREATION COMMISSIONERS:**

- R-11-11-7=395 Resolution offered for adoption by Commissioner Raynor, seconded by Commissioner Hennessy, AUTHORIZING the SECRETARY-DIRECTOR to prepare a CITATION expressing the BOARD'S APPRECIATION FOR SERVICES to STEPHANIE A. BECKER, who started work with the Monmouth County Park System on November 10, 1986, and who will RETIRE effective December 1, 2011, with Over Twenty-Five (25) Years of Service. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)
- R-11-11-7=396 Resolution offered for adoption by Commissioner Raynor, seconded by Commissioner Hennessy, ACCEPTING the WRITTEN PROPOSAL of GAGLIANO & COMPANY, Shrewsbury, NJ, as received on October 25, 2011, proposal dated October 14, 2011, for providing PROFESSIONAL APPRAISAL SERVICES FOR BLOCK 109, LOTS 10, 11 AND 12, TOWNSHIP OF HOWELL, NJ, OWNER: KRIST, ±5.18 ACRES, PROJECT: ADDITIONS TO METEDECONK RIVER GREENWAY, INTEREST: FEE SIMPLE (Ref. #11-61 & PS #74-11), in an Amount Not To Exceed \$1,900.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)
- R-11-11-7=397 Resolution offered for adoption by Commissioner Raynor, seconded by Commissioner Hennessy, ACCEPTING the WRITTEN PROPOSAL of JOHNSON REALTY SERVICES, LLC, Wall, NJ, as received on October 25, 2011, proposal dated October 18, 2011, for providing PROFESSIONAL APPRAISAL SERVICES FOR BLOCK 109, LOTS 10, 11 AND 12, TOWNSHIP OF HOWELL, NJ, OWNER: KRIST, ±5.18 ACRES, PROJECT: ADDITIONS TO METEDECONK RIVER GREENWAY, INTEREST: FEE SIMPLE (Ref. #11-61 & PS #74-11), in an Amount Not To Exceed \$1,907.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)

- R-11-11-7=398 Resolution offered for adoption by Commissioner Raynor, seconded by Commissioner Hennessy, AUTHORIZING the PURCHASE of FUEL OIL #2 – HEATING, from TAYLOR OIL CO., INC., Somerville, NJ, ITEMS: Provide Fuel Oil #2 (Heating) to the Monmouth County Park System—Various Buildings, for the period of November 8, 2011 to March 31, 2012; Actual Price Calculated based on an up charge of \$0.35 added to the posted price as shown in the Journal of Commerce; as available under New Jersey State Contract #67095 (original contract period of 11/1/2006-10/31/2009), for the 4<sup>th</sup> Extension Period of 11/1/2011 to 3/31/2012; in the Estimated Total Contract Amount of \$178,750.00. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)
- R-11-11-7=399 Resolution offered for adoption by Commissioner Raynor, seconded by Commissioner Hennessy, AUTHORIZING the EXERCISING OF OPTION TO EXTEND CONTRACT, as per bid proposal, for an ADDITIONAL ONE (1) YEAR PERIOD (2012), as originally awarded by Resolution #R-11-3-28=169, to A.C. SCHULTES, INC., Woodbury Heights, NJ, for FURNISHING AND DELIVERY OF GOLF COURSE IRRIGATION WELL AND PUMPING EQUIPMENT SERVICES AND REPAIR PARTS (Bid #0036-11), ITEMS: #1-4, 2012 Supply/Service Contract for the Period of 01/01/12 through 12/31/12, under the same terms and conditions as per bid specification; in the Estimated Total Contract Amount of \$10,000.00. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)
- R-11-11-7=400 Resolution offered for adoption by Commissioner Raynor, seconded by Commissioner Hennessy, Authorizing CHANGE ORDER #1, in the amount of \$4,010.65 increasing quantity of Item #8 from 800 SF to 1,450 SF of Dense Graded Aggregate (\$650.00), and adding new Item #9 for supplemental preparation and drainage for new concrete and thin-set overlay work (Lump Sum Quantity) (\$3,360.65), to MIXALIA ENTERPRISES, LLC, Long Branch, NJ, for HOMINY HILL GOLF CENTER THIN-SET OVERLAY AND WALKWAY RENOVATION (Bid #0034-11), ITEMS: Base Bid Items #1-5, Plus the Sum of Add Alternates #6, 7 & 8; as originally awarded by Resolution #R-11-3-28=165 in the Contract Amount of \$108,362.50, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$112,373.15. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)
- R-11-11-7=401 Resolution offered for adoption by Commissioner Raynor, seconded by Commissioner Hennessy, AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to BECKER’S TREE SERVICES, INC., Tinton Falls, NJ, for FURNISHING AND DELIVERY OF TREE TRIMMING SERVICES, SUPPLEMENT #1 (2011) (Bid #0071-11), ITEM: #1, 2011 Service Contract for the Period of 11/7/11 through 12/31/11; in the Estimated Total Contract Amount of \$15,000.00. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)

- R-11-11-7=402 Resolution offered for adoption by Commissioner Raynor, seconded by Commissioner Hennessy, ADOPTING the “FAIR AND OPEN PROCESS” as the preferred method for awarding contracts, as adopted by Freeholder Resolution 06-178 on February 23, 2006, and “SPECIAL PAY-TO-PLAY RESTRICTIONS FOR PROFESSIONAL SERVICE CONTRACTS AND EXTRAORDINARY UNSPECIFIABLE SERVICE CONTRACTS”, as adopted by Freeholder Resolution No. 08-397 on May 8, 2008, to be incorporated in and supplemental to the Monmouth County Board of Chosen Freeholders’ Adopted Resolution No. 06-178 regarding the County’s “Fair and Open Process”, and RESCINDING Board Resolution No. R-07-8-20=348. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)
- R-11-11-7=403 Resolution offered for adoption by Commissioner Raynor, seconded by Commissioner Hennessy, Authorizing CHANGE ORDER #1, in the amount of \$1,366.60 for additional work, to AUTHENTIC CONSTRUCTION, INC., Manasquan, NJ, for MAINTENANCE BUILDING AND SUPPORT FACILITIES AT EAST FREEHOLD SHOWGROUNDS (Bid #0059-11), as originally awarded by Resolution #R-11-8-8=307, 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 Contract Amount of \$920,200.00, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$921,566.60. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)
- R-11-11-7=404 Resolution offered for adoption by Commissioner Raynor, seconded by Commissioner Hennessy, Authorizing CHANGE ORDER #3, in the amount of minus (-) \$9,675.00 for additions, deletions and final liquidated damages adjustment to contract, to PAKIS CONSTRUCTION, INC., Bloomfield, NJ, for HOLMDEL SHELTER BUILDING #226, INTERIOR RENOVATION (Bid #0069-09), as originally awarded by Resolution #R-10-2-8=62 in the Contract Amount of \$359,100.00, and as modified by Change Order #1 awarded by Resolution #R-10-8-23=267 in the Total Change Order #1 Contract Amount of \$364,800.08, and as modified by Change Order #2 awarded by Resolution #R-11-2-7=80 in the Total Change Order #2 Contract Amount of \$378,944.19, for a NEW TOTAL CHANGE ORDER #3 CONTRACT AMOUNT OF \$369,269.19. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)
- R-11-11-7=405 Resolution offered for adoption by Commissioner Raynor, seconded by Commissioner Hennessy, REJECTING bid proposal of FIORE PAVING CO., INC., Oceanport, NJ, for 2011 RESURFACING AND REPAIR WORK AT SEVEN PRESIDENTS OCEANFRONT PARK AND THOMPSON PARK (Bid #0070-11), as contractor cannot meet the requirements of the bid specifications. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)

R-11-11-7=406 Resolution offered for adoption by Commissioner Raynor, seconded by Commissioner Hennessy AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to G&M TROPHY, INC., Long Branch, NJ, for FURNISHING AND DELIVERY OF TROPHIES, PLAQUES & AWARDS (Bid #0002-12), ITEMS: #1-6 (2012 Supply Contract for the Period of 01/01/12 through 12/31/12), with the Board of Recreation Commissioners RESERVING the OPTION TO EXTEND the CONTRACT for an ADDITIONAL ONE (1)YEAR PERIOD (2013), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$15,000.00. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)

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

1. Golf Course Architectural Services at Various Parks (Hominy Hill GC, Howell Park GC, Shark River GC, Pine Brook GC, Bel-Aire GC and Charleston Springs GC) (Ref. #11-74) (*FAIR & OPEN*)
2. Providing Drug and Alcohol Testing (PS #02-12) (*FAIR & OPEN*)
3. Providing Medical Services (PS #03-12) (*FAIR & OPEN*)
4. Providing Psychological Testing and Vocational Assessment Services (PS #04-12) (*FAIR & OPEN*)

Upon being put to a vote, the motion carried, Commissioner Raynor abstained with regard to Item #1 and asked for a copy of the current Golf Course Architectural Contract for Hominy Hill GC, Howell Park GC, Shark River GC, Pine Brook GC, Bel-Aire GC and Charleston Springs GC for his review.

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

1. **MONDAY EVENING, NOVEMBER 21, 2011** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
2. **MONDAY EVENING, DECEMBER 5, 2011** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
3. **MONDAY EVENING, DECEMBER 19, 2011** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
4. **SUNDAY-WEDS., MARCH 4-7, 2012** – NJRPA 37<sup>th</sup> Annual Conference & Exhibition. "Parks & Recreation: Creating Destinations and Making Memories". Taj Mahal Hotel. Atlantic City, NJ.
5. **SATURDAY, MARCH 10, 2012** – 16<sup>th</sup> Annual New Jersey Land Conservation Rally. Brookdale Community College. Lincroft, NJ. *The Rally is a daylong educational event offering more than 30 workshops, plenary sessions, and networking opportunities. Over 325 conservationists attend each year. All workshops are 75 minutes long and multiple sessions run concurrently. There is also a Pre-Rally Field Trip which highlights preservation efforts in a specific area of the state each year.* <http://www.njconservation.org>

Commissioner Raynor noted that following his discussion with the Secretary-Director, he was withdrawing his recommendation for changes to the proposed 2012 Schedule of Board meetings as previously distributed for the Board's consideration.

Commissioner Peters questioned whether two (2) Board Meetings per month were necessary as other organizations often only have one (1) meeting a month.

The Secretary-Director noted that due to the volume of items that need Board approval and in order to have the timely payment of bills, staff recommended that two (2) Board Meetings per month were needed.

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 October 24, 2011, as required under the Open Public Meetings Act, Chapter 231, P.L. 1975.”

At 7:34 PM, the following resolution was offered for adoption by Commissioner Raynor, seconded by Commissioner Harmon, that the Board 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.

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



On a motion made by Commissioner Raynor, seconded by Commissioner Hennessy, and by unanimous vote, the regular meeting was **RECONVENED** at 7:54 PM.

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

**ITEMS FOR THE GOOD OF THE ORDER:**

Commissioner Raynor 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, November 21, 2011**, at **7 PM**, in the "**Beech Room**" of the **Thompson Park Visitor Center**, 1<sup>st</sup> 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 Hennessy, and adopted on roll call by the following vote:

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

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 Horsnall, seconded by Commissioner Hennessy, and by unanimous vote, the regular meeting of the Monmouth County Board of Recreation Commissioners held on Monday Evening, November 7, 2011, was **ADJOURNED** at 7:55 PM.

JAMES J. TRUNCER,  
Secretary-Director