

**PRESENT:**

**ABSENT:**

**ALSO PRESENT:**

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**A G E N D A**

**MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS:**

**REGULAR MEETING: MONDAY, NOVEMBER 22, 2010 – 7:00 PM**

**THOMPSON PARK VISITOR CENTER, "BEECH ROOM",  
1<sup>ST</sup> 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, NOVEMBER 8, 2010  
(Absent: Commissioner Hood)

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D. Approval of EXECUTIVE SESSION MINUTES: MONDAY, NOVEMBER 8, 2010  
(Absent: Commissioner Hood)

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E. Approval of 2009 VOUCHER LIST

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F. Approval of 2010 VOUCHER LIST

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G. SECRETARY—DIRECTOR’S REPORT:

1. BUDGET REPORTS

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2. REVENUE REPORT—MONTH OF OCTOBER

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3. ATTENDANCE REPORT—MONTH OF OCTOBER

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4. PERSONNEL, TRAINING & SAFETY MONTHLY REPORT—OCTOBER

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5. TRAINING REQUESTS AS OF NOVEMBER 16, 2010

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6. MCPS WEBSITE TRAFFIC REPORT—OCTOBER

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H. BOARD CORRESPONDENCE RECEIVED:

1. Memorandum from Malcolm V. Carton, Special County Counsel, dated November 16, 2010, regarding Trimming of Trees on Monmouth County Property.
2. Letter from Malcolm V. Carton, Special County Counsel, dated November 16, 2010, to Asa Sweeney, President, Ace Landscape Design, regarding the Eastpointe Condominium Association.

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. Citations of Appreciation to: 1) John T. Caddock, Senior Mechanic, who will be Retiring effective January 1, 2011, with over 39 ½ years of service; and 2). Edward Luzzi, Jr., Senior County Park Ranger, who will be Retiring effective January 1, 2011, with over 20 ½ years of service. (*Items #17 & #18 for Board Action.*)
2. Proposed 2011 Schedule of Regular Meetings of the Board of Recreation Commissioners.
3. Status of Funded Projects as of November 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 #19 for Board Action; and

WHEREAS, the Board also reviewed Agenda Items #20 through #26 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 RETAINING the EXTRAORDINARY UNSPECIFIABLE SERVICES of GRACE GRAUPE-PILLARD, Keyport, NJ, to provide INSTRUCTIONAL ART PAINTING WORKSHOPS, for the Period of January 4, 2011, through December 20, 2011, in an amount not to exceed \$35,400.00, as per proposal dated October 19, 2010, 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.

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2. Resolution RESCINDING contract awarded by Resolution #R-10-9-7=288 to BENCHMARK APPRAISAL, INC., Sea Girt, NJ, for providing APPRAISAL SERVICES FOR BLOCK 53, LOT 17.02Q (P/O), TOWNSHIP OF UPPER FREEHOLD, OWNER: PETRENKO, ±9.5 ACRES, VACANT PROPERTY, PROJECT: ADDITIONS TO CROSSWICKS CREEK GREENWAY, INTEREST: FEE SIMPLE (Ref. #10-35 & PS #54-10), in an Amount Not To Exceed \$2,450.00, as vendor cannot perform service.

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3. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to STORR TRACTOR COMPANY, Branchburg, NJ, for FURNISHING AND DELIVERY OF IRRIGATION SATELLITE FIELD CONTROLLERS AND WEATHER STATIONS (Bid #0051-10), ITEMS: #1-8 (Total Lump Sum Bid); in the Total Contract Amount of \$120,232.08.

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4. Resolution REJECTING bid proposal of MID-ATLANTIC TRUCK CENTRE, INC., Linden, NJ, for FURNISHING AND DELIVERY OF VEHICLES (Bid #0053-10), ITEM: Proposal #1, Item #2 ONLY; for insufficient trade-in value for vehicle.

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5. Resolution REJECTING bid proposal of LARSON FORD, INC., Lakewood, NJ, for FURNISHING AND DELIVERY OF VEHICLES (Bid #0053-10), ITEM: Proposal #3, Item #2 ONLY; for insufficient trade-in value for vehicle.

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6. Resolution REJECTING bid proposal of FORD NATIONAL AUTOMART/MOTORS FLEET, Ocean, NJ, for FURNISHING AND DELIVERY OF VEHICLES (Bid #0053-10), ITEMS: Proposal #3, Items #1, 2, 3 & 4 ONLY; as vendor did not meet bid specifications.
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7. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to MID-ATLANTIC TRUCK CENTRE, INC., Linden, NJ, for FURNISHING AND DELIVERY OF VEHICLES (Bid #0053-10), ITEMS: Proposal #1, Item #1, in the Total Contract Amount of \$89,296.00.
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8. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to JERSEY SHORE BUS SALES, INC., Toms River, NJ, for FURNISHING AND DELIVERY OF VEHICLES (Bid #0053-10), ITEMS: Proposal #2, Items #1 & #2, One (1) 2011 or current production year 14-Passenger Bus, (Ford Model C-350 Starcraft Bus, The All Star Series) @\$45,155.00, less optional Trade-In of One (1) 2003 Ford E350, 14-Passenger Bus (PT #9088) at \$10,000.00 for a net purchase of \$35,155.00; in the Total Contract Amount of \$35,155.00.
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9. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to LARSON FORD, INC., Lakewood, NJ, for FURNISHING AND DELIVERY OF VEHICLES (Bid #0053-10), ITEMS: Proposal #3, Item #1, One (1) 2011 or current production year Four-Wheel Drive, Heavy-Duty 1-Ton Pick-up Truck with Snowplow Attachment @\$28,833.00; Proposal #3, Items #3 & #4, One (1) 2011 or current production year Four-Wheel Drive, Heavy-Duty 1-Ton Pick-Up Truck with Snowplow Attachment @\$28,833.00 less optional Trade-In of One (1) 2003 Ford F-350 Super Duty, 4x4 Pick-Up Truck with Western Snowplow Assembly @\$6,500.00 for a net purchase of \$22,333.00; Proposal #4, Items #1 & #2, One (1) 2011 or current production year Compact Four-Door Sedan @\$12,997.00 less optional Trade-In of One (1) 2007 Ford F-350 Super Duty 4x4 with winch at \$8,500.00 for a net purchase of \$4,497.00; in the Total Contract Amount of \$55,663.00.
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10. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to CONCRETE FLOTATION SYSTEMS d/b/a BELLINGHAM MARINE INDUSTRIES, York, PA, for FURNISHING AND DELIVERY OF TWO CONCRETE FLOATING DOCKS AND ACCESSORIES (Bid #0054-10), ITEMS: #1-3, Total Lump Sum Bid; in the Total Contract Amount of \$33,574.00.
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11. Resolution ACCEPTING the WRITTEN PROPOSAL of HARRIS SURVEYING, INC., Robbinsville, NJ, as received on November 4, 2010, proposal dated October 28, 2010, for providing SURVEYING SERVICES OF BLOCK 64, LOT 15.01, MILLSTONE TOWNSHIP, NJ, ±3.52 ACRES, IMPROVED PROPERTY, OWNER: PETROU, PROJECT: ADDITIONS TO CHARLESTON SPRINGS GOLF COURSE (Ref. #10-54 & PS #74-10), 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.
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12. Resolution AUTHORIZING PAYMENT in the Total Estimated Amount of \$20,997.00 for payments Thirty-one (31) through Forty-two (42) (Period of 01/01/11 through 12/31/11) per the Forty-eight (48) month lease with OCE IMAGISTICS, INC., Trumbull, CT, as authorized by Board Resolution #R-08-6-9=239 for the CONTRACTING for DIGITAL COLOR COPIERS AND COLOR COPIER/PRINTERS—COST PER COPY, in accordance with New Jersey State Contract #68050.
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13. Resolution ACCEPTING the WRITTEN PROPOSAL of COMPREHENSIVE APPRAISAL CORPORATION, Freehold, NJ, as received on August 23, 2010 proposal dated August 19, 2010, for providing APPRAISAL SERVICES FOR BLOCK 53, LOT 17.02Q (P/O), TOWNSHIP OF UPPER FREEHOLD, OWNER: PETRENKO, ±9.5 ACRES, VACANT PROPERTY, PROJECT: ADDITIONS TO CROSSWICKS CREEK GREENWAY, INTEREST: FEE SIMPLE (Ref. #10-35 & PS #54-10), in an Amount Not To Exceed \$4,850.00, 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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14. Resolution ACCEPTING the WRITTEN PROPOSAL of JAN HIRD POKORNY ARCHITECTS, PC, d/b/a JAN HIRD POKORNY ASSOCIATES, INC., New York, NY , as received on October 27, 2010 proposal dated October 26, 2010, for providing ARCHITECTURAL SERVICES FOR HOLLAND ACTIVITY CENTER REPAIRS, TATUM PARK (Ref. #10-62 & PS #71-10), in an Amount Not To Exceed \$49,910.00, 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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15. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to WASTE MANAGEMENT OF NEW JERSEY, INC., Ewing, NJ, for FURNISHING AND DELIVERY OF GARBAGE COLLECTION SERVICE, ROLL-OFF CONTAINER SERVICE AND SINGLE STREAM RECYCLING SERVICE (Bid #0049-10), ITEMS: Proposal #1, Garbage Collection Service, Items #1-40 (Total Lump Sum Price \$56,250.40); Proposal #3, Single Stream Recycling Service, Items #1-40 (Total Lump Sum Price \$5,180.00); (2011 Supply/Service Contract for the Period of 01/01/2011 through 12/31/2011), 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; in the Estimated Total Contract Amount of \$61,430.40.
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16. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to HORIZON DISPOSAL SERVICES, INC., Trenton, NJ, for FURNISHING AND DELIVERY OF GARBAGE COLLECTION SERVICE, ROLL-OFF CONTAINER SERVICE AND SINGLE STREAM RECYCLING SERVICE (Bid #0049-10), ITEMS: Proposal #2, Roll-Off Container Service, Items #1-6 (Total Lump Sum Price); (2011 Supply/Service Contract for the Period of 01/01/2011 through 12/31/2011), 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; in the Estimated Total Contract Amount of \$29,868.00.
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17. Resolution AUTHORIZING the SECRETARY-DIRECTOR to prepare a CITATION expressing the BOARD'S APPRECIATION FOR SERVICES to JOHN T. CADDOCK, Senior Mechanic, who started work with the Monmouth County Park System on September 1, 1970, and who will RETIRE effective January 1, 2011, with over Thirty-nine and one-half (39 ½) years of service.
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18. Resolution AUTHORIZING the SECRETARY-DIRECTOR to prepare a CITATION expressing the BOARD'S APPRECIATION FOR SERVICES to EDWARD LUZZI, JR., Senior County Park Ranger, who started work with the Monmouth County Park System on May 14, 1990, and who will RETIRE effective January 1, 2011, with over Twenty and one-half (20 ½) years of service.
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19. Resolution Authorizing CHANGE ORDER #1, in the amount of minus (-) \$870.00 for the removal of Items #19 & #20 from order for Birch plywood, Cabinet Grade, due to error in bid specifications, to BAYWAY LUMBER, Linden, NJ, for FURNISHING AND DELIVERY OF LUMBER AND BUILDING MATERIALS (Bid #0043-10), as originally awarded by Resolution #R-10-8-23=274, ITEMS: 19, 20, 22, 23, 35, 37, 38, 40, 41, 47, 49; in the Contract Amount of \$9,722.00, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$8,852.00.
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20. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to BECKER'S TREE SERVICE, INC., Tinton Falls, NJ, for FURNISHING OF TREE TRIMMING SERVICES (Bid #0007-11), ITEM: #1, 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; in the Estimated Total Contract Amount of \$85,000.00.

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21. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to CLASSIC CRUISERS, INC., Manchester, NJ, for FURNISHING AND DELIVERY OF CHARTER BUS TRANSPORTATION SERVICES (Bid #0002-11), ITEMS: A. 48-Passenger Busses, Items #1 & 2; B. 56-Passenger Busses, Items #1 & 2; (Prices in accordance with bid submittal), for the 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; in the Estimated Total Contract Amount of \$50,000.00.

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22. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to CAPOZZI OVERHEAD DOORS, INC., Nutley, NJ, for REPAIR AND INSTALLATION OF WOODEN, METAL AND FIBERGLASS OVERHEAD AND METAL ROLLING SECURITY DOORS (Bid #0009-11), ITEMS: #1-4, 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; in the Estimated Total Contract Amount of \$30,000.00.

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23. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to GOLF CAR SPECIALTIES, LLC, Gloucester City, NJ for FURNISHING AND DELIVERY OF GOLF CART REPAIR PARTS AND SERVICES (Bid #0008-11), ITEMS: 2011 Supply/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; in the Estimated Total Contract Amount of \$10,000.00.

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24. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to HAWK GRAPHICS, INC., Mt. Freedom, NJ, for FURNISHING AND DELIVERY OF PRINTING SERVICES (Bid #0003-11), ITEMS: Proposal #1 (Brochures and Postcards), Items #1-21 (Total Lump Sum \$17,575.00), Proposal #4 (Green Heritage Newsletter), Item #1, (Total Lump Sum \$11,260.00) (2011 Supply Contract for the Period of 01/01/11 through 12/31/11); in the Estimated Total Contract Amount of \$28,835.00.
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25. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to ESQUIRE GRAPHICS, Trenton, NJ, for FURNISHING AND DELIVERY OF PRINTING SERVICES (Bid #0003-11), ITEMS: Proposal #3 (Miscellaneous Forms & Signs, Golf Score Cards, Golf ID Cards, Permits & NCR Forms) Items #1-33 (Total Lump Sum) (2011 Supply Contract for the Period of 01/01/11 through 12/31/11); in the Estimated Total Contract Amount of \$25,808.30.
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26. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to NEW JERSEY PRINTING AND GRAPHICS, INC., Wickatunk, NJ, for FURNISHING AND DELIVERY OF PRINTING SERVICES (Bid #0003-11), ITEMS: Proposal #2 (Stationery & Envelopes), Items #1-14 (Total Lump Sum) (2011 Supply Contract for the Period of 01/01/11 through 12/31/11); in the Estimated Total Contract Amount of \$5,759.00
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**MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:**

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**MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:**

1. New Jersey Pollution Discharge Elimination System (NJPDES) Permit Monitoring for 2011 at Charleston Springs Golf Course (Ref. #10-74) (*FAIR & OPEN*)
2. Two (2) Full Narrative Appraisals, Block 143, Lot 11, Howell Twp., Owner: Ross, for Additions to Manasquan River Greenway (Ref. #10-75) (*FAIR & OPEN*)
3. Two (2) Full Narrative Appraisals, Block 60.01, Lot 3.01, Tinton Falls Borough, Owner: Pollard, for Additions to Swimming River Greenway (Ref. #10-76) (*FAIR & OPEN*)
4. Environmental Consulting Services, Block 155, Lot 14, Howell Twp., Owner: Polites, for Additions to Manasquan River Greenway (Ref. #10-77) (*Non-Fair & Open as approved by the County Administrator, Teri O'Connor, on 11/4/10.*)
5. Architectural/Engineering Testing Services at Various Park Locations (Ref. #10-78)
6. Various Medical Examinations and Tests (PS #81-10) (*FAIR & OPEN*)
7. Psychological Consultation and Vocational Assessment for Screening of Prospective Employees (PS #82-10) (*FAIR & OPEN*)

(Continued)

8. Drug and Alcohol Testing (PS #83-10) (*FAIR & OPEN*)
  9. Potable Well Water & Public Recreation Bathing Places Water Monitoring Programs at all Park Areas (PS #87-10)
  10. Two (2) Full Narrative Appraisals, Block 56, Lot 17, Upper Freehold Twp., Owner: Pankovics, for Additions to Union Transportation Trail (Ref. #10-79) (*FAIR & OPEN*)
  11. Surveying Services, Block 60, Lots 3 & 4, Improved Property, ±75 Acres, Howell Twp., Owner: Mangia, for Additions to Howell Park Golf Course (Ref. #10-80) (*FAIR & OPEN*)
  12. Preliminary Assessment/Site Inspection (PASI), Block 60, Lots 3 & 4, Improved Property, ±75 Acres, Howell Twp., Owner: Mangia, for Additions to Howell Park Golf Course (Ref. #10-81) (*FAIR & OPEN*)
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**DATES TO REMEMBER:**

1. **MONDAY EVENING, DECEMBER 6, 2010** - 7 PM. **Regular Board Meeting.** “Beech Room” of the Thompson Park Visitor Center, 1<sup>st</sup> Floor, 805 Newman Springs Rd., Lincroft, NJ.
2. **MONDAY EVENING, DECEMBER 20, 2010** - 7 PM. **Regular Board Meeting.** “Beech Room” of the Thompson Park Visitor Center, 1<sup>st</sup> Floor, 805 Newman Springs Rd., Lincroft, NJ.
3. **SATURDAY MORNING, JANUARY 15, 2011** - 8:30 AM. ***Friends of the Parks Annual Meeting.*** Hominy Hill Golf Course Clubhouse Dining Room, Mercer Road, Colts Neck, NJ.
4. **SATURDAY, MARCH 19, 2011** – ***New Jersey Land Trust Rally.*** Brookdale Community College, Lincroft, NJ.

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

1. Resolution scheduling an **Executive Session Meeting** to be held during the Board’s regularly scheduled meeting of **December 6, 2010**, 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 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.
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2. 2011 Budget Adjustments

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

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