

# AGENDA

Tentative: 08/13/25

**MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS' REGULAR MEETING  
MONDAY EVENING, AUGUST 18, 2025, AT 7:00 PM  
THOMPSON PARK VISITOR CENTER,  
"BEECH ROOM", 1<sup>ST</sup> FLOOR, 805 NEWMAN SPRINGS RD, LINCROFT, NJ**

- A. Roll Call
- B. Statement of Adequate Public Notice  
  
*Pledge of Allegiance followed by a moment of silence*
- C. Approval of MINUTES – REGULAR MEETING: AUGUST 4, 2025  
(Excused: Vice Chairman Fiore, Commissioners Butch and Adcock)
- D. Approval of MINUTES – EXECUTIVE SESSION – LAND ACQUISITION MATTERS:  
AUGUST 4, 2025 (Excused: Vice Chairman Fiore, Commissioners Butch and Adcock)
- E. Approval of 2024 VOUCHER LIST
- F. Approval of 2025 VOUCHER LIST
- G. BOARD CORRESPONDENCE RECEIVED:
  - 1. Email addressed to Matthew Coleman, dated August 11, 2025, from Charles Savoth, Re: Beach access for NJ Police and Firefighters
- H. Motion to OPEN the HEARING OF THE PUBLIC.  
*(Presentations are limited to three (3) minutes per person.)*
- I. Motion to CLOSE the HEARING OF THE PUBLIC.
- J. DIRECTOR'S REPORT:
  - 1. BUDGET REPORTS
  - 2. ATTENDANCE REPORT—MONTH OF JULY
  - 3. HUMAN RESOURCES TRAINING & SAFETY MONTHLY REPORT — JULY  
(Dated: 08/11/2025)
  - 4. MCPS TRAINING REQUESTS AS OF AUGUST 11, 2025
  - 5. MCPS WEBSITE TRAFFIC REPORT — JULY COMPARISON BY YEARS  
2020 – 2025
- K. COUNTY COMMISSIONER'S REPORT:

L. PRESENTATION:

- “County Fair Recap”, by Frank Masini

M. CAPITAL PROJECT REVIEW – Andrew J. Spears, Director

N. ITEMS FOR BOARD REVIEW:

1. Board Action Item #1 - Recommending the Increase of the Board of Recreation Commissioners Bid Threshold for Award of Public Contracts from \$44,000.00 to \$53,000.00, and the Informal Quotation Threshold Increased from \$6,600.00 to \$7,950.00.
2. Board Action Item #2 - Recommending adoption of the 2026-2027 Monmouth Cove Marina Fees & Charges for the Period of May 1, 2026 through April 30, 2027. **(See Memo)**
3. Board Action Item #3 - Recommend Authorizing Change Order #1, in the amount of \$14,000.00, increasing existing aggregate contract by 20% as allowed by law, to the following vendors, for Furnishing and Delivery of Hardware and Industrial Supplies (Bid #0003-24), Item: 2025 Supply Contract (Period of 01/01/25 through 12/31/25), with the Board of Recreation Commissioners reserving the option to extend the contract for an additional one (1) year period (2026), under the same terms and conditions, as per bid specification; as originally awarded by Resolution #R-23-10-10=397 and Extended for an Additional One (1) Year Period (2025), as per Resolution #R-24-9-23=365 in the Estimated Total Aggregate Contract Amount of \$70,000.00, for a new Estimated Total Aggregate Change Order #1 Contract Amount of \$84,000.00:
  1. Accredited Lock & Door Hardware Co., 1161 Paterson Plank Rd., Secaucus, NJ 07094
  2. Continental Hardware, Inc., 400 Delancy Street, Newark, NJ 07105
  3. Dykes Lumber Co., Inc., 1218 Route 34, Aberdeen, NJ 07747
  4. Garden State Building Supply, 2420 Urbanowitz Avenue, Linden, NJ 07036
  5. Madsen & Howell Inc., 500 Market Street, Perth Amboy, NJ 08862
  6. Wurth USA Inc., 93 Grant Street, Ramsey, NJ 07446
4. Board Action Item #4 - Recommend Authorizing the Purchase of Playground and Recreational Area Surfacing Materials, Installation, and Inspections, from Whirl Construction, Port Monmouth, NJ, Item: Furnishing & Installation of Playground Parts at Dorbrook Recreation Area; as available under the Educational Services Commission of New Jersey (ESCNJ) #65MCESCCPS Cooperative Pricing System Agreement, ESCNJ 24/25-03 for the Period of 7/1/24 through 6/30/26, in the Total Contract Amount of \$220,640.00.
5. Board Action Item #5 - Recommend Authorizing Contract Amendment #1, in the Amount of in the Amount of \$9,340.00 for reimbursement of Freehold Soil Conservation District Permit Application Fee to CME Associates, LLC, Howell, NJ, for Providing Professional Engineering Services for the Development of Site Improvements at

Wolf Hill Recreation Area, Oceanport, NJ (Ref. #24-42 & PS #49-24), as originally awarded by Resolution #R-24-11-4=414, in the Contract Amount Not To Exceed \$131,500.00, for a new Total Amended Contract Amount of \$140,840.00, as modified by Contract Amendment #1.

6. Board Action Item #6 - Recommend Authorizing Change Order #1 in the amount of \$543.81, for an additional cost for the Fall volume of the MCPS Parks & Program Guide, to Evergreen Printing Company, Bellmawr, NJ, for Printing and Mail Preparation of the Monmouth County Park System Parks & Programs Guide, Year 2025, Volumes 1-5 (Bid #0061-24), Items: Volumes 1-5 (Period of Contract 8/5/24 through 8/4/25), with the Board of Recreation Commissioners reserving the option to extend the Contract for an Additional One (1) year period (2026), under the same terms and conditions, as per bid specification, as originally awarded by Resolution #R-24-8-5=308 in the Contract Amount of \$87,449.93, for a new Total Change Order #1 Contract Amount of \$87,993.74.
7. Board Action Item #7 - Recommend Authorizing Change Order #2, in the amount of \$26,047.00 for additional hardware for additional areas and technology for unforeseen processing issues, to Comprise Technologies, Inc., Navesink, NJ, for Furnishing, Delivery, and Installation of a Point-of-Sale and Inventory Management System Rebid (Bid #0053-24), Item: Total Lump Sum: Year 1, \$49,390.00; Years 2-5, \$22,000.00 (\$5,500.00 annually), (Period of Contract: 7/8/24 through 12/31/28), as originally awarded by Resolution #R-24-7-8=270 in the Contract Amount of \$71,390.00, and as modified by Change Order #1 awarded by Resolution #R-24-7-8=270 in the Total Change Order #1 Contract Amount of \$49,390.00, for a new Total Change Order #2 Contract Amount of \$75,437.00, and further Authorizing the Director to send notice of Change Order #2 to The Star Ledger, a newspaper circulated in the County of Monmouth, as required by law, within twenty (20) days of its passage.
8. Board Action Item #8 - Authorizing the Chairman and Director to Enter Into a Contribution Agreement with the New Jersey Water Supply Authority, for the Control of Aquatic Plants and of greatest concern, the aggressive emerging invasive aquatic plant Hydrilla (*Hydrilla verticillata*) in the Manasquan Reservoir Water Supply System, to reduce negative impacts to the public water supply system, public recreation, and to fish, waterfowl, and other wildlife habitats, for a Period of no less than sixteen (16) weeks at 24 hours per week during each Summer for the years 2025, 2026, and 2027, beginning on or about May 20 each year, as per the terms and conditions provided for in said agreement, and further Authorizing the Director to take all necessary action as may be required.

**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 # \_\_\_\_\_ through # \_\_\_\_\_ 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 **RECOMMENDING THE INCREASE OF THE BOARD OF RECREATION COMMISSIONERS BID THRESHOLD FOR AWARD OF PUBLIC CONTRACTS FROM \$44,000.00 TO \$53,000.00, AND THE INFORMAL QUOTATION THRESHOLD INCREASED FROM \$6,600.00 TO \$7,950.00.**
2. Resolution **ADOPTING the 2026-2027 MONMOUTH COVE MARINA FEES & CHARGES for the Period of May 1, 2026 through April 30, 2027.**
3. Resolution **Authorizing CHANGE ORDER #1**, in the amount of **\$14,000.00**, increasing existing aggregate contract by 20% as allowed by law, to the following vendors, for **FURNISHING AND DELIVERY OF HARDWARE AND INDUSTRIAL SUPPLIES (Bid #0003-24)**, ITEM: 2025 Supply Contract (Period of 01/01/25 through 132/31/25), with the Board of Recreation Commissioners reserving the option to extend the contract for an additional one (1) year period (2026), under the same terms and conditions as per bid specification; as originally awarded by Resolution #R-23-10-10=397 and Extended for an Additional One (1) Year Period (2025), as per Resolution #R-24-9-23=365 in the Estimated Total Aggregate Contract Amount of \$70,000.00, for a **NEW ESTIMATED TOTAL AGGREGATE CHANGE ORDER #1 CONTRACT AMOUNT OF \$84,000.00:**
  1. Accredited Lock & Door Hardware Co., 1161 Paterson Plank Rd., Secaucus, NJ 07094
  2. Continental Hardware, Inc., 400 Delancy Street, Newark, NJ 07105
  3. Dykes Lumber Co., Inc., 1218 Route 34, Aberdeen, NJ 07747
  4. Garden State Building Supply, 2420 Urbanowitz Avenue, Linden, NJ 07036
  5. Madsen & Howell Inc., 500 Market Street, Perth Amboy, NJ 08862
  6. Wurth USA Inc., 93 Grant Street, Ramsey, NJ 07446
4. Resolution **AUTHORIZING the PURCHASE of PLAYGROUND AND RECREATIONAL AREA SURFACING MATERIALS, INSTALLATION AND INSPECTIONS**, from **WHIRL CONSTRUCTION**, Port Monmouth, NJ, ITEM: Furnishing & Installation of Playground Parts at Dorbrook Recreation Area; as available under the Educational Services Commission of New Jersey (ESCNJ) #65MCESCCPS Cooperative Pricing System Agreement, ESCNJ 24/25-03 for the Period of 7/1/24 through 6/30/26, in the Total Contract Amount of **\$220,640.00.**
5. Resolution **Authorizing CONTRACT AMENDMENT #1**, in the Amount of **\$9,340.00** for reimbursement of Freehold Soil Conservation District Permit Application Fee, to **CME ASSOCIATES, LLC**, Howell, NJ, for **PROVIDING PROFESSIONAL ENGINEERING SERVICES FOR THE DEVELOPMENT OF SITE IMPROVEMENTS**

**AT WOLF HILL RECREATION AREA, OCEANPORT, NJ (Ref. #24-42 & PS #49-24)**, as originally awarded by Resolution #R-24-11-4=414, in the Contract Amount Not To Exceed **\$131,500.00**, for a NEW TOTAL AMENDED CONTRACT AMOUNT OF **\$140,840.00**, AS MODIFIED BY CONTRACT AMENDMENT #1.

6. Resolution **Authorizing CHANGE ORDER #1**, in the amount of **\$543.81** for an additional cost for the Fall volume of the MCPS Parks & Program Guide, to **EVERGREEN PRINTING COMPANY**, Bellmawr, NJ, for **PRINTING AND MAIL PREPARATION OF THE MONMOUTH COUNTY PARK SYSTEM PARKS & PROGRAMS GUIDE, YEAR 2025, VOLUMES 1-5 (Bid #0061-24)**, ITEMS: Volumes 1-5 (Period of Contract 8/5/24 through 8/4/25), with the Board of Recreation Commissioners reserving the option to extend the Contract for an Additional One (1) year period (2026), under the same terms and conditions, as per bid specification, as originally awarded by Resolution #R-24-8-5=308 in the Contract Amount of **\$87,449.93**, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF **\$87,993.74**.
7. Resolution **Authorizing CHANGE ORDER #2**, in the amount of **\$26,047.00** for additional hardware for additional areas and technology for unforeseen processing issues, to **COMPRISE TECHNOLOGIES, INC.**, Navesink, NJ, for **FURNISHING, DELIVERY, AND INSTALLATION OF A POINT-OF-SALE AND INVENTORY MANAGEMENT SYSTEM, REBID (Bid #0053-24)**, ITEM: Total Lump Sum: Year 1, \$49,390.00; Years 2-5, \$22,000.00 (\$5,500.00 annually), (Period of Contract: 7/8/24 through 12/31/28), as originally awarded by Resolution #R-24-7-8=270 in the Contract Amount of \$71,390.00, and as modified by Change Order #1 awarded by Resolution #R-24-7-8=270 in the Total Change Order #1 Contract Amount of **\$49,390.00**, for a NEW TOTAL CHANGE ORDER #2 CONTRACT AMOUNT OF **\$75,437.00**. and further **AUTHORIZING** the **DIRECTOR** to **SEND NOTICE** of **CHANGE ORDER #2** to The Star Ledger, a newspaper circulated in the County of Monmouth, as required by law, within twenty (20) days of its passage.
8. Resolution **AUTHORIZING THE CHAIRMAN AND DIRECTOR TO ENTER INTO A CONTRIBUTION AGREEMENT WITH THE NEW JERSEY WATER SUPPLY AUTHORITY, FOR THE CONTROL OF AQUATIC PLANTS** and of greatest concern, the aggressive emerging invasive aquatic plant Hydrilla (*Hydrilla verticillata*) in the **MANASQUAN RESERVOIR WATER SUPPLY SYSTEM**, to reduce negative impacts to the public water supply system, public recreation, and to fish, waterfowl, and other wildlife habitats, for a Period of no less than sixteen (16) weeks at 24 hours per week during each Summer for the years 2025, 2026, and 2027, beginning on or about May 20 each year, as per the terms and conditions provided for in said agreement, and further **AUTHORIZING THE DIRECTOR** to take all necessary action as may be required.

**MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:**

1. Invasive Tree Removal at Fisherman's Cove Conservation Area, Manasquan, New Jersey
2. Hazard Tree Removal at Crosswicks Creek Park, Upper Freehold, New Jersey

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

1. Environmental Services, Block 259, Lot 3, Middletown Township, ±0.1148 Acres, Improved Property, Owned by Danielle & Eric Olsen, for Additions to Bayshore Recreation Area (Ref. #25-44) (*FAIR & OPEN (UNDER \$17,500)*)

2. Survey Services, Block 259, Lot 3, Middletown Township,  $\pm 0.1148$  Acres, Improved Property, Owned by Danielle & Eric Olsen, for Additions to Bayshore Recreation Area (Ref. #25-45) (*FAIR & OPEN (UNDER \$17,500)*)
3. Environmental Services, Block 50, Lot 34, Howell Township,  $\pm 1.41$  Acres, Improved Property, Owned by Carmine DeSanctis & Mary Mautuori, for Additions to Manasquan River Greenway, (Ref. #25-46) (*FAIR & OPEN (UNDER \$17,500)*)
4. Survey Services, Block 50, Lot 34, Howell Township,  $\pm 1.41$  Acres, Improved Property, Owned by Carmine DeSanctis & Mary Mautuori, for Additions to Manasquan River Greenway, (Ref. #25-47) (*FAIR & OPEN (UNDER \$17,500)*)
5. Environmental Services, Block 32, Lot 17, Neptune City,  $\pm 2.34$  Acres, Improved Property, Owned by Profita, for Additions to Shark River Park, (Ref. #25-48) (*FAIR & OPEN (UNDER \$17,500)*)
6. Survey Services, Block 32, Lot 17, Neptune City,  $\pm 2.34$  Acres, Improved Property, Owned by Profita, for Additions to Shark River Park, (Ref. #25-49) (*FAIR & OPEN (UNDER \$17,500)*)
7. Appraisal Services, Additions to Henry Hudson Trail (Ref. #25-52) (*FAIR & OPEN (UNDER \$17,500)*)

### **EXECUTIVE SESSION**

Motion for a Resolution to move into Executive Session for Potential Property Acquisitions or Sales – N.J.S.A. 10:4-12-(b)(5) for the purpose of discussing the following:

- Additions in Middletown Township

Motion to close Executive Session

Motion to reconvene the Regular Meeting

Motion for a Resolution to take action on the following item(s) discussed in Executive Session

- 1.
- 2.

### **DATES TO REMEMBER:**

1. **MONDAY EVENING, AUGUST 18, 2025 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
2. **MONDAY EVENING, SEPTEMBER 8, 2025 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
3. **THURSDAY, SEPTEMBER 11, 2025 – 8 AM. Mt. Mitchill 9/11 Memorial Ceremony.** 460 Ocean Blvd., Atlantic Highlands, NJ.
4. **MONDAY EVENING, SEPTEMBER 22, 2025 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.

5. **THURSDAY, SEPTEMBER 25, 2025** – 5:30 PM. **Employee Recognition Reception.**  
Thompson Park Activity Barn.
6. **MONDAY EVENING, OCTOBER 6, 2025** – 7:00 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
7. **MONDAY EVENING, OCTOBER 20, 2025** – 7:00 PM. **Regular Board Meeting.**  
Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.

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

Motion to ADJOURN the Regular Meeting of the Monmouth County Board of Recreation Commissioners.