

# AGENDA

**MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS' REGULAR MEETING  
MONDAY EVENING, FEBRUARY 5, 2024, 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: JANUARY 22, 2024  
(Excused: Commissioner Davidson)
  
- D. Approval of MINUTES - EXECUTIVE SESSION – LAND ACQUISITION MATTERS:  
JANUARY 22, 2024 (Excused: Commissioner Davidson)
  
- E. Approval of 2023 VOUCHER LIST
  
- F. Approval of 2024 VOUCHER LIST
  
- G. BOARD CORRESPONDENCE RECEIVED:
  
- 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. MCBRC 2023 FOURTH QUARTER PURCHASING PERFORMANCE REPORT:  
OCTOBER 1, 2023 – DECEMBER 31, 2023 (Report Date: January 29, 2024)
  
  - 2. MCBRC 2023 ANNUAL PURCHASING PERFORMANCE REPORT:  
JANUARY 1, 2023 – DECEMBER 31, 2023 (Report Dated: January 30, 2024)
  
- K. COUNTY COMMISSIONER'S REPORT:

L. PRESENTATION:

- “Aquatic Facility Study Review”, by George Deines, Councilman-Hunsaker

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

N. ITEMS FOR BOARD REVIEW:

1. Board Action Item #1 – Recommend awarding contract to the lowest responsible bidder, as per bid proposal to Ray Palmer Associates, Inc., Dover, NJ, for Furnishing and Delivery of Pool Repairs, Service, Chemicals, and Supplies (Bid #0022-24), Item: Proposal 1, Swimming Pool Repair Services (Period of Contract 05/01/24 through 10/30/24,) with the Board of Recreation Commissioners reserving the option to extend the contract for two (2) additional one (1) year periods (2025 & 2026), under the same terms and conditions, as per bid specification; in the Total Contract Amount of \$37,900.00. **(see Memo)**
2. Board Action Item #2 – Recommend awarding contract to the lowest responsible bidder, as per bid proposal to Add-On Pools, Inc., Middletown, NJ, for Furnishing and Delivery of Pool Repairs, Service, Chemicals, and Supplies (Bid #0022-24), Item: Proposal 2, Swimming Pool Chemicals & Supplies (Period of Contract 02/05/24 through 12/31/24), with the Board of Recreation Commissioners reserving the option to extend the contract for two (2) additional one (1) year periods (2025 & 2026), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$34,000.00. **(see Memo)**
3. Board Action Item #3 – Recommend acceptance of the written proposal of Johnson, Mirmiran & Thompson, Inc., Trenton, NJ, as received on December 12, 2023, proposal dated December 6, 2023, for Providing Professional Surveying Services of Block 127, Lot 19, Block 129, Lot 13, and Block 130, Lots 1 & 2, Aberdeen Township, New Jersey, ±21.54 Acres, Owned by: Bennett, Improved Property, Project: Additions to Freneau Woods Park (Ref. #23-70 & PS #82-23); in an Amount Not To Exceed \$16,860.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4. **(see Memo)**
4. Board Action Item #4 – Recommend acceptance of the written proposal of Kenny Environmental Services, Marlton, NJ, as received on December 12, 2023, proposal dated December 10, 2023, for Providing a Professional Preliminary Assessment/Site Investigation (PA/SI) of Block 127, Lot 19, Block 129, Lot 13, and Block 130, Lots 1 & 2, Aberdeen Township, New Jersey, ±21.54 Acres, Owned by: Bennett, Improved Property, Project: Additions to Freneau Woods Park (Ref. #23-69 & PS #81-23); in an Amount Not To Exceed \$2,145.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4. **(see Memo)**
5. Board Action Item #5 – Recommend acceptance of the written proposal of Mazza Recycling Services, Ltd., Tinton Falls, NJ, as received on January 17, 2024, proposal dated January 16, 2024, for Furnishing of Debris Material Recycling Services

(WC #03-24), (Period of Contract 02/05/24 through 12/31/24); in the Estimated Amount of \$20,000.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4. **(see Memo)**

6. Board Action Item #6 – Recommending acceptance of the written proposal of Holmes Brothers, LLC, Cream Ridge, NJ, as received on January 9, 2024, proposal dated January 9, 2024, for Furnishing and Delivery of Hay and Straw (WC #01-24), (Period of Contract 02/05/24 through 12/31/24); in the Estimated Amount of \$18,510.03, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4. **(see Memo)**
7. Board Action Item #7 – Recommend Granting Permission to Special People United to Ride (SPUR) to conduct a Barn Dance at the Thompson Park Activity Barn on Sunday, September 29, 2024, from 1:00 p.m. to 5 p.m., and to host two food trucks in the parking lot nearest the Activity Barn from 11:00 a.m. to 5:30 p.m. (one for food, and one for snacks and ice cream) for the purpose of raising funds for the SPUR Scholarship Program, as per the terms and conditions of the Temporary Use Agreement, and further Authorizing the Chairman and Director to take all necessary action as may be required by law. **(see Memo)**
8. Board Action Item #8 – Recommend awarding contract to the lowest responsible bidder, as per bid proposal to Eastern Irrigation & Pump Company, Glenmoore, PA, to Furnish, Deliver, and Install Replacement Golf Course Variable Speed Pump Stations (Bid #0080-23), Items: Proposal #1, Charleston Springs North Course, \$413,921.00, Proposal #2, Charleston Springs South Course, \$325,293.00, Proposal #3, Hominy Hill Golf Course, \$388,145.00, as per bid specification; in the Total Contract Amount of \$1,127,359.00. **(see Memo)**
9. Board Action Item #9 – Recommending to the Monmouth County Board of County Commissioners that the Board Authorize the Entering Into an Amendment being #16, to the NJ Green Acres Program Project Agreement, Increasing Funding by an additional One Million, Seven-Hundred and Fifty Thousand Dollars (\$1,750,000.00), for a Total Amount of Twenty-Four Million, Five-Hundred and Fifty-Seven Thousand, Five Hundred Dollars (\$24,557,500.00) to the Planning Incentive Application #1300-92-026, identified in the Monmouth County Park, Recreation and Open Space Plan.
10. Board Action Item #10 as Added to the Agenda – Rejecting bid proposal of NJF Worldwide, LLC, Howell, NJ, for Furnishing and Delivery of Screen-Printed Tee Shirts, Sweatshirts, and Sweatpants (Bid #0024-24), as vendor submitted incomplete pricing on proposal page.
11. Board Action Item #11 as Added to the Agenda – Recommend awarding contract to the lowest responsible bidder, as per bid proposal to Dot Designing, LLC, Monroe Twp., NJ, for Furnishing and Delivery of Screen-Printed Tee Shirts, Sweatshirts, and Sweatpants (Bid #0024-24), Item: 2024 Supply Contract (Period of 02/05/24 through 12/31/24), with the Board of Recreation Commissioners reserving the option to extend the contract for two (2) additional one (1) year periods (2025 & 2026), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$50,000.00. **(see Memo)**

**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 **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **RAY PALMER ASSOCIATES, INC.**, Dover, NJ, for **FURNISHING AND DELIVERY OF POOL REPAIRS, SERVICE, CHEMICALS, AND SUPPLIES (Bid #0022-24)**, ITEM: Proposal 1, Swimming Pool Repair Services (Period of Contract 05/01/24 through 10/30/24); with the Board of Recreation Commissioners **RESERVING the OPTION TO EXTEND the CONTRACT for TWO (2) ADDITIONAL ONE (1) YEAR PERIODS (2025 & 2026)**, under the same terms and conditions, as per bid specification; in the Total Contract Amount of **\$37,900.00**.
2. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **ADD-ON POOLS, INC.**, Middletown, NJ, for **FURNISHING AND DELIVERY OF POOL REPAIRS, SERVICE, CHEMICALS, AND SUPPLIES (Bid #0022-24)**, ITEM: Proposal 2, Swimming Pool Chemicals & Supplies (Period of Contract 02/05/24 through 12/31/24); with the Board of Recreation Commissioners **RESERVING the OPTION TO EXTEND the CONTRACT for TWO (2) ADDITIONAL ONE (1) YEAR PERIODS (2025 & 2026)**, under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of **\$34,000.00**.
3. Resolution **ACCEPTING the WRITTEN PROPOSAL of JOHNSON, MIRMIRAN & THOMPSON, INC.**, Trenton, NJ, as received on December 12, 2023, proposal dated December 6, 2023, for **PROVIDING PROFESSIONAL SURVEYING SERVICES OF BLOCK 127, LOT 19, BLOCK 129, LOT 13, AND BLOCK 130, LOTS 1 & 2, ABERDEEN TOWNSHIP, NEW JERSEY, ±21.54 ACRES, OWNED BY: BENNETT, IMPROVED PROPERTY, PROJECT: ADDITIONS TO FRENEAU WOODS PARK (Ref. #23-70 & PS #82-23)**; in an Amount Not To Exceed **\$16,860.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.

4. Resolution **ACCEPTING the WRITTEN PROPOSAL of KENNY ENVIRONMENTAL SERVICES**, Marlton, NJ, as received on December 12, 2023, proposal dated December 10, 2023, for **PROVIDING A PROFESSIONAL PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PA/SI) OF BLOCK 127, LOT 19, BLOCK 129, LOT 13, AND BLOCK 130, LOTS 1 & 2, ABERDEEN TOWNSHIP, NEW JERSEY, ±21.54 ACRES, OWNED BY: BENNETT, IMPROVED PROPERTY, PROJECT: ADDITIONS TO FRENEAU WOODS PARK (Ref. #23-69 & PS #81-23)**; in an Amount Not To Exceed **\$2,145.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
5. Resolution **ACCEPTING the WRITTEN PROPOSAL of MAZZA RECYCLING SERVICES, LTD.**, Tinton Falls, NJ, as received on January 17, 2024, proposal dated January 16, 2024, for **FURNISHING OF DEBRIS MATERIAL RECYCLING SERVICES (WC #03-24)**, (Period of Contract 02/05/24 through 12/31/24); in the Estimated Amount of **\$20,000.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
6. Resolution **ACCEPTING the WRITTEN PROPOSAL of HOLMES BROTHERS, LLC**, Cream Ridge, NJ, as received on January 9, 2024, proposal dated January 9, 2024, for **FURNISHING AND DELIVERY OF HAY AND STRAW (WC #01-24)**, (Period of Contract 02/05/24 through 12/31/24); in the Estimated Amount of **\$18,510.03**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
7. Resolution **GRANTING PERMISSION TO SPECIAL PEOPLE UNITED TO RIDE (SPUR) to CONDUCT A BARN DANCE AT THE THOMPSON PARK ACTIVITY BARN on SUNDAY, SEPTEMBER 29, 2024, from 1:00 P.M. to 5 P.M., AND to HOST TWO FOOD TRUCKS** in the parking lot nearest the Activity Barn **from 11:00 A.M. TO 5:30 P.M.** (one for food, and one for snacks and ice cream) for the purpose of **RAISING FUNDS** for the **SPUR SCHOLARSHIP PROGRAM**, as per the terms and conditions of the Temporary Use Agreement, and further **AUTHORIZING the CHAIRMAN and DIRECTOR** to take all necessary action as may be required by law.
8. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **EASTERN IRRIGATION & PUMP COMPANY**, Glenmoore, PA, to **FURNISH, DELIVER, AND INSTALL REPLACEMENT GOLF COURSE VARIABLE SPEED PUMP STATIONS (Bid #0080-23)**, ITEMS: Proposal #1, Charleston Springs North Course, \$413,921.00, Proposal #2, Charleston Springs South Course, \$325,293.00, Proposal #3, Hominy Hill Golf Course, \$388,145.00, as per bid specification; in the Total Contract Amount of **\$1,127,359.00**.
9. Resolution **RECOMMENDING TO THE MONMOUTH COUNTY BOARD OF COUNTY COMMISSIONERS** that the Board **AUTHORIZE THE ENTERING INTO AN AMENDMENT BEING #16**, to the NJ GREEN ACRES PROGRAM PROJECT AGREEMENT, INCREASING FUNDING BY AN ADDITIONAL ONE MILLION, SEVEN-HUNDRED AND FIFTY THOUSAND DOLLARS (\$1,750,000.00), FOR A TOTAL

AMOUNT OF TWENTY-FOUR MILLION, FIVE-HUNDRED AND FIFTY-SEVEN THOUSAND, FIVE HUNDRED DOLLARS (\$24,557,500.00) to the Planning Incentive Application #1300-92-026, identified in the Monmouth County Park, Recreation and Open Space Plan.

10. Resolution **REJECTING bid proposal of NJF WORLDWIDE, LLC, Howell, NJ, for FURNISHING AND DELIVERY OF SCREEN-PRINTED TEE SHIRTS, SWEATSHIRTS, AND SWEATPANTS (Bid #0024-24)**, as the vendor submitted incomplete pricing on proposal page.
  
11. Resolution **AWARDING CONTRACT to DOT DESIGNING, LLC, Monroe Twp., NJ, for FURNISHING AND DELIVERY OF SCREEN-PRINTED TEE SHIRTS, SWEATSHIRTS, AND SWEATPANTS (Bid #0024-24)**, ITEM: 2024 Supply Contract (Period of 02/05/24 through 12/31/24), with the Board of Recreation Commissioners **RESERVING the OPTION TO EXTEND the CONTRACT for TWO (2) ADDITIONAL ONE (1) YEAR PERIODS (2025 & 2026)**, under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of **\$50,000.00**.

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

1. Roof Replacement & Chimney Repairs of Bldg. #544 at Thompson Park, Holmdel, NJ
2. Wood Shingle Roof Replacement of Turkey Swamp Shelter Building (Bldg. #303), Turkey Swamp Park
3. Cart Path Repairs, Howell Park Golf Course
4. Mobile application service for the purchase and redemption of electronic park access passes
5. Roof Replacement of Bldg. #2405 at Sunnyside Equestrian Center, Lincroft, NJ

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

1. Environmental Services, Block 60.01, Lot 2.02, Borough of Tinton Falls,  $\pm 0.67$  Acres, Improved Property, Owned by Millett, for Additions to Swimming River Greenway (Ref. #24-05) (*FAIR & OPEN—UNDER \$17,500.00*)
2. Survey Services, Block 60.01, Lot 2.02, Borough of Tinton Falls,  $\pm 0.67$  Acres, Improved Property, Owned by Millett, for Additions to Swimming River Greenway (Ref. #24-06) (*FAIR & OPEN—UNDER \$17,500.00*)
3. Appraisal Services, Block 3, Lots 21, 23 & 27, Borough of Sea Bright,  $\pm 2.8232$  Acres, Improved Property, Owned by Cove Marina, for Cove Marina (Ref. #24-07) (*FAIR & OPEN—UNDER \$17,500.00*)
4. Engineering Services, Regular Inspection of Navesink Road Dam, Huber Woods Park, Middletown, NJ (Ref. #24-08) (*PROPOSAL—UNDER \$17,500.00*)

5. Engineering Services, Henry Hudson Trail Waackaack Creek Bridge Replacement, Keansburg, NJ (Ref. #24-09) (*FAIR & OPEN—OVER \$17,500.00*)

### **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) –
  - Addition to Hominy Hill Golf Course
  - Discussion - Addition to Pleasant Valley section of Holmdel Park
  - Discussion - Addition to Shark River Park
  - Update - municipal land preservation incentive projects
- Attorney Client Privilege Information

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, FEBRUARY 26, 2024 - 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
2. **SUNDAY, MARCH 3, 2024 - 12:30 PM. Volunteer Recognition Reception,** Hominy Hill Golf Center, Mercer Road, Colts Neck, NJ.
3. **MONDAY EVENING, MARCH 11, 2024 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
4. **MONDAY EVENING, MARCH 25, 2024 – 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.