

AGENDA

**MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS'
ANNUAL FIRST REGULAR MEETING, MONDAY EVENING, JANUARY 13, 2025, AT 7 PM
THOMPSON PARK VISITOR CENTER, "BEECH ROOM"
1ST 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: DECEMBER 16, 2024
(Excused: Vice Chairman Fiore and Commissioner Harmon)
- D. Approval of MINUTES - EXECUTIVE SESSION – LAND ACQUISITION MATTERS:
DECEMBER 16, 2024 (Excused: Vice Chairman Fiore and Commissioner Harmon)
- E. Motion APPOINTING the DIRECTOR as TEMPORARY CHAIRMAN OF THE MEETING.
- F. **ELECTION OF OFFICERS FOR THE YEAR 2025:**
 - 1a. Motion Nominating **CHAIRMAN**
 - 1b. Motion Closing Nominations for **CHAIRMAN**.
 - 1c. Motion Authorizing the Director to Cast One Ballot for the Nominee for **CHAIRMAN** of the Board.
 - 2a. Motion Nominating **VICE CHAIRMAN**
 - 2b. Motion Closing Nominations for **VICE CHAIRMAN**.
 - 2c. Motion Authorizing the Director to Cast One Ballot for the Nominee for **VICE CHAIRMAN** of the Board.
- G. Approval of 2024 VOUCHER LIST
- H. Approval of 2025 VOUCHER LIST
- I. BOARD CORRESPONDENCE RECEIVED:
- J. Motion to OPEN the HEARING OF THE PUBLIC.
(Presentations are limited to three (3) minutes per person.)
- K. Motion to CLOSE the HEARING OF THE PUBLIC.

L. COUNTY COMMISSIONER'S REPORT:

M. ITEMS FOR BOARD REVIEW:

1. Board Action Item #1 – Recommending Approval of 2025 Change Funds in the Estimated Amount of \$75,050.00 and Authorizing the Monmouth County Finance Department to Establish the List of Board Approved 2025 Change Funds.
2. Board Action Item #2 – Establishing an Account for the Deposit of Park Areas, Golf Courses, and Visitor Services Receipts, at various Citizens Bank branch locations, Account Numbers ending in 9868 and 5740, for the Year 2025.
3. Board Action Item #3 – Establishing an Account for the Deposit of Mastercard, Visa and Discover Credit Card Receipts, for Park Areas, Golf Courses, and Visitor Services, at various Citizens Bank branch locations, Account Numbers ending in 9876 and 5740, for the Year 2025.
4. Board Action Item #4 – Requiring Two (2) Signatures on each Check Issued from Board Accounts, and Specifically Naming Andrew J. Spears, Director or Michael E. Janoski, Deputy Director or Matthew S. Coleman, Superintendent of County Parks or Barbara Berry, Chief Clerk.
5. Board Action Item #5 – Designating the following Newspapers as the Official Newspapers of the Monmouth County Board of Recreation Commissioners for Legal Publication of Public Notices and Invitations to Bid:
 - The Coast Star
 - The Coaster
 - The Star Ledger
 - The Two River Times
6. Board Action Item #6 – Appointing the Director as the Custodian of the Board's Public Records, and Deputy Directors as the Assistant Custodians of the Board's Public Records.
7. Board Action Item #7 – Authorizing the Director and his Designee(s) to Represent and Act on Behalf of the Board of Recreation Commissioners in Matters Pertaining to Personnel of the Board Including the Hiring, Discharging and Disciplining of Employees, Promotions, Titles, Salaries, Wages, Working Conditions, and to Represent the Board with regard to Employee Union Contract Negotiations, Employee Grievances, New Jersey Department Of Personnel Civil Service Matters, New Jersey Police Training Commission, and Other Personnel Matters of the Board of Recreation Commissioners.
8. Board Action Item #8 – Designating Jennifer Kaczala, Purchasing Agent, to serve as the Board's Public Agency Compliance Officer (P.A.C.O.) for the Year 2025.
9. Board Action Item #9 – Authorizing the Director, Andrew J. Spears and Jennifer Kaczala, Qualified Purchasing Agent (Q.P.A) for the Board, to Advertise, Solicit and Receive Written Bids and Proposals, and to Prepare Contracts, Enter Into Purchase Agreements and Authorize Purchases for Various Materials, Goods and Supplies, on Behalf of the Board, in Accordance with Adopted Board Policy and the Bid Laws of the

State of New Jersey, and Establishing the Board's Bid Threshold in Accordance with N.J.S.A. 40a:11-2 at \$44,000.00 and Establishing the Board's Quotation Threshold in Accordance with N.J.S.A. 40a:11-6.1 (A) at \$6,600.00, and Further Authorizing Michael E. Janoski, Deputy Director and William B. Byrtus, Deputy Director to Act in the Absence of the Director or the Purchasing Agent.

10. Board Action Item #10 – Authorizing the Director and his Designees(s) to Set Program, Food, Retail Sale Prices, Service and Equipment Rental Fees.
11. Board Action Item #11 – Authorizing the Director, Andrew J. Spears, to Enter Into Contracts, Memorandums of Understanding, Permits, and Other Various Documents and Agreements as may be required, from time to time, to Conduct the Business of the Board, and further Authorizing the Deputy Directors to Act in the Absence of the Director.
12. Board Action Item #12 – Authorizing the Director, Andrew J. Spears, and his Designee(s) to Promulgate and Institute Administrative Orders and Operating Guidelines and Procedures including but not limited to registrations, payment of fees and charges, location, dates and hours, reservations, participant ages, level of skills and abilities, limitation as to the numbers to be served, patron department, compliance with ADA requirements, and other conditions or requirements that, from time to time, are determined by the Director and his designee(s) to be necessary and appropriate for the efficient and effective delivery of services and the operation and maintenance of Park System areas and facilities.
13. Board Action Item #13 – Authorizing Director, Andrew J. Spears and his Designee(s), to Act on Behalf of the Board in Response to Emergencies that affect the public's safety, health and welfare, and impact the operation of Park System areas and facilities, and the protection of Park System visitors, property and resources.
14. Board Action Item #14 – Designating Francisco Masini, as the Americans with Disabilities Act Compliance Officer for the Monmouth County Park System to Receive and Coordinate Compliance Issues, and further Designating Maryam Tronco as the Americans with Disabilities Act Compliance Officer for the Monmouth County Park System for Facilities, Structures and Site Improvements, and Designating Anne Simon and Justin Dunn, as the Americans with Disabilities Act Compliance Officers for the Monmouth County Park System for Services, Programs and Activities, to coordinate compliance with the non-discrimination requirements contained in Section 35.107 of the Department of Justice Regulations, and the provisions of the Americans with Disabilities Act of 1990, P.L. 101-336, and further Rescinding Resolution #R-24-1-8=14 as previously adopted by the Board on January 8, 2024.
15. Board Action Item #15 – Designating Amanda Tanay as Social Media Coordinator, and Jennie Andras as Alternate Social Media Coordinator, in accordance with the Monmouth County Park System Social Media Comment and Posting Policy adopted by Board Resolution #R-15-10-5=362.
16. Board Action Item #16 – Authorizing the Director and his Designee(s) to Solicit Donations and Sponsorships, on behalf of the Board, in Support of the 2025 Monmouth County Fair, to be held July 23rd – 27th, 2025, at East Freehold Showgrounds, Freehold Township; and Other Projects and Events of the Board, as provided for by Law, Title 40:12-29 NJSA, P.L. 1994, Chapter 111.

17. Board Action Item #17 – Authorizing the Sale of Solar Renewable Energy Credits (S-REC’s) on Various Occasions During 2025, through an On-Line Auction(s) Conducted by Flett Exchange, LLC, and Recommending to the Monmouth County Board of County Commissioners Ratification of a Resolution for the Sale of Solar Renewable Energy Credits (S-REC’s) through an On-Line Auction(s) Conducted by Flett Exchange, LLC, and further Authorizing the Director and his Designee(s) to publish notice of impending sale of the S-REC’s in accordance with N.J.S.A. 40A:11-36, and to take all necessary action as may be required by law.
18. Board Action Item #18 – Recommend acceptance of the written proposal of The Tower Optical Company, Inc., Norwalk, CT for Furnishing and Delivery of Coin Operated Binocular Machine Service, proposal dated December 6, 2024, Item: Furnishing of Coin Operated Binocular Machine Services at Mt. Mitchill Scenic Overlook, for the Period of 01/01/25-12/31/25; Vendor agrees to pay the Monmouth County Park System 33.33% of Total Net Sales.
19. Board Action Item #19 – Recommending authorization of the Exercising of Option to Extend Contract, as per bid proposal, for an additional one (1) year period (2025), as originally awarded by Resolution #R-23-4-10=144 (2023) and extended by Resolution #R-23-10-23=40 (2024), to MFB Processing, Inc., Chicago, IL, for Furnishing of Automated Teller Machine (ATM) Services (Bid #0045-23), Item: Vendor will provide payment on a “per transaction” fee basis as follows: Temporary locations, Monmouth County Fair, Seven Presidents Oceanfront Park & Thompson Park Day; surcharges to be set at \$3.00 with \$.75 per surcharged withdrawal transaction, paid monthly by check with included statement of transactions (Period of Contract 01/01/25 through 12/31/25).
20. Board Action Item #20 – Rejecting bid proposal of Best Cleaning Building Service, Ridgefield, NJ, for Furnishing of Exterior Painting and Building Washing Services (Bid #0071-24), as the Contractor is not registered with the State as a Public Works Contractor.
21. Board Action Item #21 – Recommend award of contract to the lowest responsible bidder, as per bid proposal to TM Painting & Construction, Neptune, NJ, for Furnishing of Exterior Painting and Building Washing Services (Bid #0071-24), Items: Proposal #2, Items 1-7 @\$39,260.00; Proposal #3, Items 1-5 @\$44,500.00; Proposal #4, Items 1-7 @\$46,600.00; Proposal #5, Items 1-10 @\$41,500.00; Proposal #6, Items 1-4 @\$29,500.00; in the Total Contract Amount of \$201,360.00. (see Memo)
22. Board Action Item #22 – Recommend award of contract to the lowest responsible bidder, as per bid proposal to Balanikas Painting & Contracting, Long Branch, NJ, for Furnishing of Exterior Painting and Building Washing Services (Bid #0071-24), Item: Proposal #1, Items 1-6; in the Total Contract Amount of \$45,100.00. (see Memo)
23. Board Action Item #23 – Recommend award of contract to the lowest responsible bidder, as per bid proposal to Pernaco, Inc., West Berlin, NJ, for Furnishing and Delivery of Demolition Related Asbestos Abatement Services (Bid #0014-25), Item: 2025 Service Contract (Period of 1/13/25 through 12/31/25), with the Board of Recreation Commissioners reserving the option to extend the Contract for two (2) additional one (1)

year periods (2026 & 2027), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$150,000.00. **(see Memo)**

24. Board Action Item #24 – Recommend Authorizing the Exercising of Option to Extend Contract as per bid proposal, for an Additional One (1) Year Period (2025), as originally awarded by Resolution #R-23-1-9=25 (2023) and Extended by Resolution #R-23-9-18=363 (2024), reserving the option to extend the contract for an additional one (1) year period (2025), to Culinary Ventures Vending, Union, NJ, for Furnishing, Delivery, and Servicing of Vending Machines (Bid #0016-23), Item: 2025 Supply Contract for the Period of 1/1/25 through 12/31/25; Contractor agrees to pay the Monmouth County Park System 35% of Gross Revenue for Item #1: Soda, Juice, Water & Hot Beverage Machines, Assorted Flavors, Can/Plastic Bottles Dispensing Type; and 35% of Gross Revenue for Item #2: Candy/Snack Machines, Dispensing Candy, Snacks, Cookies and Pastries from all Vending Machines supplied.
25. Board Action Item #25 – Recommend acceptance of the written proposal of Ceramic Supply, Inc., Lodi, NJ, as received on December 17, 2024, proposal dated December 14, 2024, for Furnishing and Delivery of Moist Clay (WC #02-25), (Period of Contract 1/13/25 through 12/31/25); in an Amount Not To Exceed \$21,000.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
26. Board Action Item #26 – Recommending authorization of Change Order #1, in the amount of \$13,104.26, for additional asphalt to repair trail, to Brennan Brothers Contracting, LLC, Old Bridge, NJ, for Henry Hudson Trail Repairs 2024, Freehold Township and Port Monmouth, NJ (Bid #0063-24), Item: Total Base Bid Price, Items 1-14 inclusive, as originally awarded by Resolution #R-24-9-23=340 in the Contract Amount of \$83,764.79, for a new Total Change Order #1 Contract Amount of \$96,869.05. **(see Memo)**
27. Board Action Item #27 – Recommending authorization of Change Order #2, in the amount of \$2,303.67, to cover final invoice for the year 2024, to Woodward Construction Company, Matawan, NJ, for Furnishing and Delivery of Various Types of Masonry Work (Bid #0014-24), with the Board of Recreation Commissioners reserving the option to extend the Contract for an additional one (1) year period (2026), as originally awarded by Resolution #R-23-12-18=496 (2024) in the Contract Amount of \$85,000.00, extended by Resolution #R-24-9-23=353 (2025), and as modified by Change Order #1 awarded by Resolution #R-24-11-4=401 in the Total Change Order #1 Contract Amount of \$102,000.00, for a new Total Change Order #2 Contract Amount of \$104,303.67.
28. Board Action Item #28 – Recommend Authorizing the Purchase of Roof Repair, Replacement, and Maintenance from Northeast Roof Maintenance, Inc., Perth Amboy, NJ, Item: Roof Repairs and Replacements as needed for Various Monmouth County Parks buildings; as available under the Bergen County Co-op (BC-Bid-23-46), for the Period of 12/6/24 through 12/5/25, in the Total Contract Amount of \$100,000.00.
29. Board Action Item #29 – Recommend award of contract to the lowest responsible bidder, as per bid proposal to Storr Tractor Company, Branchburg, NJ, for Furnishing and Delivery of Irrigation System Repair Parts Rebid (Bid #0012-25), Item: 2025 Supply Contract for the Period of 1/13/25 through 12/31/25, with the Board of Recreation Commissioners reserving the option to extend the Contract for two (2) additional one (1)

year periods (2026 & 2027), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$55,000.00.

30. Board Action Item #30 – Recommend Authorizing the Purchase of Copiers & Multi-Function Devices, Maintenance, Supplies & Print Services, from Superior Office Systems, Edison, NJ, Item: Copier service contract for various park areas; as available under NJ State Contract #40462, G2075, for the Period of 1/12/16 through 8/11/28, in the Total Contract Amount of \$30,000.00.
31. Board Action Item #31 – Rejecting bid proposal of SDW Construction, Inc., Morganville, NJ, for Henry Hudson Trail Waackaack Creek Bridge Replacement (Bid #0072-24), as the Statement of Ownership form included was incomplete.
32. Board Action Item #32 – Recommend award of contract to the second lowest responsible bidder, as per bid proposal to Vulcan Construction, Inc., Cookstown, NJ, for Henry Hudson Trail Waackaack Creek Bridge Replacement (Bid #0072-24), Item: Total Base Bid Price, Items 1-22 inclusive; in the Total Contract Amount of \$808,269.00. **(see Memo)**
33. Board Action Item #33 – Recommend acceptance of the written proposal of Van Cleef Associates, LLC, Freehold, NJ, as received on January 7, 2025, proposal dated January 6, 2025, for Providing Professional Surveying Services of Block 20, Lot 36.01, Upper Freehold Township, New Jersey, ±4.084 Acres, Owned by: Jenkin, Improved Property, Project: Additions to Clayton Park (Ref. #24-46 & PS #60-24), in an Amount Not To Exceed \$5,000.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4. **(see Memo)**
34. Board Action Item #34 – Recommend acceptance of the written proposal of Kenny Environmental Services, Marlton, NJ, as received on January 7, 2025, proposal dated January 2, 2025, for Providing a Professional Preliminary Assessment/Site Investigation (PA/SI) of Block 20, Lot 36.01, Upper Freehold Township, New Jersey, ±4.084 Acres, Owned by: Jenkin, Improved Property, Project: Additions to Clayton Park (Ref. #24-47 & PS #59-24), in an Amount Not To Exceed \$1,995.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4. **(see Memo)**
35. Board Action Item #35, as Added to the Agenda – Recommend Authorizing the Purchase of Communications/Telecommunications Cable, Wire, and Associated Products, from Yale Electric Supply Co., Trenton, NJ, Items: 150 Mercury LED Light Fixtures; as available under NJ State Contract 23-TELE-49718, T1778, for the Period of 10/10/23 through 10/09/26, in the Total Contract Amount of \$28,462.50.
36. Board Action Item #36, as Added to the Agenda – Recommending award of contract to the lowest responsible bidder, as per bid proposal to Roelynn Litho, Inc., Lakewood, NJ, for Furnishing and Delivery of Printing Services (Bid #0018-25), Items: Proposal 1, Items 1-28, \$32,000.00; Proposal 3, Items 1-24, \$9,400.00; Proposal 4, Item 1, \$17,996.00; Proposal 5, Items 1-12, \$10,600.00; Proposal 6, Items 1-10; \$13,800.00, Proposal 7, Items 1-7, \$18,000.00 (Period of Contract 01/13/25 through 12/31/25); in the Estimated Total Contract Amount of \$101,796.00. **(see Memo)**

37. Board Action Item #37, as Added to the Agenda – Recommending award of contract to the lowest responsible bidder, as per bid proposal to Indiana Printing and Publishing Company, Indiana, PA, for Furnishing and Delivery of Printing Services (Bid #0018-25), Item: Proposal 2, Items 1-19 (Period of Contract 01/13/25 through 12/31/25); in the Estimated Total Contract Amount of \$5,300.00. (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 also reviewed Agenda Item _____ s #(s)_____, 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 **APPROVING 2025 CHANGE FUNDS in the ESTIMATED AMOUNT OF \$75,050.00 and AUTHORIZING the MONMOUTH COUNTY FINANCE DEPARTMENT to ESTABLISH the LIST of BOARD APPROVED 2025 CHANGE FUNDS.**
2. Resolution **Establishing an ACCOUNT for the DEPOSIT OF PARK AREAS, GOLF COURSES, AND VISITOR SERVICES RECEIPTS, at various CITIZENS BANK branch locations, Account Numbers ending in 9868 and 5740, for the YEAR 2025.**
3. Resolution **Establishing an ACCOUNT for the DEPOSIT of MASTERCARD, VISA AND DISCOVER CREDIT CARD RECEIPTS, for PARK AREAS, GOLF COURSES, AND VISITOR SERVICES, at various CITIZENS BANK branch locations, Account Number ending in 9876 and 5740, for the YEAR 2025.**
4. Resolution **REQUIRING TWO (2) SIGNATURES on EACH CHECK ISSUED from BOARD ACCOUNTS, and specifically NAMING ANDREW J. SPEARS, DIRECTOR or MICHAEL E. JANOSKI, DEPUTY DIRECTOR OR MATTHEW S. COLEMAN, SUPERINTENDENT OF COUNTY PARKS or BARBARA BERRY, CHIEF CLERK.**

5. Resolution **DESIGNATING** the following **NEWSPAPERS** as the **OFFICIAL NEWSPAPERS** of the **MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS** for **LEGAL PUBLICATION** of **PUBLIC NOTICES** and **INVITATIONS TO BID**:
 - THE COAST STAR
 - THE COASTER
 - THE STAR LEDGER
 - THE TWO RIVER TIMES

6. Resolution **APPOINTING** the **DIRECTOR** as the **CUSTODIAN OF THE BOARD'S PUBLIC RECORDS**, and **DEPUTY DIRECTOR**, as the **ASSISTANT CUSTODIAN OF THE BOARD'S PUBLIC RECORDS**.

7. Resolution **AUTHORIZING** the **DIRECTOR** and his **DESIGNEE(S)** to **REPRESENT AND ACT ON BEHALF OF THE BOARD OF RECREATION COMMISSIONERS** IN **MATTERS PERTAINING TO PERSONNEL OF THE BOARD INCLUDING** the **HIRING, DISCHARGING AND DISCIPLINING OF EMPLOYEES, PROMOTIONS, TITLES, SALARIES, WAGES, WORKING CONDITIONS**, and to **REPRESENT THE BOARD** with regard to **EMPLOYEE UNION CONTRACT NEGOTIATIONS, EMPLOYEE GRIEVANCES, NEW JERSEY DEPARTMENT OF PERSONNEL CIVIL SERVICE MATTERS, NEW JERSEY POLICE TRAINING COMMISSION, AND OTHER PERSONNEL MATTERS OF THE BOARD OF RECREATION COMMISSIONERS**.

8. Resolution **DESIGNATING** **JENNIFER KACZALA, PURCHASING AGENT**, to **SERVE** as the **Board's PUBLIC AGENCY COMPLIANCE OFFICER (P.A.C.O.)** for the **YEAR 2025**.

9. Resolution **AUTHORIZING** the **DIRECTOR, ANDREW J. SPEARS** and **JENNIFER KACZALA, QUALIFIED PURCHASING AGENT (Q.P.A) FOR THE BOARD**, to **ADVERTISE, SOLICIT AND RECEIVE WRITTEN BIDS AND PROPOSALS, AND TO PREPARE CONTRACTS, ENTER INTO PURCHASE AGREEMENTS AND AUTHORIZE PURCHASES FOR VARIOUS MATERIALS, GOODS AND SUPPLIES**, on behalf of the **Board**, in accordance with **Adopted Board Policy** and the **Bid Laws of the State of New Jersey**, and **ESTABLISHING** the **BOARD'S BID THRESHOLD** in accordance with **N.J.S.A. 40A:11-2** at **\$44,000.00** and **ESTABLISHING** the **BOARD'S QUOTATION THRESHOLD** in accordance with **N.J.S.A. 40A:11-6.1 (a)** at **\$6,600.00**, and further **Authorizing** **MICHAEL E. JANOSKI, DEPUTY DIRECTOR** AND **WILLIAM B. BYRTUS, DEPUTY DIRECTOR** to **ACT IN THE ABSENCE** of the **DIRECTOR** or the **PURCHASING AGENT**.

10. Resolution **AUTHORIZING** the **DIRECTOR** and his **DESIGNEES(S)** to **SET PROGRAM, FOOD, RETAIL SALE PRICES, SERVICE AND EQUIPMENT RENTAL FEES**.

11. Resolution **AUTHORIZING** the **DIRECTOR, ANDREW J. SPEARS**, to **ENTER INTO CONTRACTS, MEMORANDUMS OF UNDERSTANDING, PERMITS, AND OTHER VARIOUS DOCUMENTS AND AGREEMENTS** as may be required, from time to time, to **CONDUCT THE BUSINESS OF THE BOARD**, and further **AUTHORIZING** the **DEPUTY DIRECTOR** to **ACT IN THE ABSENCE** of the **DIRECTOR**.

12. Resolution **AUTHORIZING** the **DIRECTOR, ANDREW J. SPEARS**, and his **DESIGNEE(S)** to **PROMULGATE AND INSTITUTE ADMINISTRATIVE ORDERS AND OPERATING**

- GUIDELINES AND PROCEDURES** including but not limited to registrations, payment of fees and charges, location, dates and hours, reservations, participant ages, level of skills and abilities, limitation as to the numbers to be served, patron department, compliance with ADA requirements, and other conditions or requirements that, from time to time, are determined by the Director and his designee(s) to be necessary and appropriate for the efficient and effective delivery of services and the operation and maintenance of Park System areas and facilities.
13. Resolution **AUTHORIZING the DIRECTOR, ANDREW J. SPEARS and his DESIGNEE(S), to ACT ON BEHALF OF THE BOARD in RESPONSE TO EMERGENCIES** that affect the public's safety, health, and welfare, and impact the operation of Park System areas and facilities, and the protection of Park System visitors, property, and resources.
 14. Resolution **DESIGNATING FRANCISCO MASINI, AS THE AMERICANS WITH DISABILITIES ACT COMPLIANCE OFFICER FOR THE MONMOUTH COUNTY PARK SYSTEM TO RECEIVE AND COORDINATE COMPLIANCE ISSUES, AND FURTHER DESIGNATING MARYAM TRONCO AS THE AMERICANS WITH DISABILITIES ACT COMPLIANCE OFFICER FOR THE MONMOUTH COUNTY PARK SYSTEM FOR FACILITIES, STRUCTURES AND SITE IMPROVEMENTS, AND DESIGNATING ANNE SIMON AND JUSTIN DUNN, AS THE AMERICANS WITH DISABILITIES ACT COMPLIANCE OFFICERS FOR THE MONMOUTH COUNTY PARK SYSTEM FOR SERVICES, PROGRAMS AND ACTIVITIES,** to coordinate compliance with the non-discrimination requirements contained in Section 35.107 of the Department of Justice Regulations, and the provisions of the Americans with Disabilities Act of 1990, P.L. 101-336, and further Rescinding Resolution #R-24-1-8=14 as previously adopted by the Board on January 8, 2024.
 15. Resolution **DESIGNATING AMANDA TANAY as SOCIAL MEDIA COORDINATOR, and JENNIE ANDRAS as ALTERNATE SOCIAL MEDIATOR COORDINATOR, in accordance with the MONMOUTH COUNTY PARK SYSTEM SOCIAL MEDIA COMMENT AND POSTING POLICY** adopted by Board Resolution #R-15-10-5=362.
 16. Resolution **AUTHORIZING the DIRECTOR and his DESIGNEE(S) to SOLICIT DONATIONS AND SPONSORSHIPS,** on behalf of the Board, in **SUPPORT of the 2025 MONMOUTH COUNTY FAIR,** to be held **JULY 23rd – 27th, at EAST FREEHOLD SHOWGROUNDS,** Freehold Township; **AND OTHER PROJECTS AND EVENTS OF THE BOARD,** as provided for by Law, Title 40:12-29 NJSA, P.L. 1994, Chapter 111.
 17. Resolution **AUTHORIZING the SALE OF SOLAR RENEWABLE ENERGY CREDITS (S-REC's) ON VARIOUS OCCASIONS DURING 2025, through an ON-LINE AUCTION(S) CONDUCTED BY FLETT EXCHANGE, LLC, and RECOMMENDING to the MONMOUTH COUNTY BOARD OF COUNTY COMMISSIONERS RATIFICATION of a RESOLUTION for the SALE OF SOLAR RENEWABLE ENERGY CREDITS (S-REC's) through an ON-LINE AUCTION(S) CONDUCTED BY FLETT EXCHANGE, LLC,** and further **AUTHORIZING the DIRECTOR and his DESIGNEE(S) to publish notice of impending sale of the S-REC's in accordance with N.J.S.A. 40A:11-36,** and to take all necessary action as may be required by law.
 18. Resolution **ACCEPTING the WRITTEN PROPOSAL of THE TOWER OPTICAL COMPANY, INC.,** Norwalk, CT for **FURNISHING AND DELIVERY OF COIN OPERATED BINOCULAR MACHINE SERVICE,** proposal dated December 6, 2024,

ITEM: Furnishing of Coin Operated Binocular Machine Services at Mt. Mitchill Scenic Overlook, for the Period of 01/01/25-12/31/25; Vendor agrees to pay the Monmouth County Park System 33.33% of Total Net Sales.

19. Resolution **AUTHORIZING THE EXERCISING OF OPTION TO EXTEND CONTRACT**, as per bid proposal, for an additional one (1) year period (2025), as originally awarded by Resolution #R-23-4-10=144 (2023) and extended by Resolution #R-23-10-23=408 (2024), to **MFB PROCESSING, INC.**, Chicago, IL, for **FURNISHING OF AUTOMATED TELLER MACHINE (ATM) SERVICES (Bid #0045-23)**, ITEM: Vendor will provide payment on a “per transaction” fee basis as follows: Temporary locations, Monmouth County Fair, Seven Presidents Oceanfront Park & Thompson Park Day; surcharges to be set at \$3.00 with \$.75 per surcharged withdrawal transaction, paid monthly by check with included statement of transactions (Period of Contract 01/01/25 through 12/31/25).
20. Resolution **REJECTING** bid proposal of **BEST CLEANING BUILDING SERVICE**, Ridgefield, NJ, for **FURNISHING OF EXTERIOR PAINTING AND BUILDING WASHING SERVICES (Bid #0071-24)**, as the Contractor is not registered with the State as a Public Works Contractor.
21. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **TM PAINTING & CONSTRUCTION**, Neptune, NJ, **FURNISHING OF EXTERIOR PAINTING AND BUILDING WASHING SERVICES (Bid #0071-24)**, ITEMS: Proposal #2, Items 1-7 @\$39,260.00; Proposal #3, Items 1-5 @\$44,500.00; Proposal #4, Items 1-7 @\$46,600.00; Proposal #5, Items 1-10 @\$41,500.00; Proposal #6, Items 1-4 @\$29,500.00; in the Total Contract Amount of **\$201,360.00**.
22. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **BALANIKAS PAINTING & CONTRACTING**, Neptune, NJ, **FURNISHING OF EXTERIOR PAINTING AND BUILDING WASHING SERVICES (Bid #0071-24)**, ITEM: Proposal #1, Items 1-6; in the Total Contract Amount of **\$45,100.00**.
23. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **PERNACO, INC.**, West Berlin, NJ, for **FURNISHING AND DELIVERY OF DEMOLITION RELATED ASBESTOS ABATEMENT SERVICES (Bid #0014-25)**, ITEM: 2025 Service Contract (Period of 1/13/25 through 12/31/25), with the Board of Recreation Commissioners **RESERVING the OPTION TO EXTEND the CONTRACT** for **TWO (2) ADDITIONAL ONE (1) YEAR PERIODS (2026 & 2027)**, under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of **\$150,000.00**.
24. Resolution **AUTHORIZING the EXERCISING OF OPTION TO EXTEND CONTRACT**, as per bid proposal, for an **ADDITIONAL ONE (1) YEAR PERIOD (2025)**, as originally awarded by Resolution #R-23-1-9=25 (2023) and Extended by Resolution #R-23-9-18=363 (2024), reserving the option to extend the contract for an additional one (1) year period (2025), to **CULINARY VENTURES VENDING**, Union, NJ, for **FURNISHING, DELIVERY, AND SERVICING OF VENDING MACHINES (Bid #0016-23)**, ITEM: 2025 Supply Contract for the Period of 1/1/25 through 12/31/25; Contractor agrees to pay the Monmouth County Park System 35% of Gross Revenue for Item #1: Soda, Juice, Water & Hot Beverage Machines, Assorted Flavors, Can/Plastic Bottles Dispensing Type; and 35% of Gross Revenue for Item #2: Candy/Snack Machines, Dispensing Candy, Snacks, Cookies and Pastries from all Vending Machines supplied.

25. Resolution **ACCEPTING the WRITTEN PROPOSAL OF CERAMIC SUPPLY, INC.**, Lodi, NJ, as received on December 17, 2024, proposal dated December 14, 2024, for **FURNISHING AND DELIVERY OF MOIST CLAY (WC #02-25)**, (Period of Contract 1/13/25 through 12/31/25); in an Amount Not To Exceed **\$21,000.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
26. Resolution **Authorizing CHANGE ORDER #1**, in the amount of **\$13,104.26**, for additional asphalt to repair trail, to **BRENNAN BROTHERS CONTRACTING, LLC**, Old Bridge, NJ, for **HENRY HUDSON TRAIL REPAIRS 2024, FREEHOLD TOWNSHIP AND PORT MONMOUTH, NJ (Bid #0063-24)**, ITEM: Total Base Bid Price, Items 1-14 inclusive, as originally awarded by Resolution #R-24-9-23=340 in the Contract Amount of **\$83,764.79**, for a **NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$96,869.05**.
27. Resolution **Authorizing CHANGE ORDER #2**, in the amount of **\$2,303.67**, to cover final invoice for the year 2024, to **WOODWARD CONSTRUCTION COMPANY**, Matawan, NJ, for **FURNISHING AND DELIVERY OF VARIOUS TYPES OF MASONRY WORK (Bid #0014-24)**, with the Board of Recreation Commissioners **RESERVING the OPTION TO EXTEND the CONTRACT for AN ADDITIONAL ONE (1) YEAR PERIOD (2026)**, as originally awarded by Resolution #R-23-12-18=496 (2024) in the Contract Amount of \$85,000.00, extended by Resolution #R-24-9-23=353 (2025), and as modified by Change Order #1 awarded by Resolution #R-24-11-4=401 in the Total Change Order #1 Contract Amount of **\$102,000.00**, for a **NEW TOTAL CHANGE ORDER #2 CONTRACT AMOUNT OF \$104,303.67**.
28. Resolution **AUTHORIZING the PURCHASE OF ROOF REPAIR, REPLACEMENT, AND MAINTENANCE** from **NORTHEAST ROOF MAINTENANCE, INC.**, Perth Amboy, NJ, ITEM: Roof Repairs and Replacements as needed for Various Monmouth County Parks buildings; as available under the Bergen County Co-op (BC-Bid-23-46), for the Period of 12/6/24 through 12/5/25, in the Total Contract Amount of **\$100,000.00**.
29. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **STORR TRACTOR COMPANY**, Branchburg, NJ, for **FURNISHING AND DELIVERY OF IRRIGATION SYSTEM REPAIR PARTS REBID (Bid #0012-25)**, ITEM: 2025 Supply Contract for the Period of 1/13/25 through 12/31/25, with the Board of Recreation Commissioners reserving the option to extend the Contract for two (2) additional one (1) year periods (2026 & 2027), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of **\$55,000.00**.
30. Resolution **AUTHORIZING the PURCHASE OF COPIERS & MULTI-FUNCTION DEVICES, MAINTENANCE, SUPPLIES & PRINT SERVICES**, from **SUPERIOR OFFICE SYSTEMS**, Edison, NJ, ITEM: Copier service contract for various park areas; as available under NJ State Contract #40462, G2075, for the Period of 1/12/16 through 8/11/28, in the Total Contract Amount of **\$30,000.00**.
31. Resolution **REJECTING** bid proposal of **SDW CONSTRUCTION, INC.**, Morganville, NJ, for **HENRY HUDSON TRAIL WAACKAACK CREEK BRIDGE REPLACEMENT (Bid #0072-24)**, as the Statement of Ownership form included was incomplete.
32. Resolution **AWARDING CONTRACT** to the second lowest responsible bidder, as per bid proposal to **VULCAN CONSTRUCTION, INC.**, Cookstown, NJ, for **HENRY HUDSON**

TRAIL WAACKAACK CREEK BRIDGE REPLACEMENT (Bid #0072-24), ITEM: Total Base Bid Price, Items 1-22 inclusive; in the Total Contract Amount of \$808,269.00.

33. Resolution **ACCEPTING the WRITTEN PROPOSAL OF VAN CLEEF ASSOCIATES, LLC**, Freehold, NJ, as received on January 7, 2025, proposal dated January 6, 2025, for **PROVIDING PROFESSIONAL SURVEYING SERVICES OF BLOCK 20, LOT 36.01, UPPER FREEHOLD TOWNSHIP, NEW JERSEY, ±4.084 ACRES, OWNED BY: JENKIN, IMPROVED PROPERTY, PROJECT: ADDITIONS TO CLAYTON PARK (Ref. #24-46 & PS #60-24)**, in an Amount Not To Exceed **\$5,000.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
34. Resolution **ACCEPTING the WRITTEN PROPOSAL OF KENNY ENVIRONMENTAL SERVICES**, Marlton, NJ, as received on January 7, 2025, proposal dated January 2, 2025, for **PROVIDING A PROFESSIONAL PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PA/SI) OF BLOCK 20, LOT 36.01, UPPER FREEHOLD TOWNSHIP, NEW JERSEY, ±4.084 ACRES, OWNED BY: JENKIN, IMPROVED PROPERTY, PROJECT: ADDITIONS TO CLAYTON PARK (Ref. #24-47 & PS #59-24)**, in an Amount Not To Exceed **\$1,995.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
35. Resolution **AUTHORIZING the PURCHASE of COMMUNICATIONS/TELECOMMUNICATIONS CABLE, WIRE, AND ASSOCIATED PRODUCTS**, from **YALE ELECTRIC SUPPLY CO.**, Trenton, NJ, ITEM: 150 Mercury LED Light Fixtures; as available under NJ State Contract 23-TELE-49718, T1778, for the Period of 10/10/23 through 10/09/26, in the Total Contract Amount of **\$28,462.50**.
36. Resolution **AWARDING CONTRACT to the lowest responsible bidder**, as per bid proposal to **ROELYNN LITHO, INC.**, Lakewood, NJ, for **FURNISHING AND DELIVERY OF PRINTING SERVICES (Bid #0018-25)**, ITEMS: Proposal 1, Items 1-28, \$32,000.00; Proposal 3, Items 1-24, \$9,400.00; Proposal 4, Item 1, \$17,996.00; Proposal 5, Items 1-12, \$10,600.00; Proposal 6, Items 1-10; \$13,800.00, Proposal 7, Items 1-7, \$18,000.00 (Period of Contract 01/13/25 through 12/31/25); in the Estimated Total Contract Amount of **\$101,796.00**.
37. Resolution **AWARDING CONTRACT to the lowest responsible bidder**, as per bid proposal to **INDIANA PRINTING AND PUBLISHING COMPANY**, Indiana, PA, for **FURNISHING AND DELIVERY OF PRINTING SERVICES (Bid #0018-25)**, ITEM: Proposal 2, Items 1-19 (Period of Contract 01/13/25 through 12/31/25); in the Estimated Total Contract Amount of **\$5,300.00**.

MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:

MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:

1. Engineering Services, Replacement of Pier at Shark River Park, Neptune, New Jersey (Ref. #25-02) (*FAIR & OPEN (OVER \$17,500)*)
2. Appraisal Services, Sea Bright Borough water access (Ref. #25-03) (*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:

- Discussion - Additions to DeBois Creek Recreation Area

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, JANUARY 27, 2025 - 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
2. **MONDAY EVENING, FEBRUARY 10, 2025 - 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
3. **SUNDAY, FEBRUARY 23, 2025 – 3:00-7:00 PM. Musicians on a Mission and Special People United to Ride, Come to Your Senses Fundraiser.** The Gallery, Thompson Park, 805 Newman Springs Road, Lincroft, NJ. Tickets (\$20) are available at the door or in advance at MusiciansOnaMission.org
4. **FEBRUARY 23 – 26, 2025 – NJRPA Annual Conference,** Atlantic City.
5. **MONDAY EVENING, FEBRUARY 24, 2025 - 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
6. **THURSDAY EVENING, MARCH 27, 2025 – 6:00-8:00 PM. Ranger Graduation.** Hominy Hill Golf Center, 92 Mercer Road, Colts Neck NJ. (dinner included)

ITEMS FOR THE GOOD OF THE ORDER:

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