

AGENDA

MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS' REGULAR MEETING
MONDAY EVENING, JULY 14, 2025, AT 7:00 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: JUNE 23, 2025
(Excused: Vice Chairman Fiore, Commissioners Davidson, Foster, and Stolte)
- D. Approval of MINUTES - EXECUTIVE SESSION – LAND ACQUISITION MATTERS:
JUNE 23, 2025 (Excused: Vice Chairman Fiore, Commissioners Davidson, Foster, and Stolte)
- E. Approval of 2024 VOUCHER LIST
- F. Approval of 2025 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. BUDGET REPORTS
 - 2. REVENUE REPORT — MONTH OF MAY
 - 3. MCPS WEBSITE TRAFFIC REPORT — JUNE COMPARISON BY YEARS
2020 – 2025
- K. COUNTY COMMISSIONER'S REPORT:
- L. CAPITAL PROJECT REVIEW – Andrew J. Spears, Director
- M. ITEMS FOR BOARD REVIEW:
 - 1. Board Action Item #1 – Recommending award of contract to the lowest responsible bidder, as per bid proposal to Procomm Systems, Inc., Phillipsburg, NJ, for Electrical Upgrades at East Freehold Showgrounds (Bid #F-73-2025), Items: Total Base Bid Price, Items 1-6 inclusive (Period of Contract 11/15/25 through 3/15/26); in the Total Contract Amount of \$90,923.94. (see Memo)

2. Board Action Item #2 – Authorizing the Extension of the Temporary Use and Occupancy Agreement between the Monmouth County Board of Recreation Commissioners, acting on behalf of the County of Monmouth, and the YMCA of the Jersey Shore, Shrewsbury, NJ, for the Temporary Use and Occupancy of Floor Space at the Henry Hudson Trail Activity Center, Building #3101, located at 945 Route #36, Leonardo, NJ, as the site for the “Bayshore Family Success Center”, for an additional one (1) year period, September 1, 2025 through August 31, 2026, at a rate of \$750.00 per month, subject to the same terms and conditions, as per the original Temporary Use & Occupancy Agreement dated September 1, 2014.
3. Board Action Item #3 – Recommend Authorizing Change Order #1, in the amount of \$1,196.80, for an additional twenty (20) gallons of Albaugh Triclopyr 3A @\$59.84 ea., to Genesis Turfgrass, Inc., Glen Rock, PA, for Furnishing and Delivery of Seed, Lime, Fertilizer, Chemicals, and Agricultural Supplies (Bid #0019-25), Items: #22, 41, 54, 56, 57, 62, 91, 92, 96, 97, 103, 108, 110, 111, 127, 134 (Period of Contract 2/10/25 through 12/31/25), as originally awarded by Resolution #R-25-2-10=77 in the Contract Amount of \$190,994.83; for a new Total Change Order #1 Contract Amount of \$192,191.63. **(see Memo)**
4. Board Action Item #4 – Recommend Authorizing Change Order #1, in the amount of \$578.35, for an additional five (5) gallons of Widespread Max, @\$115.67 ea., to Nutrien Ag Solutions, Inc., North Brunswick, NJ, for Furnishing and Delivery of Seed, Lime, Fertilizer, Chemicals, and Agricultural Supplies (Bid #0019-25), Items: #3, 10, 14, 46, 49, 51, 60, 61, 63, 68, 70, 73, 74, 78, 79, 80, 81, 87, 88, 89, 93, 98, 99, 101, 102, 106, 107, 109, 132, 133 (Period of Contract 2/10/25 through 12/31/25); as originally awarded by Resolution #R-25-2-10=82 in the Contract Amount of \$255,930.15, for a new Total Change Order #1 Contract Amount of \$256,508.50. **(see Memo)**
5. Board Action Item #5 – Recommend Authorizing the Chairman and Director to Enter Into a Temporary Use and Occupancy Agreement between the Monmouth County Board of Recreation Commissioners and the Diocese of Trenton, Trenton, NJ, and Francis House of Prayer, Allentown, NJ for the use of Crosswicks Creek Park, Allentown, NJ, for the purpose of participant overflow parking for their scheduled events, from August 1, 2025 until December 31, 2025, as per the terms and conditions of the Temporary Use and Occupancy Agreement.
6. Board Action Item #6 as added to the Agenda – Recommend acceptance of the written proposal of Brockwell Solutions, Wall, NJ, as received on July 8, 2025, proposal dated July 7, 2025, for Providing Professional Consultant Services to Administer the Monmouth County Municipal Open Space Grant Program for 12 Month Period (Ref. #25-32 & R-38-2025), in an Amount Not To Exceed \$35,000.00, as a non-fair and open contract, pursuant to the provisions of N.J.S.A. 19:44A-20.4, and further Authorizing the Director to send notice of contract award to The Star Ledger, a newspaper circulated in the County of Monmouth, as required by law, within twenty (20) days of its passage. **(see Memo)**

7. Board Action Item #7 as added to the Agenda – 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 #R-24-3-25=136, to Some’s Uniforms, Inc., Hackensack, NJ, for Furnishing and Delivery of Polo Pique Staff Shirts (Bid #0033-24), Item: 2025 Supply Contract (Period of Contract 7/14/25 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; in the Estimated Total Contract Amount of \$10,000.00.
8. Board Action Item #8 as added to the Agenda – Rejecting bid proposal of Aspen Tree Expert Co., Inc., Jackson, NJ, for Field Habitat Management at Various Monmouth County Parks (Bid #F-92-2025), as the submitted proposal pages were incomplete.
9. Board Action Item #9 as added to the Agenda – Recommending award of contract to the lowest responsible bidder, as per bid proposal to Brookrest Management, LLC, Colts Neck, NJ, for Field Habitat Management at Various Monmouth County Parks (Bid #F-92-2025), Items: Proposal 1, \$18,172.02; Proposal 2, \$18,031.00; in the Total Contract Amount of \$36,203.02. **(see Memo)**
10. Board Action Item #10 as added to the Agenda – Recommending award of contract to the lowest responsible bidder, as per bid proposal to Burke Environmental, Wall, NJ, for Field Habitat Management at Various Monmouth County Parks (Bid #F-92-2025), Items: Proposal 3, \$12,720.00; Proposal 4, \$14,484.00; Proposal 6, \$3,375.00; in the Total Contract Amount of \$30,579.00. **(see Memo)**
11. Board Action Item #11 as added to the Agenda – Recommending award of contract to the lowest responsible bidder, as per bid proposal to Level Up Excavation, LLC, East Windsor, NJ, for Field Habitat Management at Various Monmouth County Parks (Bid #F-92-2025), Item: Proposal 5, \$5,400.00; in the Total Contract Amount of \$5,400.00. **(see Memo)**
12. Board Action Item #12 as added to the Agenda – Recommending authorization to enter into a Temporary Right of Entry Agreement between the Monmouth County Board of Recreation Commissioners, on behalf of the County of Monmouth, Nokia of America Corporation, Murray Hill, NJ, and Langan Engineering & Environmental Services, LLC, (“Langan”), Warrington, PA, for the purpose of allowing Langan to enter a portion of Holmdel Park, Block 11, Lot 35.01, between Roberts and Holmdel Road, Holmdel Twp., New Jersey, to install three (3) Monitoring Wells, in accordance with all applicable statutes and regulations, as per the terms and conditions of the Temporary Right of Entry Agreement.
13. Board Action Item #13 as added to the Agenda – Recommending award of contract to the lowest responsible bidder, as per bid proposal to Pexic Windows and Doors, LLC, Lakewood, NJ, for Window Replacement at Manasquan Reservoir Environmental Center, Howell Township, New Jersey (Bid #F-89-2025), Item: Total Base Bid Price (Items 1-5); in the Total Contract Amount of \$150,000.00. **(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 **PROCOMM SYSTEMS, INC.**, Phillipsburg, NJ, for **ELECTRICAL UPGRADES AT EAST FREEHOLD SHOWGROUNDS (Bid #F-73-2025)**, ITEMS: Total Base Bid Price, Items 1-6 inclusive (Period of Contract 11/15/25 through 3/15/26); in the Total Contract Amount of **\$90,923.94**.
2. Resolution **AUTHORIZING THE EXTENSION OF THE TEMPORARY USE AND OCCUPANCY AGREEMENT** between the **MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS**, acting on behalf of the County of Monmouth, and the **YMCA OF THE JERSEY SHORE**, Shrewsbury, NJ, for the **TEMPORARY USE AND OCCUPANCY OF FLOOR SPACE AT THE HENRY HUDSON TRAIL ACTIVITY CENTER, BUILDING #3101, located at 945 Route #36, Leonardo, NJ, as the site for the "BAYSHORE FAMILY SUCCESS CENTER", for an ADDITIONAL ONE (1) YEAR PERIOD, SEPTEMBER 1, 2025 THROUGH AUGUST 31, 2026, at a RATE OF \$750.00 PER MONTH**, subject to the same terms and conditions, as per the original Temporary Use & Occupancy Agreement dated September 1, 2014.
3. Resolution **Authorizing CHANGE ORDER #1**, in the amount of **\$1,196.80**, for an additional twenty (20) gallons of Albaugh Triclopyr 3A @\$59.84 ea., to **GENESIS TURFGRASS, INC.**, Glen Rock, PA, for **FURNISHING AND DELIVERY OF SEED, LIME, FERTILIZER, CHEMICALS, AND AGRICULTURAL SUPPLIES (Bid #0019-25)**, ITEMS: #22, 41, 54, 56, 57, 62, 91, 92, 96, 97, 103, 108, 110, 111, 127, 134 (Period of Contract 2/10/25 through 12/31/25), as originally awarded by Resolution #R-25-2-10=77 in the Contract Amount of **\$190,994.83**; for a new Total Change Order #1 Contract Amount of **\$192,191.63**.
4. Resolution **Authorizing CHANGE ORDER #1**, in the amount of **\$578.35**, for an additional five (5) gallons of Widespread Max, @\$115.67 ea., to **NUTRIEN AG SOLUTIONS, INC.**, North Brunswick, NJ, for **FURNISHING AND DELIVERY OF SEED, LIME,**

FERTILIZER, CHEMICALS, AND AGRICULTURAL SUPPLIES (Bid #0019-25), ITEMS: #3, 10, 14, 46, 49, 51, 60, 61, 63, 68, 70, 73, 74, 78, 79, 80, 81, 87, 88, 89, 93, 98, 99, 101, 102, 106, 107, 109, 132, 133 (Period of Contract 2/10/25 through 12/31/25), as originally awarded by Resolution #R-25-2-10=82 in the Contract Amount of \$255,930.15; for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$256,508.50.

5. Resolution **AUTHORIZING the CHAIRMAN AND DIRECTOR to ENTER INTO A TEMPORARY USE AND OCCUPANCY AGREEMENT between the MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS and the DIOCESE OF TRENTON, Trenton, NJ, and FRANCIS HOUSE OF PRAYER, Allentown, NJ, for the use of Crosswicks Creek Park, Allentown, NJ, for the purpose of participant overflow parking for their scheduled events, from August 1, 2025 until December 31, 2025, as per the terms and conditions of the Temporary Use and Occupancy Agreement.**
6. Resolution **ACCEPTING the WRITTEN PROPOSAL of BROCKWELL SOLUTIONS, Wall, NJ, as received on July 8, 2025, proposal dated July 7, 2025, for PROVIDING PROFESSIONAL CONSULTANT SERVICES TO ADMINISTER THE MONMOUTH COUNTY MUNICIPAL OPEN SPACE GRANT PROGRAM FOR 12 MONTH PERIOD (Ref. #25-32 & R-38-2025), in an Amount Not To Exceed \$35,000.00, as a non-fair and open contract, pursuant to the provisions of N.J.S.A. 19:44A-20.4, and further AUTHORIZING the DIRECTOR to SEND NOTICE of contract award to The Star Ledger, a newspaper circulated in the County of Monmouth, as required by law, within twenty (20) days of its passage.**
7. 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-24-3-25=136, to SOME'S UNIFORMS, INC., Hackensack, NJ, for FURNISHING AND DELIVERY OF POLO PIQUE STAFF SHIRTS (Bid #0033-24), ITEM: 2025 Supply Contract (Period of Contract 7/14/25 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; in the Estimated Total Contract Amount of \$10,000.00.**
8. Resolution **REJECTING bid proposal of ASPEN TREE EXPERT CO., INC., Jackson, NJ, for FIELD HABITAT MANAGEMENT AT VARIOUS MONMOUTH COUNTY PARKS (Bid #F-92-2025), as the submitted proposal pages were incomplete.**
9. Resolution **AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to BROOKREST MANAGEMENT, LLC, Colts Neck, NJ, for FIELD HABITAT MANAGEMENT AT VARIOUS MONMOUTH COUNTY PARKS (Bid #F-92-2025), ITEMS: Proposal 1, \$18,172.02; Proposal 2, \$18,031.00; in the Total Contract Amount of \$36,203.02.**
10. Resolution **AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to BURKE ENVIRONMENTAL, INC., Wall, NJ, for FIELD HABITAT MANAGEMENT AT VARIOUS MONMOUTH COUNTY PARKS (Bid #F-92-2025), ITEMS: Proposal 3, \$12,720.00; Proposal 4, \$14,484.00; Proposal 6, \$3,375.00; in the Total Contract Amount of \$30,579.00.**

11. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **LEVEL UP EXCAVATION, LLC**, East Windsor, NJ, for **FIELD HABITAT MANAGEMENT AT VARIOUS MONMOUTH COUNTY PARKS (Bid #F-92-2025)**, ITEM: Proposal 5, \$5,400.00; in Total Contract Amount of **\$5,400.00**.
12. Resolution **AUTHORIZING the ENTERING INTO a TEMPORARY RIGHT OF ENTRY AGREEMENT** between the **MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS**, on behalf of the **COUNTY OF MONMOUTH, NOKIA OF AMERICA CORPORATION**, Murray Hill, NJ, and **LANGAN ENGINEERING & ENVIRONMENTAL SERVICES, LLC**, (“Langan”), Warrington, PA, for the purpose of allowing Langan to enter a portion of Holmdel Park, Block 11, Lot 35.01, between Roberts and Holmdel Road, Holmdel Twp., New Jersey, to install three (3) Monitoring Wells, in accordance with all applicable statutes and regulations, as per the terms and conditions of the TEMPORARY RIGHT OF ENTRY AGREEMENT.
13. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **PEXIC WINDOW AND DOORS, LLC**, Lakewood, NJ, for **WINDOW REPLACEMENT AT MANASQUAN RESERVOIR ENVIRONMENTAL CENTER, HOWELL TOWNSHIP, NEW JERSEY (Bid #F-89-2025)**, ITEM: Total Base Bid Price (Items 1-5); in the Total Contract Amount of **\$150,000.00**.

MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:

1. Repairs to Historic Longstreet Farm, Holmdel, NJ
2. Wood Shingle Roof Replacement at Historic Walnford, Upper Freehold, NJ, and Historic Longstreet Farm, Holmdel, NJ
3. Monmouth 250 Monument and Plaza at Swimming River Park, Middletown, NJ
4. Maintenance Bridge Painting of Henry Hudson Trail Bridge over Route 35, Keyport, NJ

MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:

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 to Freneau Woods Park
- Discussion - Additions to Bayshore Recreation Area
- Additions to Henry Hudson Trail
- Discussion - Additions to Yellow Brook Tract

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. **WEDNESDAY, JULY 23, 2025 – 3:45 PM. Fair Opening Ceremony.**
2. **WEDNESDAY, JULY 23, 2025 – 7:00 PM. Monmouth 250 Kick-off.** Fair Main Stage.
3. **MONDAY EVENING, AUGUST 4, 2025 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
4. **FRIDAY, AUGUST 8, 2025 – 9:00 AM. Marlboro Hospital Photo Op.** Entrance to former hospital, Newman Springs Road (across from Big Brook Park).
5. **MONDAY EVENING, AUGUST 18, 2025 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
6. **MONDAY EVENING, SEPTEMBER 8, 2025 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
7. **MONDAY EVENING, SEPTEMBER 22, 2025 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
8. **MONDAY EVENING, OCTOBER 6, 2025 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
9. **MONDAY EVENING, OCTOBER 20, 2025 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st 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.