

# AGENDA

Tentative: 06/14/23

**MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS' REGULAR MEETING  
MONDAY EVENING, JUNE 19, 2023, 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: MONDAY, JUNE 5, 2023  
(Excused: Vice Chairman Fiore, Commissioners Adcock, Davidson, and Foster)
  
- D. Approval of MINUTES—EXECUTIVE SESSION – LAND ACQUISITION MATTERS AND  
POTENTIAL LITIGATION: MONDAY, JUNE 5, 2023 (Excused: Vice Chairman Fiore,  
Commissioners Adcock, Davidson, and Foster)
  
- E. Approval of 2022 VOUCHER LIST
  
- F. Approval of 2023 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. ATTENDANCE REPORT—MONTH OF MAY
  4. HUMAN RESOURCES TRAINING & SAFETY MONTHLY REPORT — MAY (Dated: 6/13/2023)
  5. MCPS WEBSITE TRAFFIC REPORT — MAY COMPARISON, BY YEARS 2018 – 2023
- K. COUNTY COMMISSIONER’S REPORT:
- L. PRESENTATION:
- 2023 Monmouth County Fair presentation by Erika Bozza, Chairperson
- M. CAPITAL PROJECT REVIEW – Andrew J. Spears, Director
- N. ITEMS FOR BOARD REVIEW:
1. Board Action Item #1 – Recommending Acceptance of the 2022/2023 Deer Management Program Annual Report dated June 7, 2023 and Approval of the Recommendation for the Deer Management Program for the 2023/2024 Season.
  2. Board Action Item #2 – Recommend acceptance of the written proposal of Comprehensive Appraisal Corp., Freehold, NJ, as received on June 1, 2023, proposal dated May 31, 2023, for Providing Professional Appraisal Services of Block 119, Lot 12.01, Marlboro Township, Improved Property, Owned by: Terzulli, Paul, ±8.54 Acres, Project: Additions to Freneau Woods Park, Interest: Fee Simple (Ref. #23-24 & PS #24-23); in an Amount Not To Exceed \$1,790.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4. **(See Memo)**
  3. Board Action Item #3 – Recommend acceptance of the written proposal of Patjo Appraisal Services, Inc., Kendall Park, NJ, as received on June 1, 2023, proposal dated May 25, 2023, for Providing Professional Appraisal Services of Block 119, Lot 12.01, Marlboro Township, Improved Property, Owned by: Terzulli, Paul, ±8.54 Acres, Project: Additions to Freneau Woods Park, Interest: Fee Simple (Ref. #23-24 & PS #24-23); in an Amount Not To Exceed \$1,975.00, 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 Stuart Appraisal Company, LLC, Freehold, NJ, as received on June 2, 2023, proposal dated May 26, 2023, for Providing Professional Appraisal Services of Block 51, Lot 7.01, Upper Freehold Township, Improved Property, Owned by: Wayne A. Blanda, ±7.01 Acres, Project: Additions to Crosswicks Creek Park, Interest: Fee Simple

(Ref. #23-21 & PS #27-23); in an Amount Not To Exceed \$2,050.00, 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 Patjo Appraisal Services, Inc., Kendall Park, NJ, as received on June 2, 2023, proposal dated May 28, 2023, for Providing Professional Appraisal Services of Block 51, Lot 7.01, Upper Freehold Township, Improved Property, Owned by: Wayne A. Blanda, +7.01 Acres, Project: Additions to Crosswicks Creek Park, Interest: Fee Simple (Ref. #23-21 & PS #27-23); in an Amount Not To Exceed \$2,150.00, 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 – Recommend acceptance of the written proposal of Integra Realty Resources – Coastal, NJ, Toms River, NJ, as received on June 6, 2023, proposal dated May 31, 2023, for Providing Professional Appraisal Services of Block 60.01, Lot 2.02, Borough of Tinton Falls, Improved Property, Owned by: Millett, ±0.67 Acres, Project: Additions to Swimming River Greenway, Interest: Fee Simple (Ref. #23-14 & PS #30-23); in an Amount Not To Exceed \$3,750.00, 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 – Recommend acceptance of the written proposal of Patjo Appraisal Services, Inc., Kendall Park, NJ, as received on June 2, 2023, proposal dated May 28, 2023, for Providing Professional Appraisal Services of Block 177, Lot 107, Howell Township, Vacant Property, Owned by: Campo Enterprises, +2.62 Acres, Project: Additions to Yellow Brook Tract, Interest: Fee Simple (Ref. #23-15 & PS #26-23); in an Amount Not To Exceed \$1,590.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4. **(See Memo)**
8. Board Action Item #8 – Recommend acceptance of the written proposal of Stuart Appraisal Company, LLC, Freehold, NJ, as received on June 2, 2023, proposal dated May 26, 2023, for Providing Professional Appraisal Services of Block 177, Lot 107, Howell Township, Vacant Property, Owned by: Campo Enterprises, +2.62 Acres, Project: Additions to Yellow Brook Tract, Interest: Fee Simple (Ref. #23-15 & PS #26-23); in an Amount Not To Exceed \$1,875.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4. **(See Memo)**
9. Board Action Item #9 – Recommend acceptance of the written proposal of Comprehensive Appraisal Corp., Freehold, NJ, as received on June 1, 2023, proposal dated May 31, 2023, for Providing Professional Appraisal Services of Block 108, Lots 22 & 22Q, Freehold Township, Improved Property, Owned by: Cain, Lorraine C., ±6.76 Acres, Project: Additions to Turkey Swamp, Interest: Fee Simple (Ref. #23-20 & PS #25-23); in an Amount Not To Exceed \$1,790.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4. **(See Memo)**
10. Board Action Item #10 – Recommend acceptance of the written proposal of Stuart Appraisal Company, LLC, Freehold, NJ, as received on June 1, 2023, proposal dated May 26, 2023, for Providing Professional Appraisal Services of Block 108, Lots 22 & 22Q, Freehold Township, Improved Property, Owned by: Cain, Lorraine C., ±6.76 Acres, Project: Additions to Turkey Swamp, Interest: Fee Simple (Ref. #23-20 &

PS #25-23); in an Amount Not To Exceed \$2,150.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4. **(See Memo)**

11. Board Action Item #11 – Authorizing Change Order #1, in the amount of \$22,596.00, increasing existing contract by more than twenty percent (20%) for additional gas pump repair parts and service to Aurora Environmental, Inc., Union Beach, NJ, for Furnishing and Delivery of Gas Pump Repair Parts and Services (Bid #0011-23), Item: 2023 Service Contract for the Period of 01/01/23 through 12/31/23, with the Board of Recreation Commissioners reserving the option to extend the contract for an additional one (1) year period (2024), under the same terms and conditions, as per bid specification; as originally awarded by Resolution #R-22-12-5=396 in the Contract Amount of \$20,000.00, for a new Total Change Order #1 Contract Amount of \$42,596.00, and further Authorizing the Director to send notice of Change Order #1 to The Star Ledger, a newspaper circulated in the County of Monmouth, as required by law, within twenty (20) days of its passage.
12. Board Action Item #12 – Recommending award of contract to the lowest responsible bidder, as per bid proposal to Greg Lertch Demolition Excavating, LLC, Wall, NJ, for Demolition and Site Restoration Work at Crosswicks Creek and Metedeconk River Greenway (Bid #0052-23), Items: Proposal #1, \$107,000.00, Proposal #2, \$76,000.00; in the Total Contract Amount of \$183,000.00. **(See Memo)**
13. Board Action Item #13 – Recommend acceptance of the written proposal of Stuart Appraisal Company, LLC, Freehold, NJ, as received on June 7, 2023, proposal dated June 1, 2023 for Providing Professional Appraisal Services of Block 35, Lot 4.101, Upper Freehold Township, Vacant Property, Owned by: Grilletto, ±6.43 Acres, Project: Additions to Crosswicks Creek Park, Interest: Fee Simple (Ref. #23-18 & PS #29-23); in an Amount Not To Exceed \$1,805.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4. **(See Memo)**
14. Board Action Item #14 – Recommend acceptance of the written proposal of Patjo Appraisal Services, Inc., Kendall Park, NJ, for Providing Professional Appraisal Services of Block 35, Lot 4.101, Upper Freehold Township, Vacant Property, Owned by: Grilletto, ±6.43 Acres, Project: Additions to Crosswicks Creek Park, Interest: Fee Simple (Ref. #23-18 & PS #29-23); in an Amount Not To Exceed \$1,950.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4. **(See Memo)**

### **RESOLUTION OF CONSENT:**

At (blank) PM, the following **Resolution of Consent** was offered for adoption by (blank):

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 has also reviewed Agenda Items # \_\_\_\_\_, 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 # (blank) through # (blank).

Resolution of Consent seconded by:

**ITEMS FOR BOARD ACTION:**

1. Resolution **ACCEPTING the 2022/2023 DEER MANAGEMENT PROGRAM ANNUAL REPORT DATED JUNE 7, 2023, and APPROVING the RECOMMENDATION FOR THE DEER MANAGEMENT PROGRAM FOR THE 2023/2024 SEASON.**
  
2. Resolution **ACCEPTING the WRITTEN PROPOSAL of COMPREHENSIVE APPRAISAL CORP.,** Freehold, NJ, as received on June 1, 2023, proposal dated May 31, 2023, for **PROVIDING PROFESSIONAL APPRAISAL SERVICES OF BLOCK 119, LOT 12.01, MARLBORO TOWNSHIP, IMPROVED PROPERTY, OWNED BY: TERZULLI, PAUL, ±8.54 ACRES, PROJECT: ADDITIONS TO FRENEAU WOODS PARK, INTEREST: FEE SIMPLE (Ref. #23-24 & PS #24-23);** in an Amount Not To Exceed **\$1,790.00,** as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
  
3. Resolution **ACCEPTING the WRITTEN PROPOSAL of PATJO APPRAISAL SERVICES, INC.,** Kendall Park, NJ, as received on June 1, 2023, proposal dated May 25, 2023, for **PROVIDING PROFESSIONAL APPRAISAL SERVICES OF BLOCK 119, LOT 12.01, MARLBORO TOWNSHIP, IMPROVED PROPERTY, OWNED BY: TERZULLI, PAUL, ±8.54 ACRES, PROJECT: ADDITIONS TO FRENEAU WOODS PARK, INTEREST: FEE SIMPLE (Ref. #23-24 & PS #24-23);** in an Amount Not To Exceed **\$1,975.00,** 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 STUART APPRAISAL COMPANY, LLC,** Freehold, NJ, as received on June 2, 2023, proposal dated May 26, 2023, for **PROVIDING PROFESSIONAL APPRAISAL SERVICES OF BLOCK 51, LOT 7.01, UPPER FREEHOLD TOWNSHIP, IMPROVED PROPERTY, OWNED BY: WAYNE A. BLANDA, ±7.01 ACRES, PROJECT: ADDITIONS TO CROSSWICKS CREEK PARK, INTEREST: FEE SIMPLE (Ref. #23-21 & PS #27-23);** in an Amount Not To Exceed **\$2,050.00,** 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 PATJO APPRAISAL SERVICES, INC.,** Kendall Park, NJ, as received on June 2, 2023, proposal dated May 28, 2023, for **PROVIDING PROFESSIONAL APPRAISAL SERVICES OF BLOCK 51, LOT 7.01, UPPER FREEHOLD TOWNSHIP, IMPROVED PROPERTY,**

**OWNED BY: WAYNE A. BLANDA, ±7.01 ACRES, PROJECT: ADDITIONS TO CROSSWICKS CREEK PARK, INTEREST: FEE SIMPLE (Ref. #23-21 & PS #27-23; in an Amount Not To Exceed \$2,150.00, 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 INTEGRA REALTY RESOURCES – COASTAL, NJ, Toms River, NJ, as received on June 6, 2023, proposal dated May 31, 2023, for PROVIDING PROFESSIONAL APPRAISAL SERVICES OF BLOCK 60.01, LOT 2.02, BOROUGH OF TINTON FALLS, IMPROVED PROPERTY, OWNED BY: MILLETT, ±0.67 ACRES, PROJECT: ADDITIONS TO SWIMMING RIVER GREENWAY, INTEREST: FEE SIMPLE (Ref. #23-14 & PS #30-23); in an Amount Not To Exceed \$3,750.00, 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 **ACCEPTING the WRITTEN PROPOSAL of PATJO APPRAISAL SERVICES, INC., Kendall Park, NJ, as received on June 2, 2023, proposal dated May 28, 2023, for PROVIDING PROFESSIONAL APPRAISAL SERVICES OF BLOCK 177, LOT 107, HOWELL TOWNSHIP, VACANT PROPERTY, OWNED BY: CAMPO ENTERPRISES, ±2.62 ACRES, PROJECT: ADDITIONS TO YELLOW BROOK TRACT, INTEREST: FEE SIMPLE (Ref. #23-15 & PS #26-23); in an Amount Not To Exceed \$1,590.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.**
8. Resolution **ACCEPTING the WRITTEN PROPOSAL of STUART APPRAISAL COMPANY, LLC, Freehold, NJ, as received on June 2, 2023, proposal dated May 26, 2023, for PROVIDING PROFESSIONAL APPRAISAL SERVICES OF BLOCK 177, LOT 107, HOWELL TOWNSHIP, VACANT PROPERTY, OWNED BY: CAMPO ENTERPRISES, ±2.62 ACRES, PROJECT: ADDITIONS TO YELLOW BROOK TRACT, INTEREST: FEE SIMPLE (Ref. #23-15 & PS #26-23); in an Amount Not To Exceed \$1,875.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.**
9. Resolution **ACCEPTING the WRITTEN PROPOSAL of COMPREHENSIVE APPRAISAL CORP., Freehold, NJ, as received on June 1, 2023, proposal dated May 31, 2023, for PROVIDING PROFESSIONAL APPRAISAL SERVICES OF BLOCK 108, LOTS 22 & 22Q, FREEHOLD TOWNSHIP, IMPROVED PROPERTY, OWNED BY: CAIN, LORRAINE C., ±6.76 ACRES, PROJECT: ADDITIONS TO TURKEY SWAMP, INTEREST: FEE SIMPLE (Ref. #23-20 & PS #25-23); in an Amount Not To Exceed \$1,790.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.**
10. Resolution **ACCEPTING the WRITTEN PROPOSAL of STUART APPRAISAL COMPANY, LLC, Freehold, NJ, as received on June 1, 2023, proposal dated May 26, 2023, for PROVIDING PROFESSIONAL APPRAISAL SERVICES OF BLOCK 108, LOTS 22 & 22Q, FREEHOLD TOWNSHIP, IMPROVED PROPERTY, OWNED BY: CAIN,**

**LORRAINE C., +6.76 ACRES, PROJECT: ADDITIONS TO TURKEY SWAMP, INTEREST: FEE SIMPLE (Ref. #23-20 & PS #25-23);** in an Amount Not To Exceed **\$2,150.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.

11. Resolution **Authorizing CHANGE ORDER #1**, in the amount of **\$22,596.00**, increasing existing contract by more than twenty percent (20%) for additional gas pump repair parts and service to **AURORA ENVIRONMENTAL, INC.**, Union Beach, NJ, for **FURNISHING AND DELIVERY OF GAS PUMP REPAIR PARTS AND SERVICES (Bid #0011-23)**, ITEM: 2023 Service Contract for the Period of 01/01/23 through 12/31/23, with the Board of Recreation Commissioners **RESERVING the OPTION TO EXTEND the CONTRACT** for an **ADDITIONAL ONE (1) YEAR PERIOD (2024)**, under the same terms and conditions, as per bid specification; as originally awarded by Resolution #R-22-12-5=396 in the Contract Amount of **\$20,000.00**, for a **NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$42,596.00**, and further **AUTHORIZING the DIRECTOR to SEND NOTICE of CHANGE ORDER #1** to The Star Ledger, a newspaper circulated in the County of Monmouth, as required by law, within twenty (20) days of its passage.
12. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **GREG LERTCH DEMOLITION EXCAVATING, LLC**, Wall, NJ, for **DEMOLITION AND SITE RESTORATION WORK AT CROSSWICKS CREEK AND METEDECONK RIVER GREENWAY (Bid #0052-23)**, ITEMS: Proposal #1, \$107,000.00, Proposal #2, \$76,000.00; in the Total Contract Amount of **\$183,000.00**.
13. Resolution **ACCEPTING the WRITTEN PROPOSAL of STUART APPRAISAL COMPANY, LLC**, Freehold, NJ, as received on June 7, 2023, proposal dated June 1, 2023, for **PROVIDING PROFESSIONAL APPRAISAL SERVICES OF BLOCK 35, LOT 4.101, UPPER FREEHOLD TOWNSHIP, VACANT PROPERTY, OWNED BY: GRILLETTO, +6.43 ACRES, PROJECT: ADDITIONS TO CROSSWICKS CREEK PARK, INTEREST: FEE SIMPLE (Ref. #23-18 & PS #29-23);** in an Amount Not To Exceed **\$1,805.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
14. Resolution **ACCEPTING the WRITTEN PROPOSAL of PATJO APPRAISAL SERVICES, INC.**, Kendall Park, NJ, as received on June 7, 2023, proposal dated May 28, 2023, for **PROVIDING PROFESSIONAL APPRAISAL SERVICES OF BLOCK 35, LOT 4.101, UPPER FREEHOLD TOWNSHIP, VACANT PROPERTY, OWNED BY: GRILLETTO, +6.43 ACRES, PROJECT: ADDITIONS TO CROSSWICKS CREEK PARK, INTEREST: FEE SIMPLE (Ref. #23-18 & PS #29-23);** in an Amount Not To Exceed **\$1,950.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.

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

**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 Turkey Swamp Park
- Environmental Services for Additions to Turkey Swamp Park
- Survey Services for Additions to Turkey Swamp Park
- Additions to Toms River Headwaters
- Update – Municipal Land Preservation Incentive Program

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, JUNE 19, 2023 – 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, JULY 10, 2023 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
3. **WEDNESDAY, JULY 26, 2023 – 3:30 PM. Monmouth County Fair Opening Ceremony,** East Freehold Showgrounds, 1500 Kozloski Rd, Freehold, NJ.
4. **MONDAY EVENING, AUGUST 7, 2023 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
5. **MONDAY EVENING, AUGUST 21, 2023 – 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.