AGENDA

MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS' REGULAR MEETING
MONDAY EVENING, JUNE 20, 2022, 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: MONDAY, JUNE 6, 2022

D. Approval of MINUTES—EXECUTIVE SESSION — LAND ACQUISITION MATTERS: MONDAY, JUNE 6, 2022

E. Approval of 2021 VOUCHER LIST

F. Approval of 2022 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. ASSISTANT DIRECTOR'S REPORT:

1. GOLF REPORT – Mike Janoski, Co. Park Supt./Golf Operations

2. BUDGET REPORTS

3. REVENUE REPORT—MONTH OF MAY

4. ATTENDANCE REPORT—MONTH OF MAY

5. HUMAN RESOURCES TRAINING & SAFETY MONTHLY REPORT — MAY (Dated: 6/13/2022)

6. MCPS WEBSITE TRAFFIC REPORT — MAY COMPARISON BY YEARS 2016 – 2022

K. COUNTY COMMISSIONER'S REPORT:

L. CAPITAL PROJECT REVIEW – Andrew J. Spears, Assistant Director

M. ITEMS FOR BOARD REVIEW:

1. Board Action Item #1 – Authorizing the Secretary-Director to prepare a Citation expressing the Board's Appreciation for Services to C. Alan Archer, Supervisor Greenhouses and Gardens, who started work with the Monmouth County Park System on April 24, 1995, and who will Retire effective July 1, 2022, with over twenty-Seven (27) years of service.

2. Board Action Item #2 – Authorizing the Secretary-Director to prepare a Citation expressing the Board's Appreciation for Services to Patricia Burke, Keyboarding Clerk 4, who started work with the Monmouth County Park System on March 21, 2005, and who will Retire effective July 1, 2022, with over seventeen (17) years of service.

3. Board Action Item #3 –Authorizing the Secretary-Director to prepare a Citation expressing the Board's Appreciation for Services to Regina DeVeau, Keyboarding Clerk 2, who started work with the Monmouth County Park System on April 28, 2001, and who will Retire effective July 1, 2022, with over twenty-one (21) years of service.

4. Board Action Item #4 – Authorizing the Secretary-Director to prepare a Citation expressing the Board's Appreciation for Services to Thomas W. Dillon, Principal County Park Ranger, who started work with the Monmouth County Park System on June 27, 1988, and who will Retire effective July 1, 2022, with thirty-four (34) years of service.

5. Board Action Item #5 – Authorizing the Secretary-Director to prepare a Citation expressing the Board's Appreciation for Services to Valerie C. Ferris, Asst. Payroll Supervisor, who started work with the Monmouth County Park System on December 16, 1996, and who will Retire effective July 1, 2022, with over twenty-five (25) years of service.

6. Board Action Item #6 – Authorizing the Secretary-Director to prepare a Citation expressing the Board's Appreciation for Services to Lisa E. Horner, Keyboarding Clerk 4, who started work with the Monmouth County Park System on February 19, 2002, and who will Retire effective July 1, 2022, with over twenty (20) years of service.

7. Board Action Item #7 – Recommending award of contract to the lowest responsible bidder, as per bid proposal to Continental Hardware, Inc., Newark, NJ, for Furnishing and Delivery of Grounds and Turf Equipment (Bid #0045-22), Items: 11, 12, for the Period of 06/20/22-12/31/22; in the Total Contract Amount of $7,495.00. **(See Memo)**

8. Board Action Item #8 – Recommending award of contract to the lowest responsible bidder, as per bid proposal to Barg's Lawn & Garden Shop, Freehold, NJ, for Furnishing and Delivery of Grounds and Turf Equipment (Bid #0045-22), Items: 1-10, 13-16, for the Period of 06/20/22-12/3122; in the Total Contract Amount of $26,643.72. **(See Memo)**

9. Board Action Item #9 – Recommending the acceptance of the written proposal of Comprehensive Appraisal Corp., Freehold, NJ, as received on June 2, 2022, proposal dated June 1, 2022, for Providing Professional Appraisal Services of Block 69, Lot 13, Township of Howell, New Jersey, ±0.522 Acres, Owned by River Avenue Associates, LLC, Project: Additions to Metedeconk River Greenway, Interest: Fee Simple (Ref. #21-79 & PS #39-22), in an Amount Not To Exceed $1,550.00, 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 – Recommending the acceptance of the written proposal of Comprehensive Appraisal Corp., Freehold, NJ, as received on June 2, 2022, proposal dated June 1, 2022, for Providing Professional Appraisal Services of Block 69, Lot 3, Township of Howell, Vacant Property, Owned by Ford Rd., Equities, LLC, ±7.6 Acres, Project: Additions to Metedeconk River Greenway, Interest: Fee Simple (Ref. #22-17 & PS #40-22), in an Amount Not To Exceed $1,750.00, 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 – Recommending authorization of the exercising of the option to extend contract for an additional one (1) year period (2023), as originally awarded by Resolution #R-20-10-5=359, for the Period of 01/01/21 through 12/31/21, and extended for an additional one (1) year period (2022) by Resolution #R-22-4-11=130, reserving the option to extend the contract for one (1) additional year period (2023), under the same terms and conditions, as per bid specification to Links Hospitality, LLC, Point Pleasant, NJ, for Food and Beverage Concessions at Shark River, Charleston Springs, Hominy Hill and Howell Park Golf Courses (Bid #0001-21), Items: Food and Beverage Concessions for the Period of 01/01/23 through 12/31/23, Proposal 1, Shark River Golf Course – Concessionaire agrees to pay the Monmouth County Park System the Annual Sum of $7,000.00 for Year 3 (2023); Proposal 2, Charleston Springs Golf Course – Concessionaire agrees to pay the Monmouth County Park System the Annual Sum of $16,000.00 for Year 3 (2023); Proposal 3, Hominy Hill Golf Course – Concessionaire agrees to pay the Monmouth County Park System the Annual Sum of @$16,000.00 for Year 3 (2023); Proposal 4, Howell Park Golf Course – Concessionaire agrees to pay the Monmouth County Park System the Annual Sum of $14,000.00 for Year 3 (2023). **(See Memo)**

12. Board Action Item #12 – Recommending Adoption of Hominy Hill Golf Course – Golf Center Multi-Purpose Room Rental Fees and Charges, as proposed, to take effect upon adoption. (**Attached**)

13. Board Action Item #13 – Recommending that the Board of Recreation Commissioners Authorize the Borough of Manasquan to enforce their local parking ordinances on the overflow parking area, on a portion of Fisherman's Conservation Area, Block 188,

Lot 1.01, for seasonal overflow parking to the Pompano Avenue Parking Area between Memorial Day and Labor Day 2022 per the terms and conditions of the Temporary Use and Occupancy Agreement entered into November 3, 2020.

14. Board Action Item #14 – Recommending Acceptance of the 2021/2022 Deer Management Program Annual Report dated June 9, 2022 and Approval of the Recommendation for the Deer Management Program for the 2022/2023 Season. (**See Memo**)

15. Board Action Item #15 – Recommending the acceptance of the written proposal of Gibson & Stattel Environmental, Inc., Bridgeton, NJ, as received on June 7, 2022, proposal dated June 6, 2022, for Providing a Professional Preliminary Assessment/Site Investigation (PASI) of Block 39.01, Lots 21.04-21.07, Millstone Township, New Jersey, ±24.99 Acres, Owned by Stavola Realty Company, Vacant Property, Project: Additions to Perrineville Lake Park (Ref. #22-02 & PS #41-22), in an Amount Not To Exceed $2,764.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4. **(See Memo)**

16. Board Action Item #16 – Recommending the acceptance of the written proposal of Banc3 Engineering, Inc., Princeton, NJ, as received on June 7, 2022, proposal dated June 6, 2022, for Providing Professional Surveying Services of Block 39.01, Lots 21.04-21.07, Millstone Township, New Jersey, ±24.99 Acres, Vacant Property, Owned by Stavola Realty Company, Project: Additions to Perrineville Lake Park (Ref. #22-03 & PS #42-22), in an Amount Not To Exceed $15,525.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4. **(See Memo)**

17. Board Action Item #17, as Added to the Agenda – Recommending award of contract to the lowest responsible bidder, as per bid proposal to DCRS, LLC, Cream Ridge, NJ, for Visitor Access Improvements at Portland Place, Hartshorne Woods Park, Middletown, NJ, (Bid #0048-22), Items: Total Base Bid Price, Items 1-21 inclusive (Period of Contract 07/15/22 through 09/15/22); in the Total Contract Amount of $187,572.50. **(See Memo)**

18. Board Action Item #18, as Added to the Agenda – Recommending the acceptance of the written proposal of Peter Todd's Inc., Far Hills, NJ, as received on June 13, 2022, proposal dated June 10, 2022, for Providing Treatment of Ash and Elm Trees at Thompson Park (Ref. #22-35), Items: Emerald Ash Borer Treatment ($8.74/DBH); and #2, Dutch Elm Disease Treatment ($24.65/DBH), in the Estimated Total Contract Amount of $10,100.37. **(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 also reviewed Agenda Item # , 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 **AUTHORIZING the SECRETARY-DIRECTOR** to **prepare a CITATION** expressing the **BOARD'S APPRECIATION FOR SERVICES to C. ALAN ARCHER**, Supervisor Greenhouses and Gardens, who started work with the Monmouth County Park System on April 24, 1995, and who will **RETIRE effective July 1, 2022**, with over twenty-seven (27) years of service.

2. Resolution **AUTHORIZING the SECRETARY-DIRECTOR** to **prepare a CITATION** expressing the **BOARD'S APPRECIATION FOR SERVICES to PATRICIA BURKE**, Keyboarding Clerk 4, who started work with the Monmouth County Park System on March 21, 2005, and who will **RETIRE effective July 1, 2022**, with over seventeen (17) years of service.

3. Resolution **AUTHORIZING the SECRETARY-DIRECTOR** to **prepare a CITATION** expressing the **BOARD'S APPRECIATION FOR SERVICES to REGINA DEVEAU,** Keyboarding Clerk 2, who started work with the Monmouth County Park System on April 28, 2001, and who will **RETIRE effective July 1, 2022**, with over twenty-one (21) years of service.

4. Resolution **AUTHORIZING the SECRETARY-DIRECTOR** to **prepare a CITATION** expressing the **BOARD'S APPRECIATION FOR SERVICES to THOMAS W. DILLON**, Principal County Park Ranger, who started work with the Monmouth County Park System on June 27, 1988, and who will **RETIRE effective July 1, 2022**, with thirty-four (34) years of service.

5. Resolution **AUTHORIZING the SECRETARY-DIRECTOR** to **prepare a CITATION** expressing the **BOARD'S APPRECIATION FOR SERVICES to VALERIE C. FERRIS,** Asst. Payroll Supervisor, who started work with the Monmouth County Park System on December 16, 1996, and who will **RETIRE effective July 1, 2022**, with over twenty-five (25) years of service.

6. Resolution **AUTHORIZING the SECRETARY-DIRECTOR** to **prepare a CITATION** expressing the **BOARD'S APPRECIATION FOR SERVICES to LISA E. HORNER**, Keyboarding Clerk 4, who started work with the Monmouth County Park System on February 19, 2002, and who will **RETIRE effective July 1, 2022**, with over twenty (20) years of service.

7. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **CONTINENTAL HARDWARE, INC.**, Newark, NJ, for **FURNISHING AND DELIVERY OF GROUNDS AND TURF EQUIPMENT (Bid #0045-22)**, ITEMS: 11, 12, for the Period of 06/20/22 through 12/31/22; in the Total Contract Amount of **$7,495.00**.

8. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **BARG'S LAWN & GARDEN SHOP**, Freehold, NJ, for **FURNISHING AND DELIVERY OF GROUNDS AND TURF EQUIPMENT (Bid #0045-22)**, ITEMS: 1-10, 13-16, for the Period of 06/20/22 through 12/3122; in the Total Contract Amount of **$26,643.72**.

9. Resolution **ACCEPTING the WRITTEN PROPOSAL** of **COMPREHENSIVE APPRAISAL CORP.**, Freehold, NJ, as received on June 2, 2022, proposal dated June 1, 2022, for **PROVIDING PROFESSIONAL APPRAISAL SERVICES OF BLOCK 69, LOT 13, TOWNSHIP OF HOWELL, NEW JERSEY, ±0.522 ACRES, OWNED BY RIVER AVENUE ASSOCIATES, LLC, PROJECT: ADDITIONS TO METEDECONK RIVER GREENWAY, INTEREST: FEE SIMPLE (Ref. #21-79 & PS #39-22)**, in an Amount Not To Exceed **$1,550.00**, 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 **COMPREHENSIVE APPRAISAL CORP.**, Freehold, NJ, as received on June 2, 2022, proposal dated June 1, 2022, for **PROVIDING PROFESSIONAL APPRAISAL SERVICES OF BLOCK 69, LOT 3, TOWNSHIP OF HOWELL, VACANT PROPERTY, OWNED BY FORD RD., EQUITIES, LLC, ±7.6 ACRES, PROJECT: ADDITIONS TO METEDECONK RIVER GREENWAY, INTEREST: FEE SIMPLE (Ref. #22-17 & PS #40-22)**, in an Amount Not To Exceed **$1,750.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.

11. Resolution **AUTHORIZING the EXERCISING OF OPTION TO EXTEND CONTRACT** for an **ADDITIONAL ONE (1) YEAR PERIOD (2023**), as originally awarded by Resolution #R-20-10-5=359, for the Period of 01/01/21 through 12/31/21, and extended for an additional one (1) year period (2022) by Resolution #R-22-4-11=130, reserving the option to extend the contract for one (1) additional year period (2023), under the same terms and conditions, as per bid specification, to **LINKS HOSPITALITY, LLC**, Point Pleasant, NJ, for **FOOD AND BEVERAGE CONCESSIONS AT SHARK RIVER, CHARLESTON SPRINGS, HOMINY HILL AND HOWELL PARK GOLF COURSES (Bid #0001-21)**, ITEMS: Food and Beverage Concessions for the Period of 01/01/23 through 12/31/23, Proposal 1, Shark River Golf Course – Concessionaire agrees to pay the Monmouth County Park System the Annual Sum of $7,000.00 for Year 3 (2023); Proposal 2, Charleston Springs Golf Course – Concessionaire agrees to pay the Monmouth County Park System the Annual Sum of $16,000.00 for Year 3 (2023); Proposal 3, Hominy Hill Golf Course – Concessionaire agrees to pay the Monmouth County Park System the Annual Sum of @$16,000.00 for Year 3 (2023); Proposal 4, Howell Park Golf Course – Concessionaire agrees to pay the Monmouth County Park System the Annual Sum of $14,000.00 for Year 3 (2023).

12. Resolution **ADOPTING HOMINY HILL GOLF COURSE – GOLF CENTER MULTI-PURPOSE ROOM RENTAL FEES & CHARGES**, to take effect upon adoption.

13. Resolution **RECOMMENDING THAT THE BOARD OF RECREATION COMMISSIONERS AUTHORIZE THE BOROUGH OF MANASQUAN TO ENFORCE THEIR LOCAL PARKING ORDINANCES ON THE OVERFLOW PARKING AREA, ON A PORTION OF FISHERMAN'S CONSERVATION AREA, BLOCK 188, LOT 1.01, FOR SEASONAL OVERFLOW PARKING TO THE POMPANO AVENUE PARKING AREA BETWEEN MEMORIAL DAY AND LABOR DAY 2022 PER THE TERMS AND CONDITIONS OF THE TEMPORARY USE AND OCCUPANCY AGREEMENT ENTERED INTO NOVEMBER 3, 2020.**

14. Resolution **ACCEPTING the 2021/2022 DEER MANAGEMENT PROGRAM ANNUAL REPORT DATED JUNE 9, 2022, and APPROVING the RECOMMENDATION FOR THE DEER MANAGEMENT PROGRAM FOR THE 2022/2023 SEASON.**

15. Resolution **ACCEPTING the WRITTEN PROPOSAL** of **GIBSON & STATTEL ENVIRONMENTAL, INC.**, Bridgeton, NJ, as received on June 7, 2022, proposal dated June 6, 2022, for **PROVIDING A PROFESSIONAL PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PASI) OF BLOCK 39.01, LOTS 21.04-21.07, MILLSTONE TOWNSHIP, NEW JERSEY, ±24.99 ACRES, OWNED BY STAVOLA REALTY COMPANY, VACANT PROPERTY, PROJECT: ADDITIONS TO PERRINEVILLE LAKE PARK (Ref. #22-02 & PS #41-22)**, in an Amount Not To Exceed **$2,764.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.

16. Resolution **ACCEPTING the WRITTEN PROPOSAL** of **BANC3 ENGINEERING, INC.**, Princeton, NJ, as received on June 7, 2022, proposal dated June 4, 2022, for **PROVIDING PROFESSIONAL SURVEYING SERVICES OF BLOCK 39.01, LOTS 21.04-21.07, MILLSTONE TOWNSHIP, NEW JERSEY, ±24.99 ACRES, VACANT PROPERTY, OWNED BY STAVOLA REALTY COMPANY, PROJECT: ADDITIONS TO PERRINEVILLE LAKE PARK (Ref. #22-03 & PS #42-22**), in an Amount Not To Exceed **$15,525.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.

17. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **DCRS, LLC**, Cream Ridge, NJ, for V**ISITOR ACCESS IMPROVEMENTS AT PORTLAND PLACE, HARTSHORNE WOODS PARK, MIDDLETOWN, NJ (Bid #0048-22**), ITEMS: Total Base Bid Price, Items 1-21 inclusive (Period of Contract 07/15/22 through 09/15/22); in the Total Contract Amount of **$187,572.50.**

18. Resolution **ACCEPTING the WRITTEN PROPOSAL of PETER TODD'S, INC.**, Far Hills, NJ, as received on June 13, 2022, proposal dated June 10, 2022, for **PROVIDING TREATMENT OF ASH AND ELM TREES AT THOMPSON PARK (Ref. #22-35)**, ITEMS: #1, Emerald Ash Borer Treatment ($8.74/DBH); and #2, Dutch Elm Disease Treatment ($24.65/DBH), in the Estimated Total Contract Amount of **$10,100.37**.

MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:

MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:

1. Professional Risk Management Services (FAIR & OPEN)

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 Baysholm Tract
- Environmental Services for additions to Baysholm Tract
- Survey Services for additions to Baysholm Tract
- Discussion on a Shared Service Agreement for the preservation of Samaha Farm between the Monmouth Conservation Foundation, the County, and Aberdeen 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. **SUNDAY AFTERNOON, JUNE 26, 2022 – 1:00 PM. Volunteer Reception**. Hominy Hill Golf Center, 92 Mercer Road, Colts Neck NJ.

2. **MONDAY EVENING, JULY 11, 2022 – 7:00 PM. Regular Board Meeting**. Thompson Park Visitor Center, "Beech Room", 1st Floor, 805 Newman Springs Road, Lincroft, NJ.

3. **WEDNESDAY MORNING, JULY 13, 2022 – 10:00 AM. High School Two-Person Team Tournament.** Hominy Hill Golf Course, Program Number: HH223A ($75) | Register Online

4. **MONDAY EVENING, AUGUST 8, 2022 – 7:00 PM. Regular Board Meeting**. Thompson Park Visitor Center, "Beech Room", 1st Floor, 805 Newman Springs Road, Lincroft, NJ.

5. **MONDAY EVENING, AUGUST 22, 2022 – 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.