

AGENDA

**MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS' REGULAR MEETING
MONDAY EVENING, MAY 22, 2023, 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, MAY 8, 2023
(Excused: Chairman Mandeville, Vice Chairman Fiore, Commissioner Butch)
- D. Approval of MINUTES—EXECUTIVE SESSION – LAND ACQUISITION MATTERS:
MONDAY, MAY 8, 2023 (Excused: Chairman Mandeville, Vice Chairman Fiore,
Commissioner Butch)
- 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:
 - GOLF REPORT – Michael E. Janoski, Co. Park Supt./Golf Operations
- 1. BUDGET REPORTS

2. REVENUE REPORT—MONTH OF APRIL
 3. ATTENDANCE REPORT—MONTH OF APRIL
 4. HUMAN RESOURCES TRAINING & SAFETY MONTHLY REPORT — APRIL (Dated: 5/16/2023)
 5. MCPS TRAINING REQUESTS AS OF MAY 16, 2023
 6. MCPS WEBSITE TRAFFIC REPORT — APRIL COMPARISON BY YEARS 2018 – 2023
- K. COUNTY COMMISSIONER’S REPORT:
- L. PRESENTATION:
- “Review of the Proposed Procedures for Municipal Land Preservation Incentive Program”, Paul Gleitz, Principal Planner
- M. CAPITAL PROJECT REVIEW – Andrew J. Spears, Director
- N. ITEMS FOR BOARD REVIEW:
1. Board Action Item #1 – Rejecting bid proposal of Mobile Smart City Corp., Fort Lauderdale, FL, for Furnishing and Delivery of a Mobile Application for the Purchase and Verification of Electronic Park Access and Parking Passes (Bid #0053-23), as their Proposal page was not signed.
 2. Board Action Item #2 – Recommending award of contract to the highest responsible bidder, as per bid proposal to Vibly, LLC, Manasquan, NJ, for Furnishing and Delivery of a Mobile Application for the Purchase and Verification of Electronic Park Access and Parking Passes (Bid #0053-23), Item: 2.9% + \$1.30 cost to customer per pass for the Period of May 22, 2023 through December 31, 2023, at no cost to the park system, with the Board of Recreation Commissioners reserving the option to extend the contract for two (2) additional one (1) year periods (2024 & 2025), under the same terms and conditions, as per bid specification. **(See Memo)**
 3. Board Action Item #3 – Recommending acceptance of the written proposal of Peckham Materials Corp., Athens, NY, as received on May 11, 2023, proposal dated May 9, 2023, for Furnishing, Delivery, and Application of Dust Control Soil Stabilization

Services (WC #06-23), for the Period of May 22, 2023 through December 31, 2023; in the Total Contract Amount of \$37,800.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate. **(See Memo)**

4. Board Action Item #4 – Authorizing the Purchase of Fuel Oil #2 – Heating from J. Swanton Fuel Oil Company, Atlantic Highlands, NJ, Item: Provide heating fuel to MCPS buildings for the Period of 7/1/23 through 12/31/23, actual price calculated based on an up charge of \$0.2050, added to the posted price as shown in OPIS; as available under NJ State Contract #17-FOOD-00402; T0077, for the Period of 7/1/18 through 6/30/24, in the Estimated Total Contract Amount of \$81,000.00.
5. Board Action Item #5 – Recommending acceptance of the written proposal of Gagliano & Company, Little Silver, NJ, as received on April 20, 2023, proposal dated April 3, 2023, for Providing Professional Appraisal Services for a Billboard Sign Located on Block 59, Lot 9.05, Millstone Township, Vacant Property, Owned by: Leibowitz, ±5.10 Acres, Project: Additions to Headwaters of the Toms River, Interest: Income Capitalization Approach – Billboard/Poster Sign: 9’ H x 5’ 8” W x 4” D (Ref. #23-06 & PS #18-23), in an Amount Not To Exceed \$2,500.00, 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)**
6. Board Action Item #6 – Recommending award of contract to the lowest responsible bidder, as per bid proposal to Capela Construction Inc., Medford, NJ, for Henry Hudson Trail Extension & Pedestrian Safety Improvements (Bid #0050-23), Item: Total Base Bid, Items #1-31 inclusive; in the Total Contract Amount of \$1,387,204.00. **(See Memo)**
7. Board Action Item #7 as Added to the Agenda – Authorizing the Purchase of Grounds Equipment, from Storr Tractor Company, Branchburg, NJ, Item: Toro Groundsmaster 5900 (T4) with accessories, set up, delivery, and 2-year warranty; as available under the Educational Services Commission of New Jersey (ESCNJ) #65MCESCCPS Cooperative Pricing System Agreement, ESCNJ 22/23-12 for the Period of 2/22/23 through 2/21/24, in the Total Contract Amount of \$134,697.65.
8. Board Action Item #8 as Added to the Agenda – Authorizing the Purchase of Sport Utility Vehicles, Gasoline/Hybrid/Electric, from Hertrich Fleet Services, Inc., Milford, DE, Items: Seven (7) 2023 Jeep Grand Cherokee Laredo 4WD with additional options at \$44,273.40 each; as available under NJ State Contract #20-FLEET-01387, T-2007, for the Period of 2/19/21 through 2/18/24; in the Total Contract Amount of \$309,913.80.
9. Board Action Item #9 as Added to the Agenda – Recommending acceptance of the written proposal of EZ Docks Unlimited, LLC, Belford, NJ, dated May 15, 2023, for providing Emergency 2023 Bulkhead Repairs Monmouth Cove Marina, as per N.J.S.A. 40A:11-6, in the Total Amount Not To Exceed \$86,300.00.
10. Board Action Item #10 as Added to the Agenda – Recommend Amending Swimming River Park Boat Ramp Fees for Seasonal Boat Ramp Permit - Non-trailerred vessel (single boat), Permit cost \$50.00 and Non-trailerred vessel (up to three boats from a single address/household), Permit cost \$75.00. **(See Memo)**

11. Board Action Item #11 as Added to the Agenda – Recommending to the Monmouth County Board of County Commissioners the Annual Allocation of the Open Space Trust Fund as follows: \$6 million for Municipal Open Space Grants; \$1.1 million for Farmland Preservation; 30% for Maintenance Expenses; 2% for Capital Improvement Projects; and the balance for Land Preservation and Debt Service.

12. Board Action Item #12 as Added to the Agenda – Recommending award of contract to the lowest responsible bidder, as per bid proposal to Santorini Construction, Inc., Neptune, NJ, for Program Cottage Building #1402 Renovation and Construction of a Gazebo at Deep Cut Gardens (Bid #0046-23), Items: Total Base Bid, Items 1-5, Alternate Bid #2, \$66,000.00, Alternate Bid #3, \$90,000.00; in the Total Contract Amount of \$1,155,000.00. **(See Memo)**

13. Board Action Item #13 as Added to the Agenda – Authorizing the Director to prepare a Citation expressing the Board’s Appreciation for Services to Andrew M. North, Chief Landscape Architect, who started work with the Monmouth County Park System on August 24, 1985, and who will retire effective July 1, 2023, with thirty-seven (37) years and ten (10) months of service.

14. Board Action Item #14 as Added to the Agenda – Authorizing the Director to prepare a Citation expressing the Board’s Appreciation for Services to Robin Ostrowski, Principal Landscape Architect, who started work with the Monmouth County Park System on June 29, 1987, and who will retire effective July 1, 2023, with thirty-six (36) years of service.

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 **REJECTING** bid proposal of **MOBILE SMART CITY CORP.**, Fort Lauderdale, FL, for **FURNISHING AND DELIVERY OF A MOBILE APPLICATION FOR THE PURCHASE AND VERIFICATION OF ELECTRONIC PARK ACCESS AND PARKING PASSES (Bid #0053-23)**, as their Proposal page was not signed.
2. Resolution **AWARDING CONTRACT** to the highest responsible bidder, as per bid proposal to **VIPLY, LLC**, Manasquan, NJ, for **FURNISHING AND DELIVERY OF A MOBILE APPLICATION FOR THE PURCHASE AND VERIFICATION OF ELECTRONIC PARK ACCESS AND PARKING PASSES (Bid #0053-23)**, ITEM: 2.9% + \$1.30 cost to customer per pass for the Period of May 22, 2023 through December 31, 2023, at no cost to the park system, with the Board of Recreation Commissioners reserving the option to extend the contract for two (2) additional one (1) year periods (2024 & 2025), under the same terms and conditions, as per bid specification.
3. Resolution **ACCEPTING the WRITTEN PROPOSAL of PECKHAM MATERIALS CORP.**, Athens, NY, as received on May 11, 2023, proposal dated May 9, 2023, for **FURNISHING, DELIVERY, AND APPLICATION OF DUST CONTROL SOIL STABILIZATION SERVICES (WC #06-23)**, for the Period of May 22, 2023 through December 31, 2023; in the Total Contract Amount of **\$37,800.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
4. Resolution **AUTHORIZING the PURCHASE of FUEL OIL #2 - HEATING**, from **J. SWANTON FUEL OIL COMPANY**, Atlantic Highlands, NJ, ITEM: Provide heating fuel to MCPS buildings for the Period of 7/1/23 through 12/31/23, actual price calculated based on an up charge of \$0.2050, added to the posted price as shown in OPIS; as available under NJ State Contract #17-FOOD-00402; T0077, for the Period of 7/1/18 through 6/30/24, in the Estimated Total Contract Amount of **\$81,000.00**.
5. Resolution **ACCEPTING the WRITTEN PROPOSAL of GAGLIANO & COMPANY**, Little Silver, NJ, as received on April 20, 2023, proposal dated April 3, 2023, for **PROVIDING PROFESSIONAL APPRAISAL SERVICES FOR A BILLBOARD SIGN LOCATED ON BLOCK 59, LOT 9.05, MILLSTONE TOWNSHIP, VACANT PROPERTY, OWNED BY: LEIBOWITZ, ±5.10 ACRES, PROJECT: ADDITIONS TO HEADWATERS OF THE TOMS RIVER, INTEREST: INCOME CAPITALIZATION APPROACH – BILLBOARD/POSTER SIGN: 9’ H X 5’ 8” W X 4” D (Ref. #23-06 & PS #18-23)**, in an Amount Not To Exceed **\$2,500.00**, 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.
6. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **CAPELA CONSTRUCTION INC.**, Medford, NJ, for **HENRY HUDSON TRAIL EXTENSION & PEDESTRIAN SAFETY IMPROVEMENTS (Bid #0050-23)**, ITEM: Total Base Bid, Items #1-31 inclusive; in the Total Contract Amount of **\$1,387,204.00**.

7. Resolution **AUTHORIZING the PURCHASE of GROUNDS EQUIPMENT**, from **STORR TRACTOR COMPANY**, Branchburg, NJ, ITEM: Toro Groundsmaster 5900 (T4) with accessories, set up, delivery, and 2-year warranty; as available under the Educational Services Commission of New Jersey (ESCNJ) #65MCESCCPS Cooperative Pricing System Agreement, ESCNJ 22/23-12 for the Period of 2/22/23 through 2/21/24, in the Total Contract Amount of **\$134,697.65**.
8. Resolution **AUTHORIZING the PURCHASE of SPORT UTILITY VEHICLES, GASOLINE/HYBRID/ELECTRIC**, from **HERTRICH FLEET SERVICES, INC.**, Milford, DE, ITEMS: Seven (7) 2023 Jeep Grand Cherokee Laredo 4WD with additional options at \$44,273.40 each; as available under NJ State Contract #20-FLEET-01387, T-2007, for the Period of 2/19/21 through 2/18/24, in the Total Contract Amount of **\$309,913.80**.
9. Resolution **ACCEPTING the WRITTEN PROPOSAL of EZ DOCKS UNLIMITED, LLC**, Belford, NJ, dated May 15, 2023, for providing **EMERGENCY 2023 BULKHEAD REPAIRS MONMOUTH COVE MARINA**, as per N.J.S.A. 40A:11-6, in the Total Amount Not To Exceed **\$86,300.00**.
10. Resolution **AMENDING SWIMMING RIVER PARK BOAT RAMP FEES for SEASONAL BOAT RAMP PERMIT - NON-TRAILERED VESSEL (SINGLE BOAT), PERMIT COST \$50.00 AND NON-TRAILERED VESSEL (UP TO THREE BOATS FROM A SINGLE ADDRESS/HOUSEHOLD), PERMIT COST \$75.00**.
11. Resolution **RECOMMENDING TO THE MONMOUTH COUNTY BOARD OF COUNTY COMMISSIONERS THE ANNUAL ALLOCATION OF THE OPEN SPACE TRUST FUND AS FOLLOWS: \$6 MILLION FOR MUNICIPAL OPEN SPACE GRANTS, \$1.1 MILLION FOR FARMLAND PRESERVATION; 30% FOR MAINTENANCE EXPENSES; 2% FOR CAPITAL IMPROVEMENT PROJECTS; AND THE BALANCE FOR LAND PRESERVATION AND DEBT SERVICE**.
12. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **SANTORINI CONSTRUCTION, INC.**, Neptune, NJ, for **PROGRAM COTTAGE BUILDING #1402 RENOVATION AND CONSTRUCTION OF A GAZEBO AT DEEP CUT GARDENS (Bid #0046-23)**, ITEMS: Total Base Bid, Items 1-5, Alternate Bid #2, \$66,000.00, Alternate Bid #3, \$90,000.00; in the Total Contract Amount of **\$1,155,000.00**.
13. Resolution **AUTHORIZING the DIRECTOR** to prepare a **CITATION** expressing the **BOARD'S APPRECIATION FOR SERVICES** to **ANDREW M. NORTH**, Chief Landscape Architect, who started work with the Monmouth County Park System on August 24, 1985, and who will **RETIRE** effective July 1, 2023, with thirty-seven (37) years and ten (10) months of service.

14. Resolution **AUTHORIZING** the **DIRECTOR** to prepare a **CITATION** expressing the **BOARD'S APPRECIATION FOR SERVICES** to **ROBIN OSTROWSKI**, Principal Landscape Architect, who started work with the Monmouth County Park System on June 29, 1987, and who will **RETIRE** effective July 1, 2023, with thirty-six (36) years of service.

MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:

MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:

1. Appraisal Services, Block 14, Lot 25, Howell Township, ± 5.02 Acres, Improved Property, Owned by Levy, for additions to Metedeconk River Greenway (Ref. #23-26) (*FAIR & OPEN—OVER \$17,500.00*)
2. Appraisal Services, Block 152, Lot 18, Howell Township, ± 12.5 Acres, Unimproved Property, Owned by Provo, Earnest, for additions to Manasquan River Greenway (Ref. #23-27) (*FAIR & OPEN—OVER \$17,500.00*)
3. Appraisal Services, Block 103, Lot 3, Freehold Township, ± 12.72 Acres, Unimproved Property, Owned by Brock, Edward & Angelina, for additions to Turkey Swamp Park (Ref. #23-28) (*FAIR & OPEN—OVER \$17,500.00*)
4. Golf Course Architectural Services at Various Parks 2023-2024 (Ref. #23-30) (*NON-FAIR & OPEN*)
5. Appraisal Services, Block 4, Lot 1.03, Howell Township, ± 5 Acres, Improved Property, Owned by DeForge, Deborah, for additions to Metedeconk River Greenway (Ref. #23-29) (*FAIR & OPEN—OVER \$17,500.00*)
6. Appraisal Services, Block 34, Lot 5, Upper Freehold Township, ± 4.35 Acres, Unimproved Property, Owned by Kenneth Henick, for additions to Crosswicks Creek Park (Ref. #23-31) (*FAIR & OPEN—OVER \$17,500.00*)

EXECUTIVE SESSION

Motion for a Resolution to move into Executive Session for Potential Property Acquisitions or Sales – N.J.S.A. 10:4-12-(B)(5) for the purpose of discussing the following:

- Additions to Freneau Woods Park
- Review & Discussion of: Additions to Shark River Park, Turkey Swamp Park, Baysholm Tract, Holmdel Park

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.

DATES TO REMEMBER:

1. **MONDAY EVENING, JUNE 5, 2023** – 7:00 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
2. **MONDAY EVENING, JUNE 19, 2023** – 7:00 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
3. **MONDAY EVENING, JULY 10, 2023** – 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.