

AGENDA

Tentative: 05/03/23

**MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS' REGULAR MEETING
MONDAY EVENING, MAY 8, 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, APRIL 24, 2023
(Excused: Commissioners Hennessy, Butch, Adcock)

D. Approval of MINUTES—EXECUTIVE SESSION – PERSONNEL MATTERS: MONDAY,
APRIL 24, 2023 (Excused: Commissioners Hennessy, Butch, Adcock)

E. Approval of MINUTES—EXECUTIVE SESSION – LAND ACQUISITION MATTERS:
MONDAY, APRIL 24, 2023 (Excused: Commissioners Hennessy, Butch, Adcock)

F. Approval of 2022 VOUCHER LIST

G. Approval of 2023 VOUCHER LIST

H. BOARD CORRESPONDENCE RECEIVED:

I. Motion to OPEN the HEARING OF THE PUBLIC.
(Presentations are limited to three (3) minutes per person.)

J. Motion to CLOSE the HEARING OF THE PUBLIC.

K. DIRECTOR'S REPORT:

- PARKS REPORT – Tom Fobes, Supt. of Co. Parks/Park Operations

L. COUNTY COMMISSIONER'S REPORT:

M. CAPITAL PROJECT REVIEW – Andrew J. Spears, Director

N. ITEMS FOR BOARD REVIEW:

1. Board Action Item #1 – Recommending award of contract to the lowest responsible bidder, as per bid proposal to D&M Fireworks, LLC, Bally, PA, for Furnishing and Display of Fireworks and All Associated Services (Bid #0049-23), Item: Total Cost, Contract Period July 26, 2023; 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; in the Total Contract Amount of \$14,000.00. **(See Memo)**
2. Board Action Item #2 – Authorizing Change Order #1, in the amount of \$7,000.00, increasing existing contract amount by twenty percent (20%) as allowed by law, to Grass Roots Turf Products, Inc., Mount Freedom, NJ, for Furnishing and Delivery of Golf Course Driving Range Supplies (Bid #0017-23), Item: 2023 Supply 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 two (2) additional one (1) year periods (2024 & 2025), under the same terms and conditions, as per bid specification, as originally awarded by Resolution #R-22-12-19=418 in the Contract Amount of \$35,000.00, for a new Total Change Order #1 Contract Amount of \$42,000.00.
3. Board Action Item #3 – Authorizing the Purchase of Facilities Maintenance and Repair & Operations and Industrial Supplies, from Grainger Industrial Supply, South Plainfield, NJ, Items: Movin Cool Climate Pro Portable Air Conditioner with accordion duct and ceiling tile kit; as available under NJ State Contract #19-FLEET-00566, for the Period of 10/01/18 through 06/30/24, in the Total Contract Amount of \$23,544.24.
4. Board Action Item #4 – Authorizing the Purchase of Grounds Maintenance Equipment from Deere & Company, Cary, NC, Items: Two (2) John Deere Gators XUV835M, Model Year 2023, @\$17,961.10 each; as available under National Co-op, Sourcewell Contract #031121-DAC, for the Period of 4/30/21 through 4/30/25, in the Total Contract Amount of \$35,922.20.
5. Board Action Item #5 – Recommending award of contract to the lowest responsible bidder, as per bid proposal to Brennan Brothers Contracting LLC, Old Bridge, NJ, for Dorbrook Program Building Patio and Service Drive Installation (Bid #0048-23), Item: Total Base Bid (Period of Contract 09/05/23 through 12/1/23); in the Total Contract Amount of \$167,300.00.
6. Board Action Item #6 – Recommend acceptance of the written proposal of Patjo Appraisal Services, Inc., Kendall Park, NJ, for Providing Professional Appraisal Services of Block 144, Lot 6, Marlboro Township, and Block 18, Lot 20,

Holmdel Township, Vacant/Improved Property, Owned by: Kilcummins-Dover Property, LLC c/o Manzo, ±62.49 Acres, Project: Pleasant Valley Forest Project (Holmdel Park), Interest: Fee Simple/Easement (Ref. #23-09 & PS #20-23); in an amount not to exceed \$2,450.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.

7. Board Action Item #7 – Recommend acceptance of the written proposal of Wade Appraisal, LLC, Metuchen, NJ, for Providing Professional Appraisal Services of of Block 144, Lot 6, Marlboro Township, and Block 18, Lot 20, Holmdel Township, Vacant/Improved Property, Owned by: Kilcummins-Dover Property, LLC c/o Manzo, ±62.49 Acres, Project: Pleasant Valley Forest Project (Holmdel Park), Interest: Fee Simple/Easement (Ref. #23-09 & PS #20-23); in an amount not to exceed \$2,450.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
8. Board Action Item #8 – Authorizing Contract Amendment #1, in the Amount of \$983.96 for additional veterinary services required in 2022, to Coastal Elite Veterinary Services, Howell, NJ, for Providing Professional Veterinary Services (PS #04-22), for the Period of January 1, 2022 through December 31, 2022, as originally awarded by Resolution #R-21-12-20=424, in the Contract Amount Not To Exceed \$42,500.00, for a new Total Amended Contract Amount of \$43,483.96, as modified by Contract Amendment #1.
9. Board Action Item #9 – 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 (Rebid Proposal #3) (Bid #0051-23), Item: Proposal #3 (Period of Contract 05/08/23 through 12/31/23); in the Estimated Total Contract Amount of \$9,500.00. **(See Memo)**
10. Board Action Item #10 – Recommend acceptance of the written proposal of Roberts Engineering Group, LLC, Hamilton, NJ, for Providing Professional Surveying Services of Portion of Block 751, Lot 1, Wall Township, New Jersey, ±856.23 Linear Feet, Owned by: County of Monmouth, Project: Partial Boundary Line Survey – Shark River Park (Ref. #23-10 & PS #19-23); in an amount not to exceed \$3,850.00, 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 a One (1) Year Renewal of the Temporary Use and Occupancy Agreement between the County of Monmouth and the Borough of Manasquan, by mutual agreement, for Public Overflow Parking at the Pompano Avenue Parking Area, on a Portion of Block 188, Lot 1.01, being a part of Fisherman’s Cove Conservation Area, for the 2023 Summer Beach Season, between Memorial Day and Labor Day, inclusive, as per the terms and conditions of the Temporary Use and Occupancy Agreement, with the Borough of Manasquan.

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 **AWARDING CONTRACT** to the lowest responsible bidder, **as per bid proposal to D&M FIREWORKS, LLC**, Bally, PA, for **FURNISHING AND DISPLAY OF FIREWORKS AND ALL ASSOCIATED SERVICES (Bid #0049-23)**, ITEM: Total Cost, Contract Period July 26, 2023; 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; in the Total Contract Amount of **\$14,000.00**.
2. Resolution **Authorizing CHANGE ORDER #1**, in the amount of **\$7,000.00**, increasing existing contract amount by twenty percent (20%) as allowed by law, to **GRASS ROOTS TURF PRODUCTS, INC.**, Mount Freedom, NJ, for **FURNISHING AND DELIVERY OF GOLF COURSE DRIVING RANGE SUPPLIES (Bid #0017-23)**, ITEM: 2023 Supply 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 TWO (2) ADDITIONAL ONE (1) YEAR PERIODS (2024 & 2025)**, under the same terms and conditions, as per bid specification, as originally awarded by Resolution #R-22-12-19=418 in the Contract Amount of **\$35,000.00**, for a **NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$42,000.00**.
3. Resolution **AUTHORIZING the PURCHASE of FACILITIES MAINTENANCE AND REPAIR & OPERATIONS AND INDUSTRIAL SUPPLIES**, from **GRAINGER INDUSTRIAL SUPPLY**, South Plainfield, NJ, ITEMS: **Movin Cool Climate Pro Portable Air Conditioner with accordion duct & ceiling tile kit**; as available under NJ State Contract #19-FLEET-00566, for the Period of 10/01/18 through 06/30/24, in the Total Contract Amount of **\$23,544.24**.
4. **Resolution AUTHORIZING THE PURCHASE OF GROUNDS MAINTENANCE EQUIPMENT** from **DEERE & COMPANY**, Cary, NC, ITEMS: **Two (2) John Deere Gators XUV835M, Model Year 2023, @\$17,961.10 each**; as available under National Co-op,

Sourcewell Contract #031121-DAC, for the Period of 4/30/21 through 4/30/25, in the Total Contract Amount of **\$35,922.20**.

5. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **BRENNAN BROTHERS CONTRACTING, LLC**, Old Bridge, NJ, for **DORBROOK PROGRAM BUILDING PATIO AND SERVICE DRIVE INSTALLATION (Bid #0048-23)**, ITEM: Total Base Bid (Period of Contract 09/05/23 through 12/1/23); in the Total Contract Amount of **\$167,300.00**.
6. Resolution **ACCEPTING the WRITTEN PROPOSAL** of **PATJO APPRAISAL SERVICES, INC.**, Kendall Park, NJ, as received on April 26, 2023, proposal dated April 25, 2023, for **PROVIDING PROFESSIONAL APPRAISAL SERVICES OF BLOCK 144, LOT 6, MARLBORO TOWNSHIP, AND BLOCK 18, LOT 20, HOLMDEL TOWNSHIP, VACANT/IMPROVED PROPERTY, OWNED BY: KILCUMMINS-DOVER PROPERTY, LLC C/O MANZO, ±62.49 ACRES, PROJECT: PLEASANT VALLEY FOREST PROJECT (HOLMDEL PARK), INTEREST: FEE SIMPLE/EASEMENT (Ref. #23-09 & PS #20-23)**, in an Amount Not To Exceed \$2,450.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
7. Resolution **ACCEPTING the WRITTEN PROPOSAL** of **WADE APPRAISAL, LLC**, Metuchen, NJ, as received on April 26, 2023, proposal dated April 18, 2023, for **PROVIDING PROFESSIONAL APPRAISAL SERVICES OF BLOCK 144, LOT 6, MARLBORO TOWNSHIP, AND BLOCK 18, LOT 20, HOLMDEL TOWNSHIP, VACANT/IMPROVED PROPERTY, OWNED BY: KILCUMMINS-DOVER PROPERTY, LLC C/O MANZO, ±62.49 ACRES, PROJECT: PLEASANT VALLEY FOREST PROJECT (HOLMDEL PARK), INTEREST: FEE SIMPLE/EASEMENT (Ref. #23-09 & PS #20-23)**, in an Amount Not To Exceed **\$2,450.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
8. Resolution **Authorizing CONTRACT AMENDMENT #1**, in the Amount of **\$983.96** for additional veterinary services required in 2022, to **COASTAL ELITE VETERINARY SERVICES**, Howell, NJ, for **PROVIDING PROFESSIONAL VETERINARY SERVICES (PS #04-22)**, for the Period of January 1, 2022 through December 31, 2022, as originally awarded by Resolution #R-21-12-20=424, in the Contract Amount Not To Exceed **\$42,500.00**, for a **NEW TOTAL AMENDED CONTRACT AMOUNT OF \$43,483.96, AS MODIFIED BY CONTRACT AMENDMENT #1**.
9. 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 (Rebid Proposal #3) (Bid #0051-23)**, Item: Proposal #3 (Period of Contract 05/08/23 through 12/31/23); in the Estimated Total Contract Amount of **\$9,500.00**.
10. Resolution **ACCEPTING the WRITTEN PROPOSAL** of **ROBERTS ENGINEERING GROUP, LLC**, Hamilton, NJ, for **PROVIDING PROFESSIONAL SURVEYING**

SERVICES OF PORTION OF BLOCK 751, LOT 1, WALL TOWNSHIP, NEW JERSEY, ±856.23 LINEAR FEET, OWNED BY: COUNTY OF MONMOUTH, PROJECT: PARTIAL BOUNDARY LINE SURVEY – SHARK RIVER PARK (Ref. #23-10 & PS #19-23); in an amount not to exceed \$3,850.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.

11. Resolution **AUTHORIZING a ONE (1) YEAR RENEWAL of the TEMPORARY USE AND OCCUPANCY AGREEMENT between the COUNTY OF MONMOUTH and the BOROUGH OF MANASQUAN, by mutual agreement, for PUBLIC OVERFLOW PARKING at the POMPANO AVENUE PARKING AREA, on a PORTION OF BLOCK 188, LOT 1.01, being a part of FISHERMAN’S COVE CONSERVATION AREA, for the 2023 SUMMER BEACH SEASON, between MEMORIAL DAY AND LABOR DAY, inclusive, as per the terms and conditions of the TEMPORARY USE AND OCCUPANCY AGREEMENT, with the BOROUGH OF MANASQUAN.**

MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:

MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:

1. Appraisal Services, Block 27.01, Lots 1-19, Block 27.02, Lots 1-9, Block 27.03, Lots 1-24, Block 24.04, Lots 2-45, Upper Freehold Twp., ±269.62 Acres, Improved Property, Owned by Taft, for Additions to Crosswicks Creek Park (Ref. #23-12) (*NON-FAIR & OPEN*)
2. Appraisal Services, Block 60.01, Lot 2.02, Tinton Falls, ±0.67 Acres, Improved Property, Owned by Millet, for Additions to Swimming River Greenway (Ref. #23-14) (*NON-FAIR & OPEN*)
3. Appraisal Services, Block 177, Lot 107, Howell Township, ±2.62 Acres, Unimproved Property, Owned by Campo Enterprises, for additions to Yellow Brook Tract (Ref. #23-15) (*FAIR & OPEN—OVER \$17,500.00*)
4. Appraisal Services, Block 108, Lots 14 & 17, Freehold Township, ±53.96 Acres, Unimproved Property, Owned by DJD Associates, LLC, for additions to Turkey Swamp Park (Ref. #23-17) (*FAIR & OPEN—OVER \$17,500.00*)
5. Appraisal Services, Block 35, Lot 4.101, Upper Freehold Township, ±6.43 Acres, Unimproved Property, Owned by Grilletto, for additions to Crosswicks Creek Park (Ref. #23-18) (*FAIR & OPEN—OVER \$17,500.00*)
6. Appraisal Services, Block 27, Lots 19, & 19Q, Millstone Twp., ±37.96 Acres, Improved Property, Owned by Mayer, for Conservation Easement – Perrineville Lake Park Highlands (Ref. #23-19) (*FAIR & OPEN—OVER \$17,500.00*)
7. Appraisal Services, Block 108, Lots 22, 22Q Farm, Freehold Township, ±6.76 Acres, Improved Property, Owned by Cain, Lorraine, C., for additions to Turkey Swamp Park (Ref. #23-20) (*FAIR & OPEN—OVER \$17,500.00*)

8. Appraisal Services, Block 51, Lot 7.01, Upper Freehold Township, ± 2.53 Acres, Improved Property, Owned by Wayne A. Blanda, for additions to Crosswicks Creek Park (Ref. #23-21) (*FAIR & OPEN—OVER \$17,500.00*)
9. Appraisal Services, Block 156, Lot 9.04, Howell Township, ± 10.83 Acres, Improved Property, Owned by Derrick Hanna, for additions to Manasquan River Greenway (Ref. #23-23) (*FAIR & OPEN—OVER \$17,500.00*)
10. Appraisal Services, Block 119, Lot 12.01, Marlboro Township, ± 8.54 Acres, Improved Property, Owned by Paul Terzulli, for additions to Freneau Woods Park (Ref. #23-24) (*FAIR & OPEN—OVER \$17,500.00*)
11. Appraisal Services, Block 4101, Lots 44Q Farm, 46.01 Bldg., 46.01Q Farm, 47.47Q Farm, Eatontown Borough, ± 10.32 Acres, Improved Property, Owned by John Regan, for additions to Weltz Park (Ref. #23-25) (*FAIR & OPEN—OVER \$17,500.00*)
12. 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*)

DATES TO REMEMBER:

1. **MONDAY EVENING, MAY 8, 2023 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
2. **SATURDAY, MAY 13, 2023 – 10 AM – 4 PM. Creative Arts Festival.** Creative Arts Center, Thompson Park, 805 Newman Springs Road, Lincroft, NJ.
3. **SUNDAY, MAY 21, 2023 – 11 AM – 5 PM. Walnford Day.** Historic Walnford. 82 Walnford Rd., Upper Freehold, NJ.
4. **MONDAY EVENING, MAY 22, 2023 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
5. **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.
6. **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.

ITEMS FOR THE GOOD OF THE ORDER:

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