

**AGENDA**  
Tentative: 11/15/23

**MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS' REGULAR MEETING  
MONDAY EVENING, NOVEMBER 20, 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: NOVEMBER 6, 2023  
(Excused: Vice Chairman Fiore, Commissioners Adcock, and Foster)
  
- D. Approval of MINUTES - EXECUTIVE SESSION – LAND ACQUISITION MATTERS:  
NOVEMBER 6, 2023 (Excused: Vice Chairman Fiore, Commissioners Adcock, and Foster)
  
- E. Approval of 2023 VOUCHER LIST
  
- F. BOARD CORRESPONDENCE RECEIVED:
  - 1. Letter, dated November 8, 2023, to Andrew J. Spears from Catherine Moraetis regarding Golf Outings
  
  - 2. Letter, dated November 3, 2023, to Director Thomas A. Arnone from Francis C. Accisano, Esq., regarding Veteran discount at golf courses
  
- G. Motion to OPEN the HEARING OF THE PUBLIC.  
*(Presentations are limited to three (3) minutes per person.)*
  
- H. Motion to CLOSE the HEARING OF THE PUBLIC.
  
- I. DIRECTOR'S REPORT:
  - 1. BUDGET REPORTS

2. REVENUE REPORT—MONTH OF OCTOBER
3. ATTENDANCE REPORT—MONTH OF OCTOBER
4. HUMAN RESOURCES TRAINING & SAFETY MONTHLY REPORT — OCTOBER 2023 (Dated: 11/13/2023)
5. MCPS TRAINING REQUESTS AS OF NOVEMBER 13, 2023
6. MCPS WEBSITE TRAFFIC REPORT — OCTOBER COMPARISON BY YEARS 2018 – 2023

J. COUNTY COMMISSIONER’S REPORT:

K. PRESENTATION:

- “Update on the Sunnyside Therapeutic Horseback Riding Program”, by Laurie Kelley

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

M. ITEMS FOR BOARD REVIEW:

1. Board Action Item #1 – Recommend Authorization of the Purchase of Bobcat/Doosan/Clark Equipment, from Garden State Bobcat, Inc., Freehold, NJ, Item: One (1) T770 T4 Bobcat Compact Track Loader with Drum mulcher, including freight & assembly charges; as available under National Co-op Contract, Sourcewell #040319-CEC, for the Period of 5/28/19 through 5/31/24, in the Total Contract Amount of \$135,234.15.
2. Board Action Item #2 – Recommend Authorization of the Purchase of HVAC Services: Time & Materials from Automated Building Controls, Inc., Neptune, NJ, Items: Furnishing & Installing Heat Pump, Fan Coil, and Backup Electric Heat for the office wing at Thompson Park Headquarters; as available under the Bergen County Co-op (BC-Bid-22-01.1, CK04), for the Period of 9/21/23 through 9/20/24, in the Total Contract Amount of \$95,600.00.
3. Board Action Item #3 – Recommend Authorization of the Purchase of Roof Repair, Replacement, and Maintenance from Northeast Roof Maintenance, Inc., Perth Amboy, NJ, Item: Roof Repair to Fire Museum Bldg. #1753; as available under the Bergen County Co-op (BC-Bid-22-40), for the Period of 12/6/22 through 12/5/23, in the Total Contract Amount of \$47,328.00.

4. Board Action Item #4 - Retaining the Extraordinary Unspecifiable Services of Gina Torello t/a Lightscares Studio, LLC, Oakhurst, NJ, to provide Instruction in Specialty Fine Arts and Printmaking Programs for the Period of January 1, 2024 through December 31, 2024, in an Amount Not to Exceed \$50,544.00, as per proposal dated October 22, 2023, 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.
5. Board Action Item #5 – Recommending acceptance of the written proposal of French & Parrello Associates, PA, Wall, NJ, as received on October 27, 2023, proposal dated October 27, 2023, for Providing Professional Engineering Design Services and Site Work for Electrical System Upgrade at East Freehold Showgrounds – Bldgs. 801 and 802 (Ref. #23-53 & PS #70-23), in an Amount Not To Exceed \$19,900.00, 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 – Recommending authorization of Change Order #1, in the amount of \$8,855.44 for additional framing repairs and insulation, 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 #2, \$90,000.00, as originally awarded by Resolution #R-23-5-22=191 in the Contract Amount of \$1,155,000.00, for a new Total Change Order #1 Contract Amount of \$1,163,855.44. **(see Memo)**
7. Board Action Item #7 – Recommend Authorization of the Purchase of Cars, Trucks, Vans, SUVs, Cab Chassis, and Other Vehicles, from National Auto Fleet Group, Watsonville, CA, Item: One (1) Ford F-350 4WD; as available under National Co-op Contract, Sourcewell #091521-NAF, for the Period of 11/4/21 through 11/8/25, in the Total Contract Amount of \$63,025.40.
8. Board Action Item #8 – Recommend Declaring One (1) early 20th century cardboard box, One (1) display tripod easel, and One (1) vitrine table, as excess to the needs of the Monmouth County Park System and Authorizing their Deaccession and Dispersal from the Historical Artifacts Collection.
9. Board Action Item #9 – Establishing the 2024 Schedule of Regular Meetings of the Monmouth County Board of Recreation Commissioners, and further Authorizing the Director to Post and Send Notice to The Star Ledger and Other Newspapers Circulated in Monmouth County, and the County Clerk, as required under the Open Public Meetings Act, Chapter 231, P.L. 1975. **(see Att.)**
- 10.-17. Board Action Items 10 through #17 – Proposed Golf Course Fees & Charges: **(see Memo & Atts.)**
  - Bel-Aire Golf Course Fees & Charges, to take effect January 1, 2024
  - Charleston Springs Golf Course Fees & Charges, to take effect January 1, 2024
  - Hominy Hill Golf Course Fees & Charges, to take effect January 1, 2024
  - Howell Park Golf Course Fees & Charges, to take effect January 1, 2024
  - Pine Brook Golf Course Fees & Charges, to take effect January 1, 2024
  - Shark River Golf Course Fees & Charges, to take effect January 1, 2024
  - Golf Course Outing Program Fees & Charges, to take January 1, 2024

Miscellaneous Golf Course Fees & Charges, to take effect January 1, 2024.

18. Board Action Item #18 – Recommending award of contract to the lowest responsible bidder, as per bid proposal to SJC Lawncare, Inc., Cranford, NJ, for Riparian Restoration at Big Brook Park (Bid #0072-23), Item: Total Base Bid, Items 1-4 inclusive; in the Total Contract Amount of \$38,925.00. **(See Memo)**
19. Board Action Item #19 – Recommending acceptance of the written proposal of Van Cleef Engineering Associates, LLC, Freehold, NJ, as received on October 27, 2023, proposal dated October 27, 2023, for Providing Professional Outbound Park Boundary Line Survey of Block 1048.01, Lot 69; Block 1049.03, Lot 20; Block 1056, Lots 6 & 7; Middletown Township, New Jersey, ±128.98 Acres, Owned by: County of Monmouth, Project Area: Sunnyside Equestrian Center (Ref. #23-62 & PS #69-23), in an Amount Not To Exceed \$21,270.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4. **(see Memo)**
20. Board Action Item #20 – Recommending acceptance of the written proposal of Bowman Consulting Group, Freehold, NJ, as received on October 27, 2023, proposal dated October 27, 2023, for Providing Professional Surveying Services of Block 60.02, Lots 3.02Q, 11.01Q-11.06Q and 19Q, 22Q-24Q, Millstone Township, New Jersey, ±72.10 Acres, Vacant Property, Owned by: Arbia Antico Land Subdivision, LLC, Project: Additions to Toms River Headwaters (Ref. #23-45 & PS #71-23), in an Amount Not To Exceed \$30,075.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4. **(see Memo)**
21. Board Action Item #21 – Recommending award of contract to the lowest responsible bidder, as per bid proposal to Seacoast Construction, Inc., East Brunswick, NJ, for Mount Mitchill Scenic Overlook Site Repairs (Bid #0071-23), Item: Total Base Bid, Items 1-13 inclusive; in the Total Contract Amount of \$126,215.00. **(See Memo)**
22. Board Action Item #22 – Recommending award of contract to the lowest responsible bidder, as per bid proposal to Allied Fire & Safety Equipment Company, Inc., Neptune, NJ, for Furnishing and Delivery of Inspection, Maintenance, Replacement, Installation, and Repairs of Various Fire Equipment (Bid #0010-24), Item: 2024 Supply/Service (Period of Contract 01/01/24 through 12/31/24); in the Estimated Total Contract Amount of \$35,000.00. **(See Memo)**

**RESOLUTION OF CONSENT:**

At (blank) 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 #(blank) through #(blank) for Board Action; and

WHEREAS, the Board also reviewed Agenda Items #(blank) 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 PURCHASE OF BOBCAT/DOOSAN/CLARK EQUIPMENT**, from **GARDEN STATE BOBCAT, INC.**, Freehold, NJ, ITEM: One (1) T770 T4 Bobcat Compact Track Loader with Drum mulcher, including freight & assembly charges; as available under National Co-op Contract, Sourcewell #040319-CEC, for the Period of 5/28/19 through 5/31/24, in the Total Contract Amount of **\$135,234.15**.
2. Resolution **AUTHORIZING the PURCHASE OF HVAC SERVICES: TIME & MATERIALS** from **AUTOMATED BUILDING CONTROLS, INC.**, Neptune, NJ, ITEMS: Furnishing & Installing Heat Pump, Fan Coil, and Backup Electric Heat for the office wing at Thompson Park Headquarters; as available under the Bergen County Co-op (BC-Bid-22-01.1, CK04), for the Period of 9/21/23 through 9/20/24, in the Total Contract Amount of **\$95,600.00**.
3. Resolution **AUTHORIZING the PURCHASE OF ROOF REPAIR, REPLACEMENT, AND MAINTENANCE** from **NORTHEAST ROOF MAINTENANCE, INC.**, Perth Amboy, NJ, ITEM: Roof Repair to Fire Museum Bldg. #1753; as available under the Bergen County Co-op (BC-Bid-22-40), for the Period of 12/6/22 through 12/5/23, in the Total Contract Amount of **\$47,328.00**.
4. Resolution **RETAINING the EXTRAORDINARY UNSPECIFIABLE SERVICES of GINA TORELLO t/a LIGHTSCAPES STUDIO, LLC**, Oakhurst, NJ, to provide **INSTRUCTION IN SPECIALTY FINE ARTS AND PRINTMAKING PROGRAMS** for the Period of January 1, 2024 through December 31, 2024, in an AMOUNT NOT TO EXCEED **\$50,544.00**, as per proposal dated October 22, 2023, 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.
5. Resolution **ACCEPTING the WRITTEN PROPOSAL of FRENCH & PARRELLO ASSOCIATES, PA**, Wall, NJ, as received on October 27, 2023, proposal dated October 27, 2023, for **PROVIDING PROFESSIONAL ENGINEERING DESIGN SERVICES AND SITE WORK FOR ELECTRICAL SYSTEM UPGRADE AT EAST FREEHOLD SHOWGROUNDS – BLDGS. 801 AND 802 (Ref. #23-53 & PS #70-23)**, in an Amount Not To Exceed **\$19,900.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.

6. Resolution **Authorizing CHANGE ORDER #1**, in the amount of **\$8,855.44** for additional framing repairs and insulation, 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 #2, \$90,000.00, as originally awarded by Resolution #R-23-5-22=191 in the Contract Amount of **\$1,155,000.00**, for a **NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$1,163,855.44**.
7. Resolution **AUTHORIZING the PURCHASE OF CARS, TRUCKS, VANS, SUVS, CAB CHASSIS, AND OTHER VEHICLES**, from **NATIONAL AUTO FLEET GROUP**, Watsonville, CA, ITEM: One (1) Ford F-350 4WD; as available under National Co-op Contract, Sourcewell #091521-NAF, for the Period of 11/4/21 through 11/8/25, in the Total Contract Amount of **\$63,025.40**.
8. Resolution **DECLARING ONE (1) EARLY 20TH CENTURY CARDBOARD BOX, ONE (1) DISPLAY TRIPOD EASEL, AND ONE (1) VITRINE TABLE, AS EXCESS TO THE NEEDS OF THE MONMOUTH COUNTY PARK SYSTEM AND AUTHORIZING THEIR DEACCESSION AND DISPERSAL FROM THE HISTORICAL ARTIFACTS COLLECTION**.
9. Resolution **ESTABLISHING the 2024 SCHEDULE OF REGULAR MEETINGS OF THE MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS**, and further **AUTHORIZING the DIRECTOR to POST AND SEND NOTICE to THE STAR LEDGER AND OTHER NEWSPAPERS CIRCULATED IN MONMOUTH COUNTY, AND THE COUNTY CLERK**, as required under the Open Public Meetings Act, Chapter 231, P.L. 1975.
10. Resolution **ADOPTING BEL-AIRE GOLF COURSE FEES & CHARGES**, to take effect January 1, 2024.
11. Resolution **ADOPTING CHARLESTON SPRINGS GOLF COURSE FEES & CHARGES**, to take effect January 1, 2024.
12. Resolution **ADOPTING HOMINY HILL GOLF COURSE FEES & CHARGES**, to take effect January 1, 2024.
13. Resolution **ADOPTING HOWELL PARK GOLF COURSE FEES & CHARGES**, to take effect January 1, 2024.
14. Resolution **ADOPTING PINE BROOK GOLF COURSE FEES & CHARGES**, to take effect January 1, 2024.

15. Resolution **ADOPTING SHARK RIVER GOLF COURSE FEES & CHARGES**, to take effect January 1, 2024.
16. Resolution **ADOPTING GOLF COURSE OUTING PROGRAM FEES & CHARGES**, to take January 1, 2024.
17. Resolution **ADOPTING MISCELLANEOUS GOLF COURSE FEES & CHARGES**, to take effect January 1, 2024.
18. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **SJC LAWNCARE, INC.**, Cranford, NJ, for **RIPARIAN RESTORATION AT BIG BROOK PARK (Bid #0072-23)**, ITEM: Total Base Bid, Items 1-4 inclusive; in the Total Contract Amount of **\$38,925.00**.
19. Resolution **ACCEPTING the WRITTEN PROPOSAL of VAN CLEEF ENGINEERING ASSOCIATES, LLC**, Freehold, NJ, as received on October 27, 2023, proposal dated October 27, 2023, for **PROVIDING PROFESSIONAL OUTBOUND PARK BOUNDARY LINE SURVEY OF BLOCK 1048.01, LOT 69; BLOCK 1049.03, LOT 20; BLOCK 1056, LOTS 6 & 7; MIDDLETOWN TOWNSHIP, NEW JERSEY, ±128.98 ACRES, OWNED BY: COUNTY OF MONMOUTH, PROJECT AREA: SUNNYSIDE EQUESTRIAN CENTER (Ref. #23-62 & PS #69-23)**, in an Amount Not To Exceed **\$21,270.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
20. Resolution **ACCEPTING the WRITTEN PROPOSAL of BOWMAN CONSULTING GROUP**, Freehold, NJ, as received on October 27, 2023, proposal dated October 27, 2023, for **PROVIDING PROFESSIONAL SURVEYING SERVICES OF BLOCK 60.02, LOTS 3.02Q, 11.01Q-11.06Q AND 19Q, 22Q-24Q, MILLSTONE TOWNSHIP, NEW JERSEY, ±72.10 ACRES, VACANT PROPERTY, OWNED BY: ARBIA ANTICO LAND SUBDIVISION, LLC, PROJECT: ADDITIONS TO TOMS RIVER HEADWATERS (Ref. #23-45 & PS #71-23)**, in an Amount Not To Exceed **\$30,075.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
21. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **SEACOAST CONSTRUCTION, INC.**, East Brunswick, NJ, for **MOUNT MITCHILL SCENIC OVERLOOK SITE REPAIRS (Bid #0071-23)**, ITEM: Total Base Bid, Items 1-13 inclusive; in the Total Contract Amount of **\$126,215.00**.
22. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **ALLIED FIRE & SAFETY EQUIPMENT COMPANY, INC.**, Neptune, NJ, for **FURNISHING AND DELIVERY OF INSPECTION, MAINTENANCE, REPLACEMENT, INSTALLATION, AND REPAIRS OF VARIOUS FIRE EQUIPMENT (Bid #0010-24)**, ITEM: 2024 Supply/Service Contract (Period of Contract 01/01/24 through 12/31/24); in the Estimated Total Contract Amount of **\$35,000.00**.

**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:

- Discussion – Additions to Hominy Hill Golf Course
- Additions to Swimming River Greenway

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, NOVEMBER 20, 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, DECEMBER 4, 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. **SATURDAY, DECEMBER 9, 2023** – 10:00 AM. (rain date: 12/10/23) **Monmouth Conservation Foundation Dedication Ceremony of Judith Stanley-Coleman Memorial Seating Area,** Swimming River Park, West Front Street, Red Bank, NJ
4. **MONDAY EVENING, DECEMBER 18, 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.