

# AGENDA

**MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS' REGULAR MEETING  
MONDAY EVENING, NOVEMBER 4, 2024, 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: OCTOBER 21, 2024  
(Excused: Commissioners Hennessy and Horsnall)
- D. Approval of MINUTES - EXECUTIVE SESSION – LAND ACQUISITION MATTERS:  
OCTOBER 21, 2024 (Excused: Commissioners Hennessy and Horsnall)
- E. Approval of 2023 VOUCHER LIST
- F. Approval of 2024 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. COUNTY COMMISSIONER'S REPORT:
- K. CAPITAL PROJECT REVIEW:
- L. ITEMS FOR BOARD REVIEW:
  - 1. Board Action Item #1 – Recommending to the Monmouth County Board of County Commissioners the Granting of a Temporary Use and Right of Entry Agreement at Swimming River Park to the New Jersey Department of Transportation (NJDOT) to hydraulically pump dredged material. **(See Memo)**
  - 2. Board Action Item #2 – Recommend Authorizing Change Order #1, in the amount of \$17,000.00, increasing existing contract by 20% as allowed by law, to Woodward Construction Company, Matawan, NJ, for Furnishing and Delivery of Various Types of Masonry Work (Bid #0014-24), Item: 2025 Supply/Service Contract (Period of 01/01/25 through 12/31/25), with the Board of Recreation Commissioners Reserving the Option to Extend the Contract for an Additional One (1) Year Period (2026), as originally awarded by Resolution #R-23-12-18=496 (2024) and Extended for an Additional One (1) Year Period as per Resolution #R-24-9-23=353 in the Contract Amount of \$85,000.00, for a new Total Change Order #1 Contract Amount of \$102,000.00.

3. Board Action Item #3 – Recommend awarding contract to the lowest responsible bidder, as per bid proposal to Rich Tree Service, Inc., South Plainfield, NJ, for Land Clearing and Site Restoration at Thompson Park (Bid #0068-24), Item: Total Base Bid Price, Items 1-2 inclusive; in the Total Contract Amount of \$19,950.00. **(See Memo)**
4. Board Action Item #4 – Recommend awarding contract to the lowest responsible bidder, as per bid proposal to A. C. Schultes, Inc., Woodbury Heights, NJ, for Furnishing and Delivery of Golf Course Irrigation Well & Pumping Equipment Services and Repair Parts (Bid #0001-25), Item: 2025 Supply/Service Contract for the Period of 1/1/25 through 12/31/25; with the Board of Recreation Commissioners reserving the option to extend the Contract for two (2) additional one (1) year periods (2026 & 2027), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$10,000.00. **(See Memo)**
5. Board Action Item #5 – Recommend awarding contract to the lowest responsible bidder, as per bid proposal to New Jersey State Golf Association, Kenilworth, NJ, for Furnishing of a U.S.G.A. Recognized Golf Handicap and Information Network Service (Bid #0002-25), Item: 2025 Supply/Service Contract for the Period of 1/1/25 through 12/31/25; with the Board of Recreation Commissioners reserving the option to extend the Contract for two (2) additional one (1) year periods (2026 & 2027), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$54,000.00. **(See Memo)**
6. Board Action Item #6 – Recommend awarding contract to the lowest responsible bidder, as per bid proposal to Add-On Pools, Inc., Middletown, NJ, for Furnishing of Swimming Pool Chemicals and Supplies (Bid 30004-25), Item: 2025 Supply contract for the Period of 1/1/25 through 12/31/25; in the Estimated Total Contract Amount of \$38,000.00. **(See Memo)**
7. Board Action Item #7 – Recommend awarding contract to the lowest responsible bidder, as per bid proposal to Karl Deigert Ent., Inc., Tinton Falls, NJ, for Furnishing and Delivery of Sewer Line Cleaning Services and Septic System Repair and Installation (Bid #0005-25), Item: 2025 Supply/Service Contract for the Period of 1/1/25 through 12/31/25; with the Board of Recreation Commissioners reserving the option to extend the Contract for two (2) additional one (1) year periods (2026 & 2027), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$80,000.00. **(See Memo)**
8. Board Action Item #8 – Authorizing the Purchase of Golf Course Point-of-Sale and Tee Time Reservation System, from Golf Complete, Inc., dba foreUP Golf Software, Pleasant Grove, UT, Item: Point of Sale & Tee Time Reservation System for the Monmouth County Park System Golf Courses – Shark River, Pine Brook, Howell, Hominy, Charleston Springs, and Bel-Aire Golf Courses for the Period of 1/1/25 through 12/31/25; as available under Local Public Contract Law 40A:11-5 (dd), in the Total Contract Amount of \$45,160.00.
9. Board Action Item #9 – Recommend acceptance of the written proposal of Hunter Research, Inc., Trenton, NJ, as received on October 22, 2024, proposal dated October 18, 2024, for Providing Professional Archaeological Services for Golf Facility at

Wolf Hill Recreation Area, Oceanport, NJ (Ref. #24-11 & PS #50-24), in an Amount Not To Exceed \$14,941.00, 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 – Rescinding aggregate contract to Harry’s Supply, LLC, Camden, NJ, Only, for Furnishing and Delivery of Plumbing and Heating Repair Equipment and Supplies (Bid #0001-24), Items: 2025 Supply Contract for the Period of 1/1/25 through 12/31/25, with the Board of Recreation Commissioners reserving the option to extend the contract for an additional one (1) year period (2026), under the same terms and conditions, as per bid specification, being a portion of an aggregate contract awarded by Resolution #R-24-9-23=373, in the Estimated Total Aggregate Amount of \$175,000.00, as vendor decided they did not want to be on the contract for 2025 due to lack of orders in 2024.
11. Board Action Item #11 as added to the Agenda – Recommending to the Monmouth County Board of County Commissioners the Entering Into a Lease Agreement between the Trinity Episcopal Church, for a One (1) Year Period, Commencing January 1, 2025 and Ending on December 31, 2025, with the option to renew the lease for an additional one (1) year period for the Lease of Available Space for the “Urban Recreation Initiative” Program, at the Trinity Episcopal Church, 503 Asbury Avenue, Asbury Park, NJ, by the Monmouth County Park System, as per the terms and conditions of the lease agreement, and further recommending that the Board of County Commissioners authorize the Director or his Designee to renew said lease, on behalf of the County of Monmouth.
12. Board Action Item #12 as added to the Agenda – Recommend Retaining the Extraordinary Unspecifiable Services of Patrick Hlubik, New Egypt, NJ, for the Purchase and Transport of Period-Appropriate Draft Horses to be Used at Historic Longstreet Farm, Holmdel, NJ, Contract Duration: Thirty (30) days, in an amount not to exceed \$20,148.00, as per proposal dated October 24, 2024, 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.
13. Board Action Item #13 as added to the Agenda – Recommend acceptance of the written proposal of Gibson & Stattel Environmental, Inc., Bridgeton, NJ, as received on August 13, 2024, proposal dated August 12, 2024, for Providing a Professional Preliminary Assessment/Site Investigation (PA/SI) of Block 44, Lot 12.02, Colts Neck Township, New Jersey, ±52.2 Acres, Owned by: 73 Mercer Management, LLC, Improved Property, Project: Additions to Hominy Hill Golf Course (Ref. #24-32 & PS #41-24), in an Amount Not To Exceed \$1,985.00, 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 as added to the Agenda – Recommend acceptance of the written proposal of Van Cleef Engineering Associates, LLC, Freehold, NJ, as received on August 13, 2024, proposal dated August 12, 2024, for Providing Professional Surveying Services of Block 44, Lot 12.02, Colts Neck Township, New Jersey, ±52.2 Acres, Owned by: 73 Mercer Management, LLC, Improved Property, Project: Additions to Hominy Hill Golf Course (Ref. #24-33 & PS #42-24), in an Amount Not To Exceed \$29,100.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4. **(see Memo)**

15. Board Action Item #15 as added to the Agenda – Recommend acceptance of the written proposal of CME Associates, LLC, Howell, NJ, as received on October 18, 2024, proposal dated October 18, 2024, for Providing Professional Engineering Services for the Development of Site Improvements at Wolf Hill Recreation Area, Oceanport, NJ (Ref. #24-42 & PS #49-24), in an Amount Not To Exceed \$131,500.00, 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 \_\_\_\_\_ 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 # \_\_\_\_\_ through # \_\_\_\_\_ for Board Action; 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 # \_\_\_\_\_ through # \_\_\_\_\_.

Resolution of Consent seconded by:

**ITEMS FOR BOARD ACTION:**

1. Resolution **RECOMMENDING** to the **MONMOUTH COUNTY BOARD OF COUNTY COMMISSIONERS** the **GRANTING OF A TEMPORARY USE AND RIGHT OF ENTRY AGREEMENT AT SWIMMING RIVER PARK TO THE NEW JERSEY DEPARTMENT OF TRANSPORTATION (NJDOT) TO HYDRAULICALLY PUMP DREDGED MATERIAL.**
2. Resolution **Authorizing CHANGE ORDER #1**, in the amount of **\$17,000.00**, increasing existing contract by 20% as allowed by law, to **WOODWARD CONSTRUCTION COMPANY**, Matawan, NJ, for **FURNISHING AND DELIVERY OF VARIOUS TYPES OF MASONRY WORK (Bid #0014-24)**, ITEM: 2025 Supply/Service Contract (Period of 01/01/25 through 12/31/25), with the Board of Recreation Commissioners **RESERVING** the **OPTION TO EXTEND** the **CONTRACT** for **AN ADDITIONAL ONE (1) PERIOD (2026)**, as originally awarded by Resolution #R-23-12-18=496 (2024) and Extended for an Additional One (1) Year Period as per Resolution #R-24-9-23=353 in the Contract Amount of **\$85,000.00**, for a **NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$102,000.00.**
3. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **RICH TREE SERVICE, INC.**, South Plainfield, NJ, for **LAND CLEARING AND SITE RESTORATION AT THOMPSON PARK (Bid #0068-24)**, ITEM: Total Base Bid Price, Items 1-2 inclusive; in the Total Contract Amount of **\$19,950.00.**

4. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **A. C. SCHULTES, INC.**, Woodbury Heights, NJ, for **FURNISHING AND DELIVERY OF GOLF COURSE IRRIGATION WELL & PUMPING EQUIPMENT SERVICES AND REPAIR PARTS (Bid #0001-25)**, ITEM: 2025 Supply/Service Contract for the Period of 1/1/25 through 12/31/25; with the Board of Recreation Commissioners **RESERVING the OPTION TO EXTEND the CONTRACT for TWO (2) ADDITIONAL ONE (1) YEAR PERIODS (2026 & 2027)**, under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of **\$10,000.00**.
5. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **NEW JERSEY STATE GOLF ASSOCIATION**, Kenilworth, NJ, for **FURNISHING OF A U.S.G.A. RECOGNIZED GOLF HANDICAP AND INFORMATION NETWORK SERVICE (Bid #0002-25)**, ITEM: 2025 Supply/Service Contract for the Period of 1/1/25 through 12/31/25; with the Board of Recreation Commissioners **RESERVING the OPTION TO EXTEND the CONTRACT for TWO (2) ADDITIONAL ONE (1) YEAR PERIODS (2026 & 2027)**, under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of **\$54,000.00**.
6. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **ADD-ON POOLS, INC.**, Middletown, NJ, for **FURNISHING OF SWIMMING POOL CHEMICALS AND SUPPLIES (Bid #0004-25)**, ITEM: 2025 Supply Contract for the Period of 1/1/25 through 12/31/25; in the Estimated Total Contract Amount of **\$38,000.00**.
7. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **KARL DEIGERT ENT., INC.**, Tinton Falls, NJ, for **FURNISHING AND DELIVERY OF SEWER LINE CLEANING SERVICES AND SEPTIC SYSTEM REPAIR AND INSTALLATION (Bid #0005-25)**, ITEM: 2025 Supply/Service Contract for the Period of 1/1/25 through 12/31/25; with the Board of Recreation Commissioners **RESERVING the OPTION TO EXTEND the CONTRACT for TWO (2) ADDITIONAL ONE (1) YEAR PERIODS (2026 & 2027)**, under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of **\$80,000.00**.
8. Resolution **AUTHORIZING the PURCHASE of GOLF COURSE POINT-OF-SALE AND TEE TIME RESERVATION SYSTEM**, from **GOLF COMPETE, INC., dba foreUP GOLF SOFTWARE**, Pleasant Grove, UT, ITEM: Point of Sale & Tee Time Reservation System for the Monmouth County Park System Golf Courses – Shark River, Pine Brook, Howell, Hominy, Charleston Springs, and Bel-Aire Golf Courses for the Period of 1/1/25 through 12/31/25; as available under Local Public Contract Law 40A:11-5 (dd), in the Total Contract Amount of **\$45,160.00**.
9. Resolution **ACCEPTING the WRITTEN PROPOSAL of HUNTER RESEARCH, INC.**, Trenton, NJ, as received on October 22, 2024, proposal dated October 18, 2024, for **PROVIDING PROFESSIONAL ARCHAEOLOGICAL SERVICES FOR GOLF FACILITY AT WOLF HILL RECREATION AREA, OCEANPORT, NJ (Ref. #24-11 & PS #50-24)**, in an Amount Not To Exceed **\$14,941.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
10. Resolution **RESCINDING aggregate contract to HARRY'S SUPPLY, LLC**, Camden, NJ, **ONLY**, for **FURNISHING AND DELIVERY OF PLUMBING AND HEATING REPAIR EQUIPMENT AND SUPPLIES (Bid #0001-24)**, ITEMS: 2025 Supply Contract for the Period

of 1/1/25 through 12/31/25, with the Board of Recreation Commissioners reserving the option to extend the contract for an additional one (1) year period (2026), under the same terms and conditions, as per bid specification, being a portion of an aggregate contract awarded by Resolution #R-24-9-23=373, in the Estimated Total Aggregate Amount of \$175,000.00, **as vendor decided they did not want to be on the contract for 2025 due to lack of orders in 2024.**

11. Resolution **RECOMMENDING TO THE MONMOUTH COUNTY BOARD OF COUNTY COMMISSIONERS THE ENTERING INTO A LEASE AGREEMENT BETWEEN THE TRINITY EPISCOPAL CHURCH, FOR A ONE (1) YEAR PERIOD, COMMENCING JANUARY 1, 2025 AND ENDING ON DECEMBER 31, 2025, WITH THE OPTION TO RENEW THE LEASE FOR AN ADDITIONAL ONE (1) YEAR PERIOD FOR THE LEASE OF AVAILABLE SPACE FOR THE “URBAN RECREATION INITIATIVE” PROGRAM, AT THE TRINITY EPISCOPAL CHURCH, 503 Asbury Avenue, Asbury Park, NJ, by the MONMOUTH COUNTY PARK SYSTEM, as per the terms and conditions of the lease agreement, and FURTHER RECOMMENDING THAT THE BOARD OF COUNTY COMMISSIONERS AUTHORIZE THE DIRECTOR OR HIS DESIGNEE TO RENEW SAID LEASE, ON BEHALF OF THE COUNTY OF MONMOUTH.**
12. Resolution **RETAINING the EXTRAORDINARY UNSPECIFIABLE SERVICES of PATRICK HLUBIK, New Egypt, NJ, for the PURCHASE AND TRANSPORT OF PERIOD-APPROPRIATE DRAFT HORSES TO BE USED AT HISTORIC LONGSTREET FARM, Holmdel, NJ, Contract Duration: Thirty (30) days, in an amount not to exceed \$20,148.00, as per proposal dated October 24, 2024, 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.**
13. Resolution **ACCEPTING the WRITTEN PROPOSAL of GIBSON & STATTEL ENVIRONMENTAL, INC., Bridgeton, NJ, as received on August 13, 2024, proposal dated August 12, 2024, for PROVIDING A PROFESSIONAL PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PA/SI) OF BLOCK 44, LOT 12.02, COLTS NECK TOWNSHIP, NEW JERSEY, ±52.2 ACRES, OWNED BY: 73 MERCER MANAGEMENT, LLC, IMPROVED PROPERTY, PROJECT: ADDITIONS TO HOMINY HILL GOLF COURSE (Ref. #24-32 & PS #41-24), in an Amount Not To Exceed \$1,985.00, 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 VAN CLEEF ENGINEERING ASSOCIATES, LLC, Freehold, NJ, as received on August 13, 2024, proposal dated August 12, 2024, for PROVIDING PROFESSIONAL SURVEYING SERVICES OF BLOCK 44, LOT 12.02, COLTS NECK TOWNSHIP, NEW JERSEY, ±52.2 ACRES, OWNED BY: 73 MERCER MANAGEMENT, LLC, IMPROVED PROPERTY, PROJECT: ADDITIONS TO HOMINY HILL GOLF COURSE (Ref. #24-33 & PS #42-24), in an Amount Not To Exceed \$29,100.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.**
15. Resolution **ACCEPTING THE WRITTEN PROPOSAL of CME ASSOCIATES, LLC, Howell, NJ, as received on October 18, 2024, proposal dated October 18, 2024, for PROVIDING PROFESSIONAL ENGINEERING SERVICES FOR THE DEVELOPMENT OF SITE IMPROVEMENTS AT WOLF HILL RECREATION AREA,**

OCEANPORT, NJ (Ref. #24-42 & PS #49-24), in an Amount Not To Exceed \$131,500.00, 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:**

1. Furnishing and Delivery of Repair and Installation of Wooden, Metal, and Fiberglass Overhead and Metal Rolling Security Doors

**MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:**

1. Environmental, Sewer Operator, Sampling, Testing, and Report Preparation for NJPDES Permit-2025, Charleston Springs Golf Course (Ref. #24-68) (FAIR & OPEN—UNDER \$17,500.00)
2. Appraisal Services, Additions to Shark River Park (Ref. #24-69) (FAIR & OPEN—UNDER \$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) and for the purpose of discussing the following:

- Appraisal Services – Additions to Henry Hudson Trail
- Environmental Services – Additions to Henry Hudson Trail
- Survey Services – Additions to Henry Hudson Trail
- Discussion – Additions to Bayshore Recreation Area

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 18, 2024 – 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 2, 2024 – 7:00 PM. Regular Board Meeting.**  
Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
3. **MONDAY EVENING, DECEMBER 16, 2024 – 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.