

AGENDA

Tentative: 09/03/25

**MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS' REGULAR MEETING
MONDAY EVENING, SEPTEMBER 8, 2025, 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: AUGUST 18, 2025
(Excused: Commissioners Butch, Davidson, and Stolte)
- D. Approval of MINUTES - EXECUTIVE SESSION – LAND ACQUISITION MATTERS:
AUGUST 18, 2025 (Excused: Commissioners Butch, Davidson, and Stolte)
- E. Approval of 2024 VOUCHER LIST
- F. Approval of 2025 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:
 - 1. BUDGET REPORTS
 - 2. REVENUE REPORT—MONTH OF JULY
- K. COUNTY COMMISSIONER'S REPORT:
- L. CAPITAL PROJECT REVIEW – Andrew J. Spears, Director
- M. ITEMS FOR BOARD REVIEW:
 - 1. Board Action Item #1 – Recommending to the Monmouth County Board of Recreation Commissioners Authorizing the Director to Enter Into a Temporary License/Use Agreement between the Union Hill Congregation, Manalapan Twp., NJ, and the Monmouth Park System, for the installation of an eruv enclosure, located at 364 Union Hill Road, Manalapan Township, NJ, as per the terms and conditions of the Temporary License/Use Agreement.

2. Board Action Item #2 – Authorizing the Director to prepare a Citation expressing the Board’s Appreciation for Services to Lawrence Cunningham, Assistant Golf Course Superintendent, who started work with the Monmouth County Park System on October 25, 2010, and who will retire effective October 1, 2025, with fourteen (14) years and eleven (11) months of service.
3. Board Action Item #3 – Authorizing the Director to prepare a Citation expressing the Board’s Appreciation for Services to John P. Eisemann, Construction Inspector, who started work with the Monmouth County Park System on June 27, 2005, and who will retire effective October 1, 2025, with twenty (20) years and three (3) months of service.
4. Board Action Item #4 – Authorizing the Director to prepare a Citation expressing the Board’s Appreciation for Services to Mary K. Naughton, Supervising Account Clerk, who started work with the Monmouth County Park System on July 6, 1976, and who will retire October 1, 2025, with forty-nine (49) years and two (2) months of service.
5. Board Action Item #5 – Recommend acceptance of the written proposal of Mungeam Golf Design, Inc., Douglas, MA, as received on August 26, 2025, proposal dated August 22, 2025, for Providing Professional Golf Course Architectural Services for North Course Bunker Renovations at Charleston Springs Golf Course, Millstone, NJ, (Ref. #25-37 & #P-71-2025), (Period of Contract 9/8/25 through 9/7/26); in an Amount Not To Exceed \$76,000.00, 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 – Recommend acceptance of the written proposal of Van Cleef Engineering Associates, LLC, Freehold, NJ, as received on August 6, 2025, proposal dated August 1, 2025, for Providing Professional Engineering Services for Pier and Site Improvements at Neptune City Waterfront Park, Shark River Park, Neptune City, New Jersey (Ref. #25-2 & #P-66-2025), (Period of Contract 9/8/25 through 9/7/26); in an Amount Not To Exceed \$114,000.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4. **(see Memo)**
7. Board Action Item #7 – Recommend Authorizing Contract Amendment #1, in the Amount of \$19,560.00, to investigate three Areas of Concern, to Gibson & Stattel Environmental, Inc., Burlington, NJ, for Providing Professional Preliminary Assessment/Site Investigation (PA/SI) of Block 27, Lots 19 & 19Q, Millstone Township, Improved Property, Owned by: Mayer, ±37.96 Acres, Project: Additions to Perrineville Lake Park, Interest: Easement with Right of First Refusal Option (Ref. #24-52 & PS #26-25), as originally awarded by Resolution #R-25-4-7=148, in the Contract Amount Not To Exceed \$1,555.00, for a new Total Amended Contract Amount of \$21,115.00, as modified by Contract Amendment #1, and further Authorizing the Director to send notice of Contract Amendment 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)**
8. Board Action Item #8 – Recommending award of contract to the lowest responsible bidder, as per bid proposal to T. R. Weniger, Inc., Piscataway, NJ, for Shark River Park Bridge 406-01 Repairs, Wall Township, NJ, (Bid #F-102-2025), Item: Total Base Bid Price; in the Total Contract Amount of \$20,500.00. **(see Memo)**

9. Board Action Item #9 – Recommending acceptance of the written proposal of M and N Farms, LLC, Chesterfield, NJ, as received on July 30, 2025, proposal dated July 16, 2025, for Furnishing and Delivery of 2025-2026 Timothy/Orchard Grass Mixed Hay (#P-62-2025), (Period of Contract 9/8/25 through 9/7/26); in the Total Amount of \$20,125.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.

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 RECREATION COMMISSIONERS AUTHORIZING THE DIRECTOR to ENTER INTO a TEMPORARY LICENSE/USE AGREEMENT between the UNION HILL CONGREGATION and the MONMOUTH COUNTY PARK SYSTEM** for the installation of an eruv enclosure, located at 364 Union Hill Road, Manalapan Township, NJ, as per the terms and conditions of the Temporary License/Use Agreement.
2. Resolution **AUTHORIZING the DIRECTOR to prepare a CITATION expressing the BOARD’S APPRECIATION FOR SERVICES to LAWRENCE CUNNINGHAM, Assistant Golf Course Superintendent, who started work with the Monmouth County Park System on October 25, 2010, and who will RETIRE effective October 1, 2025, with fourteen (14) years and eleven (11) months of service.**
3. Resolution **AUTHORIZING the DIRECTOR to prepare a CITATION expressing the BOARD’S APPRECIATION FOR SERVICES to JOHN P. EISEMANN, Construction Inspector, who started work with the Monmouth County Park System on June 27, 2005, and who will RETIRE effective October 1, 2025, with twenty (20) years and three (3) months of service.**
4. Resolution **AUTHORIZING the DIRECTOR to prepare a CITATION expressing the BOARD’S APPRECIATION FOR SERVICES to MARY K. NAUGHTON, Supervising**

Account Clerk, who started work with the Monmouth County Park System on July 6, 1976, and who will **RETIRE effective October 1, 2025**, with forty-nine (49) years and two (2) months of service.

5. Resolution **ACCEPTING the WRITTEN PROPOSAL of MUNGEAM GOLF DESIGN, INC.**, Douglas, MA, as received on August 26, 2025, proposal dated August 22, 2025, for **PROVIDING PROFESSIONAL GOLF COURSE ARCHITECTURAL SERVICES FOR NORTH COURSE BUNKER RENOVATIONS AT CHARLESTON SPRINGS GOLF COURSE, MILLSTONE, NJ (Ref. #25-37 & #P-71-2025)**, (Period of Contract 9/8/25 through 9/7/26); in an Amount Not To Exceed **\$76,000.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
6. Resolution **ACCEPTING the WRITTEN PROPOSAL of VAN CLEEF ENGINEERING ASSOCIATES, LLC**, Freehold, NJ, as received on August 6, 2025, proposal dated August 1, 2025, for **PROVIDING PROFESSIONAL ENGINEERING SERVICES FOR PIER AND SITE IMPROVEMENTS AT NEPTUNE CITY WATERFRONT PARK, SHARK RIVER PARK, NEPTUNE CITY, NEW JERSEY (Ref. #25-2 & #P-66-2025)**, (Period of Contract 9/8/25 through 9/7/26); in an Amount Not To Exceed **\$114,000.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
7. Resolution **Authorizing CONTRACT AMENDMENT #1**, in the Amount of **\$19,560.00**, to investigate three Areas of Concern, to **GIBSON & STATTEL ENVIRONMENTAL, INC.**, Burlington, NJ, for **PROVIDING PROFESSIONAL PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PA/SI) OF BLOCK 27, LOTS 19 & 19Q, MILLSTONE TOWNSHIP, IMPROVED PROPERTY, OWNED BY: MAYER, ±37.96 ACRES, PROJECT: ADDITIONS TO PERRINEVILLE LAKE PARK, INTEREST: EASEMENT WITH RIGHT OF FIRST REFUSAL OPTION (Ref. #24-52 & PS #26-25)**, as originally awarded by Resolution #R-25-4-7=148, in the Contract Amount Not To Exceed **\$1,555.00**, for a NEW TOTAL AMENDED CONTRACT AMOUNT OF **\$21,115.00**, AS MODIFIED BY CONTRACT AMENDMENT #1, and further **AUTHORIZING the DIRECTOR to SEND NOTICE of Contract Amendment to The Star Ledger**, a newspaper circulated in the County of Monmouth, as required by law, within twenty (20) days of its passage.
8. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **T. R. WENIGER, INC.**, Piscataway, NJ, for **SHARK RIVER PARK BRIDGE 406-01 REPAIRS, WALL TOWNSHIP, NJ (Bid #F-102-2025)**, ITEM: Total Base Bid Price; in the Total Contract Amount of **\$20,500.00**.
9. Resolution **ACCEPTING the WRITTEN PROPOSAL of M AND N FARMS, LLC**, Chesterfield, NJ, as received on July 30, 2025, proposal dated July 16, 2025, for **FURNISHING AND DELIVERY OF 2025-2026 TIMOTHY/ORCHARD GRASS MIXED HAY (#P-62-2025)**, (Period of Contract 9/8/25 through 9/7/26); in the Total Amount of **\$20,125.00**, 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. Golf Products, Resale Merchandise, and Clothing from Callaway
2. Furnishing and Delivery of Aeration Equipment

3. Furnishing and Delivery of Solid Waste Collection Services, Roll-Off Container Service and Single Stream Recycling Collection and Marketing Service for Contract Period of January 1, 2026 through December 31, 2026 with Option to Extend Contract for (2) One Year Renewals (2027 & 2028)

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:

- Additions to Bayshore Recreation Area
- Environmental Services, Additions to Bayshore Recreation Area
- Survey Services, Additions to Bayshore Recreation Area
- Discussion – Additions to Charleston Springs Golf Course
- Appraisal Services, Additions to Charleston Springs Golf Course
- Appraisal Services, Borough of Little Silver

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, SEPTEMBER 8, 2025 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
2. **THURSDAY, SEPTEMBER 11, 2025 – 8 AM. Mt. Mitchill 9/11 Memorial Ceremony.** 460 Ocean Blvd., Atlantic Highlands, NJ.
3. **MONDAY EVENING, SEPTEMBER 22, 2025 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
4. **THURSDAY, SEPTEMBER 25, 2025 – 5:30 PM. Employee Recognition Reception.** Thompson Park Activity Barn.
5. **MONDAY EVENING, OCTOBER 6, 2025 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
6. **MONDAY EVENING, OCTOBER 20, 2025 – 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.