

PRESENT:

ABSENT:

ALSO PRESENT:

A G E N D A

MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS:

REGULAR MEETING: MONDAY, APRIL 20, 2015– 7:00 PM

**THOMPSON PARK VISITOR CENTER, “BEECH ROOM”,
1ST FLOOR, 805 NEWMAN SPRINGS RD, LINCROFT, NJ**

A. Roll Call _____ PM – By _____

B. Statement of Adequate Public Notice – Read by _____

Salute to the flag and the Pledge of Allegiance followed by a moment of silence.

C. Approval of MINUTES—REGULAR MEETING: MONDAY, APRIL 6, 2015.
(Absent: None)

D. Approval of EXECUTIVE SESSION MINUTES—LAND ACQUISITION MATTERS:
MONDAY, APRIL 6, 2015. (Absent: None)

E. Approval of 2014 VOUCHER LIST

F. Approval of 2015 VOUCHER LIST

G. SECRETARY—DIRECTOR’S REPORT:

1. BUDGET REPORTS

2. REVENUE REPORT—MONTH OF MARCH

3. ATTENDANCE REPORT—MONTH OF MARCH

4. HUMAN RESOURCES TRAINING & SAFETY MONTHLY REPORT—MARCH 2015
(Report Date: 4/13/2015)

5. MCPS TRAINING REQUESTS AS OF APRIL 13, 2015

6. MCBRC 2015 PURCHASING PERFORMANCE REPORT—FIRST QUARTER:
JANUARY 1, 2015 – MARCH 31, 2015. (Report Date: April 9, 2015)

7. MCPS WEBSITE TRAFFIC REPORT—MARCH

H. BOARD CORRESPONDENCE RECEIVED:

1. Letter and enclosures from Mr. Cory Newman, Atlantic City, NJ, dated April 3, 2015, addressed to Chairman Rummel, regarding proposed scale model display for Battery Lewis. (*Acknowledgement letter from J. Truncer dated April 9, 2015.*)
2. Letter and attachments from Precious Parker, Oakhurst, NJ, dated April 14, 2015, addressed to various people including James J. Truncer, Secretary-Director, and Members of the Board of Recreation Commissioners, regarding Nazmir Brim-Parker—concerns regarding access to the Ocean Township Recreation Program in Ocean Township, NJ.

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

1. Precious Parker, Oakhurst, NJ.

J. Motion to CLOSE the HEARING OF THE PUBLIC. (Time: _____PM)

K. PRESENTATION:

“Graphics”
by Laurie Marswillo, Graphic Artist 3

L. FREEHOLDER’S REPORT:

M. ITEMS FOR BOARD REVIEW:

1. Board Action Item #1 – Recommending award of contract to Pasch Marine, Easton, PA, for Furnishing and Delivery of One (1) 18 Foot Aluminum Patrol Boat, Motor and Trailer Package (Bid #0036-15), Item: #1; in the Total Contract Amount of \$31,500.00.
2. Board Action Item #2 – Recommending award of contract to Add On Pools, Inc., Middletown, NJ, for Furnishing of Swimming Pool Repair Services, Pool Chemicals and Supplies (Bid #0037-15), Items: Proposal #1, Items 1-6 (\$20,000.00 Est.); Proposal #2, Items 1-28 (\$10,000.00 Est.); (Period of 04/20/15 through 11/30/15); in the Estimated Total Contract Amount of \$30,000.00.
3. Board Action Item #3 – Recommending award of contract to D & K Construction Company, Inc., Middlesex, NJ, for Dorbrook Pool Support Building and Associated Site Work (Bid #0039-15), Item: #1 (Total Base Bid Price); Designated Sub-Contractors to be paid by a two-party check listing both the General Contractor and the Designated Sub-Contractors; in the Total Contract Amount of \$496,000.00.

4. Board Action Item #4 – Rescinding contract awarded by Resolution #R-15-3-23=157, to Grass Roots Turf Products, Inc., Randolph, NJ, for Furnishing and Delivery of Seed, Lime, Fertilizer, Chemicals, and Agricultural Supplies (Bid #0034-15), Items: #37, 38, 39, 41, 45, 54, 112, 120, 129, 135 (2015 Supply Contract for the Period of 03/23/15 through 12/31/15); in the Total Contract Amount of \$42,178.25, due to a calculation error on our part in the total contract award amount.

5. Board Action Item #5 – Recommending award of contract to Grass Roots Turf Products, Inc., Randolph, NJ, for Furnishing and Delivery of Seed, Lime, Fertilizer, Chemicals, and Agricultural Supplies (Bid #0034-15), Items: #37, 38, 39, 41, 45, 54, 112, 120, 129, 135 (2015 Supply Contract for the Period of 03/23/15 through 12/31/15); in the Total Contract Amount of \$42,250.25.

6. Board Action Item #6 – Recommending Authorization of Contract Amendment #1, in the Amount of \$10,100.00 for additional services to prepare Conditions Assessment of WW2 Gun Barrel (\$3,400.00), Gun Surface Cleaning Tests (\$1,100.00), Specifications for Surface Preparation and Paint Coatings for Gun Barrel (\$1,800.00), and Paint Analysis of Interior Finishes in Battery Lewis (\$3,800.00), to Jan Hird Pokorny Associates, New York, NY, for Providing Qualified Historic Architectural Services for Battery Lewis Restoration, Phase 2, Hartshorne Woods Park, Highlands, New Jersey (Ref. #14-27 & PS #41-14), as originally awarded by Resolution #R-14-8-11=323, in the Contract Amount Not To Exceed \$36,350.00, for a New Total Amended Contract Amount of \$46,450.00.

7. Board Action Item #7 – Recommending Authorization of Change Order #1, in the amount of minus (-) \$376.00 due to item replacement by manufacturer of Toro Self-Propelled Mower with Toro Push Mower, to Barg’s Lawn & Garden Shop, Inc., Freehold, NJ, for Furnishing and Delivery of Grounds and Turf Equipment – Supplement #2 (Bid #0060-14), Item: #007; as originally awarded by Resolution #R-14-12-15=479 in the Contract Amount of \$2,976.00, for a New Total Change Order #1 Contract Amount of \$2,600.00.

8. Board Action Item #8 – Rejecting bid proposal of TruGreen L.P., Farmingdale, NJ, for Furnishing and Delivery of Seed, Lime, Fertilizer, Chemicals and Agricultural Supplies (Bid #0034-15), Item: #35 Only, as analysis of variance does not meet specification.

9. Board Action Item #9 – Recommending award of contract to Integrated Turf Management, Inc., New Britain, PA, for Furnishing and Delivery of Seed, Lime, Fertilizer, Chemicals and Agricultural Supplies (Bid #0034-15), Item: #35 (2015 Supply Contract for the Period of 04/20/15 through 12/31/15); in the Total Contract Amount of \$13,376.00.

10. Board Action Item #10 – Recommending Authorization of Change Order #1, in the amount of \$0.00, due to excess quantities of Issue 1 as a result of an error on our part, and further reducing the quantity of copies for Issues 2, 3 and 4, to NPC, INC., Claysburg, PA, for Furnishing and Delivery of Printing Services (Bid #0015-15), Items: Proposal #4, Item #1, for the Period of 01/01/15 through 12/31/15; as originally awarded by Resolution #R-14-12-15=490 in the Estimated Total Contract Amount of \$12,000.00, for a New Estimated Total Change Order #1 Contract Amount of \$12,000.00.

11. Status of Funded Projects as of April 9, 2015.

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 #1 through #10 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 AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to PASCH MARINE, Easton, PA, for FURNISHING AND DELIVERY OF ONE (1) 18 FOOT ALUMINUM PATROL BOAT, MOTOR AND TRAILER PACKAGE (Bid #0036-15), ITEM: #1; in the Total Contract Amount of \$31,500.00.

2. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to ADD ON POOLS, INC., Middletown, NJ, for FURNISHING OF SWIMMING POOL REPAIR SERVICES, POOL CHEMICALS AND SUPPLIES (Bid #0037-15), ITEMS: Proposal #1, Items 1-6 (\$20,000.00 Est.); Proposal #2, Items 1-28 (\$10,000.00 Est.); (Period of 04/20/15 through 11/30/15); in the Estimated Total Contract Amount of \$30,000.00.

3. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to D & K CONSTRUCTION COMPANY, INC., Middlesex, NJ, for DORBROOK POOL SUPPORT BUILDING AND ASSOCIATED SITE WORK (Bid #0039-15), ITEM: #1 (Total Base Bid Price); Designated Sub-Contractors to be paid by a two-party check listing both the General Contractor and the Designated Sub-Contractors; in the Total Contract Amount of \$496,000.00.
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4. Resolution RESCINDING contract awarded by Resolution #R-15-3-23=157, to GRASS ROOTS TURF PRODUCTS, INC., Randolph, NJ, for FURNISHING AND DELIVERY OF SEED, LIME, FERTILIZER, CHEMICALS, AND AGRICULTURAL SUPPLIES (Bid #0034-15), ITEMS: #37, 38, 39, 41, 45, 54, 112, 120, 129, 135 (2015 Supply Contract for the Period of 03/23/15 through 12/31/15); in the Total Contract Amount of \$42,178.25, due to a calculation error on our part in the total contract award amount.
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5. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to GRASS ROOTS TURF PRODUCTS, INC., Randolph, NJ, for FURNISHING AND DELIVERY OF SEED, LIME, FERTILIZER, CHEMICALS, AND AGRICULTURAL SUPPLIES (Bid #0034-15), ITEMS: #37, 38, 39, 41, 45, 54, 112, 120, 129, 135 (2015 Supply Contract for the Period of 03/23/15 through 12/31/15); in the Total Contract Amount of \$42,250.25.
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6. Resolution Authorizing CONTRACT AMENDMENT #1, in the Amount of \$10,100.00 for additional services to prepare Conditions Assessment of WW2 Gun Barrel (\$3,400.00), Gun Surface Cleaning Tests (\$1,100.00), Specifications for Surface Preparation and Paint Coatings for Gun Barrel (\$1,800.00), and Paint Analysis of Interior Finishes in Battery Lewis (\$3,800.00), to JAN HIRD POKORNY ASSOCIATES, New York, NY, for PROVIDING QUALIFIED HISTORIC ARCHITECTURAL SERVICES FOR BATTERY LEWIS RESTORATION, PHASE 2, HARTSHORNE WOODS PARK, HIGHLANDS, NEW JERSEY (Ref. #14-27 & PS #41-14), as originally awarded by Resolution #R-14-8-11=323, in the Contract Amount Not To Exceed \$36,350.00, for a NEW TOTAL AMENDED CONTRACT AMOUNT OF \$46,450.00, and further AUTHORIZING the SECRETARY-DIRECTOR to SEND NOTICE of Contract Amendment to the ASBURY PARK PRESS, a newspaper printed and published in the Township of Neptune, County of Monmouth, as required by law, within twenty (20) days of its passage.
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7. Resolution Authorizing CHANGE ORDER #1, in the amount of minus (-) \$376.00 due to item replacement by manufacturer of Toro Self-Propelled Mower with Toro Push Mower, to BARG'S LAWN & GARDEN SHOP, INC., Freehold, NJ, for FURNISHING AND DELIVERY OF GROUNDS AND TURF EQUIPMENT – SUPPLEMENT #2 (Bid #0060-14), ITEM: #007; as originally awarded by Resolution #R-14-12-15=479 in the Contract Amount of \$2,976.00, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$2,600.00.
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8. Resolution REJECTING bid proposal of TRUGREEN L.P., Farmingdale, NJ, for FURNISHING AND DELIVERY OF SEED, LIME, FERTILIZER, CHEMICALS AND AGRICULTURAL SUPPLIES (Bid #0034-15), ITEM: #35 ONLY, as analysis of variance does not meet specification.
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9. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to INTEGRATED TURF MANAGEMENT, INC., New Britain, PA, for FURNISHING AND DELIVERY OF SEED, LIME, FERTILIZER, CHEMICALS AND AGRICULTURAL SUPPLIES (Bid #0034-15), ITEM: #35 (2015 Supply Contract for the Period of 04/20/15 through 12/31/15); in the Total Contract Amount of \$13,376.00.
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10. Resolution Authorizing CHANGE ORDER #1, in the amount of \$0.00, due to excess quantities of Issue 1 as a result of an error on our part, and further reducing the quantity of copies for Issues 2, 3 and 4, to NPC, INC., Claysburg, PA, for FURNISHING AND DELIVERY OF PRINTING SERVICES (Bid #0015-15), ITEMS: Proposal #4, Item #1, for the Period of 01/01/15 through 12/31/15; as originally awarded by Resolution #R-14-12-15=490 in the Estimated Total Contract Amount of \$12,000.00, for a NEW ESTIMATED TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$12,000.00.
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MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:

1. Design and Construction of a Storage Pole Barn and Site Work at Deep Cut Gardens
 2. Battery Lewis Restoration Phase 2 – Hartshorne Woods Park
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MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:

1. Two (2) Appraisal Services, Block 109, Lot 24, Howell Township, ±18 Acres, Unimproved Property, Owner: McCracken, for Additions to Metedeconk River Greenway (Ref. #15-09) (FAIR & OPEN)
 2. Architectural, Engineering & Testing Services at Various Park Locations for the Period of May 1, 2015 through April 30, 2016 (Ref. #15-10) (FAIR & OPEN)
 3. Preliminary Assessment and Site Investigation, Block 21, Lot 3, Upper Freehold Township, ±1.47 Acres, Unimproved Property, Owner: Muccie (Estate of Annarose), for Additions to Clayton Park (Ref. #15-11) (FAIR & OPEN)
 4. Surveying Services, Block 21, Lot 3, Upper Freehold Township, ±1.47 Acres, Unimproved Property, Owner: Muccie (Estate of Annarose), for Additions to Clayton Park (Ref. #15-12) (FAIR & OPEN)
 5. Bulk Sampling and Analysis of Material and the Monitoring of the Removal of Asbestos Containing Material at Various Locations (PS #21-15)
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DATES TO REMEMBER:

1. **MONDAY EVENING, MAY 4, 2015** – 7 PM. **NY/NJ Baykeeper Celebration** – Acquisition of “Freneau Woods County Park”. Drew’s Bayshore Bistro, 25 Church Street, Keyport, NJ. Ticket Price: \$150.00 Per Person (*Tickets are limited*). (*Invitations to follow from the NY/NJ Baykeeper*). Call Meredith DeMarco to purchase tickets or for more information: 732/888-9870 Ext. 4; or visit <http://nynjbaykeeper.org/conservation-dinner>
2. **MONDAY EVENING, MAY 11, 2015** - 7 PM. **Regular Board Meeting**. Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
3. **SUNDAY, MAY 17, 2015** - 11 AM – 5 PM. **Walnford Day**. Historic Walnford. Upper Freehold.
4. **“TUESDAY EVENING”, MAY 26, 2015** - 7 PM. **Regular Board Meeting**. Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
5. **MONDAY EVENING, JUNE 8, 2015** - 7 PM. **Regular Board Meeting**. Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
6. **MONDAY EVENING, JUNE 22, 2015** - 7 PM. **Regular Board Meeting**. Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
7. **MONDAY EVENING, JULY 13, 2015** - 7 PM. **Regular Board Meeting**. Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
8. **WEDNESDAY THROUGH SUNDAY, JULY 22-26, 2015** – 41st **Annual Monmouth County Fair**. East Freehold Showgrounds, 1500 Kozloski Rd, Freehold, NJ. (*Hours: Weds.–Friday 5 PM to 11 PM; Saturday 3 PM to 11 PM; and Sunday 11 AM to 6 PM*).

Statement of Adequate Public Notice – Read by _____

“Statement of Adequate Public Notice of Executive Session Meeting in compliance with the ‘Open Public Meetings Act’, Laws of the State of NJ, Chapter 231, P.L. 1975. Notice of meeting has been posted, and the County Clerk and two (2) newspapers as designated by the Board have been noticed, including date, time and place, as adopted by the Commission at their regular meeting of April 6, 2015, as required under the Open Public Meetings Act, Chapter 231, P.L. 1975.”

At _____ PM, the following Resolution was introduced by _____, seconded by _____, to move into EXECUTIVE SESSION for the purpose of discussing LAND ACQUISITION MATTERS, being additions to county park lands:

WHEREAS, the Open Public Meetings Act provides that the Monmouth County Board of Recreation Commissioners may recess into Executive Session pursuant to the Notice as set forth in the Agenda and the Statement of Public Notice as referred to therein for the purposes as set forth therein including the purposes of discussing “land acquisition matters”; and

WHEREAS, the Board of Recreation Commissioners, pursuant to the Open Public Meetings Act, may recess into Executive Session to discuss matters involving the Attorney/Client Privilege and matters involving negotiations and real estate matters and procedures related thereto as may relate to a Hearing held pursuant to Resolutions as adopted by the Board of Chosen Freeholders and the Board of Recreation Commissioners.

NOW THEREFORE, BE IT RESOLVED that the Monmouth County Board of Recreation Commissioners does hereby recess into Executive Session to discuss the aforementioned subject matters and the Minutes of the same may be disclosed at such time in the future as the Board of Recreation Commissioners may, in its discretion, determine according to law.

Motion to RECONVENE the REGULAR MEETING. (Time: _____PM)

NOTE: Minutes of the Executive Session to discuss Land Acquisition Matters being additions to county park lands, will be available to the public in ninety (90) days or upon completion of acquisition or potential litigation.

ITEM(S) FOR BOARD ACTION FOLLOWING THE EXECUTIVE SESSION:

ITEMS FOR THE GOOD OF THE ORDER:

Resolution scheduling an **Executive Session Meeting** to be held during the Board’s regularly scheduled meeting of **May 11, 2015**, at **7 PM**, in the **“Beech Room”** of the **Thompson Park Visitor Center, 1st Floor, 805 Newman Springs Road, Lincroft, NJ**, for the purpose of discussing **Personnel Matters, Land Acquisition Matters, being additions to county park lands; and Attorney Client Privilege Information**, and authorizing the Secretary-Director to post and send notice of said meeting to the County Clerk and two (2) newspapers as designated by the Board, as required under the Open Public Meetings Act, Chapter 231, P.L. 1975.

Motion to ADJOURN the Regular Meeting of the Monmouth County Board of Recreation Commissioners. (Time: _____PM)
