

**PRESENT:**

**ABSENT:**

**ALSO PRESENT:**

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**A G E N D A**

**MONMOUTH COUNTY BOARD OF  
RECREATION COMMISSIONERS:**

**REGULAR MEETING: MONDAY,  
APRIL 6, 2015– 7:00 PM**

**THOMPSON PARK VISITOR CENTER, “BEECH ROOM”,  
1<sup>ST</sup> 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, MARCH 23, 2015  
(Excused: Commissioners Horsnall and Butch)

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D. Approval of EXECUTIVE SESSION MINUTES—LAND ACQUISITION MATTERS:  
MONDAY, MARCH 23, 2015. (Excused: Commissioner Horsnall and Butch)

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E. Approval of 2014 VOUCHER LIST

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F. Approval of 2015 VOUCHER LIST

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G. SECRETARY—DIRECTOR’S REPORT:

1. GOLF REPORT – As Presented by Mike Janoski, Co. Park Supt./Golf Operations
2. PARKS REPORT – As Presented by Tom Fobes, Supt. of Co. Parks/Park Operations
3. VISITOR SERVICES REPORT – As Presented by Patti Conroy, Supt. of Recreation

H. BOARD CORRESPONDENCE RECEIVED:

- I. Motion to OPEN the HEARING OF THE PUBLIC. (Time: \_\_\_\_\_PM)  
*(Presentations are limited to three (3) minutes per person.)*

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- J. Motion to CLOSE the HEARING OF THE PUBLIC. (Time: \_\_\_\_\_PM)

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K. FREEHOLDER’S REPORT:

L. ITEMS FOR BOARD REVIEW:

1. Board Action Item #1 – Recommending acceptance of the written proposal of Johnson Realty Services, Wall, NJ, for Providing Professional Appraisal Services for Block 14, Lot 11.07 (P/O), Township of Millstone, New Jersey ±27.48 Acres, Owner: Horowitz, Project: Additions to Perrineville Lake Park, Interest: Fee Simple (Ref. #15-06 & PS #17-15), in an Amount Not To Exceed \$2,400.00.
2. Board Action Item #2 – Recommending acceptance of the written proposal of DRD Appraisals, LLC, dba Stuart Appraisal Company, Freehold, NJ, for Providing Professional Appraisal Services for Block 14, Lot 11.07 (P/O), Twp. of Millstone, NJ, ±27.48 Acres, Owner: Horowitz, Project: Additions to Perrineville Lake Park, Interest: Fee Simple (Ref. #15-06 & PS #17-15), in an Amount Not To Exceed \$2,650.00.
3. Board Action Item #3 – Recommending the Purchase of High Density Mobile Filing System, from Garden State Office Systems & Equipment, Inc., Piscataway, NJ, Items: 9 Movable Carriages with 5 Sections of Shelving @\$3,470.00 each (\$31,230.00); 1 Double Entry Fixed Carriage with 5 Sections of Shelving @\$2,086.00 each (\$2,086.00); 44.6% Discount -\$14,858.94; 10 Ranges of Shelving @\$34,750.00; 56.2% Discount -\$19,529.00; Installation and Related Services @\$9,825.00; as available under NJ State Contract #A84478, for the Period of 07/22/13 through 06/30/15, in the Total Contract Amount of \$43,502.56.
4. Board Action Item #4 – Recommending the Purchase of Park and Playground Equipment, Parts and Installation, from Spohn Ranch, Inc., City of Industry, CA, Items: Skatepark Equipment—Various Items; as available under NJ State Contract #A81435, for the Period of 05/15/12 through 05/14/15, in the Total Contract Amount of \$229,896.02.
5. Board Action Item #5 – Recommending Change Order #2, in the amount of \$1,340.00 to furnish and install an electronic low water cutoff for replacement boiler, to Performance Mechanical Corp., Wall, NJ, for Furnishing, Delivery, and Installation of Replacement Boilers and Furnaces, and Natural Gas Conversions (Bid #0052-14), Items: Proposal 4, Item #1, 95% AFUE and Item #2; as originally awarded by Resolution #R-14-10-20=386 in the Contract Amount of \$23,300.00, and as modified by Change Order #1 awarded by Resolution #R-14-12-1=437 in the Total Change Order #1 Contract Amount of \$18,000.00, for a New Total Change Order #2 Contract Amount of \$19,340.00.
6. Board Action Item #6 – Rejecting bid proposal of Warshauer Electric Supply, Tinton Falls, NJ, for Furnishing and Delivery of Two Blower Motor Control Panels (Bid #0035-15), as company submitted an email dated March 11, 2015, requesting that their bid be withdrawn due to an error in their price.

7. Board Action Item #7 – Rejecting bid proposal of Pro Pump Corporation, Inwood, NY, for Furnishing and Delivery of Two Blower Motor Control Panels (Bid #0035-15), as variance did not provide specified panels or the thermostat, and did not offer any warranty on the panels’ operation.
  
8. Board Action Item #8 – Recommending Award of Contract to Walker Engineering, Inc., Point Pleasant, NJ, for Furnishing and Delivery of Two Blower Motor Control Panels (Bid #0035-15), Item: #1; in the Total Contract Amount of \$12,988.00.
  
9. Board Action Item #9 as Added to the Agenda – Declaring Surplus One (1) Horse named, Snake Eyed Jack, “Blue”, a twenty-one (21) year old 15.2 hand paint gelding, located at Sunnyside Recreation Area, due to increased problems with arthritis, back pain, and gastric ulcers, making him uncomfortable when being ridden and unsuitable to use in the therapeutic riding program, and Authorizing the Sale of “Blue” to Jennifer Tevlin, Freehold, NJ, for the Sum of One Dollar (\$1.00).
  
10. Board Action Item #10 as Added to the Agenda – Authorizing the Secretary-Director to prepare a Citation expressing the Board’s Appreciation for Services to Claire Morris, Recreation Program Specialist, who started work with the Monmouth County Park System on June 2, 2003, and who will Retire effective May 1, 2015, with over eleven and one-half (11 ½) years of service, and further rescinding Resolution #R-15-3-9=115 as previously adopted by the Board.
  
11. Request by Mr. Keith Nowak, for Permission to Use the Deer Management Parking Lot, adjacent to Huber Woods Farm, off of Browns Dock Road, on Saturday, May 2, 2015, from 3:00 PM to 9:00 PM, for parking approximately thirty (30) cars, at a fee of \$325.00, as per the Conditions of Use.  
  
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12. Request by Monmouth Park, Oceanport, NJ, for Permission to Use Wolf Hill Recreation Area, Crescent Place, Oceanport Borough, for Overflow Parking on June 21, 2015, and August 2, 2015, during various events held at Monmouth Park, subject to and in accordance with the provisions contained in the Temporary Use and Occupancy Agreement, with the Board charging a “Use Fee” of \$600.00, and further Authorizing the Chairman and Secretary-Director of the Board to Enter Into said Agreement.  
  
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13. Status of Funded Projects as of March 26, 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 #8 for Board Action; and

WHEREAS, the Board also reviewed Agenda Items #9 & #10, 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 # \_\_\_\_\_ through # \_\_\_\_\_.

Resolution of Consent seconded by: \_\_\_\_\_.

**ITEMS FOR BOARD ACTION:**

1. Resolution ACCEPTING the WRITTEN PROPOSAL of JOHNSON REALTY SERVICES, Wall, NJ, as received on March 17, 2015, proposal dated March 5, 2015, for PROVIDING PROFESSIONAL APPRAISAL SERVICES FOR BLOCK 14, LOT 11.07 (P/O), TOWNSHIP OF MILLSTONE, NEW JERSEY ±27.48 ACRES, OWNER: HOROWITZ, PROJECT: ADDITIONS TO PERRINEVILLE LAKE PARK, INTEREST: FEE SIMPLE (Ref. #15-06 & PS #17-15), in an Amount Not To Exceed \$2,400.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.

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2. Resolution ACCEPTING the WRITTEN PROPOSAL of DRD APPRAISALS, LLC, dba STUART APPRAISAL COMPANY, Freehold, NJ, as received on March 17, 2015, proposal dated March 13, 2015, for PROVIDING PROFESSIONAL APPRAISAL SERVICES FOR BLOCK 14, LOT 11.07 (P/O), TOWNSHIP OF MILLSTONE, NEW JERSEY ±27.48 ACRES, OWNER: HOROWITZ, PROJECT: ADDITIONS TO PERRINEVILLE LAKE PARK, INTEREST: FEE SIMPLE (Ref. #15-06 & PS #17-15), in an Amount Not To Exceed \$2,650.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.

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3. Resolution AUTHORIZING the PURCHASE of HIGH DENSITY MOBILE FILING SYSTEM, from GARDEN STATE OFFICE SYSTEMS & EQUIPMENT, INC., Piscataway, NJ, ITEMS: 9 Movable Carriages with 5 Sections of Shelving @\$3,470.00 each (\$31,230.00); 1 Double Entry Fixed Carriage with 5 Sections of Shelving @\$2,086.00 each (\$2,086.00); 44.6% Discount -\$14,858.94; 10 Ranges of Shelving @\$34,750.00; 56.2% Discount -\$19,529.00; Installation and Related Services @\$9,825.00; as available under NJ State Contract #A84478, for the Period of 07/22/13 through 06/30/15, in the Total Contract Amount of \$43,502.56.
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4. Resolution AUTHORIZING the PURCHASE of PARK AND PLAYGROUND EQUIPMENT, PARTS AND INSTALLATION, from SPOHN RANCH, INC., City of Industry, CA, ITEMS: Skatepark Equipment—Various Items; as available under NJ State Contract #A81435, for the Period of 05/15/12 through 05/14/15, in the Total Contract Amount of \$229,896.02.
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5. Resolution Authorizing CHANGE ORDER #2, in the amount of \$1,340.00 to furnish and install an electronic low water cutoff for replacement boiler, to PERFORMANCE MECHANICAL CORP., Wall, NJ, for FURNISHING, DELIVERY, AND INSTALLATION OF REPLACEMENT BOILERS AND FURNACES, AND NATURAL GAS CONVERSIONS (Bid #0052-14), ITEMS: Proposal 4, Item #1, 95% AFUE and Item #2; as originally awarded by Resolution #R-14-10-20=386 in the Contract Amount of \$23,300.00, and as modified by Change Order #1 awarded by Resolution #R-14-12-1=437 in the Total Change Order #1 Contract Amount of \$18,000.00, for a NEW TOTAL CHANGE ORDER #2 CONTRACT AMOUNT OF \$19,340.00.
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6. Resolution REJECTING bid proposal of WARSHAUER ELECTRIC SUPPLY, Tinton Falls, NJ, for FURNISHING AND DELIVERY OF TWO BLOWER MOTOR CONTROL PANELS (Bid #0035-15), as company submitted an email dated March 11, 2015, requesting that their bid be withdrawn due to an error in their price.
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7. Resolution REJECTING bid proposal of PRO PUMP CORPORATION, Inwood, NY, for FURNISHING AND DELIVERY OF TWO BLOWER MOTOR CONTROL PANELS (Bid #0035-15), as variance did not provide specified panels or the thermostat, and did not offer any warranty on the panels' operation.
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8. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to WALKER ENGINEERING, INC., Point Pleasant, NJ, for FURNISHING AND DELIVERY OF TWO BLOWER MOTOR CONTROL PANELS (Bid #0035-15), ITEM: #1; in the Total Contract Amount of \$12,988.00.
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9. Resolution DECLARING SURPLUS One (1) Horse named, SNAKE EYED JACK, "BLUE", a twenty-one (21) year old 15.2 hand paint gelding, located at Sunnyside Recreation Area, due to increased problems with arthritis, back pain, and gastric ulcers, making him uncomfortable when being ridden and unsuitable to use in the therapeutic riding program, and AUTHORIZING the SALE of "BLUE" to JENNIFER TEVLIN, Freehold, NJ, for the SUM of ONE DOLLAR (\$1.00).
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10. Resolution AUTHORIZING the SECRETARY-DIRECTOR to prepare a CITATION expressing the BOARD'S APPRECIATION FOR SERVICES to CLAIRE MORRIS, Recreation Program Specialist, who started work with the Monmouth County Park System on June 2, 2003, and who will RETIRE effective MAY 1, 2015, with over eleven and one-half (11 ½) years of service, and further RESCINDING Resolution #R-15-3-9=115 as previously adopted by the Board.
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**MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:**

1. Furnishing and Delivery of Four-Drawer Insulated File Cabinets
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**MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:**

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**DATES TO REMEMBER:**

1. **WEDNESDAY EVENING, APRIL 8, 2015** – 7-9 PM. Park Ranger Graduation. Hominy Hill Golf Center, 92 Mercer Rd., Colts Neck, NJ. *(By Invitation)*
2. **MONDAY EVENING, APRIL 20, 2015** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
3. **MONDAY EVENING, MAY 11, 2015** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.

4. **“TUESDAY EVENING”, MAY 26, 2015** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
5. **MONDAY EVENING, JUNE 8, 2015** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
6. **MONDAY EVENING, JUNE 22, 2015** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.

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 March 23, 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; and:

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)

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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 **April 20, 2015**, at **7 PM**, in the "**Beech Room**" of the **Thompson Park Visitor Center, 1<sup>st</sup> 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.

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

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