

PRESENT:

ABSENT:

ALSO PRESENT:

A G E N D A

Tentative: 04/03/13

MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS:

REGULAR MEETING: MONDAY, APRIL 8, 2013– 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, MARCH 25, 2013
(Excused: Commissioners Mandeville, Horsnall, Hood & Zelina)

D. Approval of EXECUTIVE SESSION MINUTES—PERSONNEL MATTERS:
MONDAY, MARCH 25, 2013. (Excused: Commissioners Mandeville, Horsnall, Hood & Zelina)

E. Approval of 2012 VOUCHER LIST

F. Approval of 2013 VOUCHER LIST

G. SECRETARY—DIRECTOR’S REPORT:

1. MCPS TRAINING REQUESTS AS OF APRIL 1, 2013
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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. PRESENTATION:

“Battery Lewis”
by Gail L. Hunton, Supervising Historic Preservation Specialist

L. FREEHOLDER’S REPORT:

M. ITEMS FOR BOARD REVIEW:

1. Request by Richard Knipscher, Locust, NJ, dated March 20, 2013, for Permission to Use the Parking Lot at Claypit Creek off Locust Avenue, on Saturday, April 20, 2013, from 12 Noon to 1 PM, for approximately fifty (50) cars, for his daughter’s wedding, with a Fee of Six Hundred Dollars (\$600.00) being charged for the use of the facility and for operational costs.
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2. Review of Agenda Items for Board Action.

3. Temporary Use and Occupancy Agreement with the Monmouth Conservation Foundation for the Use of Building #2401, located at Sunnyside Recreation Area. (*Agenda Item For Board Action #14*)

4. Introduction of Proposed MCPS Rules and Regulations. (*Agenda Item For Board Action #15*)

5. Review of Proposed No-Smoking Rules and Regulations—Seven Presidents Oceanfront Park

6. Status of Funded Projects as of March 28, 2013.

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 #15 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 RESCINDING contract awarded by Resolution #R-13-2-11=75, to SUNCOAST TOURS, Cape May, NJ, for FURNISHING AND DELIVERY OF A WASHINGTON DC TOUR PACKAGE (PS #09-13), in the Estimated Total Contract Amount of \$18,000.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate, due to insufficient registrations.
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2. Resolution RESCINDING contract awarded by Resolution #R-13-2-11=65, to SAHARA SAND, West Creek, NJ, for FURNISHING AND DELIVERY OF ROAD MAINTENANCE MATERIALS (Bid #0018-13), ITEM: #6 (2013 Supply Contract for the Period of 02/11/13 through 12/31/13); in the Estimated Total Contract Amount of \$1,915.00, as vendor will not comply with providing the required insurance certificate and language required.
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3. Resolution AWARDING CONTRACT to R.W.V. LAND & LIVESTOCK SOUTH, INC., Jackson, NJ, for FURNISHING AND DELIVERY OF ROAD MAINTENANCE MATERIALS (Bid #0018-13), ITEM: #6 (2013 Supply Contract for the Period of 04/08/13 through 12/31/13); in the Estimated Total Contract Amount of \$1,936.00.
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4. Resolution Authorizing CHANGE ORDER #1, in the amount of \$3,600.00 increasing existing contract by 20% as allowed by law, to AURORA ENVIRONMENTAL, INC., Union Beach, NJ, for FURNISHING AND DELIVERY OF GAS PUMP REPAIR PARTS AND SERVICES (Bid #0012-12), ITEMS: #1, 2 & 3 (2013 Supply/Service Contract for the Period of January 1, 2013 through December 31, 2013) under the same terms and conditions as per bid specification; as originally awarded by Resolution #R-12-1-9=43 and Extended for an Additional One (1) Year Period (2013), as per Resolution #R-12-11-19=339 in the Estimated Total Contract Amount of \$18,000.00, for a NEW ESTIMATED TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$21,600.00.
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5. Resolution ACCEPTING the WRITTEN PROPOSAL of JOHNSON, MIRMIRAN & THOMPSON, INC., Trenton, NJ, as received on March 15, 2013, proposal dated March 12, 2013, for PROVIDING PROFESSIONAL SURVEYING SERVICES OF BLOCK 29, LOTS 5.01 AND 5.01Q, MILLSTONE TOWNSHIP, NJ, OWNER: GINOLFI, PROJECT: ADDITIONS TO PERRINEVILLE LAKE PARK (Ref. #13-05 & PS #24-13), in an Amount Not To Exceed \$2,290.00, 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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6. Resolution ACCEPTING the WRITTEN PROPOSAL of ADAMS, REHMANN AND HEGGAN ASSOCIATES, INC., Hammonton, NJ, as received on March 15, 2013, proposal dated March 8, 2013, for PROVIDING PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PASI) OF BLOCK 29, LOTS 5.01 AND 5.01 Q, MILLSTONE TOWNSHIP, NJ, OWNER: GINOLFI, ±13.07 ACRES, IMPROVED PROPERTY, PROJECT: ADDITIONS TO PERRINEVILLE LAKE PARK (Ref. #13-06 & PS #25-13), in an Amount Not To Exceed \$1,395.00, 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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7. Resolution ACCEPTING the WRITTEN PROPOSAL of BPM ENGINEERING, LLC, Matawan, NJ, as received on March 15, 2013, proposal dated March 13, 2013, for PROVIDING PROFESSIONAL SURVEYING SERVICES OF BLOCK 34, LOT 1 (P/O), UPPER FREEHOLD TOWNSHIP, NJ, OWNER: SCHMITT-GORDON, PROJECT: ADDITIONS TO CROSSWICKS CREEK GREENWAY (Ref. #13-07 & PS #23-13), in an Amount Not To Exceed \$3,590.00, 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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8. Resolution ACCEPTING the WRITTEN PROPOSAL of ADAMS, REHMANN AND HEGGAN ASSOCIATES, INC., Hammonton, NJ, as received on March 15, 2013, proposal dated March 6, 2013, for PROVIDING PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PASI) OF BLOCK 34, LOTS 1 (P/O), UPPER FREEHOLD TOWNSHIP, NJ, OWNER: SCHMITT-GORDON, ±10.89 ACRES, VACANT PROPERTY, PROJECT: ADDITIONS TO CROSSWICKS CREEK GREENWAY (Ref. #13-08 & PS #22-13), in an Amount Not To Exceed \$1,395.00, 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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9. Resolution ACCEPTING the WRITTEN PROPOSAL of JOHNSON, MIRMIRAN & THOMPSON, INC., Trenton, NJ, as received on March 21, 2013, proposal dated March 18, 2013, for PROVIDING PROFESSIONAL SURVEYING SERVICES OF BLOCK 29, LOTS 3 AND 3Q, MILLSTONE TOWNSHIP, NJ, OWNER: MAB FAMILY, LLC2, ±22.7 ACRES, IMPROVED PROPERTY, PROJECT: ADDITIONS TO PERRINEVILLE LAKE PARK (Ref. #13-11 & PS #27-13), in an Amount Not To Exceed \$3,990.00, 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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10. Resolution ACCEPTING the WRITTEN PROPOSAL of ADAMS, REHMANN AND HEGGAN ASSOCIATES, INC., Hammonton, NJ, as received on March 21, 2013, proposal dated March 15, 2013, for PROVIDING PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PASI) OF BLOCK 29, LOTS 3 AND 3Q, MILLSTONE TOWNSHIP, NJ, OWNER: MAB FAMILY, LLC2, ±22.7 ACRES, IMPROVED PROPERTY, PROJECT: ADDITIONS TO PERRINEVILLE LAKE PARK (Ref. #13-12 & PS #26-13), in an Amount Not To Exceed \$1,895.00, 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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11. Resolution RECOMMENDING to the MONMOUTH COUNTY BOARD OF CHOSEN FREEHOLDERS the acceptance of the highest and best bid, as per bid proposal to PARK EATS, LLC, Holmdel, NJ, for FURNISHING OF A MOBILE CONCESSION VEHICLE AT THE SPRAYGROUND/PLAYGROUND AT DORBROOK RECREATION AREA (Bid #0040-13), ITEM: Operating a Mobile Concession Vehicle at the Sprayground/Playground at Dorbrook Recreation Area for the Period of May 18, 2013 through September 8, 2013; in the Total Temporary Use and Occupancy Agreement Amount of \$9,122.26.
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12. Resolution ACCEPTING the WRITTEN QUOTATION of DIAMOND M. LUMBER COMPANY, Southampton, NJ, for FURNISHING AND DELIVERY OF PILINGS TO MONMOUTH COVE MARINA (PS #28-13), ITEMS: #1 & #2; in the Total Contract Amount of \$17,835.00, as received on March 26, 2013, proposal dated March 19, 2013, 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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13. Resolution AUTHORIZING the PURCHASE of VEHICLES, CARGO VANS, MINIVAN/ CLASS 1/2/3, REGULAR/EXTENDED, T-2103, from CHAS S. WINNER, INC., Cherry Hill, NJ, ITEM: 2013 FORD TRANSIT CONNECT (Line #00001), Exterior Color: Frozen White; Interior: Dark Grey; Option S6A: Windows, Side and Rear; Option 16V: All Weather Floor Mats; Option 87M: Spare Keys; as available under NJ State Contract #A83173, for the Period of 12/14/12 through 12/13/13, in the Total Contract Amount of \$19,459.00.
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14. Resolution AUTHORIZING the CHAIRMAN and SECRETARY-DIRECTOR OF THE BOARD to ENTER INTO a TEMPORARY USE AND OCCUPANCY AGREEMENT with the MONMOUTH CONSERVATION FOUNDATION for the USE OF BUILDING #2401, located at SUNNYSIDE RECREATION AREA, as per the terms and conditions of the temporary use and occupancy agreement.
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15. Resolution INTRODUCING the MONMOUTH COUNTY PARK SYSTEM RULES AND REGULATIONS, and further AUTHORIZING the SECRETARY-DIRECTOR to POST & PUBLISH NOTICE of PUBLIC HEARING on their ADOPTION scheduled for MAY 6, 2013, as required by law.
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MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:

1. Restoration of the Main House and Carriage House at Portland Place, Hartshorne Woods Park-Phase One
 2. Orientation Room Alterations at the Manasquan Reservoir Environmental Center
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MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:

1. Architectural/Engineering and Testing Services at Various Park Locations—May 1, 2013 through April 30, 2014 (Ref. #13-18) (*FAIR & OPEN*)
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DATES TO REMEMBER:

1. **MONDAY EVENING, APRIL 8, 2013** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
2. **MONDAY EVENING, APRIL 22, 2013** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
3. **SUNDAY AFTERNOON, APRIL 28, 2013** – 12 Noon–3 PM. **Sunnyside Equestrian Center Open House**, 628 Middletown-Lincroft Road, Middletown, NJ. Sponsored by Special People United to Ride (SPUR). “Barn Tours, Pony Rides (fee charged), Face Painting and Caricatures, Children’s Crafts, Live Music, Free Parking & Free Admission”. Proceeds support the Therapeutic Horseback Riding Program at Sunnyside. For more information call 732/842-4000, Ext. 4312.
4. **MONDAY EVENING, MAY 6, 2013** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
5. **MONDAY EVENING, MAY 20, 2013** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
6. **MONDAY EVENING, JUNE 10, 2013** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
7. **FRIDAY, JUNE 14, 2013** – 4 PM Until 5:30 PM. **Coastal Activity Center (CAC)/Urban Recreation Program Barbeque** for CAC Participants & Families. Location: Coastal Activity Center (Salvation Army Building), 605 Asbury Ave., Asbury Park.

8. **MONDAY EVENING, JUNE 24, 2013** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
9. **MONDAY EVENING, JULY 15, 2013** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1st 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 25, 2013, 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 PERSONNEL MATTERS, being Grievance #2012-02, and 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 “personnel matters, and 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 Personnel Matters shall not be made available to the public, as Personnel Matters are confidential. 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 **Monday, April 22, 2013, 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 Potential Litigation**, 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.

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