

**PRESENT:**

**ABSENT:**

**ALSO PRESENT:**

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**A G E N D A**

Tentative: 08/14/13

**MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS:**

**REGULAR MEETING: MONDAY, AUGUST 19, 2013– 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, AUGUST 5, 2013.  
(Excused: Commissioners Hennessy and Horsnall)

\_\_\_\_\_

D. Approval of EXECUTIVE SESSION MINUTES—LAND ACQUISITION MATTERS:  
MONDAY, AUGUST 5, 2013. (Excused: Commissioner Horsnall)

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E. Approval of EXECUTIVE SESSION MINUTES—POTENTIAL LITIGATION:  
MONDAY, AUGUST 5, 2013. (Excused: Commissioners Hennessy and Horsnall)

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F. Approval of 2012 VOUCHER LIST

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G. Approval of 2013 VOUCHER LIST

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H. SECRETARY—DIRECTOR'S REPORT:

1. BUDGET REPORTS

\_\_\_\_\_

2. REVENUE REPORT—MONTH OF JULY

\_\_\_\_\_

3. ATTENDANCE REPORT—MONTH OF JULY

\_\_\_\_\_

4. HUMAN RESOURCES TRAINING & SAFETY MONTHLY REPORT—JULY 2013  
(Dated: 8/12/2013)

\_\_\_\_\_

5. MCPS TRAINING REQUESTS AS OF AUGUST 12, 2013

\_\_\_\_\_

6. MCPS WEBSITE TRAFFIC REPORT—JULY

\_\_\_\_\_

I. BOARD CORRESPONDENCE RECEIVED:

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

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

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L. PRESENTATION:

“CAPRA – New Initiatives & Plans”  
by Paul Gleitz, Principal Park Planner

M. FREEHOLDER’S REPORT:

N. ITEMS FOR BOARD REVIEW:

1. Review of Agenda Items for Board Action.
  
2. Assignment of three (3) previously awarded Birdsall Services Group, Inc. Contracts to Partner Engineering and Science, Inc. (*Agenda Item For Board Action #10*)

3. Request by Special People United to Ride (SPUR), dated July 9, 2013, for permission to conduct a Wine and Cheese Event at the Thompson Park Visitor Center on October 5, 2013 from 6:30 PM to 9:00 PM, for the purpose of raising funds for the SPUR Scholarship Program.

\_\_\_\_\_

4. Status of Funded Projects as of August 12, 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 #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 ACCEPTING the WRITTEN PROPOSAL of GAGLIANO & COMPANY, Shrewsbury, NJ, as received on July 30, 2013, proposal dated July 19, 2013, for providing PROFESSIONAL APPRAISAL SERVICES FOR BLOCK 70, LOTS 7 AND 8, TOWNSHIP OF HOWELL, NJ, OWNER: BARTO, ±36.0 ACRES, IMPROVED PROPERTY, PROJECT: ADDITIONS TO METEDECONK RIVER GREENWAY, INTEREST: FEE SIMPLE (Ref. #13-22 & PS #40-13), in an Amount Not To Exceed \$1,500.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.

\_\_\_\_\_

2. Resolution ACCEPTING the WRITTEN PROPOSAL of DRD APPRAISALS, LLC dba STUART APPRAISAL COMPANY, Freehold, NJ, as received on July 30, 2013, proposal dated July 21, 2013, for providing PROFESSIONAL APPRAISAL SERVICES FOR BLOCK 70, LOTS 7 AND 8, TOWNSHIP OF HOWELL, NJ, OWNER: BARTO, ±36.0 ACRES, IMPROVED PROPERTY, PROJECT: ADDITIONS TO METEDECONK RIVER GREENWAY, INTEREST: FEE SIMPLE (Ref. #13-22 & PS #40-13), in an Amount Not To Exceed \$2,500.00, 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 CHANGE ORDER #1, in the amount of minus (-) \$3,666.00 as existing 1,200 sq. ft. of EPDM layer at the Thompson Park Filly Run playground was not removed prior to installing the new layer and surface was power-washed and cleaned prior to resurfacing (-\$4,200.00), and an additional 44.5 sq. ft. of surface repairs was required at the Turkey Swamp Campground playground (\$534.00), to RICH PICERNO BUILDERS, LLC, Kenilworth, NJ, for PLAYGROUND SURFACING REPAIRS AND PLAY STRUCTURES AT VARIOUS PARKS (Bid #0051-12), as originally awarded by Resolution #R-12-10-9=305 in the Contract Amount of \$88,053.75, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$84,387.75.
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4. Resolution Authorizing CHANGE ORDER #1, in the amount of \$9,699.20 increasing quantity of Items #117, 70-20-10 Divot Mix, 28 Tons @\$44.00 (\$1,232.00), #120, Golf Course Sand Top Dressing–Damp, 112 Tons @\$27.00 (\$3,024.00), and #121, Golf Course Sand Top Dressing–Dry, 112 Tons @48.60 (\$5,443.20), to MITCHELL PRODUCTS, LLC, Millville, NJ, for FURNISHING AND DELIVERY OF SEED, LIME, FERTILIZER, CHEMICALS AND AGRICULTURAL SUPPLIES (Bid #0025-13), ITEMS: 117, 118, 119, 120 & 121 (2013 Supply Contract for the Period of 03/11/13 through 12/31/13), as originally awarded by Resolution #R-13-3-11=146 in the Contract Amount of \$94,887.60, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$104,586.80.
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5. Resolution Authorizing CHANGE ORDER #1, in the amount of \$731.40, for services rendered and to close out contract, to PECKHAM MATERIALS, CORP., Athens, NY, for FURNISHING, DELIVERY AND APPLICATION OF DUST CONTROL SOIL STABILIZATION SERVICES (Bid #0035-13), ITEMS: #1-8, Total Lump Sum (2013 Supply/Service Contract for the Period of 03/25/13 through 12/31/13) as originally awarded by Resolution #R-13-3-25=169 in the Contract Amount of \$25,875.00, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$26,606.40.
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6. Resolution Authorizing CONTRACT AMENDMENT #1, in the Amount of \$2,400.00 for mobilization and disposal of an additional 12.52 tons of stockpiled petroleum impacted soil (\$1,750.00), and the preparation and submittal to NJDEP of a Response Action Outcome Report including all requisite NJ State remediation fees (\$650.00), to GEI CONSULTANTS, INC., Woburn, MA, for PROVIDING ENGINEERING SERVICES OF A LICENSED SITE REMEDIATION PROFESSIONAL (LSRP) TO ASSIST IN THE REMEDIATION OF A SITE OF A GASOLINE SURFACE SPILL AT A VEHICULAR FUELING DISPENSER LOCATED AT SHARK RIVER PARK MAINTENANCE YARD (Ref. #13-16 & PS #29-13), as originally awarded by Resolution #R-13-5-6=210, in the Contract Amount Not To Exceed \$2,900.00, for a NEW TOTAL AMENDED CONTRACT AMOUNT OF \$5,300.00, 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 ACCEPTING the WRITTEN PROPOSAL of ADAMS, REHMANN AND HEGGAN ASSOCIATES, INC., Hammonton, NJ, as received on August 6, 2013, proposal dated July 31, 2013, for providing PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PASI) SERVICES OF BLOCK 20, LOT 21, UPPER FREEHOLD TOWNSHIP, NJ, OWNER: MALSBURY, ±0.82 ACRES, IMPROVED PROPERTY, PROJECT: ADDITIONS TO CLAYTON PARK (Ref. #13-10 & PS #42-13), in an Amount Not To Exceed \$1,745.00, 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 MORRIS P. HEBERT, INC., Clinton, NJ, as received on August 6, 2013, proposal dated August 2, 2013, for providing PROFESSIONAL SURVEYING SERVICES OF BLOCK 20, LOT 21, UPPER FREEHOLD TOWNSHIP, NJ, OWNER: MALSBURY, ±0.82 ACRES, IMPROVED PROPERTY, PROJECT: ADDITIONS TO CLAYTON PARK (Ref. #13-09 & PS #41-13), in an Amount Not To Exceed \$1,850.00, 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 Authorizing CONTRACT AMENDMENT #1, in the Amount of \$3,600.00 increasing existing contract amount by twenty percent (20%) as allowed by law, to COMPACT SYSTEMS, Charleston, SC, for FURNISHING AND DELIVERY OF COMPUTER PROGRAMMING AND MAINTENANCE, as originally awarded by Resolution #R-11-1-10=36 for a Two (2) Year Period (2011 & 2012), and extended an additional One (1) Year Period (2013) by Purchase Order #58436, the Contract Amount Not To Exceed \$18,000.00 Per Year, for a NEW TOTAL AMENDED CONTRACT AMOUNT OF \$21,600.00, 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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10. Resolution AUTHORIZING the ASSIGNMENT of three (3) previously awarded BIRDSALL SERVICES GROUP, INC. CONTRACTS to PARTNER ENGINEERING AND SCIENCE, INC., Eatontown, NJ, and further AUTHORIZING the CHAIRMAN and SECRETARY-DIRECTOR of the BOARD to ENTER INTO said written assignments, and to take all necessary action as may be required by law.
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**MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:**

1. Furnishing and Delivery of Four-Wheel, Two-Passenger Electric-Powered Golf Carts and Accessories
  2. Printing & Mail Preparation of the MCPS Program Directory
  3. Furnishing & Delivery of Animal Feed and Supplements and Ear Corn
  4. Furnishing & Delivery of Automotive Repair Parts & Service
  5. Furnishing & Delivery of Coin Operated Binocular Machine Services
  6. Furnishing, Delivery, and Application of Dust Control Stabilization Services
  7. Furnishing & Delivery of Gas Pump Repair Parts and Services
  8. Furnishing & Delivery of Golf Course Bunker Sand
  9. Furnishing & Delivery of Golf Course Supplies
  10. Furnishing & Delivery of Golf Products, Resale Merchandise and Clothing
  11. Furnishing of a U.S.G.A. Recognized Golf Handicap and Information Network Service for Individual Golfers
  12. Furnishing & Delivery of Goose Control Services
  13. Furnishing & Delivery of Heating and Air Conditioning Maintenance & Repair Parts and Service
  14. Furnishing & Delivery of Janitorial Supplies
  15. Furnishing of Various Types of Masonry
  16. Providing Medical Services
  17. Providing Potable Well-Water Monitoring Program
  18. Furnishing & Delivery of Printing Services
  19. Providing Psychological Testing and Vocational Assessment Services
  20. Furnishing & Delivery of Road Maintenance Materials
  21. Furnishing & Delivery of Screen Printed Tee Shirts, Sweatshirts & Sweatpants
  22. Furnishing & Delivery of Seed, Lime, Fertilizer, Chemicals, and Agricultural Supplies
  23. Furnishing of Septic Tank Pumping and Disposal Services
  24. Furnishing & Delivery of Trophies, Plaques and Awards
  25. Providing Veterinary Services
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**MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:**

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**DATES TO REMEMBER:**

1. **MONDAY EVENING, AUGUST 19, 2013** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
2. **MONDAY EVENING, SEPTEMBER 9, 2013** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
3. **WEDNESDAY MORNING, SEPTEMBER 11, 2013** – 8 AM. **“Monmouth County’s 9/11 Memorial Remembrance Ceremony.** Mt. Mitchill Scenic Overlook, 460 Ocean Boulevard, Atlantic Highlands, NJ.
4. **WEDNESDAY, SEPTEMBER 18, 2013** – 5:30 PM. **Annual Employee Awards**, by Invitation. Fort Monmouth Recreation Center, 2566 Guam Lane, Tinton Falls, NJ. (*Off Hope Road between Route 36 and County Route 537, Tinton Avenue, Tinton Falls, NJ*)
5. **MONDAY EVENING, SEPTEMBER 23, 2013** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
6. **SUNDAY, SEPTEMBER 29, 2013** – 11 AM – 5 PM. **“Harvest Home Festival”.** Historic Longstreet Farm, Longstreet Road, Holmdel, NJ. Admission and parking are free.
7. **SUNDAY, OCTOBER 6, 2013** - 11 AM – 5 PM. **“Walnford Day”.** Historic Walnford, Walnford Road, Upper Freehold Township, NJ. Admission and parking are free.
8. **MONDAY EVENING, OCTOBER 7, 2013** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
9. **SUNDAY, OCTOBER 20, 2013** – 11 AM – 5 PM. **“Thompson Park Day”.** Thompson Park, 805 Newman Springs Road, Lincroft, NJ. Admission and parking are free. Some activities have a fee.
10. **MONDAY EVENING, OCTOBER 21, 2013** - 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 August 5, 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; LAND ACQUISITION MATTERS, being additions to county park lands; and POTENTIAL LITIGATION:

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, land acquisition matters, and potential litigation”; 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 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, and the Minutes of the Executive Session to discuss Potential Litigation will be made available to the public in ninety (90) days, or upon completion of 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 **September 9, 2013**, 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 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.

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

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