

**PRESENT:**

**ABSENT:**

**ALSO PRESENT:**

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**A G E N D A**

**MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS:**

**REGULAR MEETING: MONDAY, AUGUST 5, 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, JULY 15, 2013  
(Excused: Commissioners Peters and Zelina)

\_\_\_\_\_

D. Approval of EXECUTIVE SESSION MINUTES—LAND ACQUISITION MATTERS:  
MONDAY, JULY 15, 2013. (Excused: Commissioners Peters and Zelina)

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E. Approval of EXECUTIVE SESSION MINUTES—POTENTIAL LITIGATION:  
MONDAY, JULY 15, 2013. (Excused: Commissioners Peters and Zelina)

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F. Approval of EXECUTIVE SESSION MINUTES—PERSONNEL MATTERS:  
MONDAY, JULY 15, 2013. (Excused: Commissioners Peters and Zelina)

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G. Approval of MINUTES—BOARD MEMBER POLL, AS CONDUCTED BY TELEPHONE:  
THURSDAY, JULY 18, 2013.

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H. Approval of 2012 VOUCHER LIST

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I. Approval of 2013 VOUCHER LIST

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J. SECRETARY—DIRECTOR’S REPORT:

1. 2013 Monmouth County Fair Report

K. BOARD CORRESPONDENCE RECEIVED:

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

\_\_\_\_\_

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

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N. PRESENTATION:

“Fort Monmouth Recreation Center”  
by Andrew Spears, Superintendent of Recreation

O. FREEHOLDER'S REPORT:

P. ITEMS FOR BOARD REVIEW:

1. Review of Agenda Items for Board Action, and Agenda Item #11 as added to the Agenda.
2. Recommending Continuation of Cooperative Agreement with the New Jersey State Museum, for Paleontological Research, the Examination and Excavation of Archaeological Sites and the Gathering of Objects of Antiquity at the Ellisdale Site, on Crosswicks Creek, Upper Freehold Township, NJ, for a Term of Ten (10) Years with additional renewals authorized at the discretion of the Secretary-Director. (*Agenda Item For Board Action #1.*)
3. Recommending Continuation of Cooperative Agreement with the New Jersey State Museum, for Paleontological Research, the Examination and Excavation of Archaeological Sites and the Gathering of Objects of Antiquity at Holmdel Park along portions of the Ramanessin Brook, Holmdel Township, NJ, for a Term of Ten (10) Years with additional renewals authorized at the discretion of the Secretary-Director. (*Agenda Item For Board Action #2.*)
4. Consumption of Alcoholic Beverages at County Park System Areas and Facilities.
5. Update on Clean-Up and Slope Stability Issues—Henry Hudson Trail, Atlantic Highlands Section.
6. Status of Funded Projects as of July 25, 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 also reviewed Agenda Item #11 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 AUTHORIZING the CHAIRMAN AND SECRETARY-DIRECTOR OF THE BOARD to ENTER INTO a COOPERATIVE AGREEMENT between the MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS, MONMOUTH COUNTY PARK SYSTEM, and the NEW JERSEY STATE MUSEUM, for PALEONTOLOGICAL RESEARCH, THE EXAMINATION AND EXCAVATION OF ARCHAEOLOGICAL SITES AND THE GATHERING OF OBJECTS OF ANTIQUITY AT THE ELLISDALE SITE ON CROSSWICKS CREEK, UPPER FREEHOLD TOWNSHIP, NJ, for a TERM OF TEN (10) YEARS, with additional renewals authorized at the discretion of the Secretary-Director.

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2. Resolution AUTHORIZING the CHAIRMAN AND SECRETARY-DIRECTOR OF THE BOARD to ENTER INTO a COOPERATIVE AGREEMENT between the MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS, MONMOUTH COUNTY PARK SYSTEM, and the NEW JERSEY STATE MUSEUM, for PALEONTOLOGICAL RESEARCH, THE EXAMINATION AND EXCAVATION OF ARCHAEOLOGICAL SITES AND THE GATHERING OF OBJECTS OF ANTIQUITY AT HOLMDEL PARK ALONG PORTIONS OF THE RAMANESSIN BROOK, HOLMDEL TOWNSHIP, NJ, for a TERM OF TEN (10) YEARS with additional renewals authorized at the discretion of the Secretary-Director.

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3. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to FINER VERMONT TOURS, INC., Killington, VT, for FURNISHING OF TOUR PACKAGES (Bid #0057-13), ITEMS: Proposal 1, Items 1-8 (A8634X), October 9-13, 2013, Montreal, Quebec & Vermont Overnight; in the Estimated Total Contract Amount of \$30,900.00.

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4. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to SUNCOAST TOURS, Cape May, NJ, for FURNISHING OF TOUR PACKAGES (Bid #0057-13), ITEMS: Proposal 2, Items 1-8 (A8534X), October 23-29, 2013, Southern Hospitality Tour to Myrtle Beach & Charleston, SC and Savannah, GA in the Estimated Amount of \$22,000.00; Proposal 3, Items 1-8 (A8734X), November 1-3, 2013, Sherlock Holmes Weekend in Cape May, NJ, in the Estimated Amount of \$19,050.00; Proposal 4, Items 1-8 (A8834X), September 15-17, 2013, Niagara Falls Canada Overnight, in the Estimated Amount of \$19,800.00; in the Estimated Total Contract Amount of \$60,850.00.
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5. Resolution Authorizing CHANGE ORDER #1, in the amount of \$595.00 increasing existing contract amount to close out contract, to NEW JERSEY PRINTING AND GRAPHICS, INC., Morganville, NJ, for FURNISHING AND DELIVERY OF PRINTING SERVICES (Bid #0019-13), ITEMS: Proposal #1, Items #1-21, in the Estimated Amount of \$34,000.00; Proposal #3, Items #1-41, in the Estimated Amount of \$25,000.00; Proposal #5, Items #1-3, in the Estimated Amount of \$8,000.00; (2013 Service Contract for the Period of 02/11/13 through 12/31/13); as originally awarded by Resolution #R-13-2-11=66 in the Estimated Contract Amount of \$67,000.00, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$67,595.00.
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6. Resolution ACCEPTING the WRITTEN PROPOSAL of CITYSCAPE ENGINEERING & SURVEYING, PC, Florham Park, NJ, as received on July 23, 2013, proposal dated July 12, 2013, for PROVIDING PROFESSIONAL SURVEYING SERVICES FOR A PARTIAL BOUNDARY LINE SURVEY OF BLOCK 3901, LOTS 35 & 39, BOROUGH OF EATONTOWN, AND BLOCK 3, LOTS 17.01 & 52, TOWNSHIP OF OCEAN, NJ, OWNER: COUNTY OF MONMOUTH, PROJECT: ADDITIONS TO WELTZ PARK (Ref. #13-25 & PS #38-13), in an Amount Not To Exceed \$5,850.00, 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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7. Resolution REJECTING bid proposal of NT & P CONSTRUCTION, INC., Old Bridge, NJ, for ORIENTATION ROOM ALTERATIONS AT THE MANASQUAN RESERVOIR ENVIRONMENTAL CENTER (Bid #0056-13), as references did not establish contractor's experience, ability or financial capability to perform the work and to complete the work during the proposed construction period.
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8. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to PENN BOWER, INC., High Bridge, NJ, for ORIENTATION ROOM ALTERATIONS AT THE MANASQUAN RESERVOIR ENVIRONMENTAL CENTER (Bid #0056-13), ITEMS: Total Base Bid Price; in the Total Contract Amount of \$80,750.00.
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9. Resolution Authorizing CHANGE ORDER #1, in the amount of \$2,805.00 for 170 Tons of Dense Graded Aggregate (Bid Item #3) @\$16.50, to TRAP ROCK INDUSTRIES, LLC, Kingston, NJ, for FURNISHING AND DELIVERY OF ROAD MAINTENANCE MATERIALS (Bid #0018-13), as originally awarded by Resolution #R-13-2-11=63, ITEMS: #3, 7 & 9 (2013 Supply Contract for the Period of 02/11/13 through 12/31/13); in the Estimated Contract Amount of \$26,947.50, for a NEW ESTIMATED TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$29,752.50.
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10. Resolution Authorizing CONTRACT AMENDMENT #2, in the Amount of \$1,875.00 for additional psychological testing and vocational assessment services, to the INSTITUTE FOR FORENSIC PSYCHOLOGY, Oakland, NJ, for providing PSYCHOLOGICAL TESTING AND VOCATIONAL ASSESSMENT SERVICES (PS #04-13), for the Period of 01/22/13-12/31/13, as originally awarded by Resolution #R-13-1-22=51, in the Estimated Amount Not To Exceed \$3,000.00, and as modified by Contract Amendment #1 awarded by Resolution #R-13-6-10=239 in the Estimated Total Contract Amendment #1 Amount of \$4,500.00, for a NEW ESTIMATED TOTAL AMENDED CONTRACT AMOUNT OF \$6,375.00, 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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11. Resolution AUTHORIZING the CHAIRMAN and SECRETARY-DIRECTOR OF THE BOARD to ENTER INTO a TEMPORARY RIGHT OF ENTRY AGREEMENT with SAI CLARK PROPERTY, LLC, Keyport, NJ; on lands known as the HENRY HUDSON TRAIL and IDENTIFIED AS BLOCK 2, LOTS 10 AND 10.01, BOROUGH OF KEYPORT, NJ, AND BLOCK 5, LOT 4 AND BLOCK 269, LOT 10, TOWNSHIP OF ABERDEEN, to CONDUCT SOIL AND GROUNDWATER DELINEATION INVESTIGATION ACTIVITIES in the vicinity of 110 Clark Street, Borough of Keyport, and to CONDUCT FIVE (5) SOIL BORINGS AND INSTALL ONE (1) MONITORING WELL, and further AUTHORIZING the SECRETARY-DIRECTOR to take all necessary action as may be required by law.
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**MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:**

1. Furnishing of Exterior Painting Services for 2013
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**MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:**

1. Appraisal Services, Block 124, Lot 4, Aberdeen Township, Owner: Order of St. Basil Weeping Virgin Mother of Mariapoch (St. Basil Monastery), for New Park located in Aberdeen and Marlboro Townships (Ref. #13-34) (*FAIR & OPEN*)
  2. Preliminary Assessment/Site Inspection (PASI) Block 50, Lot 44.03 (P/O); Block 68, Lot 6; and Block 139, Lot 1.01; Howell Township, Owner: Township of Howell, for Additions to Howell Golf Course and Manasquan River Greenway (Ref. #13-35) (*FAIR & OPEN*)
  3. Surveying Services, Block 50, Lot 44.03 (P/O); Block 68, Lot 6; and Block 139, Lot 1.01; Howell Township, Owner: Township of Howell, for Additions to Howell Golf Course and Manasquan River Greenway (Ref. #13-36) (*FAIR & OPEN*)
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**DATES TO REMEMBER:**

1. **SATURDAY AFTERNOON, AUGUST 10, 2013** – 12 PM – 4 PM, “**Fort Monmouth Recreation Center Ribbon Cutting & Open House**”, 2566 Guam Lane, Tinton Falls, NJ (Formerly the Charles Woods Area).
2. **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.
3. **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.
4. **WEDNESDAY MORNING, SEPTEMBER 11, 2013** – 8 AM. “**Monmouth County’s 9/11 Memorial Remembrance Ceremony.** Mt. Mitchell Scenic Overlook, 460 Ocean Boulevard, Atlantic Highlands, 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 July 15, 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 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.

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.

At \_\_\_\_\_ PM, the following Resolution was introduced by \_\_\_\_\_, seconded by \_\_\_\_\_, to move into EXECUTIVE SESSION for the purpose of discussing 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 “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 potential litigation will be 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 **August 19, 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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