

**PRESENT:**

**ABSENT:**

**ALSO PRESENT:**

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**A G E N D A**

**MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS:**

**REGULAR MEETING: MONDAY, FEBRUARY 23, 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, FEBRUARY 9, 2015.  
(Excused: Commissioner Zelina)

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D. Approval of EXECUTIVE SESSION MINUTES—LAND ACQUISITION MATTERS:  
MONDAY, FEBRUARY 9, 2015. (Excused: Commissioner Zelina)

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E. Approval of EXECUTIVE SESSION MINUTES—ANTICIPATED LITIGATION ATTORNEY CLIENT  
PRIVILEGE: MONDAY, FEBRUARY 9, 2015. (Excused: Commissioners Harmon and Zelina)

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F. Approval of EXECUTIVE SESSION MINUTES—PERSONNEL MATTERS:  
MONDAY, FEBRUARY 9, 2015. (Excused: Commissioner Zelina)

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G. Approval of 2014 VOUCHER LIST

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H. Approval of 2015 VOUCHER LIST

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I. 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
4. BUDGET REPORTS

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5. REVENUE REPORT—MONTH OF JANUARY

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6. ATTENDANCE REPORT—MONTH OF JANUARY

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7. HUMAN RESOURCES TRAINING & SAFETY MONTHLY REPORT—JANUARY  
(Report Dated: 2/13/2015)

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8. MCPS TRAINING REQUESTS AS OF FEBRUARY 13, 2015

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9. MCPS WEBSITE TRAFFIC REPORT—JANUARY

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J. BOARD CORRESPONDENCE RECEIVED:

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

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

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M. PRESENTATIONS:

1. "Nature Programs" by Joe Reynolds and Sam Skinner; and
2. "Hominy Hill Golf Course Clubhouse Design" by Joe Sardonia

N. FREEHOLDER'S REPORT:

O. ITEMS FOR BOARD REVIEW:

1. Board Action Item #1 – Award Contract to Recognition Awards Mart, Eatontown, NJ, for Furnishing and Delivery of Trophies, Plaques and Awards (Bid #0026-15), Items: #1-6, 2015 Supply Contract (Period of 02/23/15 through 12/31/15), with the Board of Recreation Commissioners reserving the option to extend the contract for an additional one (1) year period (2016), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$9,500.00.

2. Board Action Item #2 – Recommending acceptance of the written proposal of GTS Consultants, Inc., Freehold, NJ, dated January 26, 2015, for Providing Professional Surveying Services of Block 98, Lot 89, Freehold Township, NJ, ±2.8 Acres, Vacant Property, Owner: Zink, Project: Additions to Turkey Swamp Park (Ref. #14-56 & PS #07-15), in an Amount Not To Exceed \$2,065.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
3. Board Action Item #3 – Recommending acceptance of the written proposal of Intex Environmental Group, Inc., Pipersville, NJ, dated January 28, 2015, for Providing Preliminary Assessment/Site Investigation (PASI) of Block 98, Lot 89, Freehold Township, NJ, ±2.8 Acres, Owner: Zink, Vacant Property, Project: Additions to Turkey Swamp Park (Ref. #14-57 & PS #08-15), in an Amount Not To Exceed \$5,265.20, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
4. Board Action Item #4 – Authorizing the Purchase of Vehicles, Automobiles, Sedans/Crossover, from Hertrich Fleet Services, Milford, DE, Items: Line #4, Section 4: Crossover, Mid Size, 4 Door 2015 Dodge Journey 4dr SE FWD, White @\$17,999.00 Base Contract Price, (Codes: ED3, DFF, 22F, E5X9, NAS, CLE, PW3); Additional Options: LMK @\$749.00; as available under NJ State Contract #A86922 (T-0099), for the Period of 06/09/14 through 06/08/15, in the Total Contract Amount of \$18,748.00.
5. Board Action Item #5 as Added to the Agenda – Award Contract to The Liberty Store, Auburn, NY, for Furnishing and Delivery of Uniform Items (Boots) (Bid #0028-15), Items: #1-107, 2015 Supply Contract (Period of 02/23/15 through 12/31/15), with the Board of Recreation Commissioners reserving the option to extend the contract for an additional one (1) year period (2016), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$16,000.00.
6. Board Action Items #6-9 as Added to the Agenda – Award Contracts for Furnishing and Delivery of Road Maintenance Materials (Bid #0027-15) 2015 Supply Contracts (Period of 02/23/15 through 12/31/15) to the following Vendors:
  - Environmental Infrastructure Solutions, LLC, in the Est. Amount \$11,020.00
  - Stavola Construction Materials, Inc., in the Est. Amount \$33,150.00
  - Eagles Lake Reserve, Inc., t/a Sahara Sand of Eagleswood, in the Est. Amt. \$10,995.00
  - R.W.V. Land & Livestock South, Inc., in the Est. Amt. \$25,626.50
7. Board Action Item #10 as Added to the Agenda – Award Contract to First Student, Inc., Wall, NJ, for Furnishing and Delivery of Bus Transportation Service (Recreation Assistance Program & Monmouth County Fair Shuttle Bus) (Bid #0025-15), Items: #1 & 2, Proposal 1, 2015 Recreation Assistance Program (Period of 06/22/15 through 08/30/15) with the Board of Recreation Commissioners reserving the option to extend the contract for an additional one (1) year period (2016), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$11,700.00.

8. Board Action Item #11 as Added to the Agenda – Award Contract to Michael A. Loori Bus Co., Inc., Middletown, NJ, for Furnishing and Delivery of Bus Transportation Service (Recreation Assistance Program & Monmouth County Fair Shuttle Bus) (Bid #0025-15), Items: #1 & 2, Proposal 2, 2015 Shuttle Bus Transportation Service at the Monmouth County Fair (Period of 07/22/15 through 07/26/15) with the Board of Recreation Commissioners reserving the option to extend the contract for an additional one (1) year period (2016), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$10,000.00.
9. Board Action Item #12 as Added to the Agenda – Award Contract to Garden State Sealing, Inc., Tinton Falls, NJ, for Pavement Surface Treatment with Asphalt Rejuvenator at Various Parks (Bid #0065-14), Items #1-4; in the Total Contract Amount of \$128,105.00.
10. Board Action Item #13 as Added to the Agenda – Award Contract to AnnSeal, Inc., Johnson City, NY, for Crack Sealing of Asphalt Pavement at Various Parks (Bid#0064-14), Items: #1-4 (\$40,600.00), plus Alternate Bid Items #1-4 (\$15,525.00); in the Total Contract Amount of \$56,125.00
11. Board Action Item #14 as Added to the Agenda – Recommending acceptance of the written proposal of QC, Inc., Southampton, NJ, for providing Professional Services Required in the Sampling, Testing, and Preparation of Reports Required by the New Jersey Pollution Discharge Elimination System (NJPDES) Permit for Charleston Springs Golf Course, Millstone Twp., NJ, for the Year 2015 (Ref. #14-60 & PS #09-15), in an Amount Not To Exceed \$1,498.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
12. Board Action Item #15 as Added to the Agenda – Recommending acceptance of the written proposal of Integra Realty Resources Coastal, NJ, Toms River, NJ, for Providing Professional Appraisal of Parcel A: ±1.54 Acres, Unimproved; Parcel B: ±1.08 Acres, Improved with a Gas Station, both Parcels are a portion of Block 101, Lot 1 (P/O), Borough of Tinton Falls, ±173.20 Acres, Improved Property, Owner: Fort Monmouth Economic Revitalization Authority, Project: Additions to Fort Monmouth Recreation Center, Interest: Fee Simple (Ref. #14-64 & PS #11-15), in an Amount Not To Exceed \$7,500.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.

Status of Funded Projects as of February 12, 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 #4 for Board Action; and

WHEREAS, the Board also reviewed Agenda Items #5 through 15 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 AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to RECOGNITION AWARDS MART, Eatontown, NJ, for FURNISHING AND DELIVERY OF TROPHIES, PLAQUES AND AWARDS (Bid #0026-15), ITEMS: #1-6, 2015 Supply Contract (Period of 02/23/15 through 12/31/15), with the Board of Recreation Commissioners RESERVING the OPTION TO EXTEND the CONTRACT for an ADDITIONAL ONE (1) YEAR PERIOD (2016), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$9,500.00.

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2. Resolution ACCEPTING the WRITTEN PROPOSAL of GTS CONSULTANTS, INC., Freehold, NJ, dated January 26, 2015, as received on February 3, 2015, as original submission date of January 27, 2015 was postponed due to snow, for PROVIDING PROFESSIONAL SURVEYING SERVICES OF BLOCK 98, LOT 89, FREEHOLD TOWNSHIP, NEW JERSEY, ±2.8 ACRES, VACANT PROPERTY, OWNER: ZINK, PROJECT: ADDITIONS TO TURKEY SWAMP PARK (Ref. #14-56 & PS #07-15), in an Amount Not To Exceed \$2,065.00, 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 ACCEPTING the WRITTEN PROPOSAL of INTEX ENVIRONMENTAL GROUP, INC., Pipersville, NJ, dated January 28, 2015, as received on February 3, 2015, as original submission date of January 27, 2015 was postponed due to snow, for PROVIDING PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PASI) OF BLOCK 98, LOT 89, FREEHOLD TOWNSHIP, NEW JERSEY ±2.8 ACRES, OWNER: ZINK, VACANT PROPERTY, PROJECT: ADDITIONS TO TURKEY SWAMP PARK (Ref. #14-57 & PS #08-15), in an Amount Not To Exceed \$5,265.20, 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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4. Resolution AUTHORIZING the PURCHASE of VEHICLES, AUTOMOBILES, SEDANS/CROSSOVER, from HERTRICH FLEET SERVICES, Milford, DE, ITEMS: Line #4, Section 4: Crossover, Mid Size, 4 Door 2015 Dodge Journey 4dr SE FWD, White @\$17,999.00 Base Contract Price, (Codes: ED3, DFF, 22F, E5X9, NAS, CLE, PW3); Additional Options: LMK @\$749.00; as available under NJ State Contract #A86922 (T-0099), for the Period of 06/09/14 through 06/08/15, in the Total Contract Amount of \$18,748.00.
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5. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to THE LIBERTY STORE, Auburn, NY, for FURNISHING AND DELIVERY OF UNIFORM ITEMS (BOOTS) (Bid #0028-15), ITEMS: #1-107, 2015 Supply Contract (Period of 02/23/15 through 12/31/15), with the Board of Recreation Commissioners RESERVING the OPTION TO EXTEND the CONTRACT for an ADDITIONAL ONE (1) YEAR PERIOD (2016), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$16,000.00.
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6. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to ENVIRONMENTAL INFRASTRUCTURE SOLUTIONS, LLC, Toms River, NJ, for FURNISHING AND DELIVERY OF ROAD MAINTENANCE MATERIALS (Bid #0027-15), ITEMS: #4, 5 & 9, 2015 Supply Contract (Period of 02/23/15 through 12/31/15); in the Estimated Total Contract Amount of \$11,020.00.
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7. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to STAVOLA CONSTRUCTION MATERIALS, INC., Tinton Falls, NJ, for FURNISHING AND DELIVERY OF ROAD MAINTENANCE MATERIALS (Bid #0027-15), ITEMS: #3 & 7, 2015 Supply Contract (Period of 02/23/15 through 12/31/15); in the Estimated Total Contract Amount of \$33,150.00.
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8. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to EAGLES LAKE RESERVE, INC., t/a SAHARA SAND OF EAGLESWOOD, Fairless Hills, PA, for FURNISHING AND DELIVERY OF ROAD MAINTENANCE MATERIALS (Bid #0027-15), ITEM: #2, 2015 Supply Contract (Period of 02/23/15 through 12/31/15); in the Estimated Total Contract Amount of \$10,995.00.
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9. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to R.W.V. LAND & LIVESTOCK SOUTH, INC., Jackson, NJ, for FURNISHING AND DELIVERY OF ROAD MAINTENANCE MATERIALS (Bid #0027-15), ITEMS: #1, 6, & 8, 2015 Supply Contract (Period of 02/23/15 through 12/31/15); in the Estimated Total Contract Amount of \$25,626.50.
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10. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to FIRST STUDENT, INC., Wall, NJ, for FURNISHING AND DELIVERY OF BUS TRANSPORTATION SERVICE (RECREATION ASSISTANCE PROGRAM & MONMOUTH COUNTY FAIR SHUTTLE BUS) (Bid #0025-15), ITEMS: #1 & 2, Proposal 1, 2015 Recreation Assistance Program (Period of 06/22/15 through 08/30/15), with the Board of Recreation Commissioners RESERVING the OPTION TO EXTEND the CONTRACT for an ADDITIONAL ONE (1) YEAR PERIOD (2016), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$11,700.00.
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11. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to MICHAEL A. LOORI BUS CO., INC., Middletown, NJ, for FURNISHING AND DELIVERY OF BUS TRANSPORTATION SERVICE (RECREATION ASSISTANCE PROGRAM & MONMOUTH COUNTY FAIR SHUTTLE BUS) (Bid #0025-15), ITEMS: #1 & 2, Proposal 2, 2015 Shuttle Bus Transportation Service at the Monmouth County Fair (Period of 07/22/15 through 07/26/15), with the Board of Recreation Commissioners RESERVING the OPTION TO EXTEND the CONTRACT for an ADDITIONAL ONE (1) YEAR PERIOD (2016), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$10,000.00.
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12. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to GARDEN STATE SEALING, INC., Tinton Falls, NJ, for PAVEMENT SURFACE TREATMENT WITH ASPHALT REJUVENATOR AT VARIOUS PARKS (Bid #0065-14), ITEMS: #1-4; in the Total Contract Amount of \$128,105.00.
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13. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to ANNSEAL, INC., Johnson City, NY, for CRACK SEALING OF ASPHALT PAVEMENT AT VARIOUS PARKS (Bid #0064-14), ITEMS: #1-4 (\$40,600.00), plus Alternate Bid Items #1-4 (\$15,525.00); in the Total Contract Amount of \$56,125.00.
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14. Resolution ACCEPTING the WRITTEN PROPOSAL of QC, INC., Southampton, NJ, as received on February 3, 2015, proposal dated January 30, 2015, for providing PROFESSIONAL SERVICES REQUIRED IN THE SAMPLING, TESTING, AND PREPARATION OF REPORTS REQUIRED BY THE NEW JERSEY POLLUTION DISCHARGE ELIMINATION SYSTEM (NJPDES) PERMIT FOR CHARLESTON SPRINGS GOLF COURSE, MILLSTONE TOWNSHIP, NJ, FOR THE YEAR 2015 (Ref. #14-60 & PS #09-15), in an Amount Not To Exceed \$1,498.00, 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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**MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:**

1. Dorbrook Pool Support Building and Associated Site Work
  2. Furnishing & Delivery of Aquatic Vegetation Management for the Period of April 16<sup>th</sup> through October 16<sup>th</sup>, 2015 at Five (5) Monmouth County Park Sites
  3. Furnishing & Delivery of Herbicide Application Services for 2015 at Various Monmouth County Park Sites
  4. Food and Beverage Concession at Charleston Springs, Hominy Hill and Howell Park Golf Courses
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**MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:**

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**DATES TO REMEMBER:**

1. **SUNDAY AFTERNOON, MARCH 1, 2015** - 1 PM TO 3:30 PM. Annual Volunteer Recognition Reception. Hominy Hill Golf Center, 92 Mercer Road, Colts Neck, NJ. *(By Invitation)*
2. **SUNDAY THROUGH WEDNESDAY, MARCH 8-11, 2015** – 40<sup>th</sup> Annual NJRPA Conference & Exhibition. Bally’s Atlantic City, NJ.
3. **MONDAY EVENING, MARCH 9, 2015** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ. *(A Public Hearing is scheduled to be held on the Adoption of Supplemental Rules and Regulations Governing Exhibitors and Vendors at the Monmouth County Fair, as introduced by the Board on February 9, 2015.)*
4. **FRIDAY THROUGH SUNDAY, MARCH 20-22, 2015** – Mid-Atlantic Region of the Association for Living History, Farm and Agricultural Museums (ALHFAM) Conference. Hosted by the Monmouth County Park System, at the Thompson Park Visitor Center, with visits to Sunnyside Recreation Area, Hominy Hill GC, Historic Longstreet Farm and Historic Walnford.
5. **MONDAY EVENING, MARCH 23, 2015** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
6. **SATURDAY MORNING, MARCH 28, 2015** – 9 AM. Friends of the Parks Annual Membership Meeting. Hominy Hill Golf Center, 92 Mercer Rd., Colts Neck, NJ. *(By Invitation)*
7. **MONDAY EVENING, APRIL 6, 2015** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
8. **WEDNESDAY EVENING, APRIL 8, 2015** – 7-9 PM. Park Ranger Graduation. Hominy Hill Golf Center, 92 Mercer Rd., Colts Neck, NJ.
9. **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.

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 February 9, 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)

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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 **March 9, 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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