

**PRESENT:**

**ABSENT:**

**ALSO PRESENT:**

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**A G E N D A**

Tentative: 11/04/15

**MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS:**

**REGULAR MEETING: MONDAY, NOVEMBER 9, 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, OCTOBER 19, 2015  
(Absent: None)

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D. Approval of 2014 VOUCHER LIST

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E. Approval of 2015 VOUCHER LIST

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F. 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

G. BOARD CORRESPONDENCE RECEIVED:

1. Letter from Chris Ott, Athletic Director, Health/Physical Education Teacher – Bradley Beach Elementary School, dated October 27, 2015, complimenting and thanking staff at Bel-Aire GC for making their Foot Golf Tournament a success, and expressing thanks to Chairman Rummel for coming out and checking in and showing his support. Mr. Ott also expressed hope that the Board is able to address some of the issues he talked about.

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

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

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J. FREEHOLDER’S REPORT:

K. ITEMS FOR BOARD REVIEW:

1. Board Action Item #1 – Introducing Supplemental Rules & Regulations Governing Exhibitors & Vendors at the Monmouth County Fair, and recommending Adoption at the December 7, 2015 regularly scheduled meeting of the Board of Recreation Commissioners.

2. Board Action Item #2 – Proposed Monmouth County Fair Fees & Charges, designating Food Area 6 “F”, under the category of Outdoor Food, for Self-Contained Food Trucks only (four (4) spaces measuring 15' x 30' in a semi circle formation, 2 across the back and one each diagonal on each side), at a Fee of \$1,850.00 per space for In-County; and a Fee of \$2,950.00 per space for Out-of-County; and Snack Premium S3 was previously listed in error as 20x20, but it is 20x40; and further rescinding previously adopted Resolution #R-14-12-15=493.
3. Board Action Item #3 – Rejecting all proposals received on October 6, 2015, for Providing Title Searches and Title Insurance on Various Land Preservation Projects for the period of January 1, 2016 through December 31, 2018, due to an error in the specifications, and further Authorizing the Secretary-Director of the Board to re-solicit requests for qualifications for same.
4. Board Action Item #4 – Recommending the acceptance of the written proposal of PATJO Appraisal Services, Inc., Kendall Park, NJ, for Providing Professional Appraisal Services for Block 152, Lots 7Q, 7 & 8, Township of Howell, New Jersey, ±6 Acres, Owner: Zarzana & Conover, Project: Additions to Manasquan River Greenway, Interest: Fee Simple (Ref. #15-52 & PS #59-15), in an Amount Not To Exceed \$2,100.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
5. Board Action Item #5 – Recommending the acceptance of the written proposal of Comprehensive Appraisal Corp., Freehold, NJ, for Providing Professional Appraisal Services for Block 152, Lots 7Q, 7 & 8, Township of Howell, New Jersey, ±6 Acres, Owner: Zarzana & Conover, Project: Additions to Manasquan River Greenway, Interest: Fee Simple (Ref. #15-52 & PS #59-15), in an Amount Not To Exceed \$2,250.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
6. Board Action Item #6 – Recommending authorization of Change Order #1, in the amount of \$20,000.00 for removal of additional concrete and reinstallation of the same, to KalTech Engineering NJ, Inc., Springfield, NJ, for Reconstruction of Skatepark at Seven Presidents Oceanfront Park (Bid #0044-15), Items: 1-13 (Total Base Bid Price), as originally awarded by Resolution #R-15-6-22=260 in the Contract Amount of \$160,000.00, for a New Total Change Order #1 Contract Amount of \$180,000.00.
7. Board Action Item #7 – Recommending authorization of Change Order #3, in the amount of \$650.00 due to modification of concrete patio at existing entry porch at new front doors, to Jamali Developers, LLC, Monroe Township, NJ, for Restroom Building 201 Interior Reconstruction at Holmdel Park (Bid #0051-15), Item: #1, Base Bid; as originally awarded by Resolution #R-15-6-8=243 in the Contract Amount of \$216,000.00, and as modified by Change Order #1 awarded by Resolution #R-15-8-10=301 in the Total Change Order #1 Contract Amount of \$219,386.63, and as modified by Change Order #2 awarded by Resolution #R-15-8-24=322 in the Total Change Order #2 Contract Amount of \$221,394.13, for a New Total Change Order #3 Contract Amount of \$222,044.13.

8. Board Action Item #8 – Recommending authorization of Change Order #1, in the amount of minus (-) \$14,625.00 due to low enrollment resulting in cancellation of trip, to Classic Cruisers, Inc., dba Classic Tours, Manchester, NJ, for Furnishing and Delivery of Tour Packages (Bid #0059-15), Item: Proposal #1, Gettysburg & Lancaster, PA Tour Package (9/30/15 – 10/2/15); as originally awarded by Resolution #R-15-7-13=271 in the Estimated Total Contract Amount of \$14,625.00, for a New Total Change Order #1 Contract Amount of \$0.00.
  
9. Board Action Item #9 – Recommending authorization of Change Order #1, in the amount of \$30,000.00, increasing existing contract by twenty percent (20%) as allowed by law due to additional services needed, to Automated Building Controls, Neptune, NJ, for Furnishing and Delivery of Heating and Air Conditioning Maintenance and Repair Parts and Service (Bid #0013-14), Items: #1-24, 2015 Supply/Service Contract for the Period of 01/01/15-12/31/15, under the same terms and conditions as per bid specification; as originally awarded by Resolution #R-14-1-22=56 and extended for an additional one (1) year period (2015), as per Resolution #R-14-9-8=349 in the Estimated Contract Amount of \$150,000.00, for a New Estimated Total Change Order #1 Contract Amount of \$180,000.00.
  
10. Board Action Item #10 – Citation expressing the Board’s Appreciation for Services to Barbara D. Urbinato, Keyboarding Clerk 2, who started work with the Monmouth County Park System on September 27, 1993, and who will Retire effective December 1, 2015, with over twenty-two (22) years of service.
  
11. Board Action Item #11 – Recommending to the Monmouth County Board of Chosen Freeholders the Entering Into an Agreement with the Borough of Atlantic Highlands, to Jointly Work with the County of Monmouth on the Repair and Improvement of the Henry Hudson Trail in Atlantic Highlands, as per the terms and conditions of the Agreement, and further recommending that the Borough place in escrow, along with the County, their share of Project costs prior to the County awarding the construction contract, to be held until released for performance of the Project.
  
12. Board Action Item #12 – Recommending to the Monmouth County Board of Chosen Freeholders the Entering into a Supplemental Agreement with Davis Station, LLC, to Clarify Certain Responsibilities and Obligations of the County of Monmouth, relating to work to be done pursuant to the construction plans, for the Construction of a portion of the Union Transportation.
  
13. Status of Funded Projects as of October 23, 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 #12 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 INTRODUCING SUPPLEMENTAL RULES AND REGULATIONS GOVERNING EXHIBITORS AND VENDORS AT THE MONMOUTH COUNTY FAIR, and further AUTHORIZING the SECRETARY-DIRECTOR to POST & PUBLISH NOTICE of PUBLIC HEARING on their ADOPTION scheduled for DECEMBER 7, 2015, as required by law.

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2. Resolution ADOPTING the MONMOUTH COUNTY FAIR FEES & CHARGES, and RESCINDING previously adopted Resolution #R-14-12-15=493.

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3. Resolution REJECTING **ALL** proposals received on October 6, 2015, for PROVIDING TITLE SEARCHES AND TITLE INSURANCE ON VARIOUS LAND PRESERVATION PROJECTS FOR THE PERIOD OF JANUARY 1, 2016 THROUGH DECEMBER 31, 2018, due to an error in the specifications, and further AUTHORIZING the SECRETARY-DIRECTOR of the Board to RE-SOLICIT requests for qualifications for same.

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4. Resolution ACCEPTING the WRITTEN PROPOSAL of PATJO APPRAISAL SERVICES, INC., Kendall Park, NJ, as received on October 15, 2015, proposal dated October 14, 2015, for PROVIDING PROFESSIONAL APPRAISAL SERVICES FOR BLOCK 152, LOTS 7Q, 7 & 8, TOWNSHIP OF HOWELL, NEW JERSEY, ±6 ACRES, OWNER: ZARZANA & CONOVER, PROJECT: ADDITIONS TO MANASQUAN RIVER GREENWAY, INTEREST: FEE SIMPLE (Ref. #15-52 & PS #59-15), in an Amount Not To Exceed \$2,100.00, 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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5. Resolution ACCEPTING the WRITTEN PROPOSAL of COMPREHENSIVE APPRAISAL CORP., Freehold, NJ, as received on October 15, 2015, proposal dated October 6, 2015, for PROVIDING PROFESSIONAL APPRAISAL SERVICES FOR BLOCK 152, LOTS 7Q, 7 & 8, TOWNSHIP OF HOWELL, NEW JERSEY, ±6 ACRES, OWNER: ZARZANA & CONOVER, PROJECT: ADDITIONS TO MANASQUAN RIVER GREENWAY, INTEREST: FEE SIMPLE (Ref. #15-52 & PS #59-15), in an Amount Not To Exceed \$2,250.00, 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 Authorizing CHANGE ORDER #1, in the amount of \$20,000.00 for removal of additional concrete and reinstallation of the same, to KAL TECH ENGINEERING NJ, INC., Springfield, NJ, for RECONSTRUCTION OF SKATEPARK AT SEVEN PRESIDENTS OCEANFRONT PARK (Bid #0044-15), ITEMS: 1-13 (Total Base Bid Price), as originally awarded by Resolution #R-15-6-22=260 in the Contract Amount of \$160,000.00, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$180,000.00.
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7. Resolution Authorizing CHANGE ORDER #3, in the amount of \$650.00 due to modification of concrete patio at existing entry porch at new front doors, to JAMALI DEVELOPERS, LLC, Monroe Township, NJ, for RESTROOM BUILDING 201 INTERIOR RECONSTRUCTION AT HOLMDEL PARK (Bid #0051-15), ITEM: #1, Base Bid; as originally awarded by Resolution #R-15-6-8=243 in the Contract Amount of \$216,000.00, and as modified by Change Order #1 awarded by Resolution #R-15-8-10=301 in the Total Change Order #1 Contract Amount of \$219,386.63, and as modified by Change Order #2 awarded by Resolution #R-15-8-24=322 in the Total Change Order #2 Contract Amount of \$221,394.13, for a NEW TOTAL CHANGE ORDER #3 CONTRACT AMOUNT OF \$222,044.13.
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8. Resolution Authorizing CHANGE ORDER #1, in the amount of minus (-) \$14,625.00 due to low enrollment resulting in cancellation of trip, to CLASSIC CRUISERS, INC., dba CLASSIC TOURS, Manchester, NJ, for FURNISHING AND DELIVERY OF TOUR PACKAGES (Bid #0059-15), ITEMS: Proposal #1, Gettysburg & Lancaster, PA Tour Package (9/30/15 – 10/2/15); as originally awarded by Resolution #R-15-7-13=271 in the Estimated Total Contract Amount of \$14,625.00, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$0.00.
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9. Resolution Authorizing CHANGE ORDER #1, in the amount of \$30,000.00, increasing existing contract by twenty percent (20%) as allowed by law due to additional services needed, to AUTOMATED BUILDING CONTROLS, Neptune, NJ, for FURNISHING AND DELIVERY OF HEATING AND AIR CONDITIONING MAINTENANCE AND REPAIR PARTS AND SERVICE (Bid #0013-14), ITEMS: #1-24, 2015 Supply/Service Contract for the Period of 01/01/15-12/31/15, under the same terms and conditions as per bid specification; as originally awarded by Resolution #R-14-1-22=56 and Extended for an Additional One (1) Year Period (2015), as per Resolution #R-14-9-8=349 in the Estimated Contract Amount of \$150,000.00, for a NEW ESTIMATED TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$180,000.00.
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10. Resolution AUTHORIZING the SECRETARY-DIRECTOR to prepare a CITATION expressing the BOARD'S APPRECIATION FOR SERVICES to BARBARA D. URBINATO, Keyboarding Clerk 2, who started work with the Monmouth County Park System on September 27, 1993, and who will RETIRE effective December 1, 2015, with over twenty-two (22) years of service.
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11. Resolution RECOMMENDING to the MONMOUTH COUNTY BOARD OF CHOSEN FREEHOLDERS the ENTERING INTO an AGREEMENT with the BOROUGH OF ATLANTIC HIGHLANDS, to JOINTLY WORK with the COUNTY OF MONMOUTH on the REPAIR AND IMPROVEMENT of the HENRY HUDSON TRAIL IN ATLANTIC HIGHLANDS, as per the terms and conditions of the Agreement, and further RECOMMENDING that the BOROUGH place in escrow, along with the COUNTY, their share of PROJECT costs prior to the COUNTY awarding the construction contract, to be held until released for performance of the PROJECT.
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12. Resolution RECOMMENDING to the MONMOUTH COUNTY BOARD OF CHOSEN FREEHOLDERS the ENTERING INTO a SUPPLEMENTAL AGREEMENT with DAVIS STATION, LLC, to CLARIFY CERTAIN RESPONSIBILITIES AND OBLIGATIONS of the COUNTY OF MONMOUTH, relating to work to be done pursuant to the construction plans, for the CONSTRUCTION of a PORTION of the UNION TRANSPORTATION TRAIL.
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**MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:**

1. Furnishing of a Science Education Program
  2. Furnishing and Delivery of Animal Feed, Supplements and Ear Corn
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**MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:**

1. Partial Park Boundary Line Surveying Services, Block 20, Lot 25, Upper Freehold Township, Clayton Park, Owner: County of Monmouth (Ref. #15-60) (*FAIR & OPEN*)
  2. Sampling, Testing & Reporting for NJPDES Permit, Charleston Springs Golf Course Clubhouse (Ref. #15-61) (*FAIR & OPEN*)
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**DATES TO REMEMBER:**

1. **MONDAY EVENING, NOVEMBER 9, 2015** - 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, NOVEMBER 23, 2015** - 7 PM. **REGULAR BOARD MEETING.**  
Thompson Park Visitor Center, "Beech Room", 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
3. **SATURDAY AFTERNOON, DECEMBER 5, 2015** - 12:30 PM—2:30 PM. **Coastal Activity Center Holiday DJ Dance Party.** Coastal Activity Center, 605 Asbury Ave., Asbury Park, NJ.  
For more information call: 848/456-4278, Ext. 6#.
4. **MONDAY EVENING, DECEMBER 7, 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, DECEMBER 21, 2015** - 7 PM. **REGULAR BOARD MEETING.**  
Thompson Park Visitor Center, "Beech Room", 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.

**ITEMS FOR THE GOOD OF THE ORDER:**

Resolution scheduling an **Executive Session Meeting** to be held during the Board's regularly scheduled meeting of **November 23, 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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