

PRESENT:

ABSENT:

ALSO PRESENT:

A G E N D A

Tentative: 12/12/12

MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS:

REGULAR MEETING: MONDAY, DECEMBER 17, 2012– 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, DECEMBER 3, 2012
(Absent: None)

D. Approval of EXECUTIVE SESSION MINUTES—PERSONNEL MATTERS:
MONDAY, DECEMBER 3, 2012. (Absent: None)

E. Approval of 2012 VOUCHER LIST

F. SECRETARY—DIRECTOR’S REPORT:

1. BUDGET REPORTS

2. REVENUE REPORT—MONTH OF NOVEMBER

3. ATTENDANCE REPORT—MONTH OF NOVEMBER

4. HUMAN RESOURCES TRAINING & SAFETY MONTHLY REPORT—OCTOBER
(12/10/12)

5. HUMAN RESOURCES TRAINING & SAFETY MONTHLY REPORT—NOVEMBER
(12/10/12)

6. MCPS WEBSITE TRAFFIC REPORT—NOVEMBER

G. BOARD CORRESPONDENCE RECEIVED:

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

I. Motion to CLOSE the HEARING OF THE PUBLIC. (Time: _____PM)

J. PRESENTATIONS:

1. Presentation by Freeholder Lillian G. Burry of “Proclamation”, on behalf of the Monmouth County Board of Chosen Freeholders, to David R. Pease, General Manager of Golf Courses, who retired effective December 1, 2012, with thirty-five and one-half years of service.

2. Presentation by Chairman Edward J. Loud of “Citation of Appreciation”, on behalf of the Monmouth County Board of Recreation Commissioners, to David R. Pease.

K. FREEHOLDER’S REPORT:

L. ITEMS FOR BOARD REVIEW:

1. Review of Agenda Items for Board Action.

2. Status of Funded Projects as of December 5, 2012.

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 #8 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 RETAINING the EXTRAORDINARY UNSPECIFIABLE SERVICES of GRACE GRAUPE-PILLARD, Keyport, NJ, to provide INSTRUCTIONAL ART PAINTING WORKSHOPS, for the Period of January 1, 2013, through December 31, 2013, in an amount not to exceed \$35,400.00, as per proposal dated October 23, 2012, and further AUTHORIZING the SECRETARY-DIRECTOR to SEND NOTICE of contract award 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.

2. Resolution Authorizing CONTRACT AMENDMENT #1, in the Amount of \$20,850.00 for follow-up site inspection of five (5) areas of concern as required by the NJDEP Regulations, to TECTONIC ENGINEERING & SURVEYING CONSULTANTS P.C., Saddle Brook, NJ, for providing PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PASI) OF BLOCK 94, LOT 14, FREEHOLD TOWNSHIP AND BLOCK 139, LOT 16.01, HOWELL TOWNSHIP, NJ, OWNER: APOSTLE ACRES DEVELOPMENT CO., LLC ±20.53 ACRES, IMPROVED PROPERTY, PROJECT: ADDITIONS TO MANASQUAN RIVER GREENWAY (Ref. #12-44 & PS #65-12), as originally awarded by Resolution #R-12-8-20=278, in the Contract Amount Not To Exceed \$1,400.00, for a NEW TOTAL AMENDED CONTRACT AMOUNT OF \$22,250.00, 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.

3. Resolution REJECTING bid proposal of HERTRICH FLEET SERVICES, Milford, DE, for FURNISHING AND DELIVERY OF VEHICLES (Bid #0054-12), ITEMS: Proposal #4, Items #3 & #4 ONLY, as prices submitted exceeded budgeted amount.
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4. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to HERTRICH FLEET SERVICES, Milford, DE, for FURNISHING AND DELIVERY OF VEHICLES (Bid #0054-12), ITEMS: Proposal #1, Item #1, 2013 Front Wheel Drive Mini Van @\$20,578.00, less Trade-In of Item #2, MCPS PT #9022, 2002 Dodge Caravan at minus (-)\$2,000.00; for a Net Total of \$18,578.00; Proposal #2, Item #1, 2013 1-Ton Extended Length Passenger Van @\$28,055.00, Less Trade-In of Item #2, MCPS PT #7171, Model 1999 GMC Safari Mini Van at minus (-)\$1,700.00, for a Net Total Amount of \$26,355.00; Proposal #3, Item #1, 2013 1-Ton Extended Length Cargo Van @\$26,037.00, Less Trade-In of MCPS PT #9011, 2002 Workhorse Chassis Walk-in Step Van at minus (-)\$4,000.00 for a Net Total of \$22,037.00; Item #2, 2013 1-Ton Extended Length Cargo Van @\$26,037.00 less a Trade-In of MCPS PT #9012, 2002 Ford E-350 Cargo Van at minus (-)\$2,700.00 for a Net Total of \$23,337.00; Proposal #4, Item #1, 2013 2-Wheel Drive Midsize Pickup Truck with Pickup Bed @\$18,786.00 Less Trade-In of Item #2, MCPS PT #7219, 2001 Ford F-350 Dual Rear Wheel Pickup at minus (-)\$2,500.00 for a Net Total of \$16,286.00; Proposal #5, Item #1, 2013 Four (4) Wheel Drive Midsize Pickup Truck with Crew Cab and Pickup Bed @\$28,617.00, less a Trade-In of Item #2, MCPS PT #9096, 2004 Dodge Dakota Quad Cab, 4 x 4 Pickup at minus (-)\$3,000.00 for a Net Total of \$25,617.00; Proposal #6, Item #1, 2013 Two Wheel Drive ½ Ton Pickup with 8 ft. bed @\$19,127.00 less a Trade-In of MCPS PT #7223, 2001 Ford F-250 Pickup Truck at minus (-)\$2,500.00 for a Net Total of \$16,627.00; Item #2, 2013 Two Wheel Drive ½ Ton Pickup with 8 ft. bed @ \$19,127.00 less a Trade-In of MCPS PT #9039, 2003 Ford F-250 Super Duty Pickup Truck at minus (-)\$3,200.00 for a Net Total of \$15,927.00; Item #3, 2013 Two Wheel Drive ½ Ton Pickup with 8 ft. bed @\$19,127.00 less a Trade-In of MCPS PT #9040, 2003 Ford F-250 Super Duty Pickup Truck at minus (-)\$2,500.00 for a Net Total of \$16,627.00; Proposal #7, Item #1, 2013 ½ Ton Four Wheel Drive Crew Cab Pickup Truck @\$29,923.00 less a Trade-In of Item #2, MCPS PT #9138, 2006 Ford F-250 Super Duty 4x4 Pickup Truck with 8' Western Ultra Mount Snow Plow at minus (-)\$7,500.00 for a Net Total of \$22,423.00; Proposal #8, Item #1, 2013 Four Wheel Drive, Heavy-Duty 1-Ton Pickup Truck with Snowplow Attachment @\$33,039.00 less a Trade-In of Item #2, MCPS PT #9073, 2003 Ford F-250 Super Duty 4x4 Pickup Truck with 8' Western Unimount Snowplow at minus (-)\$5,000.00 for a Net Total of \$28,039.00; Item #3, 2013 Four Wheel Drive, Heavy Duty 1-Ton Pickup Truck with Snowplow Attachment @\$33,039.00 less a Trade-In for Item #4, MCPS PT #9048, 2003 Ford F-350 Super Duty, 4x4 Pickup Truck with 8' Western Unimount Snowplow at minus (-)\$5,000.00 for a Net Total of \$28,039.00; Item #5, 2013 Four Wheel Drive, Heavy Duty 1-Ton Pickup Truck with Snowplow Attachment @\$33,039.00 less a Trade-In of Item #6, MCPS PT #7214, 2001 Ford F-350 Super Duty 4x4 Pickup Truck with 7-1/2 ft Western Unimount Snowplow at minus (-)\$3,700.00 for a Net Total of \$29,339.00; in the Total Contract Amount of \$289,231.00.
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5. Resolution AUTHORIZING the PURCHASE of FUEL OIL #2 - HEATING, from TAYLOR OIL CO., INC., Somerville, NJ, ITEMS: Provide Fuel Oil #2 (Heating) to the Monmouth County Park System—Various Buildings, for the Period of January 1, 2013 through December 31, 2013; actual price calculated based on an up charge of \$0.22000 added to the posted price as shown in the Journal of Commerce; as available under NJ State Contract #81392 (T-0083), for the Period of 02/29/12 through 02/28/15, in the Estimated Total Contract Amount of \$220,000.00.
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6. Resolution AUTHORIZING the PURCHASE to SUPPLY AND INSTALL CARPET/FLOORING from HANNON FLOORS, Union, NJ, ITEMS: Carpet (Line 00001) 417 square yards @\$19.99 per square yard (\$8,335.83); and Labor (Line 00009) 46 Hours @\$194.19 per hour (\$8,932.74); as available under NJ State Contract #A81750, for the Period of July 1, 2012 through June 30, 2017, in the Total Contract Amount of \$17,268.57.
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7. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to MASONRY PRESERVATION GROUP, INC., Merchantville, NJ, for CONCRETE RESTORATION AT BATTERY LEWIS, HARTSHORNE WOODS PARK (Bid #0052-12), ITEMS: Total Base Bid Price; in the Total Contract Amount of \$250,715.00.
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8. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to DELL-TECH, INC., Trenton, NJ, for HOLLAND ACTIVITY CENTER REHABILITATION, TATUM PARK—PHASE ONE, MIDDLETOWN, NJ (Bid #0057-12), ITEMS: Base Bid Price \$668,200.00; in the Total Contract Amount of \$668,200.00.
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MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:

1. Furnishing, Delivery and Installation of Replacement Boiler, Furnaces and Natural Gas Conversions (Bid #0062-12)
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MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:

1. Two (2) Appraisals, Block 27, Lot 2.03, Millstone Township, Owner: Estate of Julia Levchuk, for Additions to Perrineville Lake Park (Ref. #12-65) (FAIR & OPEN)
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DATES TO REMEMBER:

1. **MONDAY EVENING, DECEMBER 17, 2012** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
2. **MONDAY EVENING, JANUARY 7, 2013** - 7 PM. **Annual First Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
3. **"TUESDAY EVENING", JANUARY 22, 2013** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
4. **SATURDAY MORNING, JANUARY 26, 2013** – 10 AM. **Friends of the Parks Annual Meeting.** Thompson Park Visitor Center, 805 Newman Springs Road, Lincroft, NJ.
5. **MONDAY EVENING, FEBRUARY 11, 2013** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
6. **MONDAY EVENING, FEBRUARY 25, 2013** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
7. **MONDAY EVENING, MARCH 11, 2013** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
8. **MONDAY EVENING, MARCH 25, 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 December 3, 2012, 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:

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

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.

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 Annual First Regular Meeting of **Monday, January 7, 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)
