

PRESENT:

ABSENT:

ALSO PRESENT:

A G E N D A

MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS:

REGULAR MEETING: MONDAY, DECEMBER 19, 2011– 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 5, 2011
(Excused: Commissioners Raynor and Hood)

D. Approval of 2010 VOUCHER LIST

E. Approval of 2011 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—NOVEMBER
(Dated 12/12/11)

5. TRAINING REQUESTS AS OF DECEMBER 13, 2011

6. MCPS WEBSITE TRAFFIC REPORT—NOVEMBER 2011

G. BOARD CORRESPONDENCE RECEIVED:

1. Email from James Aquino, dated December 9, 2011, addressed to Chairman Loud, concerning the closing of Shark River Golf Course for the winter. (Reply email from Karen Livingstone, Public Information & Volunteer Services, dated 12/12/11.)

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. FREEHOLDER'S REPORT:

K. ITEMS FOR BOARD REVIEW:

1. Proposed 2012 Fees & Charges for General Use (Schedule No. 1); Athletic Fields (Schedule No. 2); East Freehold Park and Showgrounds (Schedule No. 4); Manasquan Reservoir (Schedule No. 5); Seven Presidents Oceanfront Park (Schedule No. 7); and Turkey Swamp Park (Schedule No. 8). *(Agenda Item #11 for Board Adoption)*

2. Proposed Training Fund Agreement between the Board and the Friends of the Monmouth County Park System, Inc. *(Agenda Item #12 for Board Adoption)*

3. Request by the Monmouth County Historical Association for permission to serve alcoholic beverages (wine) at the conclusion of their Annual Meeting being held at the Thompson Park Visitor Center, at 6 PM, on Tuesday, January 24, 2012.

4. a. Proposed 2012 County Capital Budget for Repairs & Improvements.

- b. Proposed 2012 Operating and Trust Budgets.

5. Status of Funded Projects as of December 9, 2011.

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 ACCEPTING the WRITTEN PROPOSAL of DRD APPRAISALS, LLC, d/b/a STUART APPRAISAL COMPANY, Freehold, NJ, as received on November 29, 2011, proposal dated November 23, 2011, for providing PROFESSIONAL APPRAISAL SERVICES FOR BLOCK 98, LOTS 102Q, 103.01Q (P/O), TOWNSHIP OF FREEHOLD, NJ, OWNER: HANSEN, ± 28.72 ACRES, PROJECT: ADDITIONS TO TURKEY SWAMP PARK, INTEREST: FEE SIMPLE (Ref. #11-67 & PS #82-11), in an Amount Not To Exceed \$2,200.00, 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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2. Resolution ACCEPTING the WRITTEN PROPOSAL of JOHNSON REALTY SERVICES, LLC, Wall, NJ, as received on November 29, 2011, proposal dated November 21, 2011, for providing PROFESSIONAL APPRAISAL SERVICES FOR BLOCK 98, LOTS 102Q, 103.01Q (P/O), TOWNSHIP OF FREEHOLD, NJ, OWNER: HANSEN, ± 28.72 ACRES, PROJECT: ADDITIONS TO TURKEY SWAMP PARK, INTEREST: FEE SIMPLE (Ref. #11-67 & PS #82-11), in an Amount Not To Exceed \$2,940.00, 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 ADAMS, REHMANN AND HEGGAN ASSOCIATES, INC., Hammonton, NJ, as received on November 22, 2011, proposal dated November 15, 2011, for providing PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PASI) OF BLOCK 751, LOT 52, WALL TOWNSHIP, NJ, OWNER: THEILEMANN, ± 0.52 ACRES, IMPROVED PROPERTY, PROJECT: ADDITIONS TO SHARK RIVER PARK (Ref. #11-65 & PS #81-11), in an Amount Not To Exceed \$1,690.00, 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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4. Resolution ACCEPTING the WRITTEN PROPOSAL of PRECISION ANALYTICAL SERVICES, INC., Toms River, NJ, as received on December 6, 2011, proposal dated December 1, 2011, for providing POTABLE WELL WATER MONITORING PROGRAM (PS #07-12), for the Period of 01/01/12 through 12/31/12, in an Amount Not To Exceed \$3,300.00, 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 EMILCOTT ASSOCIATES, INC., Morristown, NJ, as received on December 6, 2011, proposal dated December 1, 2011, for providing QUANTITATIVE RESPIRATORY FITNESS TESTING AND TRAINING SERVICES (PS #06-12), for the Period of 01/01/12 through 12/31/12, in an Amount Not To Exceed \$4,900.00, 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 the EXERCISING OF OPTION TO EXTEND CONTRACT, as per bid proposal, for an ADDITIONAL ONE (1) YEAR PERIOD (2012), being the first of two (2) one (1) year options to extend contract, as originally awarded by Resolution #R-11-3-1=87, to CORE TRANZ BUSINESS SERVICES, Manasquan, NJ, for FURNISHING AND DELIVERY OF CREDIT/DEBIT CARD PAYMENT SERVICES THROUGH TELEPHONE, ELECTRONIC TRANSMISSION, IN PERSON AND BY INTERNET ACCESS (Bid #0027-11), ITEMS: A-J, Credit/Debit Card Services (Period of January 1, 2012 through December 31, 2012), with the Board of Recreation Commissioners RESERVING the OPTION TO EXTEND the CONTRACT an ADDITIONAL ONE (1) YEAR PERIOD (2013), under the same terms and conditions, as per bid specification; in the Estimated Annual Contract Amount of \$90,000.00.
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7. Resolution AWARDED CONTRACT to the lowest responsible bidder, as per bid proposal to PRECISE CONSTRUCTION, INC., Freehold, NJ, for GOLF CENTER SITE IMPROVEMENTS AT PINE BROOK GOLF COURSE, MANALAPAN, NJ (Bid #0072-11), ITEMS: Total Base Bid Price Items #1-23 (Total Lump Sum Bid); in the Total Contract Amount of \$188,138.75.
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8. Resolution AUTHORIZING the EXERCISING OF OPTION TO EXTEND CONTRACT, as per bid proposal, for an ADDITIONAL ONE (1) YEAR PERIOD (2012), as originally awarded by Resolution #R-11-1-10=35, to KARL K. DEIGERT ENTERPRISES, INC., Tinton Falls, NJ, for FURNISHING AND DELIVERY OF SEWER LINE CLEANING SERVICES (Bid #0022-11), ITEMS: #1-16 (2012 Service Contract for the Period of 01/01/12 through 12/31/12), under the same terms and conditions as per bid specification; in the Estimated Total Contract Amount of \$10,000.00.
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9. Resolution Authorizing CHANGE ORDER #1, in the amount of \$686.50 for replacement of deteriorated roof sheathing at Buildings #227, #1306 and #2686, to EASTGATE CONSTRUCTION COMPANY, INC., Ocean, NJ, for FURNISHING OF SERVICES FOR THE REMOVAL OF EXISTING ROOF STRIP SHINGLES, SLATE SHINGLES AND FLAT ROOFING, AND THE INSTALLATION OF NEW ROOFING AND GUTTERS FOR 2011 (Bid #0044-11), as originally awarded by Resolution #R-11-5-9=209 in the Contract Amount of \$34,379.00, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$35,065.50.
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10. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to V & K CONSTRUCTION, INC., Edison, NJ, for BAYSHORE DUNE STABILIZATION, BAYSHORE WATERFRONT PARK (Bid #0077-11), ITEMS: Total Base Bid Price Items #1-10 Inclusive (Total Lump Sum Contract Amount); in the Total Contract Amount of \$686,490.00.
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11. Resolution ADOPTING the 2012 MONMOUTH COUNTY PARK SYSTEM SCHEDULE OF FEES & CHARGES for GENERAL USE (SCHEDULE NO. 1); ATHLETIC FIELDS (SCHEDULE NO. 2); EAST FREEHOLD PARK AND SHOWGROUNDS (SCHEDULE NO. 4); MANASQUAN RESERVOIR (SCHEDULE NO. 5); SEVEN PRESIDENTS OCEANFRONT PARK (SCHEDULE NO. 7); TURKEY SWAMP PARK (SCHEDULE NO. 8); to take effect immediately.
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12. Resolution AUTHORIZING the CHAIRMAN and SECRETARY-DIRECTOR OF THE BOARD to ENTER INTO a TRAINING FUND AGREEMENT with the FRIENDS OF THE MONMOUTH COUNTY PARK SYSTEM, INC., for the allocation and distribution of Training Funds for employees of the Monmouth County Park System.
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MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:

MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:

1. Preliminary Assessment & Site Inspection, Block 104, Lot 34 (P/O), ±4.0 Acres, Vacant Land, Freehold Township, Owner: Lawrence and Dovel, for Additions to Turkey Swamp Park (Ref. #11-77) (*FAIR & OPEN*)
 2. Surveying Services, Block 104, Lot 34 (P/O), ±4.0 Acres, Vacant Land, Freehold Township, Owner: Lawrence and Dovel, for Additions to Turkey Swamp Park (Ref. #11-78) (*FAIR & OPEN*)
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DATES TO REMEMBER:

1. **MONDAY EVENING, JANUARY 9, 2012** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
2. **MONDAY EVENING, JANUARY 23, 2012** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
3. **MONDAY EVENING, FEBRUARY 6, 2012** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
4. **“TUESDAY EVENING” FEBRUARY 21, 2012** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
5. **SUNDAY-WEDNESDAY, MARCH 4-7, 2012** – **NJRPA 37th Annual Conference & Exhibition.** “Parks & Recreation: Creating Destinations and Making Memories”. Taj Mahal Hotel. Atlantic City, NJ.
6. **MONDAY EVENING, MARCH 5, 2012** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
7. **SATURDAY, MARCH 10, 2012** – **16th Annual New Jersey Land Conservation Rally.** Brookdale Community College. Lincroft, NJ. *The Rally is a daylong educational event offering more than 30 workshops, plenary sessions, and networking opportunities. Over 325 conservationists attend each year. All workshops are 75 minutes long and multiple sessions run concurrently. There is also a Pre-Rally Field Trip which highlights preservation efforts in a specific area of the state each year.*
<http://www.njconservation.org>
8. **MONDAY EVENING, MARCH 19, 2012** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st 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 First Regular/ Reorganization Meeting** scheduled for **Monday, January 9, 2012, 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)
