

PRESENT:

ABSENT:

ALSO PRESENT:

A G E N D A

Tentative: 11/25/14

MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS:

REGULAR MEETING: MONDAY, DECEMBER 1, 2014– 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, NOVEMBER 17, 2014
(Excused: Commissioners Loud and Hood)

D. Approval of EXECUTIVE SESSION MINUTES—PERSONNEL MATTERS:
MONDAY, NOVEMBER 17, 2014. (Excused: Commissioners Loud and Hood)

E. Approval of EXECUTIVE SESSION MINUTES—LAND ACQUISITION MATTERS:
MONDAY, NOVEMBER 17, 2014. (Excused: Commissioners Loud and Hood)

F. Approval of 2014 VOUCHER LIST

G. SECRETARY—DIRECTOR’S REPORT:

1. MCPS TRAINING REQUESTS AS OF NOVEMBER 21, 2014
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H. BOARD CORRESPONDENCE RECEIVED:

1. Letter from Robert C. Burns, President, NJ Fire Museum, Piscataway, NJ, dated November 17, 2014, expressing thanks to the Monmouth County Park System for the donation of a fire hydrant manufactured in 1895, as removed from the Shark River Golf Course, to be displayed in their museum.

- I. Motion to OPEN the HEARING OF THE PUBLIC. (Time: _____PM)
(Presentations are limited to three (3) minutes per person.)
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- J. Motion to CLOSE the HEARING OF THE PUBLIC. (Time: _____PM)
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K. PRESENTATIONS:

1. “Golf Tee Time/Point of Sale System”
by US eDirect, Port Washington, NY

2. “Review of 2014 Assistance Provided by Special People United to Ride (SPUR)”
by Karen Jarmusz, Assistant Superintendent of Recreation

L. FREEHOLDER’S REPORT:

M. ITEMS FOR BOARD REVIEW:

1. Board Action Item #1 – Recommending acceptance of the written proposal of INTEX Environmental Group, Inc., Pipersville, NJ, for Providing Preliminary Assessment/Site Investigation (PASI) of Block 907, Lot 34, Wall Township, NJ, ±2.17 Acres, Owner: Mansfield, Improved Property, Project: Additions to Shark River Park (Ref. #14-43 & PS #65-14), in an Amount Not To Exceed \$5,851.70.
2. Board Action Item #2 – Recommending acceptance of the written proposal of Johnson, Mirmiran & Thompson, Inc., Trenton, NJ, for Providing Professional Surveying Services of Block 907, Lot 34, Wall Township, NJ, ±2.17 Acres, Improved Property, Owner: Mansfield, Project: Additions to Shark River Park (Ref. #14-44 & PS #66-14), in an Amount Not To Exceed \$3,200.00.
3. Board Action Item #3 – Recommending acceptance of the written proposal of Johnson, Mirmiran & Thompson, Inc., Trenton, NJ, for Providing Professional Surveying Services of Block 21, Lot 3.01, Upper Freehold Township, NJ, ±0.56 Acres, Improved Property, Owner: Muccie, Project: Additions to Clayton Park (Ref. #14-48 & PS #67-14), in an Amount Not To Exceed \$2,575.00.
4. Board Action Item #4 – Recommending acceptance of the written proposal of J. Edwards Consultants, LLC, Manasquan, NJ, for Providing Preliminary Assessment/Site Investigation (PASI) of Block 21, Lot 3.01, Upper Freehold Township, NJ, ±0.56 Acres, Owner: Muccie, Improved Property, Project: Additions to Clayton Park (Ref. #14-47 & PS #68-14), in an Amount Not To Exceed \$5,803.00.
5. Board Action Item #5 – Recommending Change Order #1 in the amount of \$16,577.33 for additional restoration work required, to Compass Construction, Inc., New Egypt, NJ, for Repairs to Concrete Wall & Walkways at Seven Presidents Oceanfront Park (Bid #0047-14), Items: #1-10, Total Base Bid Price; as originally awarded by Resolution #R-14-9-8=350, in the Contract Amount of \$263,346.00, for a New Total Change Order #1 Contract Amount of \$279,923.33.
6. Board Action Item #6 – Recommending Change Order #1, in the amount of minus (-) \$5,300.00 reducing boiler size to 399,000 btu and changing from high efficiency to standard efficiency boiler due to conditions on site, to Performance Mechanical Corp., Wall, NJ, for Furnishing, Delivery, and Installation of Replacement Boilers and Furnaces, and Natural Gas Conversions (Bid #0052-14), Items: Proposal 4, Item #1, 95% AFUE and Item #2; as originally awarded by Resolution #R-14-10-20=386 in the Contract Amount of \$23,300.00, for a New Total Change Order #1 Contract Amount of \$18,000.00.

7. Board Action Item #7– Recommending Award of Contract to Becker’s Tree Service, Inc., Tinton Falls, NJ, for Furnishing and Delivery of Tree Trimming Services (Bid #0011-15), Items: 2015 Service Contract Supply Contract (Period of 01/01/15 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 \$89,000.00.
8. Board Action Item #8 – Recommending Award of Contract to MTB, LLC, Neptune City, NJ, for Bel-Aire Golf Course Maintenance Garage Building #3006 Roof Reconstruction (Bid #0058-14), Items: Total Base Bid Price; in the Total Contract Amount of \$147,300.00.
9. Board Action Item #9 – Rejecting the low bid proposal of Shorelands Construction, Inc., Monmouth Beach, NJ, for Replacement of Six Golf Cart Bridges at Howell Park Golf Course (Bid #0053-14), as low bidder failed to meet bid specifications.
10. Board Action Item #10 – Recommending Award of Contract to Signature Bridge, Inc., Mentor, OH, for Replacement of Six Golf Cart Bridges at Howell Park Golf Course (Bid #0053-14), Items: Proposal 1, Total Base Bid (Items 1-5) @\$273,592.34, minus (-) \$61,693.17 for Item 3.4 of Item 3 of Part D in Schedule of Values, Plus Alternate Bid #1 @\$75,193.17, in the Total Amount of \$287,092.34; and Proposal 2, Total Base Bid (Items 1-6) in the Amount of \$183,613.23; in the Total Contract Amount of \$470,705.57.
11. Board Action Item #11 – Proposed MCPS Reservable Group Use Pavilions & Tents, Shelter Buildings & Cabin Fees & Charges.
12. Board Action Item #12 – Proposed MCPS General Use Fees & Charges.
13. Board Action Item #13 – Proposed MCPS Room Rentals Fees & Charges.
14. Board Action Item #14 – Proposed MCPS Athletic Facility Use Fees & Charges.
15. Board Action Item #15 – Proposed MCPS Wedding Ceremonies & Portraits Fees & Charges.
16. Board Action Item #16 – Proposed MCPS Professional Portraits In The Parks Fees & Charges.
17. Board Action Item #17 – Proposed MCPS Commercial Media Use Fees & Charges.

18. Board Action Item #18 – Proposed MCPS East Freehold Showgrounds Fees & Charges.
19. Board Action Item #19 – Proposed MCPS Manasquan Reservoir Fees & Charges.
20. Board Action Item #20 – Proposed MCPS Seven Presidents Oceanfront Park Fees & Charges.
21. Board Action Item #21 – Proposed MCPS Turkey Swamp Park Fees & Charges.
22. Board Action Item #22 – Proposed Monmouth County Fair Fees & Charges.
23. Board Action Item #23 – Proposed MCPS Bel-Aire Golf Course Winter Fees & Charges.
24. Board Action Item #24 – Proposed MCPS Charleston Springs Golf Course Winter Fees & Charges.
25. Board Action Item #25 – Proposed MCPS Shark River Golf Course Winter Fees & Charges.
26. Request by the Hurricane Junior Golf Tour to Host their Hurricane Junior Tournament at Charleston Springs South Course on October 10 & 11, 2015, with tee times blocked from 8 a.m. to 11 a.m. on both days, and charging the resident weekday junior fee of \$24.00 for each participant's practice round played prior to the tournament, with the Hurricane Junior Tour paying the Park System \$30.00 for each round played in the Tournament which includes greens fees, range balls, and use of the short game area, while allowing parents and spectators to rent carts to follow their children.

27. Request by the New Jersey State Golf Association Public Links Championship to Host the 2015 NJSGA Men's Public Links Championship at Howell Park Golf Course on July 23, 2015, with the NJSGA paying the Park System a fee of \$50.00 per golfer which includes greens fee, range fee, and facility use for hosting the championship, while closing the course for the day.

28. Status of Funded Projects as of November 21, 2014.

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 #25 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 INTEX ENVIRONMENTAL GROUP, INC., Pipersville, NJ, as received on November 14, 2014, proposal dated November 12, 2014, for PROVIDING PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PASI) OF BLOCK 907, LOT 34, WALL TOWNSHIP, NEW JERSEY, ±2.17 ACRES, OWNER: MANSFIELD, IMPROVED PROPERTY, PROJECT: ADDITIONS TO SHARK RIVER PARK (Ref. #14-43 & PS #65-14), in an Amount Not To Exceed \$5,851.70, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.

2. Resolution ACCEPTING the WRITTEN PROPOSAL of JOHNSON, MIRMIRAN & THOMPSON, INC., Trenton, NJ, as received on November 14, 2014, proposal dated November 11, 2014, for PROVIDING PROFESSIONAL SURVEYING SERVICES OF BLOCK 907, LOT 34, WALL TOWNSHIP, NEW JERSEY, ±2.17 ACRES, IMPROVED PROPERTY, OWNER: MANSFIELD, PROJECT: ADDITIONS TO SHARK RIVER PARK (Ref. #14-44 & PS #66-14), in an Amount Not To Exceed \$3,200.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.

3. Resolution ACCEPTING the WRITTEN PROPOSAL of JOHNSON, MIRMIRAN & THOMPSON, INC., Trenton, NJ, as received on November 18, 2014, proposal dated November 14, 2014, for PROVIDING PROFESSIONAL SURVEYING SERVICES OF BLOCK 21, LOT 3.01, UPPER FREEHOLD TOWNSHIP, NEW JERSEY, ±0.56 ACRES, IMPROVED PROPERTY, OWNER: MUCCIE, PROJECT: ADDITIONS TO CLAYTON PARK (Ref. #14-48 & PS #67-14), in an Amount Not To Exceed \$2,575.00, 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 J. EDWARDS CONSULTANTS, LLC, Manasquan, NJ, as received on November 18, 2014, proposal dated November 17, 2014, for PROVIDING PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PASI) OF BLOCK 21, LOT 3.01, UPPER FREEHOLD TOWNSHIP, NEW JERSEY, ±0.56 ACRES, OWNER: MUCCIE, IMPROVED PROPERTY, PROJECT: ADDITIONS TO CLAYTON PARK (Ref. #14-47 & PS #68-14), in an Amount Not To Exceed \$5,803.00, 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 Authorizing CHANGE ORDER #1, in the amount of \$16,577.33 for additional restoration work required, to COMPASS CONSTRUCTION, INC., New Egypt, NJ, for REPAIRS TO CONCRETE WALL & WALKWAYS AT SEVEN PRESIDENTS OCEANFRONT PARK (Bid #0047-14), ITEMS: #1-10, Total Base Bid Price; as originally awarded by Resolution #R-14-9-8=350, in the Contract Amount of \$263,346.00, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$279,923.33.
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6. Resolution Authorizing CHANGE ORDER #1, in the amount of minus (-) \$5,300.00 reducing boiler size to 399,000 btu and changing from high efficiency to standard efficiency boiler due to conditions on site, to PERFORMANCE MECHANICAL CORP., Wall, NJ, for FURNISHING, DELIVERY, AND INSTALLATION OF REPLACEMENT BOILERS AND FURNACES, AND NATURAL GAS CONVERSIONS (Bid #0052-14), ITEMS: Proposal 4, Item #1, 95% AFUE and Item #2; as originally awarded by Resolution #R-14-10-20=386 in the Contract Amount of \$23,300.00, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$18,000.00.
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7. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to BECKER'S TREE SERVICE, INC., Tinton Falls, NJ, for FURNISHING AND DELIVERY OF TREE TRIMMING SERVICES (Bid #0011-15), ITEMS: 2015 Service Contract Supply Contract (Period of 01/01/15 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 \$89,000.00.
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8. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to MTB, LLC, Neptune City, NJ, for BEL-AIRE GOLF COURSE MAINTENANCE GARAGE BUILDING #3006 ROOF RECONSTRUCTION (Bid #0058-14), ITEMS: Total Base Bid Price; in the Total Contract Amount of \$147,300.00.

9. Resolution REJECTING the low bid proposal of SHORELANDS CONSTRUCTION, INC., Monmouth Beach, NJ, for REPLACEMENT OF SIX GOLF CART BRIDGES AT HOWELL PARK GOLF COURSE (Bid #0053-14), as low bidder failed to meet bid specifications.

10. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to SIGNATURE BRIDGE, INC., Mentor, OH, for REPLACEMENT OF SIX GOLF CART BRIDGES AT HOWELL PARK GOLF COURSE (Bid #0053-14), ITEMS: Proposal 1, Total Base Bid (Items 1-5) @\$273,592.34, minus (-) \$61,693.17 for Item 3.4 of Item 3 of Part D in Schedule of Values, Plus Alternate Bid #1 @\$75,193.17, in the Total Amount of \$287,092.34; and Proposal 2, Total Base Bid (Items 1-6) in the Amount of \$183,613.23; in the Total Contract Amount of \$470,705.57.

11. Resolution ADOPTING the MONMOUTH COUNTY PARK SYSTEM RESERVABLE GROUP USE PAVILIONS & TENTS, SHELTER BUILDINGS & CABIN FEES & CHARGES.

12. Resolution ADOPTING the MONMOUTH COUNTY PARK SYSTEM GENERAL USE FEES & CHARGES.

13. Resolution ADOPTING the MONMOUTH COUNTY PARK SYSTEM ROOM RENTALS FEES & CHARGES.

14. Resolution ADOPTING the MONMOUTH COUNTY PARK SYSTEM ATHLETIC FACILITY USE FEES & CHARGES.

15. Resolution ADOPTING the MONMOUTH COUNTY PARK SYSTEM WEDDING CEREMONIES & PORTRAITS FEES & CHARGES.

16. Resolution ADOPTING the MONMOUTH COUNTY PARK SYSTEM PROFESSIONAL PORTRAITS IN THE PARKS FEES & CHARGES.

17. Resolution ADOPTING the MONMOUTH COUNTY PARK SYSTEM COMMERCIAL MEDIA USE FEES & CHARGES.

18. Resolution ADOPTING the MONMOUTH COUNTY PARK SYSTEM EAST FREEHOLD SHOWGROUNDS FEES & CHARGES.

19. Resolution ADOPTING the MONMOUTH COUNTY PARK SYSTEM MANASQUAN RESERVOIR FEES & CHARGES.

20. Resolution ADOPTING the MONMOUTH COUNTY PARK SYSTEM SEVEN PRESIDENTS OCEANFRONT PARK FEES & CHARGES.

21. Resolution ADOPTING the MONMOUTH COUNTY PARK SYSTEM TURKEY SWAMP PARK FEES & CHARGES.

22. Resolution ADOPTING the MONMOUTH COUNTY FAIR FEES & CHARGES.

23. Resolution ADOPTING the MONMOUTH COUNTY PARK SYSTEM BEL-AIRE GOLF COURSE WINTER FEES & CHARGES.

24. Resolution ADOPTING the MONMOUTH COUNTY PARK SYSTEM CHARLESTON SPRINGS GOLF COURSE WINTER FEES & CHARGES.
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25. Resolution ADOPTING the MONMOUTH COUNTY PARK SYSTEM SHARK RIVER PARK GOLF COURSE WINTER FEES & CHARGES.
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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 (PASI), Block 53, Lot 3; Block 54.01, Lots 11 & 11.03; ±117 Acres, Improved Property; Owner: Lustgarten, Upper Freehold Township, for Additions to Crosswicks Creek Park (Ref. #14-61) (*FAIR & OPEN*)
 2. Surveying Services, Block 53, Lot 3; Block 54.01, Lots 11 & 11.03; ±117 Acres, Improved Property; Owner: Lustgarten, Upper Freehold Township, for Additions to Crosswicks Creek Park (Ref. #14-62) (*FAIR & OPEN*)
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DATES TO REMEMBER:

1. **MONDAY EVENING, DECEMBER 1, 2014** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
2. **SATURDAY AFTERNOON, DECEMBER 6, 2014** – 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#.
3. **MONDAY EVENING, DECEMBER 15, 2014** - *7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ. ***REMINDER! 6:45 PM = Board Member Photo**
4. **MONDAY EVENING, JANUARY 5, 2015** - 7 PM. **Annual First Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ. (*Nominations for Officers for the Year 2015*)
5. **TUESDAY EVENING, JANUARY 20, 2015** - 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 November 17, 2014, 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)

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 **December 15, 2014**, 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 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.

Motion to ADJOURN the Regular Meeting of the Monmouth County Board of Recreation Commissioners.
(Time: _____PM)
