

**PRESENT:**

**ABSENT:**

**ALSO PRESENT:**

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**A G E N D A**

Tentative: 02/15/12

**MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS:**

**REGULAR MEETING: “TUESDAY”,  
FEBRUARY 21, 2012– 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 6, 2012  
(Excused: Commissioner Peters)

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D. Approval of EXECUTIVE SESSION MINUTES—LAND ACQUISITION MATTERS:  
MONDAY, FEBRUARY 6, 2012. (Excused: Commissioner Peters)

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E. Approval of EXECUTIVE SESSION MINUTES—POTENTIAL LITIGATION MATTERS:  
MONDAY, FEBRUARY 6, 2012. (Excused: Commissioner Peters)

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F. Approval of 2011 VOUCHER LIST

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G. Approval of 2012 VOUCHER LIST

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H. SECRETARY—DIRECTOR'S REPORT:

1. BUDGET REPORTS

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2. REVENUE REPORT—MONTH OF JANUARY

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3. ATTENDANCE REPORT—MONTH OF JANUARY

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4. HUMAN RESOURCES TRAINING & SAFETY MONTHLY REPORT—JANUARY  
(2/13/2012)

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5. TRAINING REQUESTS AS OF JANUARY 25, 2012

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6. MCPS WEBSITE TRAFFIC REPORT—JANUARY

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I. BOARD CORRESPONDENCE RECEIVED:

1. Email from Alicia Baylock, Holmdel, NJ, dated February 10, 2012, expressing thanks for the new bridge along the bike path at Thompson Park, and for keeping the parks in such great shape.

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

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

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L. FREEHOLDER'S REPORT:

M. ITEMS FOR BOARD REVIEW:

1. Friends of the Parks General Project Agreement for the Year 2012. (*Board Action Item #1.*)
  
2. Status of Funded Projects as of February 14, 2012.
  
3. Review of Agenda Items for Board Action

**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 #29 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 APPROVING the FRIENDS OF THE PARKS VARIOUS 2012 PROJECTS, and further AUTHORIZING the CHAIRMAN AND SECRETARY-DIRECTOR OF THE BOARD to ENTER INTO a GENERAL PROJECT AGREEMENT FOR THE YEAR 2012 with the FRIENDS OF THE MONMOUTH COUNTY PARK SYSTEM, INC., for VARIOUS 2012 PROJECTS.

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2. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to THE LIBERTY STORE, Auburn, NY, for FURNISHING AND DELIVERY OF WORK UNIFORM ITEMS (Bid #0018-12), ITEMS: #1-14 (2012 Supply Contract for the Period of 02/21/12 through 12/31/12), with the Board of Recreation Commissioners RESERVING the OPTION TO EXTEND the CONTRACT for an ADDITIONAL ONE (1) YEAR PERIOD (2013), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$15,000.00.

\_\_\_\_\_

3. 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-11-4-25=199, to THE SPORT SPOT, Shrewsbury, NJ, for FURNISHING AND DELIVERY OF LIFEGUARD UNIFORMS (Bid #0039-11), ITEMS: #3, 4 & 5 (2012 Supply Contract for the Period of 02/21/12 through 12/31/12), under the same terms and conditions as per bid specification; in the Estimated Total Contract Amount of \$2,700.00.

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4. 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-11-5-9=218, to THE SPORT SPOT, Shrewsbury, NJ, for FURNISHING AND DELIVERY OF LIFEGUARD UNIFORMS (Bid #0039-11), ITEMS: #1-2 (2012 Supply Contract for the Period of 02/21/12 through 12/31/12), under the same terms and conditions as per bid specification; in the Estimated Total Contract Amount of \$1,000.00.
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5. Resolution REJECTING bid proposal of CENTRAL POLY CORP., Linden, NJ, for FURNISHING AND DELIVERY OF JANITORIAL SUPPLIES (Bid #0017-12), ITEM: #34 ONLY; as item did not meet bid specifications.
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6. Resolution REJECTING bid proposal of DASH MEDICAL GLOVES, INC., Franklin, WI, for FURNISHING AND DELIVERY OF JANITORIAL SUPPLIES (Bid #0017-12), ITEMS: #31 & 32 ONLY; as items did not meet bid specifications.
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7. Resolution REJECTING bid proposal of BURKE SUPPLY CO., DIVISION OF IMPERIAL BAG & PAPER, LLC, Point Pleasant, NJ, for FURNISHING AND DELIVERY OF JANITORIAL SUPPLIES (Bid #0017-12), ITEMS: #9, 16, 25, 30 & 36 ONLY; as items did not meet bid specifications.
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8. Resolution REJECTING bid proposal of SPRUCE INDUSTRIES, Rahway, NJ, for FURNISHING AND DELIVERY OF JANITORIAL SUPPLIES (Bid #0017-12), ITEM: #10 ONLY; as item did not meet bid specifications.
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9. Resolution REJECTING bid proposal of PYRAMID SCHOOL PRODUCTS, Tampa, FL, for FURNISHING AND DELIVERY OF JANITORIAL SUPPLIES (Bid #0017-12), ITEMS: #8, 16 & 31 ONLY; as items did not meet bid specifications.
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10. Resolution REJECTING bid proposal of INTERLINE BRANDS dba AM SAN, Pennsauken, NJ for FURNISHING AND DELIVERY OF JANITORIAL SUPPLIES (Bid #0017-12), ITEMS: #4, 31 & 32 ONLY; as items did not meet bid specifications.
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11. Resolution REJECTING bid proposal of CHEM-TEK INDUSTRIES, INC., Howell, NJ, for FURNISHING AND DELIVERY OF JANITORIAL SUPPLIES (Bid #0017-12), ITEMS: #4, 26 & 32 ONLY; as items did not meet bid specifications.

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12. Resolution REJECTING bid proposal of W.W. GRAINGER, INC., Alpharetta, GA, for FURNISHING AND DELIVERY OF JANITORIAL SUPPLIES (Bid #0017-12), ITEMS: #2, 27 & 36 ONLY; as items did not meet bid specifications.

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13. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to CENTRAL POLY CORP., Linden, NJ, for FURNISHING AND DELIVERY OF JANITORIAL SUPPLIES (Bid #0017-12), ITEM: #1 (2012 Supply Contract for the Period of 2/21/12 through 12/31/12); in the Total Contract Amount of \$1,420.00.

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14. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to INTERBORO PACKAGING CORP., Montgomery, NY, for FURNISHING AND DELIVERY OF JANITORIAL SUPPLIES (Bid #0017-12), ITEM: #2 (2012 Supply Contract for the Period of 2/21/12 through 12/31/12); in the Total Contract Amount of \$13,056.00.

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15. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to PYRAMID SCHOOL PRODUCTS, Tampa, FL, for FURNISHING AND DELIVERY OF JANITORIAL SUPPLIES (Bid #0017-12), ITEMS: #3, 6, 7, 17 & 19 (2012 Supply Contract for the Period of 2/21/12 through 12/31/12); in the Total Contract Amount of \$618.44.

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16. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to SPRUCE INDUSTRIES, Rahway, NJ, for FURNISHING AND DELIVERY OF JANITORIAL SUPPLIES (Bid #0017-12), ITEMS: #4 & 38 (2012 Supply Contract for the Period of 2/21/12 through 12/31/12); in the Total Contract Amount of \$12,060.00.

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17. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to BURKE SUPPLY, DIVISION OF IMPERIAL BAG & PAPER, LLC, Point Pleasant, NJ, for FURNISHING AND DELIVERY OF JANITORIAL SUPPLIES (Bid #0017-12), ITEMS: #5, 10 & 37 (2012 Supply Contract for the Period of 2/21/12 through 12/31/12); in the Total Contract Amount of \$1,767.30.

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18. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to W.W. GRAINGER, INC., Alpharetta, GA, for FURNISHING AND DELIVERY OF JANITORIAL SUPPLIES (Bid #0017-12), ITEMS: #8, 12, 14 & 21 (2012 Supply Contract for the Period of 2/21/12 through 12/31/12); in the Total Contract Amount of \$679.40.

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19. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to PANTANO NURSERY & LANDSCAPE SUPPLY, Manalapan, NJ, for FURNISHING AND DELIVERY OF JANITORIAL SUPPLIES (Bid #0017-12), ITEM: #13 (2012 Supply Contract for the Period of 2/21/12 through 12/31/12); in the Total Contract Amount of \$2,200.00.

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20. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to GALE'S INDUSTRIAL SUPPLY, Keyport, NJ, for FURNISHING AND DELIVERY OF JANITORIAL SUPPLIES (Bid #0017-12), ITEMS: #15, 28 & 35 (2012 Supply Contract for the Period of 2/21/12 through 12/31/12); in the Total Contract Amount of \$223.88.

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21. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to CHEM-TEK INDUSTRIES, INC., Howell, NJ, for FURNISHING AND DELIVERY OF JANITORIAL SUPPLIES (Bid #0017-12), ITEMS: #9, 11, 16, 25, 29, 33, 36 & 39 (2012 Supply Contract for the Period of 2/21/12 through 12/31/12); in the Total Contract Amount of \$2,654.47.

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22. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to DASH MEDICAL GLOVES, INC., Franklin, WI, for FURNISHING AND DELIVERY OF JANITORIAL SUPPLIES (Bid #0017-12), ITEM: #18 (2012 Supply Contract for the Period of 2/21/12 through 12/31/12); in the Total Contract Amount of \$3,199.00.

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23. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to MADSEN & HOWELL, INC., Perth Amboy, NJ, for FURNISHING AND DELIVERY OF JANITORIAL SUPPLIES (Bid #0017-12), ITEMS: #20, 31, 32 & 34 (2012 Supply Contract for the Period of 2/21/12 through 12/31/12); in the Total Contract Amount of \$6,191.20.
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24. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to INTERLINE BRANDS dba AM SAN, Pennsauken, NJ, for FURNISHING AND DELIVERY OF JANITORIAL SUPPLIES (Bid #0017-12), ITEMS: #22, 23 & 30 (2012 Supply Contract for the Period of 2/21/12 through 12/31/12); in the Total Contract Amount of \$717.90.
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25. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to W.B. MASON CO., INC., Brockton, MA, for FURNISHING AND DELIVERY OF JANITORIAL SUPPLIES (Bid #0017-12), ITEMS: #24, 26, 27, 40 & 41 (2012 Supply Contract for the Period of 2/21/12 through 12/31/12); in the Total Contract Amount of \$7,149.42.
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26. Resolution ACCEPTING the WRITTEN PROPOSAL of DRD APPRAISALS, LLC, d/b/a STUART APPRAISAL COMPANY, Freehold, NJ, as received on February 7, 2012, proposal dated February 3, 2012, for providing PROFESSIONAL APPRAISAL SERVICES FOR BLOCK 155, LOT 7.01, BOROUGH OF TINTON FALLS, NJ, OWNER: TEKRAJ, ±3.01 ACRES, PROJECT: ADDITIONS TO SHARK RIVER PARK, INTEREST: FEE SIMPLE (Ref. #12-01 & PS #18-12), in the Total Amount Not To Exceed \$3,500.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
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27. Resolution ACCEPTING the WRITTEN PROPOSAL of ENVIRONMENTAL TACTICS, INC., Matawan, NJ, as received on January 19, 2012, proposal dated January 19, 2012, for providing PROFESSIONAL SERVICES REQUIRED IN THE BULK SAMPLING AND ANALYSIS OF MATERIAL AND THE MONITORING OF THE REMOVAL OF ASBESTOS CONTAINING MATERIAL FOR 2012 (PS #14-12), in the Estimated Amount of \$10,000.00, 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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28. Resolution Authorizing CHANGE ORDER #2, in the amount of \$6,252.72 for additional geotextile fabric (\$3,501.40), and additional hot mix asphalt surface course (\$2,751.32), to SIGNATURE BRIDGE, INC., Willoughby, OH, for TIMBER PEDESTRIAN BRIDGE AND SHARED USE PATH AT THOMPSON PARK (Bid #0054-11), as originally awarded by Resolution #R-11-7-18=284, ITEMS: #1-15 (Total Base Bid Price); in the Contract Amount of \$457,657.74, and as modified by Change Order #1 in the amount of \$0.00 for contract time extension from September 14, 2011 to December 30, 2011, as awarded by Resolution #R-11-9-19=333 in the Total Change Order #1 Contract Amount of \$457,657.74, for a NEW TOTAL CHANGE ORDER #2 CONTRACT AMOUNT OF \$463,910.46.
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29. Resolution ACCEPTING the WRITTEN PROPOSAL of FRENCH & PARRELLO ASSOCIATES, PA, Wall, NJ, as received on February 7, 2012, proposal dated February 6, 2012, for providing ENVIRONMENTAL CONSULTING SERVICES FOR REMEDIAL INVESTIGATION OF A FORMER UNDERGROUND STORAGE TANK SITE LOCATED AT THE HOLMDEL PARK SHELTER BUILDING, HOLMDEL, NJ (Ref. #11-71 & PS #15-12), in the Total Amount Not To Exceed \$59,740.00, as a non-fair and open contract, pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5 as appropriate, 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. (*Non-Fair & Open process approved by Teri O'Connor, County Administrator, as per her Memorandum dated September 14, 2011.*)
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**MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:**

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**MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:**

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**DATES TO REMEMBER:**

1. **“TUESDAY EVENING” FEBRUARY 21, 2012** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Rd., Lincroft, NJ.
2. **SATURDAY EVENING, FEBRUARY 25, 2012** – 5 PM TO 9 PM. **Friends of the Parks Ballads in the Woods.** Tatum Park Holland Activity Center. Cost: \$30.00 for Friends’ Members; \$35.00 for Non-Members. RSVP to the Friends: 732/975-9735 (*Space is Limited*)
3. **SUNDAY AFTERNOON, MARCH 4, 2012** – 12:30 PM—3:00 PM. **Annual Volunteer Recognition Reception.** Hominy Hill Golf Center, 92 Mercer Rd, Colts Neck, NJ. (*RSVP by February 24, 2012*)
4. **SUNDAY-WEDNESDAY, MARCH 4-7, 2012** – **NJRPA 37<sup>th</sup> Annual Conference & Exhibition.** “Parks & Recreation: Creating Destinations and Making Memories”. Taj Mahal Hotel. Atlantic City, NJ.
5. **MONDAY EVENING, MARCH 5, 2012** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
6. **SATURDAY, MARCH 10, 2012** – **16<sup>th</sup> 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>
7. **MONDAY EVENING, MARCH 19, 2012** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
8. **MONDAY EVENING, APRIL 9, 2012** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
9. **MONDAY EVENING, APRIL 23, 2012** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
10. **WEDNESDAY, MAY 16, 2012** – **20<sup>th</sup> Annual Friends of the Parks Golf Tournament.** Hominy Hill Golf Course, Mercer Road, Colts Neck, NJ. Cost: \$150.00 Per Person, with a 9 AM Shotgun Start, Ending with Lunch.

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 6, 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 Land Acquisition Matters, being additions to county park lands, and Potential Litigation:

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 potential litigation”; 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, and the Minutes of the Executive Session to discuss Potential Litigation, will be made available to the public in ninety (90) days, or upon completion of 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 5, 2012**, 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 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.

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

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