

MINUTES OF THE MONDAY EVENING, FEBRUARY 22, 2016 REGULAR MEETING OF THE MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS HELD IN THE "BEECH ROOM" OF THE THOMPSON PARK VISITOR CENTER, 1ST FLOOR, 805 NEWMAN SPRINGS ROAD, LINCROFT, NJ.

The meeting was called to order by Chairman Fred J. Rummel at 7:00 PM.

The following were Present on roll call:

Chairman Fred J. Rummel
Vice Chairman Kevin Mandeville
Commissioners:
Michael G. Harmon
Thomas E. Hennessy, Jr.
Mark E. Zelina
Thomas W. Adcock

The following were Absent on roll call:

Commissioners:
Violeta Peters (Excused)
Patricia M. Butch (Excused)
David W. Horsnall (Excused)

Also Present:

James J. Truncer, Secretary-Director
Michael P. Supko, Jr., Special County Counsel
Andrew J. Spears, Assistant Director
Thomas E. Fobes, Supt. of Co. Parks/Park Operations
Michael E. Janoski, Co. Park Supt./Golf Operations
Patti Conroy, Superintendent of Recreation
Karen Livingstone, Public Information/Volunteers
Spencer H. Wickham, Chief/Acquisition & Design
Andrew R. Coeyman, Supv./Land Preservation Office
Helen Fiore, Office Services Manager
Barbara Berry, Keyboarding Clerk 4
Karen Rutt, Keyboarding Clerk 3
Patricia Douglas, Keyboarding Clerk 3
Mary Naughton, Supervising Account Clerk Typist
Keith Heckman, Golf Ranger

Chairman Rummel read the following Statement of Adequate Public Notice:

"Statement of Adequate Public Notice of 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 Asbury Park Press and other newspapers circulated in Monmouth County, and the County Clerk have been noticed, including date, time and place, as adopted by the Commission at their regular meeting of November 23, 2015, as required by law."

Chairman Rummel led the Board in the salute to the flag and the Pledge of Allegiance and asked for the observance of a moment of silence.

On a motion made by Commissioner Hennessy, seconded by Commissioner Adcock, the **MINUTES** of the **REGULAR MEETING** of the Monmouth County Board of Recreation Commissioners held on **MONDAY EVENING, FEBRUARY 8, 2016**, were upon being put to a vote, unanimously approved as recorded.

On a motion made by Commissioner Hennessy, seconded by Commissioner Adcock, the **MINUTES** of the **EXECUTIVE SESSION MEETING** of the Monmouth County Board of Recreation Commissioners held on **MONDAY EVENING, FEBRUARY 8, 2016**, for the purpose of discussing **PERSONNEL MATTERS**, were upon being put to a vote, unanimously approved as recorded.

On a motion made by Commissioner Hennessy, seconded by Commissioner Adcock, the **MINUTES** of the **EXECUTIVE SESSION MEETING** of the Monmouth County Board of Recreation Commissioners held on **MONDAY EVENING, FEBRUARY 8, 2016**, for the purpose of discussing **LAND ACQUISITION MATTERS**, were upon being put to a vote, unanimously approved as recorded.

The Secretary-Director indicated that the Minutes of the Executive Session to discuss Personnel Matters shall not be made available to the public as Personnel Matters are confidential, and that the Minutes of the Executive Session for the purpose of discussing Land Acquisition Matters would be made available to the public in ninety (90) days, or upon completion of land acquisition matters.

On a motion made by Commissioner Harmon, seconded by Commissioner Zelina, the **2015 VOUCHER LIST**, as submitted for approval, was upon being put to a vote, unanimously approved as recorded.

On a motion made by Commissioner Harmon, seconded by Commissioner Zelina, the **2016 VOUCHER LIST**, as submitted for approval, was upon being put to a vote, unanimously approved as recorded.

James J. Truncer, Secretary-Director, reviewed with the Board the following **REPORTS**:

1. **BUDGET REPORTS**

On a motion made by Commissioner Zelina, seconded by Vice Chairman Mandeville, the **BUDGET REPORTS** were upon being put to a vote, unanimously accepted as reported. (Budget Reports in Minute Book)

2. **REVENUE REPORT—MONTH OF JANUARY**

On a motion made by Commissioner Zelina, seconded by Vice Chairman Mandeville, the **REVENUE REPORT** for the **MONTH OF JANUARY** was upon being put to a vote, unanimously accepted as reported. (Revenue Report in Minute Book)

3. **ATTENDANCE REPORT—MONTH OF JANUARY**

On a motion made by Commissioner Zelina, seconded by Vice Chairman Mandeville, the **ATTENDANCE REPORT** for the **MONTH OF JANUARY** was upon being put to a vote, unanimously accepted as reported. (Attendance Report in Minute Book)

4. **HUMAN RESOURCES TRAINING & SAFETY MONTHLY REPORT—JANUARY 2016
(Dated: 2/16/16)**

On a motion made by Vice Chairman Mandeville, seconded by Commissioner Harmon, the **HUMAN RESOURCES TRAINING & SAFETY MONTHLY REPORT FOR JANUARY 2016 (Dated: 2/16/16)**, was upon being put to a vote, unanimously accepted as reported. (Human Resources Training & Safety Monthly Report in Minute Book)

5. **MCPS TRAINING REQUESTS AS OF FEBRUARY 16, 2016**

On a motion made by Vice Chairman Mandeville, seconded by Commissioner Harmon, the **MCPS TRAINING REQUESTS AS OF FEBRUARY 16, 2016** was upon being put to a vote, unanimously authorized. (MCPS Training Requests in Minute Book)

6. **MCPS WEBSITE TRAFFIC REPORT—MONTH OF JANUARY**

On a motion made by Vice Chairman Mandeville, seconded by Commissioner Harmon, the **MCPS WEBSITE TRAFFIC REPORT** for the **MONTH OF JANUARY** was upon being put to a vote, unanimously accepted as reported. (MCPS Website Traffic Report in Minute Book)

James J. Truncer, Secretary-Director, indicated to the Board that there was no **CORRESPONDENCE RECEIVED** for the Board.

On a motion made by Commissioner Hennessy, seconded by Commissioner Adcock, the meeting was **OPENED** to the **HEARING OF THE PUBLIC** at 7:06 PM. Upon being put to a vote, the motion was unanimously carried.

There being no one present to be heard, it was moved by Commissioner Hennessy, seconded by Vice Chairman Mandeville, that the portion of the meeting Open to the **HEARING OF THE PUBLIC** be **CLOSED**, at 7:07 PM.

At 7:08 PM, Mr. Ted Gassman, of Lincroft, NJ, arrived at the meeting.

PRESENTATION:

Chairman Rummel recognized Helen Fiore Office Services Manager, who made a PowerPoint presentation to the Board on “Administrative Services” and the various functions of the department.

Helen Fiore reviewed with the Board the Accounts Payable division.

Helen Fiore noted that the essential function of this division is the encumbrance of new purchases, overseeing money transfers as needed, processing payments for services rendered, generating the voucher list for the Board’s review, coordinating the switching over of utilities when properties are acquired, help to facilitate emergency rush orders, and secure deposit funds for Entertainment at the Fair or at other Park System Events. In addition, Accounts Payable also oversees the switchboard/receptionist duties and the distribution of mail. Helen Fiore noted that there are currently six (6) people in this division, consisting of Mary Naughton, Ann Reinhardt, Aileen Desiata, Patty Burke, Marijane Brucanti, and Peggy Eschbach, with years of service ranging from thirty-nine (39) years to five (5) years. Helen Fiore noted that Mary Naughton is getting ready to fill a vacancy from a recently retired employee, Laura Garavuso.

Helen Fiore then reviewed with the Board the Reservations division consisting of Patricia Douglas, Phyllis Malek, and Linda Richmond.

Helen Fiore noted that the fundamental part of this division is customer service, taking care of any problems/questions concerning program registrations from the directory. Helen Fiore noted that Reservations is also a resource for the public that is looking to hold a family picnic, a room rental, take professional pictures, hold a wedding ceremony, etc. Helen Fiore noted that this division requires you to know your parks and its amenities and to know our rules and regulations. Helen Fiore noted that Deer Hunting Permits and Beach Access Passes for Seven Presidents are issued out of this office as well, and reported the following:

- In 2015, Reservations generated 26,266 permits;
- In 2015, 364 Beach Access Passes were issued as well as 149 Parking Passes; and
- 850 Deer Hunting Permits were issued during the 2015-2016 Season.

Helen Fiore noted that when she asked Patricia Douglas what was the oddest request she ever had in her 18 years, she replied that it was “Can I bring an elephant in the park?” Helen Fiore noted that it was for a wedding ceremony.

Helen Fiore reviewed with the Board the Accounts Receivable division consisting of Karen Rutt, Dawn Clayton, and Azaria Thomas. Helen Fiore noted that the fundamental purpose of Receivables is to process and reconcile all the Park System’s revenue from twelve (12) areas. In addition, there is invoicing, refunding, collections, and surprise audits to the park areas. Helen Fiore noted that they inventory tickets, permits, marina contracts, badges, and anything with a value that we sell is accounted for in the books. Helen Fiore noted that another fun part of this division is the preparation for the Monmouth County Fair which is five (5) long days and evenings of reconciling.

Helen Fiore noted that the Accounts Receivable division also assists Visitor Services and Golf Administration with accounting for new programs by creating suffix codes so that data can be collected and funds placed in the right accounts. Helen Fiore noted that Receivables will soon be preparing for our own annual audit by an outside firm hired by the County.

Helen Fiore also reviewed with the Board **Administrative Services Support** provided by Barbara Berry who directly Supervises Accounts Receivable and Reservations. Helen Fiore noted that Barbara Berry provides facts and figures, performs trouble shooting, and provides reports, queries, and information from the AS400, the Freehold Registration System, Golf System, and Payroll Systems.

Helen Fiore noted that Barbara Berry handles the selling of the Solar Renewable Energy Credits, also known as "SREC." Helen Fiore noted that this is the energy we capture at five (5) locations in the Park System and sell the certificates at auction. Helen Fiore noted that the five (5) locations are: Sunnyside Equestrian Area, The Creative Arts Center, Central Supply, Manasquan Reservoir Environmental Center, and East Freehold Showgrounds, and that Sunnyside was the first installation and it is the largest.

Helen Fiore also noted that Barbara Berry provides the following Administrative Services Support:

- Assist Payroll and Personnel with troubleshooting the new EPersonality Payroll System and the AS400;
- Analyze and Prepare the Budget Appropriations and Budget Reports;
- Prepare the Payroll Budget;
- Create and present Final Budget to the Assistant Secretary Director;
- Compile Land Reports;
- Maintain Trust Account Balance;
- Update and Maintain Trial Balance Sheets and Capital Cash Reports;
- Create and disseminate internal Yearly Financial Report booklet; and
- Prepare a quarterly cost analysis of recreation programs.

Chairman Rummel and the Board thanked Helen Fiore for her presentation, and Barbara Berry, Mary Naughton, Karen Rutt and Pat Douglas for attending the Board meeting.

FREEHOLDER'S REPORT:

There was no Freeholder's Report as Freeholder Lillian G. Burry was unable to attend the meeting due to a conflict in her schedule.

ITEMS FOR BOARD REVIEW:

James J. Truncer, Secretary-Director, reviewed with the Board the following items:

1. Board Action Item #1 – Memorializing the Registry of Dedicated Monmouth County Park System Areas and Lands Owned or Managed as of February 1, 2016.

2. Board Action Item #2 – Declaring Surplus One (1) Horse named “RU SHY ANNE”, an eight (8) year old 14.2 hand Mustang mare, located at Sunnyside Recreation Area, as horse is not able to work effectively in the therapeutic equestrian environment, and Authorizing the Sale of said Horse to Eugene Nieratko, of Jackson, NJ, for the sum of One Thousand Dollars (\$1,000.00).
3. Board Action Item #3 – Declaring Surplus One (1) Horse named “Tulsa’s Arrow”, a ten (10) year old 16.1 hand paint gelding, located at Sunnyside Recreation Area, due to negative behaviors as a therapy horse, and Authorizing the Sale of said Horse to Eugene Nieratko, of Jackson, NJ, for the sum of Five Hundred Dollars (\$500.00).
4. Board Action Item #4 – Authorizing the Chairman and Secretary-Director of the Board to Enter Into a Project Agreement with the Monmouth Conservation Foundation for Providing Professional Landowner Outreach Services Within Various Park System Land Preservation Project Areas for the Monmouth County Park System for a Two (2) Year Period, in an Amount Not To Exceed \$30,000.00, and further Authorizing the Secretary-Director to take all necessary action as may be required by law.
5. Board Action Item #5 – Recommending acceptance of the written proposal of Briggs Associates, Bordentown, NJ, for Furnishing and Delivery of Bulk Sampling, Analysis of Material, and Monitoring of the Removal of Asbestos Containing Material to the Monmouth County Board of Recreation Commissioners (PS #12-16), in an Estimated Amount Not To Exceed \$9,000.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
6. Board Action Item #6 as Added to the Agenda – Recommending award of contract to the New Jersey State Golf Association, Kenilworth, NJ, for Furnishing of a U.S.G.A. Recognized Golf Handicap and Information Network Service For Individual Golfers (Bid #0016-16), Item: #1 (Period of 02/22/16 through 12/31/16), with the Board of Recreation Commissioners Reserving the Option to Extend the Contract for an Additional One (1) Year Period (2017), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$35,000.00.
7. James J. Truncer, Secretary-Director, reviewed with the Board the request for Counsel to contact Agate Construction Co., Inc., Ocean View, NJ, reference monies due the Monmouth County Board of Recreation Commissioners for the temporary use of property formerly owned by the Estate of DeFilippo and known as Chris’ River Plaza Marina, 483 West Front Street, Red Bank, NJ, and now known as Swimming River Park, for their construction project on the West Front Street Bridge.

A **motion** was introduced by Commissioner Zelina, seconded by Commissioner Adcock, REQUESTING COUNSEL to CONTACT AGATE CONSTRUCTION CO., INC., Ocean View, NJ, reference MONIES DUE the MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS for the TEMPORARY USE OF PROPERTY FORMERLY OWNED BY THE ESTATE OF DE FILIPPO AND KNOWN AS CHRIS’ RIVER PLAZA MARINA, 483 West Front Street, Red Bank, NJ, and now known as SWIMMING RIVER PARK, for their CONSTRUCTION PROJECT on the WEST FRONT STREET BRIDGE. Upon being put to a vote, the motion was unanimously carried.

8. Andrew J. Spears, Assistant Director, reviewed with the Board the Status of Funded Projects as of February 11, 2016, as distributed to the Board.

9. Mike Janoski, County Park Superintendent/Golf Operations, suggested to the Board the possibility of adopting a greens fee rate for Veterans and Active Military based on previous discussions. Staff suggested discounting the Resident Adult Rates by approximately ten percent (10%) to establish the rate for Veterans and Active Military. Mr. Janoski noted that this would result in a Weekday Greens Fee of \$33.00, and a Saturday/Sunday/Holiday Greens Fee of \$40.00. Mr. Janoski further noted that Matinee rates for Veterans and Active Military would be the same as the Resident Adult Matinee Green Fees, and that these fees would be available to both resident and non-resident golfers who display a government issued veteran or military ID card. Mr. Janoski also noted that a Park System Golf Card would not be mandatory in order to obtain the reduced rates. Mr. Janoski further suggested that the fees be established for Charleston Springs Golf Course.

Following a discussion, the Secretary-Director noted that the proposed golf fees for veterans and active military would be forwarded to the Board for the Board's consideration at the next Board meeting.

At 7:34 PM, the following **RESOLUTION OF CONSENT** was offered for adoption by Commissioner Hennessy, to approve Agenda Items #1 through #6.

WHEREAS, the Monmouth County Board of Recreation Commissioners has received the Tentative Agenda for the Board's Regular Meeting of February 22, 2016, in advance of the meeting; and

WHEREAS, the Board has had an opportunity to review and consider Agenda Items #1 through #5 for Board Action; and

WHEREAS, the Board also reviewed Agenda Item #6 as added to the Agenda; 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 #1 through #6.

Seconded by Commissioner Adcock, and adopted on roll call by the following vote:

In the Affirmative:	Chairman Rummel, Vice Chairman Mandeville, Commissioners Harmon, Hennessy, Zelina and Adcock
In the Negative:	None
Absent:	Commissioners Peters, Horsnall and Butch

ITEMS ACTED ON BY THE BOARD OF RECREATION COMMISSIONERS:

- R-16-2-22=89 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Adcock, MEMORIALIZING the REGISTRY OF DEDICATED MONMOUTH COUNTY PARK SYSTEM AREAS AND LANDS OWNED OR MANAGED AS OF FEBRUARY 1, 2016. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)
- R-16-2-22=90 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Adcock, DECLARING SURPLUS One (1) HORSE named "RU SHY ANNE", an eight (8) year old 14.2 hand Mustang mare, located at Sunnyside Recreation Area, as horse is not able to work effectively in the therapeutic equestrian environment, and AUTHORIZING the SALE of said HORSE to Eugene Nieratko, of Jackson, NJ, for the SUM of ONE THOUSAND DOLLARS (\$1,000.00). Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)
- R-16-2-22=91 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Adcock, DECLARING SURPLUS One (1) HORSE named "TULSA'S ARROW", a ten (10) year old 16.1 hand paint gelding, located at Sunnyside Recreation Area, due to negative behaviors as a therapy horse, and AUTHORIZING the SALE of said HORSE to Eugene Nieratko, of Jackson, NJ, for the SUM of FIVE HUNDRED DOLLARS (\$500.00). Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)
- R-16-2-22=92 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Adcock, AUTHORIZING the CHAIRMAN and SECRETARY-DIRECTOR OF THE BOARD to ENTER INTO a PROJECT AGREEMENT with the MONMOUTH CONSERVATION FOUNDATION for PROVIDING PROFESSIONAL LANDOWNER OUTREACH SERVICES WITHIN VARIOUS PARK SYSTEM LAND PRESERVATION PROJECT AREAS FOR THE MONMOUTH COUNTY PARK SYSTEM FOR A TWO (2) YEAR PERIOD, in an AMOUNT NOT TO EXCEED \$30,000.00, and further AUTHORIZING the SECRETARY-DIRECTOR to take all necessary action as may be required by law. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)
- R-16-2-22=93 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Adcock, ACCEPTING the WRITTEN PROPOSAL of BRIGGS ASSOCIATES, Bordentown, NJ, as received on February 11, 2016, proposal dated February 9, 2016, for FURNISHING AND DELIVERY OF BULK SAMPLING, ANALYSIS OF MATERIAL, AND MONITORING OF THE REMOVAL OF ASBESTOS CONTAINING MATERIAL TO THE MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS (PS #12-16), in an Estimated Amount Not To Exceed \$9,000.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)

R-16-2-22=94 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Adcock, AWARDING CONTRACT to NEW JERSEY STATE GOLF ASSOCIATION, Kenilworth, NJ, for FURNISHING OF A U.S.G.A. RECOGNIZED GOLF HANDICAP AND INFORMATION NETWORK SERVICE FOR INDIVIDUAL GOLFERS (Bid #0016-16), ITEM: #1 (Period of 02/22/16 through 12/31/16), with the Board of Recreation Commissioners RESERVING the OPTION TO EXTEND the CONTRACT for an ADDITIONAL ONE (1) YEAR PERIOD (2017), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$35,000.00. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)

The **SECRETARY-DIRECTOR** noted that there was no **BIDS TO ADVERTISE** for at this time.

Andrew R. Coeyman, Supervisor/Land Preservation Office, reviewed with the Board the background concerning the original appraisals of the ±93 acre Durek property, located in Millstone Township, for additions to Perrineville Lake Park.

On a motion made by Commissioner Harmon, seconded by Commissioner Zelina, the Board **AUTHORIZED** the **SECRETARY-DIRECTOR** to **SOLICIT PROPOSALS** for the following **PROFESSIONAL/SPECIALIZED SERVICES**:

1. Two (2) Appraisal Services, Block 14, Lot 2.02; and Block 13, Lot 3.04, Millstone Township, NJ, ±93 Acres, Improved Property, Owner: Estate of Durek, for Additions to Perrineville Lake Park (Ref. #16-07) (*NON-FAIR & OPEN*)
2. Two (2) Appraisal Services, Block 109, Lot 15, Howell Township, ±2.0 Acres, Improved Property, Owner: Knapp, for Additions to Metedeconk River Greenway (Ref. #16-08) (*FAIR & OPEN*)

Upon being put to a vote, the motion was unanimously carried.

James J. Truncer, Secretary-Director, reviewed the following **DATES TO REMEMBER** with the Board:

1. **SUNDAY, FEBRUARY 28 THROUGH WEDS., MARCH 2, 2016** – NJRPA 41st Annual Conference & Exhibition. Harrah's Waterfront Conference Center, Atlantic City, NJ. Pre-registration Rate Deadline: February 12, 2016.
2. **WEDNESDAY EVENING, MARCH 2, 2016** – 7 PM. **Monmouth Conservation Foundation's First Annual Community Meeting.** Fort Monmouth Recreation Center, 2566 Guam Lane, Tinton Falls, NJ. **If attending, please RSVP by February 26th** to Amanda Brockwell at the Monmouth Conservation Foundation by calling 732/671-7000, or by email: abrockwell@monmouthconservation.org
3. **SUNDAY AFTERNOON, MARCH 6, 2016** – 1 PM TO 3:30 PM. **Annual Volunteer Recognition Reception.** Hominy Hill Golf Center, 92 Mercer Road, Colts Neck, NJ. (*By Invitation*)
4. **MONDAY EVENING, MARCH 7, 2016** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1st Floor, 805 Newman Springs Road, Lincroft, NJ.

5. **SATURDAY MORNING, MARCH 19, 2016** – 9 AM. **Friends of the Parks Annual Meeting.** Hominy Hill Golf Center (Dining Room), Mercer Road, Colts Neck, NJ. *(By Invitation)*
6. **MONDAY EVENING, MARCH 21, 2016** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
7. **MONDAY EVENING, APRIL 11, 2016** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
8. **SUNDAY AFTERNOON, APRIL 17, 2016** – 2 PM. Premiere of **“Open Spaces and Historic Places in Monmouth County”**. Woodrow Wilson Hall – Monmouth University, West Long Branch, NJ. *(By Invitation)*
9. **FRIDAY, APRIL 22, 2016** – Board Member Tour of Park Areas.
10. **MONDAY EVENING, APRIL 25, 2016** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.

At 7:40 PM, Mr. Ted Gassman, of Lincroft, NJ, left the meeting.

James J. Truncer, Secretary-Director, noted that the Board would not be moving into Executive Session for the purpose of discussing personnel matters. The Secretary-Director noted that the CWA Negotiations are to be scheduled during the week of February 29th.

ITEMS FOR THE GOOD OF THE ORDER:

Vice Chairman Mandeville offered the following **resolution** and moved its adoption:

Be it resolved that an **Executive Session Meeting** will be held during the Board’s regularly scheduled meeting of **Monday, March 7, 2016**, 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

Be it further resolved that the Secretary-Director of the Board is authorized 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.

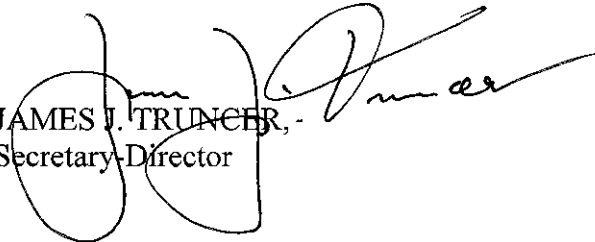
Seconded by Commissioner Adcock, and adopted on roll call by the following vote:

In the Affirmative:	Chairman Rummel, Vice Chairman Mandeville, Commissioners Harmon, Hennessy, Zelina and Adcock
In the Negative:	None
Absent:	Commissioners Peters, Horsnall and Butch

The Secretary-Director noted that it had been brought to his attention that Yom Kippur started on Monday, October 11th, the same date as the Board's Meeting. The Board took no action to change the October 11th meeting date.

The Secretary-Director of the Board indicated that there were no additional items to be brought before the Board.

There being no further business, on a motion made by Commissioner Zelina, seconded by Commissioner Hennessy, and by unanimous vote, the regular meeting of the Monmouth County Board of Recreation Commissioners held on Monday Evening, February 22, 2016, was **ADJOURNED** at 7:45 PM.


JAMES J. TRUNCER, -
Secretary-Director

The following resolution was offered for adoption by Commissioner Hennessy:

RESOLUTION

R-16-2-22=89

WHEREAS, the Board of Chosen Freeholders of the County of Monmouth has, since 1960, acquired lands dedicated for county park, recreation and open space purposes for the benefit of the citizens of Monmouth County; and

WHEREAS, the Monmouth County Board of Recreation Commissioners has the responsibility of improving, managing, maintaining and protecting said lands as a part of the Monmouth County Park System; and

WHEREAS, the Board of Recreation Commissioners maintains a Registry of Dedicated Monmouth County Park System Areas and Lands Owned or Managed, including the area number, name, date established, location and acreage.

NOW, THEREFORE, BE IT RESOLVED the Monmouth County Board of Recreation Commissioners does hereby MEMORIALIZE the REGISTRY OF DEDICATED MONMOUTH COUNTY PARK SYSTEM AREAS AND LANDS OWNED OR MANAGED AS OF FEBRUARY 1, 2016, including the area number, name, date established, location and acreage, as hereunto attached and made a part of this resolution; and

BE IT FURTHER RESOLVED that the Secretary-Director and/or his designee(s) shall maintain and annually update said registry of dedicated Monmouth County Park System areas and acreage.

Seconded by Commissioner Adcock, and adopted on roll call by the following vote:

In the affirmative:	Chairman Rummel, Vice Chairman Mandeville, Commissioners Harmon, Hennessy, Zelina and Adcock
In the negative:	None
Absent:	Commissioners Peters, Horsnall and Butch

I hereby certify the above to be the true resolution adopted by the Monmouth County Board of Recreation Commissioners at the regular meeting of the Board on MONDAY EVENING, FEBRUARY 22, 2016.



JAMES J. TRUNCER, Secretary-Director

R-16-2-22=89

**Registry of
Dedicated Monmouth County Park System Areas and Lands
Owned or Managed as of February 1, 2016**

Area	Park	Year Started	Location(s)	Total Acres
406	Shark River Park	1960	Neptune, Wall, Tinton Falls	988
			Neptune	162
			Wall Twp	708
			Tinton Falls	118
407	Holmdel Park	1962	Holmdel	566
408	Historic Longstreet Farm	1967	Holmdel	9
409	Turkey Swamp Park	1963	Freehold	2266
410	Howell Golf Course	1967	Howell	311
411	Thompson Park	1968	Holmdel, Middletown	667
			Holmdel	354
			Middletown	313
412	Baysholm Tract	1969	Freehold	71
413	Durand Tract	1969	Freehold	94
414	East Freehold Park Showgrounds	1970	Freehold	81
415	Tatum Park	1973	Middletown	366
416	Shark River Golf Course	1973	Neptune Township	176
417	Hartshorne Woods Park	1973	Highlands, Middletown	794
			Highlands	6
			Middletown	788
418	Mt. Mitchill Scenic Overlook	1973	Atlantic Highlands, Highlands	11
			Atlantic Highlands	9
			Highlands	2
419	Huber Woods Park	1974	Middletown	375
420	Seven Presidents Oceanfront Park	1977	Long Branch	38
422	Weltz Park	1979	Eatontown, Ocean Township	169
			Eatontown	38
			Ocean Township	131
423	Deep Cut Gardens	1977	Middletown	54
424	Clayton Park	1979	Upper Freehold	443
425	Manasquan Reservoir	1988	Howell	1208
426	Historic Walnford	1985	Upper Freehold	36
430	Hominy Hill Golf Course	1977	Colts Neck	262
431	Pine Brook Golf Course	1981	Manalapan	61
432	Dorbrook Recreation Area	1985	Colts Neck	535
433	Monmouth Cove Marina	1990	Middletown	10
435	Fisherman's Cove Conservation Area	1995	Manasquan	55
436	Sunnyside Recreation Area	1990	Middletown	135
437	Charleston Springs Golf Course	1990	Millstone	781
438	Henry Hudson Trail	1990	Aberdeen, Atl. Highlands, Highlands, Keyport, Marlboro, Middletown	111
			Aberdeen	1
			Atlantic Highlands	21
			Highlands	1
			Keyport	1
			Marlboro	3
			Middletown	2
			Multiple	82
439	Bayshore Waterfront Park	1988	Middletown	228

**Registry of
Dedicated Monmouth County Park System Areas and Lands
Owned or Managed as of February 1, 2016**

440	Manasquan River Greenway	1990	Freehold, Howell	443
			Freehold	120
			Howell	323
441	Crosswicks Creek Park	1990	Upper Freehold	2273
442	Big Brook Park	1997	Marlboro	432
443	Wolf Hill Recreation Area	1997	Oceanport	92
444	Bel-Aire Golf Course	1997	Wall Township	113
446	Metedeconk River Greenway	2000	Freehold, Howell	423
			Freehold	262
			Howell	161
447	DeBois Creek Recreation Area	1998	Freehold	165
448	Perrineville Lake Park	1999	Millstone, Roosevelt	1237
			Millstone	975
			Roosevelt	193
449	Yellow Brook Tract	2000	Howell	369
450	Union Transportation Trail	2004	Upper Freehold	44
451	Deep Run Recreation Area	2010	Marlboro	71
452	Swimming River Greenway	2012	Tinton Falls	5
454	Freneau Woods Park	2014	Aberdeen, Marlboro	155
			Aberdeen	115
			Marlboro	40
455	Swimming River Park	2015	Middletown	11
			Total	16735

The following resolution was offered for adoption by Commissioner Hennessy:

RESOLUTION

R-16-2-22=90

WHEREAS, the Monmouth County Board of Recreation Commissioners owns one (1) Horse, "RU SHY ANNE", an eight (8) year old 14.2 hand Mustang mare, located at Sunnyside Recreation Area; and

WHEREAS, "RU SHY ANNE" was donated to the Monmouth County Park System, in June 2011, for use as a therapeutic riding horse and ambassador of the American Mustang; and

WHEREAS, Special People United To Ride (SPUR) program needs have significantly changed not allowing "RU SHY ANNE" to work to her full potential in the therapeutic equestrian environment; and

WHEREAS, the Equestrian Division staff has concluded that "RU SHY ANNE" is not able to work effectively in the therapeutic equestrian environment; and

WHEREAS, it has been determined that One (1) Horse, "RU SHY ANNE", is SURPLUS to the needs of the Monmouth County Park System.

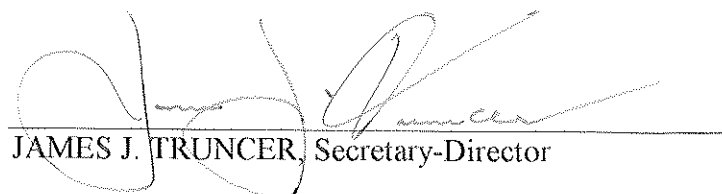
NOW, THEREFORE, BE IT RESOLVED that the Monmouth County Board of Recreation Commissioners does hereby DECLARE One (1) Horse, "RU SHY ANNE", an eight (8) year old 14.2 hand Mustang mare, located at Sunnyside Recreation Area, SURPLUS to the needs of the MONMOUTH COUNTY PARK SYSTEM; and

BE IT FURTHER RESOLVED that the Monmouth County Board of Recreation Commissioners does hereby AUTHORIZE the SALE of "RU SHY ANNE" to EUGENE NIERATKO, 115 Grawtown Road, Jackson, NJ 08527, for the SUM of ONE THOUSAND DOLLARS (\$1,000.00).

Seconded by Commissioner Adcock, and adopted on roll call by the following vote:

In the affirmative:	Chairman Rummel, Vice Chairman Mandeville, Commissioners Harmon, Hennessy, Zelina and Adcock
In the negative:	None
Absent:	Commissioners Peters, Horsnall and Butch

I hereby certify the above to be the true resolution adopted by the Monmouth County Board of Recreation Commissioners at the regular meeting of the Board on MONDAY EVENING, FEBRUARY 22, 2016.



JAMES J. TRUNCER, Secretary-Director

R-16-2-22=90

The following resolution was offered for adoption by Commissioner Hennessy:

RESOLUTION

R-16-2-22=91

WHEREAS, the Monmouth County Board of Recreation Commissioners owns one (1) Horse, "TULSA'S ARROW", a ten (10) year old 16.1 hand paint gelding, located at Sunnyside Recreation Area; and

WHEREAS, "TULSA'S ARROW" was purchased by the Monmouth County Park System in May 2014, in the amount of Three Thousand Five Hundred Dollars (\$3,500.00) for use as a therapeutic riding horse; and

WHEREAS, "TULSA'S ARROW" has developed unpredictable negative behaviors toward volunteers and riders and is unwilling to work as a therapy horse despite dedicated training time to improve these behavioral issues; and

WHEREAS, the Equestrian Division staff has concluded that "TULSA'S ARROW" is not suitable or safe to work as a therapy horse in both the Special People United to Ride (SPUR) program and Horses for Heroes program; and

WHEREAS, it has been determined that One (1) Horse, "TULSA'S ARROW", is SURPLUS to the needs of the Monmouth County Park System.

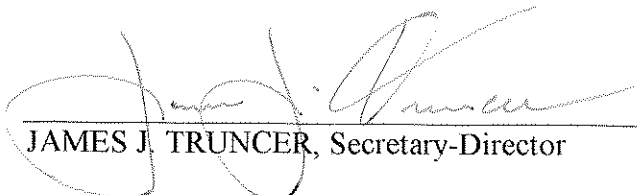
NOW, THEREFORE, BE IT RESOLVED that the Monmouth County Board of Recreation Commissioners does hereby DECLARE One (1) Horse, "TULSA'S ARROW", a ten (10) year old 16.1 hand paint gelding, located at Sunnyside Recreation Area, SURPLUS to the needs of the MONMOUTH COUNTY PARK SYSTEM; and

BE IT FURTHER RESOLVED that the Monmouth County Board of Recreation Commissioners does hereby AUTHORIZE the SALE of "TULSA'S ARROW" to EUGENE NIERATKO, 115 Grawtown Road, Jackson, NJ 08527, for the SUM of FIVE HUNDRED DOLLARS (\$500.00).

Seconded by Commissioner Adcock, and adopted on roll call by the following vote:

In the affirmative:	Chairman Rummel, Vice Chairman Mandeville, Commissioners Harmon, Hennessy, Zelina and Adcock
In the negative:	None
Absent:	Commissioners Peters, Horsnall and Butch

I hereby certify the above to be the true resolution adopted by the Monmouth County Board of Recreation Commissioners at the regular meeting of the Board on MONDAY EVENING, FEBRUARY 22, 2016.



JAMES J. TRUNCER, Secretary-Director

R-16-2-22=91

The following resolution was offered for adoption by Commissioner Hennessy:

RESOLUTION

R-16-2-22=92

WHEREAS, Title 40:12-15.10, et seq., of the Revised New Jersey Statutes provides an opportunity for non-profit organizations and county governmental units to enter into an agreement for the acquisition and preservation of land and other property for public recreation and conservation purposes; and

WHEREAS, the MONMOUTH CONSERVATION FOUNDATION, P.O. Box 4150, Middletown, NJ 07748-4150, is a 501(c)(3) non-profit corporation of the State of New Jersey, dedicated to assisting the MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS; and

WHEREAS, the MONMOUTH CONSERVATION FOUNDATION, INC., entered into a GENERAL AGREEMENT OF ASSISTANCE between the MONMOUTH CONSERVATION FOUNDATION and the MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS on March 18, 1998; and

WHEREAS, the Monmouth County Board of Recreation Commissioners has a need to acquire PROFESSIONAL LANDOWNER OUTREACH SERVICES WITHIN VARIOUS PARK SYSTEM LAND PRESERVATION PROJECT AREAS FOR THE MONMOUTH COUNTY PARK SYSTEM FOR A TWO (2) YEAR PERIOD; and

WHEREAS, the MONMOUTH CONSERVATION FOUNDATION, Middletown, NJ, has submitted a written proposal dated February 19, 2016, indicating they will PROVIDE PROFESSIONAL LANDOWNER OUTREACH SERVICES WITHIN VARIOUS PARK SYSTEM LAND PRESERVATION PROJECT AREAS FOR THE MONMOUTH COUNTY PARK SYSTEM FOR A TWO (2) YEAR PERIOD, in an AMOUNT NOT TO EXCEED \$30,000.00; and

WHEREAS, the Certification of the Chief Financial Officer, as to availability of funds, has been filed with the Secretary-Director of the Board, a copy of which is on file in the Purchasing Department setting forth that the funds are available in Capital Cash Account #29799, Board of Recreation Commissioners, Sub-Account #00018, in an Amount Not To Exceed \$30,000.00.

NOW, THEREFORE, BE IT RESOLVED that the Board of Recreation Commissioners, of the County of Monmouth, does hereby AUTHORIZE the CHAIRMAN and SECRETARY-DIRECTOR OF THE BOARD to ENTER INTO a PROJECT AGREEMENT with the MONMOUTH CONSERVATION FOUNDATION, P.O. Box 4150, Middletown, NJ 07748-4150, for PROVIDING PROFESSIONAL LANDOWNER OUTREACH SERVICES WITHIN VARIOUS PARK SYSTEM LAND PRESERVATION PROJECT AREAS FOR THE MONMOUTH COUNTY PARK SYSTEM FOR A TWO (2) YEAR PERIOD, as per written proposal dated February 19, 2016, in an AMOUNT NOT TO EXCEED \$30,000.00, and further AUTHORIZES the SECRETARY-DIRECTOR to take all necessary action as may be required by law; and

BE IT FURTHER RESOLVED that this PROJECT AGREEMENT shall take effect as of the date of execution by the Monmouth County Board of Recreation Commissioners, and shall remain in force until amended or terminated by action of the Board of Recreation Commissioners; and

BE IT FURTHER RESOLVED that a copy of this resolution be sent to the Monmouth Conservation Foundation.

Seconded by Commissioner Adcock, and adopted on roll call by the following vote:

In the affirmative:	Chairman Rummel, Vice Chairman Mandeville, Commissioners Harmon, Hennessy, Zelina and Adcock
In the negative:	None
Absent:	Commissioners Peters, Horsnall and Butch

I hereby certify the above to be the true resolution adopted by the Monmouth County Board of Recreation Commissioners at the regular meeting of the Board on MONDAY EVENING, FEBRUARY 22, 2016.



JAMES J. TRUNCER, Secretary-Director

R-16-2-22=92

The following resolution was offered for adoption by Commissioner Hennessy:

RESOLUTION

R-16-2-22=93

WHEREAS, the Monmouth County Board of Recreation Commissioners has a need to acquire BULK SAMPLING, ANALYSIS OF MATERIAL, AND MONITORING OF THE REMOVAL OF ASBESTOS CONTAINING MATERIAL TO THE MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS (PS #12-16), as a fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5, as appropriate; and

WHEREAS, the period of this contract is from February 22, 2016 through December 31, 2016; and

WHEREAS, requests for proposals were received by the Purchasing Agent on or before the required submission date of February 11, 2016; and

WHEREAS, BRIGGS ASSOCIATES, Bordentown, NJ, has submitted a written proposal dated February 9, 2016, for FURNISHING AND DELIVERY OF BULK SAMPLING, ANALYSIS OF MATERIAL, AND MONITORING OF THE REMOVAL OF ASBESTOS CONTAINING MATERIAL TO THE MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS (PS #12-16), in an Estimated Amount Not to Exceed \$9,000.00; and

WHEREAS, BRIGGS ASSOCIATES, Bordentown, NJ, has completed and submitted a Business Entity Disclosure Certification which certifies that BRIGGS ASSOCIATES, Bordentown, NJ, has not made any reportable contributions to a political or candidate committee of the County of Monmouth, Board of Chosen Freeholders, in the previous one year, and that the contract will prohibit BRIGGS ASSOCIATES, Bordentown, NJ, from making any reportable contributions through the term of this contract; and

WHEREAS, the Certification of the Chief Financial Officer, as to availability of funds, has been filed with the Secretary-Director of the Board, a copy of which is on file in the Purchasing Department setting forth that the funds are available in Trust Account #52000, Board of Recreation Commissioners (2016), in an estimated amount not to exceed \$9,000.00.

NOW, THEREFORE, BE IT RESOLVED that the Board of Recreation Commissioners, of the County of Monmouth, does hereby authorize the Chairman and Secretary-Director of the Board to enter into a contract on behalf of the Monmouth County Board of Recreation Commissioners, with BRIGGS ASSOCIATES, 3 Crosswicks Street, Bordentown, NJ 08505, as per proposal dated February 9, 2016, for FURNISHING AND DELIVERY OF BULK SAMPLING, ANALYSIS OF MATERIAL, AND MONITORING OF THE REMOVAL OF ASBESTOS CONTAINING MATERIAL TO THE MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS (PS #12-16), in an Estimated Amount Not To Exceed \$9,000.00; and

BE IT FURTHER RESOLVED that the Stockholders Disclosure Certification and the New Jersey Business Registration are on file in the office of the Purchasing Department; and

BE IT FURTHER RESOLVED that any fees for additional work over the \$9,000.00 provided for in this resolution will be authorized only upon the approval of the Board, prior to the additional services being performed.

Seconded by Commissioner Adcock, and adopted on roll call by the following vote:

In the affirmative:	Chairman Rummel, Vice Chairman Mandeville, Commissioners Harmon, Hennessy, Zelina and Adcock
In the negative:	None
Absent:	Commissioners Peters, Horsnall and Butch

I hereby certify the above to be the true resolution adopted by the Monmouth County Board of Recreation Commissioners at the regular meeting of the Board on MONDAY EVENING, FEBRUARY 22, 2016.



JAMES J. TRUNCER, Secretary-Director

R-16-2-22=93

The following resolution was offered for adoption by Commissioner Hennessy

RESOLUTION

R-16-2-22=94

WHEREAS, bids were advertised for and received by the Purchasing Agent of the Monmouth County Board of Recreation Commissioners on February 17, 2016, for FURNISHING OF A U.S.G.A. RECOGNIZED GOLF HANDICAP AND INFORMATION NETWORK SERVICE FOR INDIVIDUAL GOLFERS (Bid #0016-16) which bids were referred to the Secretary-Director of the Board of Recreation Commissioners for tabulation, examination, report and recommendation; and

WHEREAS, the bid was considered on an individual item basis and the report of the officials above mentioned shows that one (1) bid was received, and the following was the lowest responsible bid received in the Estimated Total Contract Amount of \$35,000.00:

NEW JERSEY STATE GOLF ASSOCIATION

3 Golf Drive, Suite 206

Kenilworth, NJ 07033

ITEM: #1 (Period of 02/22/16 through 12/31/16), with the Board of Recreation Commissioners reserving the option to extend the contract for an additional one (1) year period (2017), under the same terms and conditions, as per bid specification.

NOW, THEREFORE, BE IT RESOLVED by the Monmouth County Board of Recreation Commissioners, that the said report as to the said bids be, and the same is hereby accepted and ordered spread upon the minutes; and

BE IT FURTHER RESOLVED that the contract be and the same is hereby awarded according to the tabulation set forth to the bidder and for the total bid as show by the said tabulation above set forth; and

BE IT FURTHER RESOLVED that the Board of Recreation Commissioners reserves the option to extend the contract for an additional one (1) year period (2017); the contract shall not bind nor purport to bind the county, for any contractual commitment in excess of the original contract period; in the event the county exercises such right, all terms, conditions and provisions of the contract shall remain the same and apply during the renewal period; and

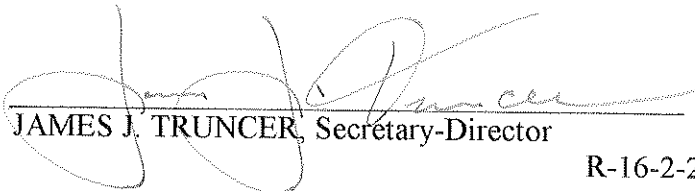
BE IT FURTHER RESOLVED that the Chairman and Secretary-Director of the Board are hereby authorized to execute the contract on behalf of the Monmouth County Board of Recreation Commissioners; and

BE IT FURTHER RESOLVED that the Certification of the Chief Financial Officer, as to availability of funds, has been filed with the Secretary-Director of the Board, a copy of which is on file in the Purchasing Department setting forth that the funds are available in Trust Account #52000, Board of Recreation Commissioners (2016), in the estimated amount of \$35,000.00.

Seconded by Commissioner Adcock, and adopted on roll call by the following vote:

In the affirmative:	Chairman Rummel, Vice Chairman Mandeville, Commissioners Harmon, Hennessy, Zelina and Adcock
In the negative:	None
Absent:	Commissioners Peters, Horsnall and Butch

I hereby certify the above to be the true resolution adopted by the Monmouth County Board of Recreation Commissioners at the regular meeting of the Board on MONDAY EVENING, FEBRUARY 22, 2016.


JAMES J. TRUNCER, Secretary-Director

R-16-2-22=94