

**PRESENT:**

**ABSENT:**

**ALSO PRESENT:**

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**A G E N D A**

Tentative: 02/19/14

**MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS:**

**REGULAR MEETING: MONDAY, FEBRUARY 24, 2014– 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 10, 2014.  
(Excused: Commissioners Loud & Zelina)

\_\_\_\_\_

D. Approval of EXECUTIVE SESSION MINUTES—LAND ACQUISITION MATTERS:  
MONDAY, FEBRUARY 10, 2014. (Excused: Commissioners Loud & Zelina)

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E. Approval of 2013 VOUCHER LIST

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F. Approval of 2014 VOUCHER LIST

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G. 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 2014  
(2/18/2014)

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5. MCPS TRAINING REQUESTS AS OF FEBRUARY 17, 2014

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6. MCPS WEBSITE TRAFFIC REPORT—JANUARY 2014

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H. BOARD CORRESPONDENCE RECEIVED:

1. Letter from Mrs. C. Kotzen, Lakewood, NJ, dated January 28, 2014, letting us know what wonderful park rangers we have, and expressing how nice, courteous and helpful Ranger Jason Zinger (Manasquan Reservoir) was, when she and her children were locked out of her vehicle after enjoying the park. *(Acknowledgement letter from Bruce A. Gollnick, Assistant Director, dated February 18, 2014)*

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. PRESENTATION:

“Marketing”

by Karen Livingstone, Public Information Officer/Volunteers

L. FREEHOLDER’S REPORT:

M. ITEMS FOR BOARD REVIEW:

1. Board Action Item #1 – Monmouth County Park System Environmental Sustainability Policy.
  
2. Board Action Item #10 – Recommending to the Monmouth County Board of Chosen Freeholders the Entering Into a Lease Agreement with the Salvation Army Operating through its Asbury Park Corps, for the Lease of Available Space for the “Urban Recreation Initiative” Program for the Year 2014, with the option to extend the lease for 2015.
  
3. Status of Funded Projects as of February 18, 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 #10 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 Adopting the Monmouth County Park System Environmental Sustainability Policy.

\_\_\_\_\_

- 2. Resolution REJECTING ALL bids received on January 28, 2014, for FURNISHING AND DELIVERY OF ROAD MAINTENANCE MATERIALS (Bid #0018-14), ITEM #5 ONLY, as quantity of material listed in the bid specification is no longer being utilized.

\_\_\_\_\_

- 3. Resolution RESCINDING contract awarded by Resolution #R-14-2-10=101, to R.W.V. LAND & LIVESTOCK SOUTH, INC., Jackson, NJ, for FURNISHING AND DELIVERY OF ROAD MAINTENANCE MATERIALS (Bid #0018-14), ITEMS: #1, 5, 6, 8 (2014 Supply Contract for the Period of 02/10/14 through 12/31/14); in the Estimated Total Contract Amount of \$22,551.50, due to error on our part in including Item #5 in the contract award.

\_\_\_\_\_

- 4. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to R.W.V. LAND & LIVESTOCK SOUTH, INC., Jackson, NJ, for FURNISHING AND DELIVERY OF ROAD MAINTENANCE MATERIALS (Bid #0018-14), ITEMS: #1, 6, 8 (2014 Supply Contract for the Period of 02/24/14 through 12/31/14); in the Estimated Total Contract Amount of \$22,551.50.

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5. Resolution ACCEPTING the WRITTEN PROPOSAL of PARTNER ASSESSMENT CORP., dba PARTNER ENGINEERING AND SCIENCE, INC., Eatontown, NJ, as received on February 10, 2014, proposal dated February 6, 2014, for providing ENGINEERING SERVICES FOR STREAM STABILIZATION AT SHARK RIVER PARK, TINTON FALLS, NJ (Ref. #14-02 & PS #14-14), in an Amount Not To Exceed \$31,473.00, 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 December 9, 2013.)*
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6. Resolution ACCEPTING the WRITTEN PROPOSAL of FRENCH & PARRELLO ASSOCIATES, PA, Wall, NJ, as received on February 7, 2014, proposal dated February 5, 2014, for providing PROFESSIONAL SERVICES REQUIRED IN THE SAMPLING, TESTING AND PREPARATION OF REPORTS REQUIRED BY THE NEW JERSEY POLLUTION DISCHARGE ELIMINATION SYSTEM (NJPDES) PERMIT FOR CHARLESTON SPRINGS GOLF COURSE, MILLSTONE TOWNSHIP, NJ, FOR 2014 (Ref. #13-50 & PS #12-14), in an Amount Not To Exceed \$4,670.00, 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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7. Resolution ACCEPTING the WRITTEN PROPOSAL of MUNGEAM CORNISH GOLF DESIGN, INC., Douglas, MA, as received on February 7, 2014, proposal dated February 1, 2014, for providing GOLF COURSE ARCHITECTURAL SERVICES AT VARIOUS PARK LOCATIONS (Ref. #13-51 & PS #13-14), in an Amount Not To Exceed \$12,000.00, 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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8. Resolution AWARDDING CONTRACT to the lowest responsible bidder, as per bid proposal to TIGER CONSTRUCTION SERVICE CORP., Marlboro, NJ, for NEW POTABLE WELL FOR BUILDING #301 TURKEY SWAMP PARK (Bid #0019-14), ITEMS: 1-4 Inclusive (Total Base Bid Price); in the Total Contract Amount of \$28,246.00.
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9. Resolution AWARDDING CONTRACT to the lowest responsible bidder, as per bid proposal to JAMES R. IENTILE, INC., Marlboro, NJ, for TRAIL SURFACE IMPROVEMENTS, PHASE II, UNION TRANSPORTATION TRAIL (Bid #0020-14), ITEMS: 1-32 Inclusive (Total Base Bid Price); in the Total Contract Amount of \$589,913.00.
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10. Resolution RECOMMENDING to the MONMOUTH COUNTY BOARD OF CHOSEN FREEHOLDERS the ENTERING INTO a LEASE AGREEMENT with THE SALVATION ARMY OPERATING THROUGH ITS ASBURY PARK CORPS, 605 Asbury Avenue, Asbury Park, NJ 07712, for the LEASE OF AVAILABLE SPACE, for the “URBAN RECREATION INITIATIVE” Program, for a period of ONE (1) YEAR, commencing WEDNESDAY, JANUARY 1, 2014 THROUGH WEDNESDAY, DECEMBER 31, 2014, with an option to extend the lease for an additional one (1) year period ending on December 31, 2015.
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**MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:**

1. Furnishing and Delivery of Grounds and Turf Equipment - Supplement #1
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**MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:**

1. Golf Course Architectural Services for Bunker Restoration (Phase 3), Hominy Hill Golf Course (Ref. #14-05) (*NON-FAIR & OPEN*)
  2. Surveying Services, Partial Boundary Line Survey & Monuments at Popamora Point, Block 7, Lot 1.01, Atlantic Highlands (Ref. #14-06) (*FAIR & OPEN*)
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**DATES TO REMEMBER:**

1. **MONDAY EVENING, FEBRUARY 24, 2014** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
2. **SUNDAY AFTERNOON, MARCH 2, 2013** – 12:30 PM. Volunteer Reception. Hominy Hill Golf Course Clubhouse, Mercer Road, Colts Neck, NJ.
3. **SUNDAY, MARCH 2, 2014—WEDS., MARCH 5, 2014** – 39<sup>th</sup> Annual NJRPA Conference & Exhibition. Trump Taj Mahal Hotel. Atlantic City, NJ.
4. **MONDAY EVENING, MARCH 10, 2014** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
5. **MONDAY EVENING, MARCH 24, 2014** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
6. **MONDAY EVENING, APRIL 7, 2014** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
7. **MONDAY EVENING, APRIL 21, 2014** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> 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 February 10, 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)

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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 **March 10, 2014**, 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.

\_\_\_\_\_

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

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