

**MINUTES OF THE MONDAY EVENING, FEBRUARY 11, 2013 REGULAR MEETING OF THE MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS HELD IN THE "BEECH ROOM" OF THE THOMPSON PARK VISITOR CENTER, 1<sup>ST</sup> FLOOR, 805 NEWMAN SPRINGS ROAD, LINCROFT, NJ.**

The meeting was called to order by Chairman Edward J. Loud at 7:02 PM.

The following were Present on roll call:

Chairman Edward J. Loud  
Vice Chairman Fred J. Rummel  
Commissioners:  
Michael G. Harmon  
Thomas E. Hennessy, Jr.  
David W. Horsnall  
Mark E. Zelina  
  
Lillian G. Burry, Freeholder/MCPS Liaison

The following were Absent on roll call:

Commissioners:  
Violeta Peters  
Kevin Mandeville  
Melvin A. Hood (Excused)

Also Present:

James J. Truncer, Secretary-Director  
Michael P. Supko, Jr., Special County Counsel  
Bruce A. Gollnick, Assistant Director  
David M. Compton, Superintendent of Co. Parks  
Stephanie Weise, Purchasing Agent  
Andrew Spears, Superintendent of Recreation  
Karen Livingstone, Public Information/Volunteers  
Spencer Wickham, Chief/Land Acq. & Design  
Andrew R. Coeyman, Supervisor/Land Preservation Office  
Michael E. Janoski, Human Resources, Training & Safety

Chairman Loud 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 19, 2012, as required by law.”

Chairman Loud 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 Harmon, seconded by Commissioner Hennessy, the **MINUTES** of the **REGULAR MEETING** of the Monmouth County Board of Recreation Commissioners held on **TUESDAY EVENING, JANUARY 22, 2013**, were upon being put to a vote, approved as recorded by Chairman Loud, Vice Chairman Rummel, Commissioners Harmon, Hennessy and Horsnall. Commissioner Zelina abstained as not being present at the meeting.

On a motion made by Commissioner Harmon, seconded by Commissioner Hennessy, the **MINUTES** of the **EXECUTIVE SESSION MEETING** of the Monmouth County Board of Recreation Commissioners held on **TUESDAY EVENING, JANUARY 22, 2013**, for the purpose of discussing **PERSONNEL MATTERS**, were upon being put to a vote, approved as recorded by Chairman Loud, Vice Chairman Rummel, Commissioners Harmon, Hennessy and Horsnall. Commissioner Zelina abstained as not being present at the meeting.

On a motion made by Commissioner Harmon, seconded by Commissioner Hennessy, the **MINUTES** of the **EXECUTIVE SESSION MEETING** of the Monmouth County Board of Recreation Commissioners held on **TUESDAY EVENING, JANUARY 22, 2013**, for the purpose of discussing **LAND ACQUISITION MATTERS**, were upon being put to a vote, approved as recorded by Chairman Loud, Vice Chairman Rummel, Commissioners Harmon, Hennessy and Horsnall. Commissioner Zelina abstained as not being present at the meeting.

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 to discuss 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 Hennessy, seconded by Commissioner Zelina, the **2012 VOUCHER LIST**, as submitted for approval, was upon being put to a vote, unanimously approved as recorded.

On a motion made by Commissioner Hennessy, seconded by Commissioner Zelina, the **2013 VOUCHER LIST**, as submitted for approval, was upon being put to a vote, unanimously approved as recorded.

James J. Truncer, Secretary-Director, indicated to the Board that there were no **REPORTS**.

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 Vice Chairman Rummel, the meeting was **OPENED** to the **HEARING OF THE PUBLIC** at 7:04 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 Rummel, that the portion of the meeting Open to the **HEARING OF THE PUBLIC** be **CLOSED**, at 7:05 PM.

At 7:06 PM, Commissioner Peters and Commissioner Mandeville arrived at the meeting.

### **FREEHOLDER'S REPORT:**

Freeholder Lillian G. Burry noted that the Freeholders' review of the Park System Budget is scheduled for Thursday, February 14<sup>th</sup>.

Freeholder Burry also reported that the Freeholders will be conducting a Public Hearing on the proposed Open Space Trust Account Allocation at the Freeholders' Public Meeting of Thursday, February 14<sup>th</sup>.

Freeholder Burry noted the fine Sandy Relief efforts accomplished by Park System staff.

Freeholder Burry also reported that the vote on the Fort Monmouth Recreation Center lease and transfer to the county is scheduled for the Wednesday, February 20<sup>th</sup> FMERA meeting to be held in Tinton Falls.

Freeholder Burry reported on Freehold Township's insistence on the county complying with the Township's minor sub-division requirements.

Freeholder Burry also reported on the January 11<sup>th</sup> Minutes of the Whale Pond Brook Flooding meeting that was attended by Spence Wickham representing the Park System.

Spence Wickham, Chief of Land Acquisition & Design, reported on the January 11<sup>th</sup> meeting with Ocean Township concerning Whale Pond Brook flooding issues, and noted that the next meeting with the Township is scheduled for Friday, February 15<sup>th</sup>.

### The following **ITEMS** were **REVIEWED WITH THE BOARD:**

1. James J. Truncer, Secretary-Director, reviewed with the Board the 2012 Statement of Uncollected Funds Due the Monmouth County Board of Recreation Commissioners for the Year 2011 (Statement Dated 2/4/2013), in the Total Uncollected Amount of \$967.80.

Following a review and discussion, the Board unanimously agreed to adopt a resolution adopting the 2012 Statement of Uncollected Funds Due the Monmouth County Board of Recreation Commissioners for the Year 2011 (Statement Dated 2/4/2013), in the Total Uncollected Amount of \$967.80.

2. James J. Truncer, Secretary-Director, reviewed with the Board Agenda Items #1 through #26 for Board Action.

3. James J. Truncer, Secretary-Director reviewed with the Board the request by Mr. Stan Bryck, Tournament Director, Monmouth County Golf Championship, on behalf of the High Schools of Monmouth County and the Shore Conference, dated January 8, 2013, to host their Annual County High School Championship at Hominy Hill Golf Course on Monday, April 22, 2013 (Rain Date: Tuesday, April 23, 2013), with a 9 AM shotgun start, charging the junior greens fee rate of \$30.00 for each contestant (approximately 110 players), allowing local media coverage for this event, and re-opening the course to the general public at approximately 2 PM.

Following a discussion, a **motion** was made by Vice Chairman Rummel, seconded by Commissioner Peters, **Granting Permission** to Mr. Stan Bryck, Tournament Director, **Monmouth County Golf Championship**, on behalf of the High Schools of Monmouth County and the Shore Conference, dated January 8, 2013, to **host their Annual County High School Championship at Hominy Hill Golf Course on Monday, April 22, 2013** (Rain Date: Tuesday, April 23, 2013), with a 9 AM shotgun start, charging the junior greens fee rate of \$30.00 for each contestant (approximately 110 players), allowing local media coverage for this event, and re-opening the course to the general public at approximately 2 PM. Upon being put to a vote, the motion was unanimously carried.

4. James J. Truncer, Secretary-Director reviewed with the Board the request by Thomas E. Ridoux, Athletic Director, and Matt Stefanski, Head Golf Coach, Wall High School, dated December 12, 2012, to host the 2013 Wall Invitational Golf Tournament at Shark River Golf Course on Monday, April 1, 2013 (Rain Date: Friday, April 5, 2013), with an 8 AM shotgun start, charging the junior greens fee rate of \$19.00 for each contestant (approximately 100 players), and re-opening the course to the general public at approximately 2 PM.

Following a discussion, a **motion** was made by Vice Chairman Rummel, seconded Commissioner Peters, **Granting Permission** to Thomas E. Ridoux, Athletic Director, and Matt Stefanski, Head Golf Coach, Wall High School, dated December 12, 2012, to **host the 2013 Wall Invitational Golf Tournament at Shark River Golf Course on Monday, April 1, 2013** (Rain Date: Friday, April 5, 2013), with an 8 AM shotgun start, charging the junior greens fee rate of \$19.00 for each contestant (approximately 100 players), and re-opening the course to the general public at approximately 2 PM. Upon being put to a vote, the motion was unanimously carried.

5. Bruce A. Gollnick, Assistant Director, reviewed with the Board the Proposed 2013 Capital Budgets as distributed to the Board.

Commissioner Hennessy inquired as to the deadline for the Sandy clean up reimbursement requests to FEMA.

Commissioner Peters inquired as to the Park System's use of labor through the Workforce Investment Board.

Commissioner Hennessy noted his concern as to any proposed demolition of the house at Hominy Hill Golf Course used as offices for Golf Administration.

Chairman Loud noted he would like to see a cost analysis of rehabilitating the house in question before a decision is made.

Commissioner Harmon inquired as to the costs associated with correcting the Shark River Park erosion problem.

Spence Wickham updated the Board with regard to the status of the project.

6. Bruce A. Gollnick, Assistant Director, reviewed with the Board the Status of Funded Projects as of January 31, 2013, as distributed to the Board.

At 7:48 PM, the following **RESOLUTION OF CONSENT** was offered for adoption by Commissioner Hennessy, to approve Agenda Items #1 through #26.

WHEREAS, the Monmouth County Board of Recreation Commissioners has received the Tentative Agenda for the Board's Regular Meeting of February 11, 2013, in advance of the meeting; and

WHEREAS, the Board has had an opportunity to review and consider Agenda Items #1 through #26 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 #1 through #26.

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

In the Affirmative: Chairman Loud, Vice Chairman Rummel,  
Commissioners Harmon, Peters, Mandeville,  
Hennessy, Horsnall and Zelina

In the Negative: None

Absent: Commissioner Hood

#### **ITEMS ACTED ON BY THE BOARD OF RECREATION COMMISSIONERS:**

- R-13-2-11=60 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Zelina, AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to THE LIBERTY STORE, Auburn, NY, for FURNISHING AND DELIVERY OF UNIFORM ITEMS (BOOTS) (Bid #0017-13), ITEMS: #1-66, (2013 Supply Contract for the Period of 02/11/13 through 12/31/13), with the Board of Recreation Commissioners RESERVING the OPTION TO EXTEND the CONTRACT for an ADDITIONAL ONE (1) YEAR PERIOD (2014), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$14,400.00. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)

- R-13-2-11=61 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Zelina, 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 #0018-13), ITEMS: #1, 5 & 8 (2013 Supply Contract for the Period of 02/11/13 through 12/31/13); in the Estimated Total Contract Amount of \$29,392.25. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)
- R-13-2-11=62 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Zelina, AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to TUCKAHOE SAND & GRAVEL, Pleasantville, NJ, for FURNISHING AND DELIVERY OF ROAD MAINTENANCE MATERIALS (Bid #0018-13), ITEM: #2 (2013 Supply Contract for the Period of 02/11/13 through 12/31/13); in the Estimated Total Contract Amount of \$5,442.50. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)
- R-13-2-11=63 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Zelina, AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to TRAP ROCK INDUSTRIES, LLC, Kingston, NJ, for FURNISHING AND DELIVERY OF ROAD MAINTENANCE MATERIALS (Bid #0018-13), ITEMS: #3, 7 & 9 (2013 Supply Contract for the Period of 02/11/13 through 12/31/13); in the Estimated Total Contract Amount of \$26,947.50. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)
- R-13-2-11=64 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Zelina, AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to STAVOLA CONSTRUCTION MATERIALS, INC., Tinton Falls, NJ, for FURNISHING AND DELIVERY OF ROAD MAINTENANCE MATERIALS (Bid #0018-13), ITEM: #4 (2013 Supply Contract for the Period of 02/11/13 through 12/31/13); in the Estimated Total Contract Amount of \$6,175.00. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)
- R-13-2-11=65 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Zelina, AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to SAHARA SAND, West Creek, NJ, for FURNISHING AND DELIVERY OF ROAD MAINTENANCE MATERIALS (Bid #0018-13), ITEM: #6 (2013 Supply Contract for the Period of 02/11/13 through 12/31/13); in the Estimated Total Contract Amount of \$1,915.00. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)

- R-13-2-11=66 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Zelina, AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to NEW JERSEY PRINTING AND GRAPHICS, INC., Morganville, NJ, for FURNISHING AND DELIVERY OF PRINTING SERVICES (Bid #0019-13), ITEMS: Proposal #1, Items #1-21, in the Estimated Amount of \$34,000.00; Proposal #3, Items #1-41, in the Estimated Amount of \$25,000.00; Proposal #5, Items #1-3, in the Estimated Amount of \$8,000.00; (2013 Service Contract for the Period of 02/11/13 through 12/31/13); in the Estimated Total Contract Amount of \$67,000.00. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)
- R-13-2-11=67 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Zelina, AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to URNER BARRY PUBLICATIONS, INC., Bayville, NJ, for FURNISHING AND DELIVERY OF PRINTING SERVICES (Bid #0019-13), ITEMS: Proposal #2, Items #1-15 (2013 Service Contract for the Period of 02/11/13 through 12/31/13); in the Estimated Total Contract Amount of \$5,000.00. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)
- R-13-2-11=68 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Zelina, AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to ROELYNN LITHO, INC., Lakewood, NJ, for FURNISHING AND DELIVERY OF PRINTING SERVICES (Bid #0019-13), ITEMS: Proposal #4, Item #1 (2013 Service Contract for the Period of 02/11/13 through 12/31/13); in the Estimated Total Contract Amount of \$12,000.00. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)
- R-13-2-11=69 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Zelina, AWARDING CONTRACT to the lowest responsible bidders, as per bid proposals for FURNISHING AND DELIVERY OF GOLF CART REPAIR PARTS AND SERVICES (Bid #0020-13), ITEMS: #1-4 (2013 Supply/Service Contract for the Period of 02/11/13 through 12/31/13), with the Board of Recreation Commissioners RESERVING the OPTION TO EXTEND the CONTRACT for an ADDITIONAL ONE (1) YEAR PERIOD (2014), under the same terms and conditions, as per bid specification; to the following vendors, in the Estimated Total Aggregate Amount of \$15,000.00:
1. GOLF CAR SPECIALTIES, LLC, 136 Washington Street, Gloucester City, NJ 08030
  2. KLBL, INC., d/b/a VIC GERARD GOLF CARS, 281 Squankum Road, Farmingdale, NJ 07727
- Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)

- R-13-2-11=70 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Zelina, AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to DILL'S RACEWAY EQUIPMENT, INC., Freehold, NJ, for FURNISHING AND DELIVERY OF ANIMAL FEED (Bid #0021-13), ITEMS: Proposal 1, Items #1-25 (2013 Supply Contract for the Period of 02/11/13 through 12/31/13); in the Estimated Total Contract Amount of \$10,300.00. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)
- R-13-2-11=71 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Zelina, Authorizing CHANGE ORDER #1, in the amount of \$140.00 to close out 2012 contract to WASTE MANAGEMENT OF NEW JERSEY, INC., Ewing, NJ, for FURNISHING AND DELIVERY OF GARBAGE COLLECTION SERVICE, ROLL-OFF CONTAINER SERVICE AND SINGLE STREAM RECYCLING SERVICE (Bid #0049-10), ITEMS: Proposal #1, Garbage Collection Service, Items #1-40 (Total Lump Sum Price \$56,250.40); Proposal #3, Single Stream Recycling Service, Items #1-40 (Total Lump Sum Price \$5,180.00); 2012 Supply/Service Contract for the Period of 01/01/12 through 12/31/12; as originally awarded by Resolution #R-10-11-22=400 and Extended for an Additional One (1) Year Period (2012) as per Resolution #R-11-10-24=372 in the Estimated Contract Amount of \$61,430.40, for a NEW ESTIMATED TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$61,570.40. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)
- R-13-2-11=72 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Zelina, ACCEPTING the WRITTEN PROPOSAL of PRIOR – NAMI BUSINESS SYSTEMS, Hamilton, NJ, as received on January 24, 2013, proposal dated January 21, 2013, for providing FURNISHING AND DELIVERY OF MAINTENANCE CONTRACT FOR SUPPLIES & SERVICE FOR KONICA MINOLTA BIZHUB 552C (PS #05-13), in an Amount Not To Exceed \$19,700.00, 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-13-2-11=73 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Zelina, ACCEPTING the WRITTEN QUOTATION of MAD SCIENCE OF WEST NEW JERSEY, Pennington, NJ, as received on January 24, 2013, proposal dated January 23, 2013, for FURNISHING AND DELIVERY OF A SCIENCE EDUCATION PROGRAM FOR CHILDREN OF MIXED AGES FROM KINDERGARTEN TO SECOND GRADE (PS #07-13); in the Estimated Total Contract Amount of \$20,000.00, 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-13-2-11=74 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Zelina, ACCEPTING the WRITTEN PROPOSAL of BRIGGS ASSOCIATES, Bordentown, NJ, as received on January 25, 2013, proposal dated January 23, 2013, for providing PROFESSIONAL SERVICES REQUIRED IN THE BULK SAMPLING AND ANALYSIS OF MATERIAL AND THE MONITORING OF THE REMOVAL OF ASBESTOS CONTAINING MATERIAL FOR 2013 (PS #08-13), in an Amount Not To Exceed \$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. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)
- R-13-2-11=75 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Zelina, ACCEPTING the WRITTEN QUOTATION of SUNCOAST TOURS, Cape May, NJ, as received on January 25, 2013, proposal dated January 23, 2013, for FURNISHING AND DELIVERY OF A WASHINGTON DC TOUR PACKAGE (PS #09-13), in the Estimated Total Contract Amount of \$18,000.00, 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-13-2-11=76 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Zelina, AWARDED CONTRACT to the lowest responsible bidder, as per bid proposal to MAVERICK BUILDING SERVICES, Rutherford, NJ, for FURNISHING AND DELIVERY OF CARPET CLEANING SERVICES (Bid #0022-13), ITEMS: Proposal 1, Items #1-34 (2013 Service Contract for the Period of 02/11/13 through 12/31/13), with the Board of Recreation Commissioners RESERVING the OPTION TO EXTEND the CONTRACT for an ADDITIONAL ONE (1) YEAR PERIOD (2014), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$8,351.50. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)

R-13-2-11=77

Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Zelina, ACCEPTING the WRITTEN PROPOSALS of the following four (4) vendors, as received on January 29, 2013, to Establish a Pool of Title Companies for providing TITLE SEARCHES AND TITLE INSURANCE ON VARIOUS LAND PRESERVATION PROJECTS FOR THE PERIOD OF FEBRUARY 11, 2013 THROUGH DECEMBER 31, 2015 (36 MONTHS) (Ref. #12-62 & PS #10-13); in the Estimated Aggregate Contract Amount of \$65,000.00, as solicited through a Fair and Open Process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate:

1. ATTORNEYS LAND TITLE AGENCIES, INC., 222 Highway 35, P.O. Box 4142, Middletown, NJ 07748 (*Proposal Dated 1/25/13*)
2. DIRECT TITLE CORPORATION, 400 W. Main Street, Freehold, NJ 07728 (*Proposal Dated 1/22/13*)
3. EXCELLENCE IN TITLE AGENCY, 722 Marsha Drive, Neptune, NJ 07753 (*Proposal Dated 1/23/13*)
4. TRIDENT ABSTRACT TITLE AGENCY, 1340-A Campus Parkway, Wall, NJ 07753 (*Proposal Dated 1/23/13*)

Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)

R-13-2-11=78

Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Zelina, ACCEPTING the WRITTEN PROPOSAL of DRD APPRAISALS, LLC dba STUART APPRAISAL COMPANY, Freehold, NJ, as received on January 29, 2013, proposal dated January 22, 2013, for providing PROFESSIONAL APPRAISAL SERVICES FOR BLOCK 27, LOT 2.03, TOWNSHIP OF MILLSTONE, NJ, OWNER: ESTATE OF JULIA LEVCHUK, ±2.64 ACRES, PROJECT: ADDITIONS TO PERRINEVILLE LAKE PARK, INTEREST: FEE SIMPLE 100%, (Ref. #12-65 & PS #11-13), in an Amount Not To Exceed \$1,450.00, 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-13-2-11=79

Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Zelina, ACCEPTING the WRITTEN PROPOSAL of GAGLIANO & COMPANY, Shrewsbury, NJ, as received on January 29, 2013, proposal dated January 22, 2013, for providing PROFESSIONAL APPRAISAL SERVICES FOR BLOCK 27, LOT 2.03, TOWNSHIP OF MILLSTONE, NJ, OWNER: ESTATE OF JULIA LEVCHUK, ±2.64 ACRES, PROJECT: ADDITIONS TO PERRINEVILLE LAKE PARK, INTEREST: FEE SIMPLE 100%, (Ref. #12-65 & PS #11-13), in an Amount Not To Exceed \$1,500.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)

- R-13-2-11=80 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Zelina, AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to SAINT JOHN VIANNEY HIGH SCHOOL, Holmdel, NJ, for FURNISHING OF FACILITIES AND STAFF FOR SUMMER SPORTS CAMPS (Bid #0023-13), ITEMS: 2013 Supply Contract for the Period of 06/01/13 through 08/31/13, with the Board of Recreation Commissioners RESERVING the OPTION TO EXTEND the CONTRACT for an ADDITIONAL ONE (1) YEAR PERIOD (2014), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$48,000.00. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)
- R-13-2-11=81 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Zelina, Authorizing CONTRACT AMENDMENT #1 to close out contract, in the Amount of \$235.00 for additional well water testing, to PRECISION ANALYTICAL SERVICES, INC., Toms River, NJ, for providing POTABLE WELL WATER MONITORING PROGRAM (PS #07-12), for the Period of 01/01/12 through 12/31/12, as originally awarded by Resolution #R-11-12-19=438, in the Contract Amount Not To Exceed \$3,300.00, for a NEW TOTAL AMENDED CONTRACT AMOUNT OF \$3,535.00, and further AUTHORIZING the SECRETARY-DIRECTOR to SEND NOTICE of Contract Amendment 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. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)
- R-13-2-11=82 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Zelina, ADOPTING the 2012 STATEMENT OF UNCOLLECTED FUNDS DUE THE MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS FOR THE YEAR 2011 (Statement Dated 2/4/2013), in the Total Uncollected Amount of \$967.80. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)
- R-13-2-11=83 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Zelina, AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to BOB'S UNIFORM SHOP, INC., Middletown, NJ, for FURNISHING AND DELIVERY OF WORK UNIFORM ITEMS (Bid #0024-13), ITEMS: #1-19, 2013 Supply Contract for the Period of 02/11/13 through 12/31/13, with the Board of Recreation Commissioners RESERVING the OPTION TO EXTEND the CONTRACT for an ADDITIONAL ONE (1) YEAR PERIOD (2014), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$15,000.00. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)

R-13-2-11=84 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Zelina, ACCEPTING the WRITTEN PROPOSAL of FRENCH & PARRELLO ASSOCIATES, P.A., Wall, NJ, as received on January 29, 2013, proposal dated January 28, 2013, 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 THE YEAR 2013 (Ref. #12-67 & PS #12-13), in an Amount Not To Exceed \$4,200.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)

R-13-2-11=85 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Zelina, ACCEPTING the WRITTEN PROPOSAL of S.T. HUDSON ENGINEERS, INC., Camden, NJ, as received on January 29, 2013, proposal dated January 25, 2013, for providing PROFESSIONAL SERVICES REQUIRED IN THE PREPARATION AND EVALUATION OF A HYDROGRAPHIC SURVEY AT THE MONMOUTH COVE MARINA BOAT BASIN AND CHANNEL, 200 PORT MONMOUTH ROAD, MIDDLETOWN, NJ (Ref. #12-66 & PS #13-13), in an Amount Not To Exceed \$7,000.00, 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)

On a motion made by Commissioner Zelina, seconded by Commissioner Peters, the Board **AUTHORIZED** the **SECRETARY-DIRECTOR** to **ADVERTISE** for the following **BID**:

1. Furnishing and Delivery of Lumber and Building Materials

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

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

1. Municipal Open Space Grant Program Administration for the Period of April 1, 2013 through March 31, 2015 (Ref. #13-04) (*FAIR & OPEN*)
2. Surveying Services, Block 29, Lots 5.01 & 5.01Q, Millstone Township, Owner: Ginolfi, for Additions to Perrineville Lake Park (Ref. #13-05) (*FAIR & OPEN*)
3. Preliminary Assessment and Site Inspection, Block 29, Lots 5.01 & 5.01Q, Millstone Township, Owner: Ginolfi, for Additions to Perrineville Lake Park (Ref. #13-06) (*FAIR & OPEN*)
4. Surveying Services, Block 34, Lot 1 (P/O), Upper Freehold Township, Owner: Schmitt & Gordon, for Additions to Crosswicks Creek Greenway (Ref. #13-07) (*FAIR & OPEN*)

(Continued)

5. Preliminary Assessment and Site Inspection, Block 34, Lot 1 (P/O), Upper Freehold Township, Owner: Schmitt & Gordon, for Additions to Crosswicks Creek Greenway (Ref. #13-08) (*FAIR & OPEN*)
6. Furnishing of Swimming Pool Repair and Pool Chemicals (PS #18-13) (*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. **MONDAY EVENING, FEBRUARY 25, 2013** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
2. **SUNDAY-WEDNESDAY, MARCH 3-6, 2013** – NJRPA Conference, "Parks & Recreation: Historically Significant, Always Essential". Trump Taj Mahal Hotel, Atlantic City, NJ.
3. **MONDAY EVENING, MARCH 11, 2013** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
4. **MONDAY EVENING, MARCH 25, 2013** - 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, APRIL 8, 2013** - 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 22, 2013** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.

Chairman Loud read the following Statement of Adequate Public Notice:

"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 January 22, 2013, as required under the Open Public Meetings Act, Chapter 231, P.L. 1975."

At 7:52 PM, the following resolution was offered for adoption by Commissioner Hennessy, seconded by Commissioner Mandeville, that the Board move into **EXECUTIVE SESSION** for the purpose of discussing **LAND ACQUISITION MATTERS, BEING ADDITIONS TO COUNTY PARK LANDS, and PERSONNEL MATTERS:**

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 personnel 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.

In the Affirmative: Chairman Loud, Vice Chairman Rummel,  
Commissioners Harmon, Peters, Mandeville,  
Hennessy, Horsnall and Zelina  
In the Negative: None  
Absent: Commissioner Hood

On a motion made by Commissioner Horsnall, seconded by Commissioner Mandeville, and by unanimous vote, the regular meeting was **RECONVENED** at 8:21 PM.

The Secretary-Director indicated that the Minutes of the Executive Session will be available to the public in ninety (90) days, or upon completion of land acquisition or potential litigation, and that the Minutes of the Executive Session to discuss Personnel Matters shall not be made available to the public, as personnel matters are confidential.

The following resolutions were introduced:

R-13-2-11=86 Resolution offered for adoption by Commissioner Zelina, seconded by Commissioner Hennessy, AUTHORIZING the CHAIRMAN and SECRETARY-DIRECTOR OF THE BOARD to ENTER INTO a PROJECT AGREEMENT with the MONMOUTH CONSERVATION FOUNDATION, INC., Middletown, NJ, to PROVIDE VARIOUS SERVICES NECESSARY for the PROPOSED ACQUISITION of the SCHAUMLOEFFEL PROPERTY, being more particularly described as BLOCK 31, LOTS 6 (P/O), 6.12, 6.13, 9.05 (P/O), & 10 (P/O), UPPER FREEHOLD TOWNSHIP, containing ±47 ACRES, for ADDITIONS TO CROSSWICKS CREEK GREENWAY (MIRY RUN), and further AUTHORIZING REIMBURSEMENT to the MONMOUTH CONSERVATION FOUNDATION for the FOUNDATION'S DIRECT OUT-OF-POCKET COSTS for the VARIOUS SERVICES ASSOCIATED with the PROPOSED ACQUISITION of the SCHAUMLOEFFEL PROPERTY, up to an amount not to exceed \$50,000.00. (Funds provided by the Monmouth County Open Space, Recreation, Farmland and Historic Preservation Trust Fund, Account #T-12-56-850-115-667, Sub-Account #00013.) Upon being put to a vote, Chairman Loud, Vice Chairman Rummel, Commissioners Peters, Mandeville, Hennessy, Horsnall and Zelina voted in the affirmative. Commissioner Harmon voted in the negative. (Resolution in Minute Book)

R-13-2-11=87 Resolution offered for adoption by Commissioner Horsnall seconded by Commissioner Hennessy, ADOPTING the REPORTING OF TIME POLICY FOR MANAGEMENT, SUPERVISORY, AND CONFIDENTIAL PERSONNEL OF THE MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS. Upon being put to a vote, Chairman Loud, Vice Chairman Rummel, Commissioners Peters, Mandeville, Hennessy, Horsnall and Zelina voted in the affirmative. Commissioner Harmon voted in the negative. (Resolution in Minute Book)

**ITEMS FOR THE GOOD OF THE ORDER:**

Commissioner Horsnall 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, February 25, 2013, 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

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 Peters, and adopted on roll call by the following vote:

In the Affirmative:	Chairman Loud, Vice Chairman Rummel, Commissioners Harmon, Peters, Mandeville, Hennessy, Horsnall and Zelina
In the Negative:	None
Absent:	Commissioner Hood

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 Hennessy, seconded by Commissioner Peters, and by unanimous vote, the regular meeting of the Monmouth County Board of Recreation Commissioners held on Monday Evening, February 11, 2013, was **ADJOURNED** at 8:30 PM.

JAMES J. TRUNCER,  
Secretary-Director