

PRESENT:

ABSENT:

ALSO PRESENT:

A G E N D A

Tentative: 01/16/13

MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS:

REGULAR MEETING: "TUESDAY", JANUARY 22, 2013– 7:00 PM

**MEETING LOCATION CHANGED TO:
THOMPSON PARK HEADQUARTERS "CONFERENCE ROOM",
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—ANNUAL FIRST REGULAR MEETING: MONDAY, JANUARY 7, 2013
(Excused: Commissioners Hennessy and Hood)

D. Approval of EXECUTIVE SESSION MINUTES—PERSONNEL MATTERS:
MONDAY, JANUARY 7, 2013. (Excused: Commissioners Hennessy and Hood)

E. Approval of 2012 VOUCHER LIST

F. Approval of 2013 VOUCHER LIST

G. SECRETARY—DIRECTOR’S REPORT:

1. BUDGET REPORTS

2. REVENUE REPORT—MONTH OF DECEMBER 2012

3. ATTENDANCE REPORT—MONTH OF DECEMBER 2012

4. HUMAN RESOURCES TRAINING & SAFETY MONTHLY REPORT—DECEMBER 2012
(Report Date: 1/14/2013)

5. MCPS TRAINING REQUESTS AS OF JANUARY 15, 2013

6. MCBRC 2012 PURCHASING PERFORMANCE REPORTS (Reports Dated 1/11/2013):

a. FOURTH QUARTER: OCTOBER 1, 2012 – DECEMBER 31, 2012; and

b. ANNUAL REPORT: JANUARY 1, 2012 – DECEMBER 31, 2012.

7. MCPS WEBSITE TRAFFIC REPORT—DECEMBER 2012

H. BOARD CORRESPONDENCE RECEIVED:

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

J. Motion to CLOSE the HEARING OF THE PUBLIC. (Time: _____PM)

K. FREEHOLDER'S REPORT:

L. ITEMS FOR BOARD REVIEW:

1. Review of Agenda Items for Board Action.

2. Proposed MCPS Schedules of Fees & Charges For:
 - a.) General Use (Schedule No 1); Athletic Fields (Schedule No. 2); Commercial Media Use (Schedule No. 3); East Freehold Park and Showgrounds (Schedule No. 4); Manasquan Reservoir (Schedule No. 5); Seven Presidents Oceanfront Park (Schedule No. 7); Turkey Swamp Park (Schedule No. 8). (*Board Action Item #15.*)

 - b) 2012-2013 Bel-Aire Golf Course Winter Rates (Schedule 9A). (*Board Action Item #16.*)

 - c.) Bel-Aire Golf Course (Schedule No. 9), Charleston Springs Golf Course (Schedule No. 10), Hominy Hill Golf Course (Schedule No. 11), Howell Park Golf Course (Schedule No. 12), Pine Brook Golf Course (Schedule No. 13), Shark River Golf Course (Schedule No. 14), and Golf Course Services and Rental Fees (Schedule No. 15). (*Board Action Item #17.*)

3. Status of Funded Projects as of January 11, 2013.

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 #17 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 AUTHORIZING the SALE OF SOLAR RENEWABLE ENERGY CREDITS (S-REC's) ON VARIOUS OCCASIONS DURING 2013, through an ON-LINE AUCTION(S) CONDUCTED BY FLETT EXCHANGE, LLC, and RECOMMENDING to the MONMOUTH COUNTY BOARD OF CHOSEN FREEHOLDERS RATIFICATION of a RESOLUTION for the SALE OF SOLAR RENEWABLE ENERGY CREDITS (S-REC's) through an ON-LINE AUCTION(S) CONDUCTED BY FLETT EXCHANGE, LLC, and further AUTHORIZING the SECRETARY-DIRECTOR to publish notice of impending sale of the S-REC's in accordance with N.J.S.A. 40A:11-36, and to take all necessary action as may be required by law.

2. Resolution REJECTING bid proposal of BARBATO NURSERY CORP., Holbrook, NY, for FURNISHING AND DELIVERY OF MOIST CLAY (Bid #0006-13), as unit prices bid exceeded budgeted amount.

3. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to PERFORMANCE MECHANICAL CORP., Wall, NJ, for FURNISHING, DELIVERY AND INSTALLATION OF REPLACEMENT BOILER, FURNACES AND NATURAL GAS CONVERSIONS (Bid #0062-12), ITEMS: Proposal 1 (\$7,700.00); Proposal 2 (\$7,800.00); and Proposal 3 (\$17,300.00); in the Total Contract Amount of \$32,800.00.
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4. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to PEREZ-CASADO ENTERPRISES, INC., Tinton Falls, NJ, for FURNISHING AND DELIVERY OF AUTO BODY REPAIR SERVICE (Bid #0011-13), ITEMS: 2013 Supply/Service Contract for the Period of 01/22/13 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 \$20,000.00.
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5. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to JOHNNY ON THE SPOT, INC., Old Bridge, NJ, for FURNISHING, DELIVERY AND SERVICING OF PORTABLE TOILET RENTAL SERVICES (Bid #0012-13), ITEMS: Proposal 1, Items #1-5, 2013 Supply/Service Contract for the Period of 01/22/13 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 \$67,500.00.
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6. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to HORIZON DISPOSAL SERVICES, INC., Trenton, NJ, for FURNISHING, DELIVERY AND SERVICING OF PORTABLE TOILET RENTAL SERVICES (Bid #0012-13), ITEMS: Proposal 2, Items #1-4 (2013 Monmouth County Fair), 2013 Supply/Service Contract for the Period of 07/22/13 through 07/29/13, 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 \$4,500.00.
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7. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to COLTS HEAD VETERINARY SERVICES, Clarksburg, NJ, for VETERINARY SERVICES (Bid #0013-13), ITEMS: Proposal 1, Items #1-35, 2013 Service Contract for the Period of 01/22/13 through 12/31/13; in the Estimated Total Contract Amount of \$31,000.00.
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8. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to HEMLOCK HILL FARM, Colts Neck, NJ, FURNISHING AND DELIVERY OF ANIMAL FEED AND SUPPLEMENTS AND EAR CORN (Bid #0014-13), ITEMS: Proposal #2, Animal Feed and Supplements, Items #1-21 (\$13,000.00 Est.); Proposal #3, Ear Corn (Husked), Item #1, (\$1,510.00 Est.); in the Estimated Total Contract Amount of \$14,510.00.
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9. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to FEDERAL CLEANING CONTRACTORS, Manasquan, NJ, for FURNISHING AND DELIVERY OF BUILDING MAINTENANCE SERVICES (Bid #0007-13), ITEMS: Proposal #1, Items 1-43, Window Cleaning Services (Total Lump Sum Bid), 2013 Service Contract for the Period of 01/22/13 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 \$12,085.00.
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10. Resolution Authorizing CHANGE ORDER #1, in the amount of \$148.90, increasing contract amount to close out 2012 contract for Proposal 3, Item #1 Six Tons of Ear Corn (Husked), to HEMLOCK HILL FARMS, Colts Neck, NJ, for FURNISHING AND DELIVERY OF ANIMAL FEED, SUPPLEMENTS AND EAR CORN (Bid #0008-12), as originally awarded by Resolution #R-12-1-9=21, ITEMS: Proposal 2, Items #1-19, Animal Feed and Supplements (\$12,000.00); Proposal 3, Item #1, Six Tons of Ear Corn (Husked) (\$1,430.00); (2012 Supply Contract for the Period of 01/09/12 through 12/31/12); in the Estimated Contract Amount of \$13,430.00, for a NEW ESTIMATED TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$13,578.90.
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11. Resolution Authorizing CHANGE ORDER #1, in the amount of minus (-) \$20,000.00 due to budgetary reasons, to TAYLOR OIL CO., INC., Somerville, NJ, for FUEL OIL #2 - HEATING, as originally authorized by Resolution #R-12-12-17=381, ITEMS: Provide Fuel Oil #2 (Heating) to the Monmouth County Park System—Various Buildings, for the Period of January 1, 2013 through December 31, 2013; actual price calculated based on an up charge of \$0.22000 added to the posted price as shown in the Journal of Commerce; as available under NJ State Contract #81392 (T-0083), for the Period of 02/29/12 through 02/28/15, in the Estimated Total Contract Amount of \$220,000.00, for a NEW TOTAL ESTIMATED CHANGE ORDER #1 CONTRACT AMOUNT OF \$200,000.00.
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12. Resolution ACCEPTING the WRITTEN PROPOSAL of MIDATLANTIC OCCUPATIONAL HEALTH AND SAFETY, LLC, Red Bank, NJ, as received on January 10, 2013, proposal dated January 10, 2013, for providing MEDICAL SERVICES (PS #03-13), for the Period of 01/22/13-12/31/13, in the 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.
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13. Resolution ACCEPTING the WRITTEN PROPOSAL of the INSTITUTE FOR FORENSIC PSYCHOLOGY, Oakland, NJ, as received on January 10, 2013, proposal dated January 3, 2013, for providing PSYCHOLOGICAL TESTING AND VOCATIONAL ASSESSMENT SERVICES (PS #04-13), for the Period of 01/22/13-12/31/13, in the Estimated Amount Not To Exceed \$3,000.00, 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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14. Resolution ACCEPTING the WRITTEN PROPOSAL of MIDATLANTIC OCCUPATIONAL HEALTH AND SAFETY, LLC, Red Bank, NJ, as received on January 11, 2013, proposal dated January 11, 2013, for providing RESPIRATOR TRAINING AND RESPIRATOR FIT TESTING SERVICES (PS #06-13), for the Period of 01/22/13-12/31/13, in the Estimated Amount Not To Exceed \$4,802.00, 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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15. Resolution ADOPTING the 2013 MONMOUTH COUNTY PARK SYSTEM SCHEDULE OF FEES & CHARGES for GENERAL USE (SCHEDULE NO. 1); ATHLETIC FIELDS (SCHEDULE NO. 2); COMMERCIAL MEDIA USE (SCHEDULE NO. 3); EAST FREEHOLD PARK AND SHOWGROUNDS (SCHEDULE NO. 4); MANASQUAN RESERVOIR (SCHEDULE NO. 5); SEVEN PRESIDENTS OCEANFRONT PARK (SCHEDULE NO. 7); and TURKEY SWAMP PARK (SCHEDULE NO. 8).
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16. Resolution ADOPTING the 2012-2013 BEL-AIRE GOLF COURSE WINTER RATES (SCHEDULE 9A).
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17. Resolution ADOPTING the 2013 MONMOUTH COUNTY PARK SYSTEM GOLF COURSE FEES AND CHARGES FOR BEL-AIRE GOLF COURSE (SCHEDULE NO. 9), CHARLESTON SPRINGS GOLF COURSE (SCHEDULE NO. 10), HOMINY HILL GOLF COURSE (SCHEDULE NO. 11), HOWELL PARK GOLF COURSE (SCHEDULE NO. 12), PINE BROOK GOLF COURSE (SCHEDULE NO. 13), SHARK RIVER GOLF COURSE (SCHEDULE NO. 14), AND GOLF COURSE SERVICES AND RENTAL FEES (SCHEDULE NO. 15).
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MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:

MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:

DATES TO REMEMBER:

1. **“TUESDAY EVENING”, JANUARY 22, 2013** - 7 PM. **Regular Board Meeting.** **NOTE: MEETING LOCATION CHANGED TO:** Thompson Park Headquarters “Conference Room”, 805 Newman Springs Road, Lincroft, NJ.
2. **SATURDAY MORNING, JANUARY 26, 2013** – 10 AM. **Friends of the Parks Annual Meeting.** Hominy Hill Golf Course Clubhouse, Mercer Road, Colts Neck, NJ.
3. **MONDAY EVENING, FEBRUARY 11, 2013** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
4. **MONDAY EVENING, FEBRUARY 25, 2013** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
5. **SUNDAY-WEDNESDAY, MARCH 3-6, 2013** – NJRPA Conference, “Parks & Recreation: Historically Significant, Always Essential”. Trump Taj Mahal Hotel, Atlantic City, NJ.
6. **MONDAY EVENING, MARCH 11, 2013** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
7. **MONDAY EVENING, MARCH 25, 2013** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.

Statement of Adequate Public Notice – Read by _____

“Statement of Adequate Public Notice of Executive Session Meeting in compliance with the ‘Open Public Meetings Act’, Laws of the State of NJ, Chapter 231, P.L. 1975. Notice of meeting has been posted, and the County Clerk and two (2) newspapers as designated by the Board have been noticed, including date, time and place, as adopted by the Commission at their regular meeting of January 7, 2013, 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 PERSONNEL MATTERS, and 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 “personnel matters, and land acquisition matters”; and

WHEREAS, the Board of Recreation Commissioners, pursuant to the Open Public Meetings Act, may recess into Executive Session to discuss matters involving the Attorney/Client Privilege and matters involving negotiations and real estate matters and procedures related thereto as may relate to a Hearing held pursuant to Resolutions as adopted by the Board of Chosen Freeholders and the Board of Recreation Commissioners.

NOW THEREFORE, BE IT RESOLVED that the Monmouth County Board of Recreation Commissioners does hereby recess into Executive Session to discuss the aforementioned subject matters and the Minutes of the same may be disclosed at such time in the future as the Board of Recreation Commissioners may, in its discretion, determine according to law.

Motion to RECONVENE the REGULAR MEETING. (Time: _____PM)

NOTE: Minutes of the Executive Session to discuss Personnel Matters shall not be made available to the public, as Personnel Matters are confidential. 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 **February 11, 2013**, 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 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)
