

**PRESENT:**

**ABSENT:**

**ALSO PRESENT:**

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**A G E N D A**

Tentative: 01/14/15

**MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS:**

**REGULAR MEETING: TUESDAY,  
JANUARY 20, 2015– 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, JANUARY 5, 2015  
(Excused: Commissioner Peters)

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D. Approval of 2014 VOUCHER LIST

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E. Approval of 2015 VOUCHER LIST

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F. SECRETARY—DIRECTOR’S REPORT:

1. BUDGET REPORTS

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2. REVENUE REPORT—MONTH OF DECEMBER 2014

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3. ATTENDANCE REPORT—MONTH OF DECEMBER 2014

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4. HUMAN RESOURCES TRAINING & SAFETY MONTHLY REPORT—DECEMBER 2014  
(Report Date: 1/14/2015)

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5. MCPS TRAINING REQUESTS AS OF JANUARY 12, 2015

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6. MCBRC 2014 PURCHASING PERFORMANCE REPORT—4TH QUARTER:  
OCTOBER 1, 2014 – DECEMBER 31, 2014 (Report Date: January 14, 2015)

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7. MCBRC 2014 ANNUAL PURCHASING PERFORMANCE REPORT:  
JANUARY 1, 2014—DECEMBER 31, 2014. (Report Date: January 14, 2015)

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8. MCPS WEBSITE TRAFFIC REPORT—DECEMBER 2014, AND END OF YEAR  
COMPARISONS FOR THE YEARS 2009 THROUGH 2014.

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9. GOLF REPORT – As Presented by Mike Janoski, Co. Park Supt./Golf Operations

10. PARKS REPORT – As Presented by Tom Fobes, Supt. of Co. Parks/Park Operations

11. VISITOR SERVICES REPORT – As Presented by Patti Conroy, Supt. of Recreation

G. BOARD CORRESPONDENCE RECEIVED:

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

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

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J. FREEHOLDER’S REPORT:

K. ITEMS FOR BOARD REVIEW:

1. Board Action Item #1 – Recommending Contract Amendment #1 in the amount of \$4,520.00 to Richard Grubb and Associates, Inc., Cranbury, NJ, for the Furnishing and Delivery of Professional Archaeological Services Required for the Preparation and Submission of a Phase 1 Archaeological Survey in Claypit Creek Area, Hartshorne Woods Park, Locust Ave., Middletown Twp., NJ, for a New Total Amended Contract Amount of \$11,155.00.

2. Board Action Item #2 – Recommending Change Order #2 in the amount of \$8,630.00 to James R. Ientile, Inc., Marlboro, NJ, for Trail Surface Improvements, Phase II, Union Transportation Trail (Bid #0020-14), for a New Total Change Order #2 Contract Amount of \$602,887.00.

3. Board Action Item #3 – Recommending acceptance of the written proposal from the Institute for Forensic Psychology, Oakland, NJ, for Providing Psychological Testing and Vocational Assessment Services (PS #06-15), for the Period of 01/20/15 through 12/31/15, in the Estimated Amount of \$3,000.00.
  
4. Board Action Item #4 – Recommending Adoption of the 2014 Statement of Uncollected Funds Due the Monmouth County Board of Recreation Commissioners for the Year 2013 (Dated 1/12/2015), in the Total Amount of \$2,695.03.
  
5. Board Action Item #5 – Recommending award of contract to Classic Cruisers, Inc., Manchester, NJ, for Furnishing and Delivery of Charter Bus Transportation Services (48 & 56 Passenger Busses) (Bid #0022-15), in the Estimated Total Contract Amount of \$54,000.00, with the Board reserving the option to extend the contract for an additional one (1) year period (2016), under the same terms and conditions, as per bid specification.
  
6. Board Action Item #6 – Recommending award of aggregate contract to 12 vendors, as per bid proposals, for Furnishing and Delivery of Golf Products, Resale Merchandise and Clothing (Bid #0021-15), in the Estimated Total Aggregate Amount of \$114,000.00.
  
7. Status of Funded Projects as of January 12, 2015.

**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 #6 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 CONTRACT AMENDMENT #1, in the Amount of \$4,520.00 to relocate structure (\$2,128.00) and for continued investigation along top of bluff (\$2,392.00), to RICHARD GRUBB AND ASSOCIATES, INC., Cranbury, NJ, FOR THE FURNISHING AND DELIVERY OF PROFESSIONAL ARCHAEOLOGICAL SERVICES REQUIRED FOR THE PREPARATION AND SUBMISSION OF A PHASE 1 ARCHAEOLOGICAL SURVEY IN CLAYPIT CREEK AREA, HARTSHORNE WOODS PARK, LOCUST AVENUE, MIDDLETOWN TWP., NJ (Ref. #14-33 & PS #40-14), as originally awarded by Resolution R-14-8-11=325, in the Contract Amount Not To Exceed \$6,635.00, for a NEW TOTAL AMENDED CONTRACT AMOUNT OF \$11,155.00, 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.
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2. Resolution Authorizing CHANGE ORDER #2, in the amount of \$8,630.00 for General Requirement (Mobilization) (\$1,500.00), 270 LF of split four rail fence @\$19/LF (\$5,130.00), and 50 SY of rip rap stone @\$40/SY (\$2,000.00), 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), as originally awarded by Resolution #R-14-2-24=125 in the Contract Amount of \$589,913.00, and as modified by Change Order #1 awarded by Resolution #R-14-8-25=335 in the Total Change Order #1 Contract Amount of \$594,257.00, for a NEW TOTAL CHANGE ORDER #2 CONTRACT AMOUNT OF \$602,887.00.
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3. Resolution ACCEPTING the WRITTEN PROPOSAL of the INSTITUTE FOR FORENSIC PSYCHOLOGY, Oakland, NJ, as received on December 30, 2014, proposal dated December 18, 2014, for PROVIDING PSYCHOLOGICAL TESTING AND VOCATIONAL ASSESSMENT SERVICES (PS #06-15), for the Period of 01/20/15 through 12/31/15, in the Estimated Amount of \$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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4. Resolution ADOPTING 2014 STATEMENT OF UNCOLLECTED FUNDS DUE THE MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS FOR THE YEAR 2013 (Dated 1/12/2015), in the Total Amount of \$2,695.03.
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5. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to CLASSIC CRUISERS INC., Manchester, NJ, for FURNISHING AND DELIVERY OF CHARTER BUS TRANSPORTATION SERVICES (48 & 56 PASSENGER BUSES) (Bid #0022-15), ITEMS: A. 48 Passenger Buses, Items 1 & 2; B. 56 Passenger Buses, Items 1 & 2 (Period of 01/20/15 through 12/31/15), with the Board of Recreation Commissioners RESERVING the OPTION TO EXTEND the CONTRACT for an ADDITIONAL ONE (1) YEAR PERIOD (2016), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$54,000.00.
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6. Resolution AWARDING CONTRACT to the lowest responsible bidders, as per bid proposals for FURNISHING AND DELIVERY OF GOLF PRODUCTS, RESALE MERCHANDISE AND CLOTHING (Bid #0021-15), ITEMS: 2015 Supply Contract (Period of 01/20/15 through 12/31/15); to the following vendors, in the Estimated Total Aggregate Amount of \$114,000.00:

1. ACUSHNET COMPANY, 333 Bridge St., Fairhaven, MA 02719
  2. BRIDGESTONE GOLF, INC., 15320 Industrial Park Blvd., Corington, GA 30014
  3. DORFMAN PACIFIC CO., 2615 Boeing Way, Stockton, CA 95216
  4. GOLF MAX, 535 E. 42<sup>nd</sup> St., Paterson, NJ 07513
  5. GROUP C & C, INC. dba LOFT 8, 345 Nugget Ave., Unit 14, Scarborough, Ontario, Canada M1S4J4
  6. HJ GLOVE OF AMERICA, INC., 31192 La Baya Dr., Ste E, Westlake Village, CA 91362
  7. JACK JOLLY & SON, INC., 513 Pleasant Valley Ave., Moorestown, NJ 08057
  8. NIKE GOLF/NIKE USA, INC., 5311 Abitare Blvd., Voorhees, NJ 08043
  9. NUUN & COMPANY, INC., 800 Maynard Ave. South, Ste 102, Seattle, WA 98114
  10. SUN MOUNTAIN SPORTS, INC., 301 N. First St., Missoula, MT 59802
  11. TOUR EDGE GOLF MFG., INC., 1301 Pierson Dr., Batavia, IL 60510
  12. VANTAGE CUSTOM CLASSICS, INC., 100 Vantage Dr., Avenel, NJ 07001
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**MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:**

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

1. Municipal Open Space Grant Program Administration for the Period of April 1, 2015 through March 31, 2017 (Ref. #15-04) (FAIR & OPEN)
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**DATES TO REMEMBER:**

1. **“TUESDAY EVENING”, JANUARY 20, 2015** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
2. **MONDAY EVENING, FEBRUARY 9, 2015** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
3. **MONDAY EVENING, FEBRUARY 23, 2015** - 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 9, 2015** - 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 23, 2015** - 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 January 5, 2015, as required under the Open Public Meetings Act, Chapter 231, P.L. 1975.”

At \_\_\_\_\_ PM, the following Resolution was introduced by \_\_\_\_\_, seconded by \_\_\_\_\_, to move into EXECUTIVE SESSION for the purpose of discussing LAND ACQUISITION MATTERS, being additions to county park lands; and:

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)

\_\_\_\_\_

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 **February 9, 2015**, 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 Attorney Client Privilege Information**, 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, as required under the Open Public Meetings Act, Chapter 231, P.L. 1975.

\_\_\_\_\_

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

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