

**MINUTES OF THE MONDAY EVENING, JANUARY 7, 2013 ANNUAL FIRST 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 7:03 PM.

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.”

The following were Present on roll call:

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

The following were Absent on roll call:

Commissioners:  
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, Supt. of County Parks  
Stephanie Weise, Purchasing Agent  
Andrew Spears, Superintendent of Recreation  
Karen Livingstone, Public Information/Volunteers  
Spencer Wickham, Chief/Land Acq. & Design  
Michael E. Janoski, Human Resources, Training & Safety  
Michael J. Gross, Special County Labor Counsel  
Jelson Brown, Oakhurst, NJ  
Albert Fure, Oakhurst, NJ  
Cheryl Miller, Oakhurst, NJ  
Harry Scharmberg, Oakhurst, NJ  
Robert Miller, Oakhurst, NJ  
Ms. M. Kotsines, Oakhurst, NJ  
Joe Maloney, Oakhurst, NJ  
Ray Pogwist, Ocean, NJ

On a motion made by Commissioner Harmon, seconded by Commissioner Zelina, the **MINUTES** of the **REGULAR MEETING** of the Monmouth County Board of Recreation Commissioners held on **MONDAY EVENING, DECEMBER 17, 2012**, were upon being put to a vote, approved as recorded by Chairman Loud, Vice Chairman Rummel, Commissioners Harmon, Horsnall and Zelina. Commissioners Peters and Hennessy abstained as not being present at the meeting.

Edward J. Loud indicated that this was the time and place of the Board's Annual First Regular Meeting for the purpose of considering **NOMINATIONS FOR OFFICERS** for the **YEAR 2013**.

On a motion made by Commissioner Horsnall, seconded by Commissioner Peters, it was moved that the **SECRETARY-DIRECTOR** of the Board be **APPOINTED** as **TEMPORARY CHAIRMAN** of the **MEETING**. Upon being put to a vote, the motion was unanimously carried.

On a motion made by Commissioner Horsnall, seconded by Commissioner Zelina, it was moved that **EDWARD J. LOUD** be **NOMINATED** for the position of **CHAIRMAN** of the Board. The Secretary-Director asked if there were any other nominations from the floor. There being none, on a motion made by Commissioner Hennessy, seconded by Commissioner Peters, the nominations were, by unanimous vote, closed.

On a motion made by Commissioner Hennessy, seconded by Commissioner Zelina, it was moved that the Secretary-Director of the Board cast one ballot for the nominee for **CHAIRMAN** of the Board. Upon being put to a vote, the motion was unanimously carried.

The Secretary-Director cast one ballot in favor of the nominee, **EDWARD J. LOUD**, for **CHAIRMAN** of the Board.

On a motion made by Commissioner Horsnall, seconded by Commissioner Harmon, it was moved that **FRED J. RUMMEL** be **NOMINATED** for the position of **VICE CHAIRMAN** of the Board. The Secretary-Director asked if there were any other nominations from the floor. There being none, on a motion made by Commissioner Zelina, seconded by Commissioner Hennessy, the nominations were, by unanimous vote, closed.

On a motion made by Commissioner Horsnall, seconded by Commissioner Peters, it was moved that the Secretary-Director of the Board cast one ballot for the nominee for **VICE CHAIRMAN** of the Board. Upon being put to a vote, the motion was unanimously carried.

The Secretary-Director cast one ballot in favor of the nominee, **FRED J. RUMMEL**, for **VICE CHAIRMAN** of the Board.

The Secretary-Director announced that **MR. LOUD** was duly elected to the position of **CHAIRMAN**, and that **MR. RUMMEL** was duly elected to the position of **VICE CHAIRMAN** for the **YEAR 2013**.

At 7:07 PM, Commissioner Mandeville arrived at the meeting.

On a motion made by Commissioner Hennessy, seconded by Commissioner Peters, 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 Peters, 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 Harmon, seconded by Commissioner Hennessy, the meeting was **OPENED** to the **HEARING OF THE PUBLIC** at 7:08 PM. Upon being put to a vote, the motion was unanimously carried.

Chairman Loud recognized Joe Maloney, of 40 Branch Road, Oakhurst, NJ, who addressed the Board with regard to the flooding of Whale Pond Brook, next to Weltz Park, and noted the residents' concerns with flooding and the problem of trees that have blown down or are leaning and present a danger. Mr. Maloney noted his concern every time it rains and asked that trees that are in the park and leaning, be topped.

Commissioner Harmon inquired as to the location of the flooding.

Mr. Maloney noted the location of the flooding and effect of flooding at Weltz Park and the potential of trees falling onto private property.

Freeholder Burry offered the services of the County Engineer to review the conditions.

Commissioner Hennessy suggested that the residents provide the County Engineer with their observations of what has occurred over time.

Mr. Pogwist, noted that he was a member of the Ocean Township Environmental Committee and the Whale Pond Brook Watershed Association, and noted that the flooding problem has not been addressed by Ocean Township or the County.

Ms. Kotsines noted she is a member of the Watershed Association and the Long Branch Environmental Committee and noted the impacts of Office Building Development and the increase in impervious cover within the watershed that has resulted in increased storm water run-off.

Mr. Pogwist noted the loss of tree canopy and the increase of impervious surface that has occurred in Ocean Township over time.

Mr. Harry Scharmberg noted the uprooting of trees in the wetland area and the two (2) streams that are involved in the flooding near his property.

Mr. Maloney also noted that he understands that there may have been, in the past, a dam on Wale Pond Brook, in Weltz Park, that no longer exists.

Robert Miller noted the flooding that has occurred on their street.

Albert Fure noted that the flooding near his house has gotten progressively worse over the years and that he has a concern that his house may eventually be flooded.

Mr. Pogwist inquired as to the status of Bradley Cove area, in Asbury Park, as a County project.

Commissioner Harmon noted that the property is presently being appraised.

There being no one else present who wished to be heard, it was moved by Commissioner Harmon, seconded by Commissioner Peters, that the portion of the meeting Open to the **HEARING OF THE PUBLIC** be **CLOSED**, at 7:36 PM.

At 7:37 PM, the public left the meeting.

At 7:37 PM, Chairman Loud declared a five (5) minute recess.

At 7:37 PM, Commissioner Hennessy was excused from the meeting.

At 7:41 PM, Chairman Loud reconvened the meeting.

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

Freeholder Lillian G. Burry announced the reappointment of Mark Zelina to a full five (5) year term on the Board of Recreation Commissioners, by the Board of Chosen Freeholders.

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

1. James J. Truncer, Secretary-Director, reviewed with the Board the Agenda Items for Board Action, and Agenda Items #36 & 37, as added to the Agenda.
2. James J. Truncer, Secretary-Director, noted the conflict with the use of the Thompson Park Visitor Center "Beech Room" on Tuesday Evening, January 22, 2013. The Secretary-Director recommended to the Board that the Location for the Board's next regularly scheduled Board Meeting of Tuesday, January 22, 2013, at 7 PM, be changed from the Thompson Park Visitor Center "Beech Room", to the Thompson Park Headquarters "Conference Room".

A **motion** was made by Commissioner Mandeville, seconded by Commissioner Peters CHANGING THE LOCATION of the next regularly scheduled BOARD MEETING of TUESDAY, JANUARY 22, 2013, being held at 7 PM, **FROM** the Thompson Park Visitor Center "Beech Room", **TO** the THOMPSON PARK HEADQUARTERS "CONFERENCE ROOM", 805 Newman Springs Road, Lincroft, NJ, and further AUTHORIZING the SECRETARY-DIRECTOR of the BOARD to POST AND SEND NOTICE to the ASBURY PARK PRESS and OTHER NEWSPAPERS CIRCULATED IN MONMOUTH COUNTY, and the COUNTY CLERK, as required under the Open Public Meetings Act, Chapter 231, P.L. 1975. Upon being put to a vote, the motion was unanimously carried.

3. James J. Truncer, Secretary-Director, reviewed with the Board the request by the Monmouth County Historical Association for Permission to serve alcoholic beverages (wine) at the conclusion of their Annual Meeting being held at the Thompson Park Visitor Center, at 6 PM, on Tuesday, January 22, 2013.

Following a discussion, a **motion** was made by Commissioner Mandeville, seconded by Commissioner Harmon, GRANTING PERMISSION to the MONMOUTH COUNTY HISTORICAL ASSOCIATION for PERMISSION to SERVE ALCOHOLIC BEVERAGES (WINE) at the CONCLUSION of their ANNUAL MEETING being held at the THOMPSON PARK VISITOR CENTER, at 6 PM, on TUESDAY, JANUARY 22, 2013. Upon being put to a vote, the motion was unanimously carried.

4. Bruce A. Gollnick, Assistant Director, reviewed with the Board the Status of Funded Projects as of December 28, 2012, as distributed to the Board.

Commissioner Harmon inquired as to Agenda Items #24 through #29 with regard to Concrete Restoration at Battery Lewis, Hartshorne Woods Park.

Commissioner Zelina noted he had reviewed the qualifications of the bidders and reported that Masonry Preservation Group, Inc., was the qualified responsible bidder.

At 7:58 PM, the following **RESOLUTION OF CONSENT** was offered for adoption by Commissioner Peters, to approve Agenda Items #1 through #37:

WHEREAS, the Monmouth County Board of Recreation Commissioners has received the Tentative Agenda for the Board's Annual First Regular Meeting of January 7, 2013, in advance of the meeting; and

WHEREAS, the Board has had an opportunity to review and consider Agenda Items #1 through #35 for Board Action; and

WHEREAS, the Board has also reviewed Agenda Items #36 & 37 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 #37.

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, Horsnall and Zelina

In the Negative: None

Absent: Commissioners Hennessy and Hood

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

- R-13-1-7=1 Resolution offered for adoption by Commissioner Peters, seconded by Commissioner Zelina, Establishing the 2013 CHANGE FUND in the AMOUNT of \$56,000.00. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)
- R-13-1-7=2 Resolution offered for adoption by Commissioner Peters, seconded by Commissioner Zelina, Establishing Account for the DEPOSIT OF VARIOUS PARK RECEIPTS at BANK OF AMERICA, Account Number ending in 0027, for the Year 2013. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)
- R-13-1-7=3 Resolution offered for adoption by Commissioner Peters, seconded by Commissioner Zelina, Establishing Account for the DEPOSIT OF VISITOR SERVICES RECEIPTS at BANK OF AMERICA, Account Number ending in 0107, for the Year 2013. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)
- R-13-1-7=4 Resolution offered for adoption by Commissioner Peters, seconded by Commissioner Zelina, Establishing Account for the DEPOSIT OF MONMOUTH COVE MARINA, SHARK RIVER GOLF COURSE, AND SHARK RIVER PARK RECEIPTS at WELLS FARGO, Neptune Branch, Account Number ending in 2500 for the Year 2013. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)
- R-13-1-7=5 Resolution offered for adoption by Commissioner Peters, seconded by Commissioner Zelina, Establishing MASTER CARD, VISA AND DISCOVER CREDIT CARD ACCOUNT for PARK AREAS, GOLF COURSES, AND VISITOR SERVICES, at the BANK OF AMERICA, Allenhurst Branch, Account Number ending in 1989, for the Year 2013. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)

- R-13-1-7=6 Resolution offered for adoption by Commissioner Peters, seconded by Commissioner Zelina, Establishing Account for SALES TAX TRANSFER at BANK OF AMERICA, Account Number ending in 4195, for the Year 2013. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)
- R-13-1-7=7 Resolution offered for adoption by Commissioner Peters, seconded by Commissioner Zelina, Authorizing the SECRETARY-DIRECTOR of the Board to SET PROGRAM, FOOD, RETAIL SALE PRICES, SERVICE AND EQUIPMENT RENTAL FEES. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)
- R-13-1-7=8 Resolution offered for adoption by Commissioner Peters, seconded by Commissioner Zelina, AUTHORIZING the SECRETARY-DIRECTOR, JAMES J. TRUNCER, and STEPHANIE WEISE, QUALIFIED PURCHASING AGENT (Q.P.A) FOR THE BOARD, to ADVERTISE, SOLICIT AND RECEIVE WRITTEN BIDS AND PROPOSALS, AND TO PREPARE CONTRACTS, ENTER INTO PURCHASE AGREEMENTS AND AUTHORIZE PURCHASES FOR VARIOUS MATERIALS, GOODS AND SUPPLIES, on behalf of the Board, in accordance with Adopted Board Policy and the Bid Laws of the State of New Jersey, and ESTABLISHING the BOARD'S BID THRESHOLD in accordance with N.J.S.A. 40A:11-2 at \$26,000.00 and ESTABLISHING the BOARD'S QUOTATION THRESHOLD in accordance with N.J.S.A. 40A:11-6.1 (a) at \$3,900.00, and further Authorizing BRUCE A. GOLLNICK, ASSISTANT DIRECTOR, and DAVID M. COMPTON, SUPERINTENDENT OF COUNTY PARKS, to ACT IN THE ABSENCE of the SECRETARY-DIRECTOR or the PURCHASING AGENT. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)
- R-13-1-7=9 Resolution offered for adoption by Commissioner Peters, seconded by Commissioner Zelina, DESIGNATING STEPHANIE WEISE, QUALIFIED PURCHASING AGENT, to SERVE as the BOARD'S PUBLIC AGENCY COMPLIANCE OFFICER (P.A.C.O.) for the YEAR 2013. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)
- R-13-1-7=10 Resolution offered for adoption by Commissioner Peters, seconded by Commissioner Zelina, REQUIRING TWO (2) SIGNATURES on EACH CHECK ISSUED from BOARD ACCOUNTS, and specifically NAMING JAMES J. TRUNCER, SECRETARY-DIRECTOR, or BRUCE A. GOLLNICK, ASSISTANT DIRECTOR, or DAVID M. COMPTON, SUPERINTENDENT OF COUNTY PARKS, and LOUISE MC COOK, SUPERVISING DATA CONTROL CLERK, or BARBARA BERRY, KEYBOARDING CLERK 3. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)

R-13-1-7=11 Resolution offered for adoption by Commissioner Peters, seconded by Commissioner Zelina, DESIGNATING the following NEWSPAPERS as the OFFICIAL NEWSPAPERS of the MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS for LEGAL PUBLICATION of PUBLIC NOTICES and INVITATIONS TO BID:

- THE ASBURY PARK PRESS
- THE ATLANTICVILLE/THE HUB
- THE COAST STAR
- THE COASTER
- THE STAR LEDGER
- THE TRI-TOWN NEWS
- THE TWO RIVER TIMES

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

R-13-1-7=12 Resolution offered for adoption by Commissioner Peters, seconded by Commissioner Zelina, APPOINTING the SECRETARY-DIRECTOR as the CUSTODIAN OF THE BOARD'S PUBLIC RECORDS, and BRUCE A. GOLLNICK, as the ASSISTANT CUSTODIAN OF THE BOARD'S PUBLIC RECORDS. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)

R-13-1-7=13 Resolution offered for adoption by Commissioner Peters, seconded by Commissioner Zelina, AUTHORIZING the SECRETARY-DIRECTOR of the Board and his DESIGNEE(S) to REPRESENT AND ACT ON BEHALF OF THE BOARD OF RECREATION COMMISSIONERS IN MATTERS PERTAINING TO PERSONNEL OF THE BOARD INCLUDING the HIRING, DISCHARGING AND DISCIPLINING OF EMPLOYEES, PROMOTIONS, TITLES, SALARIES, WAGES, WORKING CONDITIONS, and to REPRESENT THE BOARD with regard to EMPLOYEE UNION CONTRACT NEGOTIATIONS, EMPLOYEE GRIEVANCES, NEW JERSEY DEPARTMENT OF PERSONNEL CIVIL SERVICE MATTERS, NEW JERSEY POLICE TRAINING COMMISSION, AND OTHER PERSONNEL MATTERS OF THE BOARD OF RECREATION COMMISSIONERS. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)

- R-13-1-7=14 Resolution offered for adoption by Commissioner Peters, seconded by Commissioner Zelina, AUTHORIZING the SECRETARY-DIRECTOR of the Board and his DESIGNEE(S) to SOLICIT DONATIONS AND SPONSORSHIPS, on behalf of the Board, in SUPPORT of the 2013 MONMOUTH COUNTY FAIR, to be held JULY 24<sup>th</sup> – 28<sup>th</sup>, at EAST FREEHOLD PARK; AND OTHER PROJECTS AND EVENTS OF THE BOARD, as provided for by Law, Title 40:12-29 NJSA, P.L. 1994, Chapter 111. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)
- R-13-1-7=15 Resolution offered for adoption by Commissioner Peters, seconded by Commissioner Zelina, AUTHORIZING the SECRETARY-DIRECTOR OF THE BOARD, JAMES J. TRUNCER, to ENTER INTO CONTRACTS, MEMORANDUMS OF UNDERSTANDING, PERMITS, AND OTHER VARIOUS DOCUMENTS AND AGREEMENTS as may be required, from time to time, to CONDUCT THE BUSINESS OF THE BOARD, and further AUTHORIZING the ASSISTANT DIRECTOR, BRUCE A. GOLLNICK, to ACT IN THE ABSENCE of the SECRETARY-DIRECTOR of the BOARD. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)
- R-13-1-7=16 Resolution offered for adoption by Commissioner Peters, seconded by Commissioner Zelina, AUTHORIZING the SECRETARY-DIRECTOR OF THE BOARD, JAMES J. TRUNCER, and his DESIGNEE(S), to ACT ON BEHALF OF THE BOARD in RESPONSE TO EMERGENCIES that affect the public's safety, health and welfare, and impact the operation of Park System areas and facilities, and the protection of Park System visitors, property and resources. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)
- R-13-1-7=17 Resolution offered for adoption by Commissioner Peters, seconded by Commissioner Zelina, DESIGNATING JOSEPH V. SARDONIA as the COMPLIANCE OFFICER for the MONMOUTH COUNTY PARK SYSTEM, to coordinate compliance with the non-discrimination requirements contained in Section 35.107 of the Department of Justice Regulations, and the provisions of the AMERICANS WITH DISABILITIES ACT OF 1990, P.L. 101-336. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)

R-13-1-7=18

Resolution offered for adoption by Commissioner Peters, seconded by Commissioner Zelina, AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to KLBL, INC., dba VIC GERARD GOLF CARS, Farmingdale, NJ, for FURNISHING AND DELIVERY OF GROUNDS AND TURF EQUIPMENT (UTILITY VEHICLES) (Bid #0061-12), ITEMS: #1, Utility Vehicle (Gas) @\$9,923.00, Less Trade-In of PT #8610, 2000 Club Car Carry All Turf I, at minus (-)\$700.00, for a Net Total of \$9,223.00; #2, Utility Vehicle (Gas) @\$13,989.00, Less Trade-In of PT #10248, 2003 Club Car Carry All Turf II, at minus (-)\$900.00, for a Net Total of \$13,089.00; #3, Utility Vehicle (Gas) @\$9,733.00 Less a Trade-In of PT #10778, 2005 Club Car Carry All Turf II, at minus (-)\$850.00 for a Net Total of \$8,883.00; in the Total Contract Amount of \$31,195.00. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)

R-13-1-7=19

Resolution offered for adoption by Commissioner Peters, seconded by Commissioner Zelina, AWARDING CONTRACT to the lowest responsible bidders, as per bid proposals for FURNISHING AND DELIVERY OF HARDWARE AND INDUSTRIAL SUPPLIES (Bid #0002-13), ITEMS: 2013 Supply Contract (Period of 01/01/13 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 \$40,000.00:

1. BAYWAY LUMBER, 400 Ashton Ave., Linden, NJ 07036
2. CHEM-TEK INDUSTRIES, INC., 31 Virginia Drive, Howell, NJ 07731
3. GALES INDUSTRIAL SUPPLY, 28 West Front Street, Keyport, NJ 07735
4. JASPAN HARDWARE, INC., 91 Main Street, Manasquan, NJ 08736
5. LAWSON PRODUCTS, INC, 8770 West Bryn Mawr, Suite 900, Chicago, IL 60631
6. MARLBORO INDUSTRIES, INC., 11 Sami Court, Englishtown, NJ 07726
7. MTH, INC., t/a COMMUNITY STORES, 44 Church Street, Little Silver, NJ 07739
8. THE HOSE SHOP, INC., 55 Route 34, Matawan, NJ 07747
9. TRANS-BEARING COMPANY, INC., 1771 Route 34, Wall, NJ 07719

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

Resolution offered for adoption by Commissioner Peters, seconded by Commissioner Zelina, AWARDING CONTRACT to the lowest responsible bidders, as per bid proposals for FURNISHING AND DELIVERY OF SPECIALIZED AUTOMOTIVE PARTS AND SERVICES (Bid #0003-13), ITEMS: 2013 Supply/Service Contract (Period of 01/01/13 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 \$25,000.00.

1. DICK'S AUTO ELECTRIC, INC., 325 Port Monmouth Rd., Middletown, NJ 07748
2. G&G AUTO/RHINO LININGS OF NEW JERSEY, 168 Tennent Rd., Morganville, NJ 07751
3. HYDRAULIC TECHNOLOGIES, 2031 US Hwy. 130 South, Unit C, Monmouth Junction, NJ 08852
4. JERSEY TRUCK EQUIPMENT CO., INC., 5018 Industrial Rd., Wall, NJ 07727
5. LAWSON PRODUCTS, INC., 8770 West Bryn Mawr, Suite 900, Chicago, IL 60631
6. MAYO AUTO SERVICE, 165 Monmouth Street, Red Bank, NJ 07701
7. MONMOUTH TRUCK EQUIPMENT, 745 Shrewsbury Ave., Shrewsbury, NJ 07702
8. TRANS-BEARING COMPANY, INC., 1771 Route 34, Wall, NJ 07719
9. TRIUS, INC., 5049 Industrial Road, Farmingdale, NJ 07727
10. VARGA ENTERPRISES, INC., t/a VARGA AUTO REPAIR & TRANSMISSION, 937 Joyce Kilmer Ave., North Brunswick, NJ 08902

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

R-13-1-7=21

Resolution offered for adoption by Commissioner Peters, seconded by Commissioner Zelina, AWARDING CONTRACT to the lowest responsible bidders, as per bid proposals for FURNISHING AND DELIVERY OF PLUMBING AND HEATING REPAIR EQUIPMENT AND SUPPLIES (Bid #0005-13), ITEMS: 2013 Supply/Service Contract (Period of 01/01/13 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 \$50,000.00:

1. ATLANTIC PLUMBING SUPPLY CORP., 2810 Route 37 E.,  
Toms River, NJ 08753
2. GRANT SUPPLY COMPANY, INC., 901 Joyce Kilmer Ave.,  
North Brunswick, NJ 08902
3. LAWSON PRODUCTS, INC, 8770 West Bryn Mawr, Suite 900,  
Chicago, IL 60631
4. USA BLUE BOOK, 3751 Boewood Drive, Waukegan, IL 60085

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

R-13-1-7=22

Resolution offered for adoption by Commissioner Peters, seconded by Commissioner Zelina, ACCEPTING the WRITTEN PROPOSAL of DRD APPRAISALS, LLC, dba STUART APPRAISAL COMPANY, Freehold, NJ, as received on December 18, 2012, proposal dated December 13, 2012, for providing PROFESSIONAL APPRAISAL SERVICES FOR BLOCK 27, LOT 2.02Q, TOWNSHIP OF MILLSTONE, NJ, OWNER: PRESTON PROPERTIES, LLC, ±15.35 ACRES, PROJECT: ADDITIONS TO PERRINEVILLE LAKE PARK, INTEREST: FEE SIMPLE (Ref. #12-61 & PS #81-12), in an Amount Not To Exceed \$1,650.00, 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-13-1-7=23

Resolution offered for adoption by Commissioner Peters, seconded by Commissioner Zelina, ACCEPTING the WRITTEN PROPOSAL of JOHNSON REALTY SERVICES, Wall, NJ, as received on December 18, 2012, proposal dated December 14, 2012, for providing PROFESSIONAL APPRAISAL SERVICES FOR BLOCK 27, LOT 2.02Q, TOWNSHIP OF MILLSTONE, NJ, OWNER: PRESTON PROPERTIES, LLC, ±15.35 ACRES, PROJECT: ADDITIONS TO PERRINEVILLE LAKE PARK, INTEREST: FEE SIMPLE (Ref. #12-61 & PS #81-12), in an Amount Not To Exceed \$2,000.00, 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-13-1-7=24 Resolution offered for adoption by Commissioner Peters, seconded by Commissioner Zelina, REJECTING bid proposal of ABSOLUTE GENERAL CONTRACTING, INC., Brooklyn, NY, for CONCRETE RESTORATION AT BATTERY LEWIS, HARTSHORNE WOODS PARK (Bid #0052-12), as vendor did not show that they had the prerequisite experience and qualifications to perform the work, and for not being a responsible bidder. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)
- R-13-1-7=25 Resolution offered for adoption by Commissioner Peters, seconded by Commissioner Zelina, REJECTING bid proposal of DELL-TECH, INC., Trenton, NJ, for CONCRETE RESTORATION AT BATTERY LEWIS, HARTSHORNE WOODS PARK (Bid #0052-12), as vendor did not show that they had the prerequisite experience and qualifications to perform the work, and for not being a responsible bidder. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)
- R-13-1-7=26 Resolution offered for adoption by Commissioner Peters, seconded by Commissioner Zelina, REJECTING bid proposal of ROCON CONSTRUCTION GROUP, INC., Brielle, NJ, for CONCRETE RESTORATION AT BATTERY LEWIS, HARTSHORNE WOODS PARK (Bid #0052-12), as vendor did not show that they had the prerequisite experience and qualifications to perform the work, and for not being a responsible bidder. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)
- R-13-1-7=27 Resolution offered for adoption by Commissioner Peters, seconded by Commissioner Zelina, REJECTING bid proposal of SPARTAN CONSTRUCTION GENERAL CONTRACTING, INC., Oakhurst, NJ, for CONCRETE RESTORATION AT BATTERY LEWIS, HARTSHORNE WOODS PARK (Bid #0052-12), as vendor did not show that they had the prerequisite experience and qualifications to perform the work, and for not being a responsible bidder. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)
- R-13-1-7=28 Resolution offered for adoption by Commissioner Peters, seconded by Commissioner Zelina, REJECTING bid proposal of COMPASS CONSTRUCTION, INC., New Egypt, NJ, for CONCRETE RESTORATION AT BATTERY LEWIS, HARTSHORNE WOODS PARK (Bid #0052-12), as vendor failed to submit the proper bid forms. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)

- R-13-1-7=29 Resolution offered for adoption by Commissioner Peters, seconded by Commissioner Zelina, AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to MASONRY PRESERVATION GROUP, INC., Merchantville, NJ, for CONCRETE RESTORATION AT BATTERY LEWIS, HARTSHORNE WOODS PARK (Bid #0052-12), ITEMS: Total Base Bid Price; in the Total Contract Amount of \$250,715.00. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)
- R-13-1-7=30 Resolution offered for adoption by Commissioner Peters, seconded by Commissioner Zelina, Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to STORR TRACTOR COMPANY, Branchburg, NJ, for FURNISHING AND DELIVERY OF COMPUTERIZED CENTRAL IRRIGATION CONTROLLER HARDWARE AND SOFTWARE (Bid #0060-12), ITEMS: #1 & 2 (Total Lump Sum) in the Contract Amount of \$17,515.00. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)
- R-13-1-7=31 Resolution offered for adoption by Commissioner Peters, seconded by Commissioner Zelina, ACCEPTING the WRITTEN PROPOSAL of GARDEN STATE LABORATORIES, INC., Hillside, NJ, as received on December 27, 2012, proposal dated December 13, 2012, for providing FURNISHING AND DELIVERY OF A POTABLE WELL-WATER MONITORING PROGRAM (PS #01-13), in an Amount Not To Exceed \$4,000.00, 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-13-1-7=32 Resolution offered for adoption by Commissioner Peters, seconded by Commissioner Zelina, AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to CLASSIC CRUISERS, INC., Manchester, NJ, for FURNISHING & DELIVERY OF CHARTER BUS TRANSPORTATION SERVICES (Bid #0004-13), ITEMS: A. 48-Passenger Buses, Items #1 & 2; B. 56-Passenger Buses, Items #1 & 2; 2013 Service Contract for the Period of 01/07/13 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 \$60,000.00. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)

R-13-1-7=33

Resolution offered for adoption by Commissioner Peters, seconded by Commissioner Zelina, AWARDING CONTRACT to the lowest responsible bidders, as per bid proposals for FURNISHING AND DELIVERY OF ELECTRICAL EQUIPMENT AND SUPPLIES (Bid #0008-13), ITEMS: 2013 Supply Contract (Period of 01/07/13 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 \$60,000.00:

1. COOPER FRIEDMAN ELECTRIC SUPPLY CO., dba COOPER ELECTRIC SUPPLY CO., 1 Matrix Drive, Monroe, NJ 08831-5925
2. FACILITY SOLUTIONS GROUP, 224 Washington St., Perth Amboy, NJ 08861
3. GRAYBAR ELECTRIC CO., INC., 800 Huyler St., Teterboro, NJ 07608
4. LAWSON PRODUCTS, INC., 8770 West Bryn Mawr, Suite 900, Chicago, IL 60631
5. WARSHAUER ELECTRIC, 800 Shrewsbury Ave., Tinton Falls, NJ 07724

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

R-13-1-7=34

Resolution offered for adoption by Commissioner Peters, seconded by Commissioner Zelina, AWARDING CONTRACT to the lowest responsible bidders, as per bid proposals for FURNISHING AND DELIVERY OF GROUNDS AND TURF EQUIPMENT REPAIR PARTS AND SERVICE (Bid #0009-13), ITEMS: 2013 Supply/Service Contract (Period of 01/07/13 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 \$275,000.00:

1. BARG'S LAWN & GARDEN SHOP, INC., 876 Hwy. 33 East, Freehold, NJ 07728
2. CHERRY VALLEY TRACTOR SALES, 35 West Route 70, Marlton, NJ 08053
3. DAVIS EQUIPMENT SALES, INC., 12 West Ave., P.O. Box 607, Atlantic Highlands, NJ 07716
4. DEACON EQUIPMENT CO., INC., 22 Wedgetown Rd., Bloomsburg, PA 17815
5. FINCH SERVICES, INC., 1127 Littlestown Pike, Westminster, MD 21157
6. FOLEY, INC., 855 Centennial Ave., Piscataway, NJ 08855
7. GARDEN STATE BOBCAT, INC., 999 Route 33, Freehold, NJ 07728
8. KLBL, INC., dba VIC GERARD GOLF CARS, 281 Squankum Rd., Farmingdale, NJ 07727

*(Continued)*

9. METRO PUMPS & SYSTEMS, INC., 30 Liberty St., Edison, NJ 08837
10. OCEAN COUNTY EQUIPMENT, INC., dba ACE OUTDOOR POWER EQUIPMENT, 395 US Hwy. 9, Bayville, NJ 08721
11. PLANT FOOD COMPANY, INC., 38 Hightstown-Cranbury Station Rd., Cranbury, NJ 08512
12. RODIO TRACTOR SALES, INC., 717 White Horse Pike, Hammonton, NJ 08037
13. SMITH TRACTOR & EQUIPMENT, INC., 15 Hillcrest Ave., P.O. Box 310, Washington, NJ 07882
14. STORR TRACTOR CO, 3191 US Hwy. 22, Somerville, NJ 08876
15. TRICO EQUIPMENT SERVICES, LLC, 551 N. Harding Highway, Vineland, NJ 08360
16. W.H. POTTER & SON, INC., 470 Red Hill Rd., Middletown, NJ 07748
17. WILFRED MAC DONALD, INC., 19 Central Blvd., South Hackensack, NJ 07606
18. XTREME MACHINES, 700 Hwy. 33, Millstone Twp., NJ 08535

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

R-13-1-7=35

Resolution offered for adoption by Commissioner Peters, seconded by Commissioner Zelina, AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to KARL K. DEIGERT ENTERPRISES, INC., Tinton Falls, NJ, for FURNISHING AND DELIVERY OF SEWER LINE CLEANING SERVICES, EMERGENCY REPAIR OF SEPTIC SYSTEMS AND EMERGENCY REPAIR OF SEPTIC AND SEWER PUMPS (Bid #0010-13), ITEMS: #1-16, 2013 Supply/Service Contract (Period of 01/07/13 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 \$10,000.00. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)

R-13-1-7=36

Resolution offered for adoption by Commissioner Peters, seconded by Commissioner Zelina, AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to CAPOZZI OVERHEAD DOORS, INC., Nutley, NJ, for REPAIR AND INSTALLATION OF WOODEN, METAL AND FIBERGLASS OVERHEAD AND METAL ROLLING SECURITY DOORS (Bid #0016-13), ITEMS: #1-4, 2013 Supply/Service Contract (Period of 1/7/13 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 \$32,800.00. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book.)

R-13-1-7=37 Resolution offered for adoption by Commissioner Peters, seconded by Commissioner Zelina, AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to BECKER'S TREE SERVICE, INC., Tinton Falls, NJ, for FURNISHING AND DELIVERY OF TREE TRIMMING SERVICES (Bid #0015-13), ITEMS: 2013 Service Contract (Period of 1/7/13 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 \$89,000.00. 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.

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

1. Surveying Services of Henry Hudson Trail Southern Extension, Block 119, Lot 28, Matawan Borough (Ref. #12-69) (*FAIR & OPEN*)
2. Two Appraisals, Block 191, Lot 1.03, Improved Property, ±.13 Acres, and Lot 1.04, Vacant Property, ±.08 Acres, Manasquan Borough, Owner: 208 Properties, LLC, for Additions to Fisherman's Cove Conservation Area (Ref. #12-70) (*FAIR & OPEN*)
3. Furnishing of a Science Education Program (PS #03-13)
4. Furnishing & Delivery of Maintenance Contract for Digital Copier - Konica Minolta Bizhub 552c, located in Graphics Department, Thompson Park (PS #05-13)
5. Engineering Services for Repair/Reconstruction of Bridge & Pier, Jersey Avenue at Henry Hudson Trail & Bayshore Waterfront Park Fishing Pier (Ref. #13-01) (*FAIR & OPEN*)
6. Appraisal Services, Block 29, Lots 5.01 & 5.01Q, Millstone Township, Owner: Ginolfi, for Additions to Perrineville Lake Park (Ref. #13-02) (*FAIR & OPEN*)
7. Aerial Topographic Surveying Services of Youth Center Facility—Camp Charles Wood, Former Fort Monmouth Camp Charles Wood, Tinton Falls, NJ (Ref. #13-03) (*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. **"TUESDAY EVENING", JANUARY 22, 2013** - 7 PM. **Regular Board Meeting.** Thompson Park Headquarters "Conference Room", 1<sup>st</sup> Floor, 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", 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.

4. **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.
5. **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.
6. **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.

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 December 17, 2012, as required under the Open Public Meetings Act, Chapter 231, P.L. 1975.”

At 7:59 PM, the following resolution was offered for adoption by Commissioner Horsnall, seconded by Commissioner Mandeville, that the Board move into **EXECUTIVE SESSION**, for the purpose of discussing **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 “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, Horsnall and Zelina
In the Negative:	None
Absent:	Commissioners Hennessy and Hood

On a motion made by Commissioner Harmon, seconded by Commissioner Mandeville, and by unanimous vote, the regular meeting was **RECONVENED** at 8:39 PM.

The Secretary-Director indicated that the Minutes of the Executive Session shall **not** be made available to the public, as Personnel Matters are confidential.

The following resolution was then introduced:

R-13-1-7=38        Resolution offered for adoption by Commissioner Peters, seconded by Vice Chairman Rummel, AUTHORIZING the CHAIRMAN and SECRETARY-DIRECTOR of the BOARD to EXECUTE AND DELIVER a MEMORANDUM OF AGREEMENT BETWEEN the COMMUNICATION WORKERS OF AMERICA AFL-CIO, LOCAL 1038, BRANCH 4, for RATES OF PAY, HOURS OF WORK, AND CONDITIONS OF EMPLOYMENT for the YEARS 2011 & 2012 (2-Year Contract), and further RECOMMENDING SAME to the MONMOUTH COUNTY BOARD OF CHOSEN FREEHOLDERS. Upon being put to a vote, the resolution was unanimously adopted (Resolution in Minute Book)

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

Following a discussion 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 **Tuesday, January 22, 2013, at 7 PM**, in the "**Conference Room**" of the **Thompson Park Headquarters**, 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 Zelina, and adopted on roll call by the following vote:

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

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

Commissioner Horsnall noted municipal concerns with regard to trees on County property that overhang a municipal road.

Dave Compton, Superintendent of County Parks, noted common law position that the municipality is responsible for the portion of the tree that overhangs municipal road right-of-way.

There being no further business, on a motion made by Commissioner Horsnall, seconded by Commissioner Zelina, and by unanimous vote, the Annual First Regular Meeting of the Monmouth County Board of Recreation Commissioners held on Monday Evening, January 7, 2013, was **ADJOURNED** at 8:48 PM.

JAMES J. TRUNCER,  
Secretary-Director