

**PRESENT:**

**ABSENT:**

**ALSO PRESENT:**

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**A G E N D A**

**MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS:**

**REGULAR MEETING: MONDAY, JULY 15, 2013 – 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, JUNE 24, 2013  
(Excused: Commissioners Hennessy & Horsnall)

\_\_\_\_\_

D. Approval of EXECUTIVE SESSION MINUTES—POTENTIAL LITIGATION:  
MONDAY, JUNE 24, 2013  
(Recused: Commissioners Harmon & Zelina); (Excused: Commissioners Hennessy & Horsnall)

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E. Approval of 2012 VOUCHER LIST

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F. Approval of 2013 VOUCHER LIST

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G. SECRETARY—DIRECTOR’S REPORT:

1. BUDGET REPORTS

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2. REVENUE REPORT—MONTH OF JUNE

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3. ATTENDANCE REPORT—MONTH OF JUNE

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4. HUMAN RESOURCES TRAINING & SAFETY MONTHLY REPORT—JUNE 2013  
(Report Dated: 7/8/2013)

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5. MCPS TRAINING REQUESTS AS OF JULY 9, 2013

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6. MCBRC 2013 PURCHASING PERFORMANCE REPORT — SECOND QUARTER:  
APRIL 1, 2013 – JUNE 30, 2013 (Report Date: July 8, 2013)

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7. MCPS WEBSITE TRAFFIC REPORT—MONTH OF JUNE

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H. BOARD CORRESPONDENCE RECEIVED:

1. Letter from Francine L. Semaya, President, and Lester Mallet, Co-Chair Membership Committee, of the Congregation B’nai Israel, Rumson, NJ, dated July 8, 2013, and accompanying list of exceptions, picnic flyer and photo, requesting that the Board reconsider their decision of June 24, 2013 not to waive the no alcohol rule and denying their application to serve wine and beer at Seven Presidents Oceanfront Park during their scheduled event of Friday Evening, July 19, 2013.

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

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

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K. PRESENTATIONS:

1. "2013 County Fair"  
by Patti Conroy, 2013 County Fair Chair/Assistant Superintendent of Recreation
  
2. "CAPRA Elements"  
by Paul Gleitz, Principal Planner Parks

L. FREEHOLDER'S REPORT:

M. ITEMS FOR BOARD REVIEW:

1. Review of Agenda Items for Board Action, and Agenda Item #10 as added to the Agenda.
  
2. Status of Funded Projects as of July 5, 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 #9 for Board Action; and

WHEREAS, the Board also reviewed Agenda Item #10, 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 # \_\_\_\_\_ through # \_\_\_\_\_.

Resolution of Consent seconded by: \_\_\_\_\_.

**ITEMS FOR BOARD ACTION:**

1. Resolution ACCEPTING the WRITTEN PROPOSAL of GAGLIANO & COMPANY, Shrewsbury, NJ, as received on June 18, 2013, proposal dated June 10, 2013, for providing PROFESSIONAL APPRAISAL SERVICES FOR BLOCK 13, LOT 1.02, TOWNSHIP OF MILLSTONE, NJ, OWNER: BARONOWITZ, ±8.39 ACRES, IMPROVED PROPERTY, PROJECT: ADDITIONS TO PERRINEVILLE LAKE PARK, INTEREST: FEE SIMPLE (Ref. #13-24 & PS #34-13), 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.

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2. Resolution ACCEPTING the WRITTEN PROPOSAL of DRD APPRAISALS, LLC, d/b/a STUART APPRAISAL COMPANY, Freehold, NJ, as received on June 18, 2013, proposal dated June 14, 2013, for providing PROFESSIONAL APPRAISAL SERVICES FOR BLOCK 13, LOT 1.02, TOWNSHIP OF MILLSTONE, NJ, OWNER: BARONOWITZ, ±8.39 ACRES, IMPROVED PROPERTY, PROJECT: ADDITIONS TO PERRINEVILLE LAKE PARK, INTEREST: FEE SIMPLE (Ref. #13-24 & PS #34-13), in an Amount Not To Exceed \$1,800.00, 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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3. Resolution ACCEPTING the WRITTEN PROPOSAL of ADAMS, REHMANN AND HEGGAN ASSOCIATES, INC., Hammonton, NJ, as received on June 26, 2013, proposal dated June 20, 2013, for providing PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PASI) SERVICES OF BLOCK 27, LOT 2.02Q, MILLSTONE TOWNSHIP, NJ, OWNER: PRESTON PROPERTIES, LLC, ±15.35 ACRES, VACANT PROPERTY, PROJECT: ADDITIONS TO PERRINEVILLE LAKE PARK (Ref. #13-20 & PS #35-13), in an Amount Not To Exceed \$1,795.00 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 ACCEPTING the WRITTEN PROPOSAL of LAN ASSOCIATES, ENGINEERING, PLANNING, ARCHITECTURE, SURVEYING, INC., Midland Park, NJ, as received on June 26, 2013, proposal dated June 24, 2013, for providing PROFESSIONAL SURVEYING SERVICES OF BLOCK 27, LOT 2.02Q, MILLSTONE TOWNSHIP, NJ, OWNER: PRESTON PROPERTIES, LLC, PROJECT: ADDITIONS TO PERRINEVILLE LAKE PARK (Ref. #13-19 & PS #36-13), in an Amount Not To Exceed \$2,550.00 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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5. Resolution RECOMMENDING to the MONMOUTH COUNTY BOARD OF CHOSEN FREEHOLDERS that the Board AUTHORIZE the ENTERING INTO an AMENDMENT being #11, to the NJ GREEN ACRES PROGRAM PROJECT AGREEMENT, INCREASING FUNDING by an ADDITIONAL EIGHT HUNDRED TWELVE THOUSAND FIVE HUNDRED DOLLARS (\$812,500.00), for a Total Amount of FIFTEEN MILLION NINE HUNDRED EIGHTY-TWO THOUSAND AND FIVE HUNDRED DOLLARS (\$15,982,500.00) to the PLANNING INCENTIVE APPLICATION #1300-92-026, identified in the Monmouth County Park, Recreation and Open Space Plan.
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6. Resolution ACCEPTING the WRITTEN PROPOSAL of FAITH S. HAHN, Red Bank, NJ, as received on June 27, 2013, proposal dated June 19, 2013, for PROVIDING CONSULTANT SERVICES TO REVIEW, EDIT, REWRITE, AMEND AND UPDATE PARK SYSTEM OPERATING PLANS, MANUALS, POLICIES AND PROCEDURES AND PREPARE RESPONSES FOR INCLUSION IN THE SELF-EXAMINATION REPORT IN COMPLIANCE WITH CAPRA REQUIREMENTS AND STANDARDS (Ref. #13-04 & PS #37-13), for the Period of July 15, 2013 through July 15, 2014, with the Board of Recreation Commissioners RESERVING the OPTION TO EXTEND the CONTRACT for an ADDITIONAL ONE (1) YEAR PERIOD (July 14, 2014 through July 15, 2015), under the same terms and conditions, as per specifications; in an Amount Not To Exceed \$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.
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7. Resolution Authorizing CHANGE ORDER #1, in the amount of minus (-) \$1,699.00 for reduction in quantity of Alude (Bid Item #087) due to product unavailability from manufacturer (-\$5,992.50), and substituting 150 gallons of Fungi-Phite (\$3,052.50), and 10 gallons of GreenPig (\$1,241.00), to GRASS ROOTS TURF PRODUCTS, INC., Mount Freedom, NJ, for FURNISHING AND DELIVERY OF SEED, LIME, FERTILIZER, CHEMICALS AND AGRICULTURAL SUPPLIES (Bid #0025-13), ITEMS: 004, 032, 033, 046, 055, 057, 087 & 097 (2013 Supply Contract for the Period of 03/11/13 through 12/31/13); as originally awarded by Resolution #R-13-3-11=140 in the Contract Amount of \$62,955.45, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$61,256.45.
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8. Resolution Authorizing CONTRACT AMENDMENT #1, in the Amount of \$8,448.05 for final draft full-narrative appraisal, attendance at Board of Recreation Commissioners' meetings and Board of Chosen Freeholders' meetings, telephone conferences with Park System staff and Special County Counsel representing the Board of Recreation Commissioners, email review and response, to INTEGRA REALTY RESOURCES – COASTAL, NJ, Toms River, NJ, for providing PROFESSIONAL APPRAISAL SERVICES FOR PROPOSED BLOCK 227, LOT 1.27 (1.27-1.42) AND BLOCK 222, LOT 1, CITY OF ASBURY PARK, NJ, OWNER: ASBURY PARTNERS, LLC/ ISTAR FINANCIAL GROUP, INC., ±1.10 ACRES, PROJECT: ADDITIONS TO BRADLEY COVE/ ASBURY PARK, INTEREST: FEE SIMPLE (Ref. #11-76 & PS #16-12), ITEM: #1, Phase #1 - cost to prepare a preliminary Phase #1 Report; as originally awarded by Resolution #R-12-2-21=124 in the Contract Amount Not To Exceed \$12,500.00 as a non-fair and open contract, pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5 as appropriate, for a NEW TOTAL AMENDED CONTRACT AMOUNT OF \$20,948.05, 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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9. Resolution Authorizing CHANGE ORDER #1, in the amount of \$0.00 as FEMA requires that any off-site disposal of chips and debris shall be at a lawfully permitted site as permitted through NJDEP Solid & Hazardous Waste Management Program, and our specification for the "description of work" reads "contractor shall perform wood tub grinding and/or removal services and lawful disposal of single grind chips and/or haul debris off site...", and in lieu of hauling the chipped debris or un-chipped brush off site the contractor will: 1) increase the number of grinding sites from the specified 3 to 5; 2) double grinding to finished mulch all wood debris/chips in lieu of single grinding and carting off site wood chips or wood debris off site; 3) leave all finished mulch on our site for our use; 4) transport up to five (5) loads of finished mulch to other park locations (with the 5 grinding sites and trucking up to five additional sites, finished mulch could be at 10 locations); to J.H. REID ON-SITE RECYCLING, INC., S. Plainfield, NJ, for FURNISHING OF TUB GRINDING AND/OR REMOVAL SERVICES (Bid #0048-13), as originally awarded by Resolution #R-13-5-6=214 in the Contract Amount of \$176,877.00, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$176,877.00.
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10. Resolution Authorizing CHANGE ORDER #2, in the amount of \$4,656.00 increasing quantity of Axis (Bid Item #125) by 320 units @\$14.55 per unit, to FERL-SOIL TURF SUPPLY, INC., Scotch Plains, NJ, for FURNISHING AND DELIVERY OF SEED, LIME, FERTILIZER, CHEMICALS AND AGRICULTURAL SUPPLIES (Bid #0025-13), ITEMS: 051, 052, 053, 056, 063, 104, 109, 116, 125, 130, 131 & 139 (2013 Supply Contract for the Period of 03/11/13 through 12/31/13); as originally awarded by Resolution #R-13-3-11=138 in the Contract Amount of \$70,994.05, and as modified by Change Order #1 awarded by Resolution #R-13-5-6=217 in the Total Change Order #1 Contract Amount of \$71,610.55, for a NEW TOTAL CHANGE ORDER #2 CONTRACT AMOUNT OF \$76,266.55.
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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. Surveying Services, Block 419.01, Lot 1, Long Branch, Owner: County of Monmouth, for Seven Presidents Oceanfront Park (Ref. #13-30) (FAIR & OPEN)
  2. Preliminary Assessment and Site Inspection (PASI), Block 27, Lot 2.03, Millstone Township, Owner: Levchuk, for Additions to Perrineville Lake Park (Ref. #13-31) (FAIR & OPEN)
  3. Surveying Services, Block 27, Lot 2.03, Millstone Township, Owner: Levchuk, for Additions to Perrineville Lake Park (Ref. #13-32) (FAIR & OPEN)
  4. Archaeological Surveying Services (Phase I), for Replacement of 8<sup>th</sup> Fairway Golf Cart Bridge, Howell Park Golf Course, as required by the NJDEP (Ref. #13-33) (FAIR & OPEN)
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**DATES TO REMEMBER:**

1. **WEDS.–SUNDAY, JULY 24, 25, 26, 27 & 28, 2013** – 39<sup>th</sup> Annual Monmouth County Fair. East Freehold Showgrounds, 1500 Kozloski Rd, Freehold, NJ. (Weds.-Sat. = 5 PM—11 PM; Sunday = 11 AM—6 PM).
2. **MONDAY EVENING, AUGUST 5, 2013** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
3. **“TENTATIVE DATE” SATURDAY AFTERNOON, AUGUST 10, 2013** – 12 PM –3 PM, Opening of the Ft. Monmouth Recreation Center.
4. **MONDAY EVENING, AUGUST 19, 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, SEPTEMBER 9, 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, SEPTEMBER 23, 2013** - 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 June 24, 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, LAND ACQUISITION MATTERS, being additions to county park lands, and POTENTIAL LITIGATION:

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, land acquisition matters, and potential litigation”; and

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

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

Motion to RECONVENE the REGULAR MEETING. (Time: \_\_\_\_\_PM)

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NOTE: Minutes of the Executive Session to discuss 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, and Minutes of the Executive Session to discuss potential litigation 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 **August 5, 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 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.

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

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