

PRESENT:

ABSENT:

ALSO PRESENT:

A G E N D A

Tentative: 06/06/12

MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS:

REGULAR MEETING: MONDAY, JUNE 11, 2012– 7:00 PM

**THOMPSON PARK VISITOR CENTER, "BEECH ROOM",
1ST 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, MAY 21, 2012
(Absent: None)

D. Approval of EXECUTIVE SESSION MINUTES: MONDAY, MAY 21, 2012
(Absent: None)

E. Approval of 2011 VOUCHER LIST

F. Approval of 2012 VOUCHER LIST

G. SECRETARY—DIRECTOR’S REPORT:

1. MCPS TRAINING REQUESTS AS OF MAY 22, 2012
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H. BOARD CORRESPONDENCE RECEIVED:

- 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. PRESENTATION:

1. Brian Corrigan, Coordinator of Safety Programs—Park System Safety Compliance

L. FREEHOLDER’S REPORT:

M. ITEMS FOR BOARD REVIEW:

1. Citation of Appreciation—Betty Fish, Assistant Payroll Supervisor, who will be Retiring effective July 1, 2012, with over 19 ½ Years of Service. (*Agenda Item #10 for Board Action*)

2. Project Agreement with Monmouth University to conduct a Summer Archaeological Field School at Portland Place, in Hartshorne Woods Park, for six (6) consecutive Saturdays, from July 14, 2012 to August 18, 2012, as per the terms and conditions of the Project Agreement (*Agenda Item #8 for Board Action*)

3. Status of Funded Projects as of June 4, 2012.

4. Review of Agenda Items for Board Action.

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 #11 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 AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to HALECON, INC., Bridgewater, NJ, for 2012 PAVED TRAIL RESURFACING & REPAIR AT DORBROOK RECREATION AREA (Bid #0033-12), ITEMS: #1-17 Total Base Bid Price \$187,458.50; Plus the Sum of Add Alternate Bid Item #1 \$23,169.00; and Add Alternate Bid Item #2 \$15,770.00; in the Total Contract Amount of \$226,397.50.
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2. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to MADISON TOWNSHIP LUMBER & SUPPLY CO., INC., Matawan, NJ, for FURNISHING AND DELIVERY OF LUMBER AND BUILDING MATERIALS (Bid #0041-12), ITEMS: #1, 2, 3, 4, 5, 6, 7, 8, 9, 11, 12, 13, 19, 20, 22 (Period of 06/11/12 through 12/31/12); in the Total Contract Amount of \$37,441.26.
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3. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to MONMOUTH BUILDING CENTER, Shrewsbury, NJ, for FURNISHING AND DELIVERY OF LUMBER AND BUILDING MATERIALS (Bid #0041-12), ITEM: #10 (Period of 06/11/12 through 12/31/12); in the Total Contract Amount of \$1,158.60.
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4. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to BAYWAY LUMBER AND INDUSTRIAL SUPPLY, Linden, NJ, for FURNISHING AND DELIVERY OF LUMBER AND BUILDING MATERIALS (Bid #0041-12), ITEMS: #14, 15, 16, 17, 18, 21, 23, 24, 25 (Period of 06/11/12 through 12/31/12); in the Total Contract Amount of \$5,478.54.
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5. Resolution Authorizing CHANGE ORDER #1, in the amount of \$200.00 for three (3) additional wafer seals for each Home & Garden Brochure, to HAWK GRAPHICS, INC., Mt. Freedom, NJ, for FURNISHING AND DELIVERY OF PRINTING SERVICES (Bid #0013-12), as originally awarded by Resolution #R-12-1-9=35, ITEMS: Proposal #1, Items #1-22 (Brochures), (2012 Supply Contract for the Period of 01/09/12 through 12/31/12); in the Estimated Total Contract Amount of \$34,000.00, for a NEW ESTIMATED TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$34,200.00.
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6. Resolution ACCEPTING the WRITTEN PROPOSAL of ADAMS, REHMANN & HEGGAN ASSOC., INC., Hammonton, NJ, as received on May 17, 2012, proposal dated May 14, 2012, for providing PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PASI) OF BLOCK 267, LOT 2, MIDDLETOWN TOWNSHIP, NEW JERSEY, OWNER: WALKER, ±0.451 ACRES, VACANT LAND, PROJECT: ADDITIONS TO HENRY HUDSON TRAIL (Ref. #12-27 & PS #38-12), in an Amount Not To Exceed \$1,575.00, 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 ACCEPTING the WRITTEN PROPOSAL of PSP FALCON INDUSTRIES, LLC, Jackson, NJ, as received on May 17, 2012, proposal dated May 14, 2012, for providing PROFESSIONAL SURVEYING SERVICES OF BLOCK 267, LOT 2, MIDDLETOWN TOWNSHIP, NEW JERSEY, OWNER: WALKER, PROJECT: ADDITIONS TO HENRY HUDSON TRAIL (Ref. #12-28 & PS #39-12), in an Amount Not To Exceed \$1,411.00, 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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8. Resolution AUTHORIZING the CHAIRMAN and SECRETARY-DIRECTOR OF THE BOARD to ENTER INTO a PROJECT AGREEMENT with MONMOUTH UNIVERSITY, West Long Branch, NJ to conduct a SUMMER ARCHAEOLOGICAL FIELD SCHOOL AT PORTLAND PLACE, IN HARTSHORNE WOODS PARK, for a period of six (6) consecutive Saturdays, from July 14, 2012 to August 18, 2012, with the Park System compensating Monmouth University in the Total Lump Sum Amount of \$2,500.00 as a contribution toward the direct costs of the field school, as per the terms and conditions of the Project Agreement, and further AUTHORIZING the SECRETARY-DIRECTOR to take all necessary action as may be required by law.
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9. Resolution Authorizing CHANGE ORDER #1, in the amount of minus (-) \$86.61 to close out contract for 2012, to JOHN DEERE LANDSCAPES, Cleveland, OH, for FURNISHING AND DELIVERY OF SEED, LIME, FERTILIZER, CHEMICALS AND AGRICULTURAL SUPPLIES (Bid #0016-12), ITEMS: #2, 3, 4, 5, 8, 12, 13, 16, 18, 19, 30, 33, 44, 63, 69, 88, 117, 139, 141 & 146 (Period of 03/05/12 through 12/31/12); as originally awarded by Resolution #R-12-3-5=128 in the Contract Amount of \$31,667.39, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$31,580.78.
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10. Resolution AUTHORIZING the SECRETARY-DIRECTOR to prepare a CITATION expressing the BOARD'S APPRECIATION FOR SERVICES to BETTY FISH, Assistant Payroll Supervisor, who started work with the Monmouth County Park System on September 9, 1992, and who will RETIRE effective July 1, 2012, with over nineteen and one-half (19 ½) years of service.
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11. Resolution ACCEPTING the WRITTEN PROPOSAL of the MONMOUTH CONSERVATION FOUNDATION, Middletown, NJ, as received on May 29, 2012, proposal dated May 25, 2012, for providing EASEMENT MONITORING SERVICES OF VARIOUS CONSERVATION AND PUBLIC ACCESS EASEMENTS HELD BY THE COUNTY OF MONMOUTH AND ADMINISTERED BY THE MONMOUTH COUNTY PARK SYSTEM (Ref. #12-29 & PS #40-12), in an Amount Not To Exceed \$35,500.00, 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, and further AUTHORIZING the SECRETARY-DIRECTOR to SEND NOTICE of contract award 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. (*Non-Fair & Open process approved by Teri O'Connor, County Administrator, as per her Memorandum dated April 11, 2012.*)
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MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:

MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:

1. Two (2) Appraisals, Block 109, Lot 4 & 4Q, Howell Township, ± 6.0 Acres, Improved Property, Owner: Klimek, as Additions to the Metedeconk River Greenway (Ref. #12-42) (*FAIR & OPEN*)
 2. Two (2) Appraisals, Block 4, Lots 3.01, 3.02, 4, 4.01, 5 & 8, Howell Township, ± 58.57 Acres, Vacant Property and Improved Property, Owner: Ackerman, as Additions to the Metedeconk River Greenway (Ref. #12-43) (*FAIR & OPEN*)
 3. Preliminary Assessment and Site Investigation (PASI), Block 139, Lot 16.01, Howell Township, Vacant Property; Block 94, Lot 14, Freehold Township, Improved Property; ± 20.53 Acres, Owner: Apostle Acres Development Co., LLC, for Additions to Manasquan River Greenway (Ref. #12-44) (*FAIR & OPEN*)
 4. Surveying Services, Block 139, Lot 16.01, Howell Township, Vacant Property; Block 94, Lot 14, Freehold Township, Improved Property; ± 20.53 Acres, Owner: Apostle Acres Development Co., LLC, for Additions to Manasquan River Greenway (Ref. #12-45) (*FAIR & OPEN*)
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DATES TO REMEMBER:

1. **MONDAY EVENING, JUNE 11, 2012** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
2. **FRIDAY, JUNE 15, 2012** – 3:30 PM Until 5:30 PM. **Coastal Activity Center (CAC)/Urban Recreation Program End of the Year Cookout**, for CAC Participants & Families. Location: Coastal Activity Center (Salvation Army Building), 605 Asbury Ave., Asbury Park, NJ
3. **MONDAY EVENING, JUNE 18-21, 2012** – **Special Park Districts Forum Hosted by Three Rivers Park District. Twin Cities, Minnesota.** (For more information go to www.RegOnline.com/2012SPDF)

4. **MONDAY EVENING, JUNE 25, 2012** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
5. **MONDAY EVENING, JULY 16, 2012** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
6. **WEDS.—SUNDAY, JULY 25, 26, 27, 28 & 29, 2012** – Weds., Thurs. & Fri. = 5 PM - 11 PM; Saturday = 11 AM – 11 PM; Sunday = 11 AM – 6 PM. 38th Annual Monmouth County Fair. East Freehold Showgrounds, Kozloski Road, Freehold, NJ.
7. **MONDAY EVENING, AUGUST 6, 2012** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
8. **MONDAY EVENING, AUGUST 20, 2012** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
9. **TUES.-THURS., OCTOBER 16-18, 2012** – NRPA Congress and Exposition. Anaheim Convention Center. Anaheim, CA.

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 May 21, 2012, 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:

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 **June 25, 2012**, 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)
