

MINUTES OF THE MONDAY EVENING, MARCH 9, 2020 REGULAR MEETING OF THE MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS HELD IN THE “BEECH ROOM” OF THE THOMPSON PARK VISITOR CENTER, 1ST FLOOR, 805 NEWMAN SPRINGS ROAD, LINCROFT, NJ.

The meeting was called to order by Chairman Mandeville at 7:05 p.m.

The following were Present on roll call:

Chairman Kevin Mandeville
Vice Chairman Michael G. Harmon
Commissioners:
Violeta Peters
Thomas E. Hennessy, Jr.
David W. Horsnall
Mark E. Zelina
Patricia M. Butch
Thomas W. Adcock

Lillian G. Burry, Freeholder/MCPS Liaison

The following were Absent on roll call:

Commissioner Glen Mendez (Excused)

Also Present:

James J. Truncer, Secretary-Director
Kira S. Dabby, Esquire
Andrew J. Spears, Assistant Director
Thomas E. Fobes, Supt. of Co. Parks/Park Operations
Michael E. Janoski, Co. Park Supt./Golf Operations
Patti Conroy, Superintendent of Recreation
Karen Livingstone, Public Information/Volunteers
Gail L. Hunton, Chief of Acquisition & Design
Andrew R. Coeyman, Supv./Land Preservation Services

Chairman Mandeville 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 Monmouth County Board of Recreation Commissioners at their regular meeting of November 18, 2019, as required by law.”

Chairman Mandeville led the Board in the salute to the flag and the Pledge of Allegiance and asked for the observance of a moment of silence.

On a motion made by Commissioner Hennessy, seconded by Commissioner Horsnall, the **MINUTES** of the **REGULAR MEETING** of the Monmouth County Board of Recreation Commissioners held on **MONDAY EVENING, FEBRUARY 24, 2020**, were upon being put to a vote, unanimously approved as recorded. (approved as recorded by Chairman Mandeville, Vice Chairman Harmon, Commissioners Peters, Hennessy. Commissioners Horsnall, Zelina, Butch, and Adcock abstained as not being present at the meeting.)

On a motion made by Commissioner Hennessy, seconded by Commissioner Horsnall, the **MINUTES** of the **EXECUTIVE SESSION MEETING** of the Monmouth County Board of Recreation Commissioners held on **MONDAY EVENING, FEBRUARY 24, 2020**, for the purpose of discussing **LAND ACQUISITION MATTERS**, were upon being put to a vote, unanimously approved as recorded. (approved as recorded by Chairman Mandeville, Vice Chairman Harmon, Commissioners Peters, Hennessy. Commissioners Horsnall, Zelina, Butch, and Adcock abstained as not being present at the meeting.)

The Secretary-Director indicated that the Minutes of the Executive Session would be made available to the public in ninety (90) days, or upon completion of land acquisition matters.

On a motion made by Commissioner Peters, seconded by Commissioner Adcock, the **2019 VOUCHER LIST**, as submitted for approval, was upon being put to a vote, unanimously approved as recorded.

On a motion made by Commissioner Peters, seconded by Commissioner Adcock, the **2020 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 was no **CORRESPONDENCE RECEIVED** to be brought before the Board.

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

There being no one present to be heard, it was moved by Vice Chairman Harmon, seconded by Commissioner Butch, that the portion of the meeting **OPEN** to the **HEARING OF THE PUBLIC** be **CLOSED**, at 7:09 p.m.

SECRETARY-DIRECTOR'S REPORT:

James J. Truncer, Secretary-Director, introduced staff who made the following Presentations to the Board:

1. Visitor Services Report

Patti Conroy, Superintendent of Recreation, reviewed with the Board the following:

Visitor Services is busy:

- Planning, creating, running, and leading programs
- Organizing and preparing for upcoming events and races
- Promoting programs, events, parks, golf, facilities
- Distributing Parks & Programs Guides to promote the Park System
- Responding in a timely fashion to the public, park visitors, and patrons
- Meeting with municipalities in urban communities
- Preparing RAP brochure and group program brochure
- Sending out evaluations on programs
- Recruiting and training volunteers
- Preparing staff trainings
- Attending conferences
- Attending staff meetings
- Revenue -
 - 2020 \$457,522.30 (up \$14,286.37)
 - 2019 \$443, 235.93
 - Spring Parks & Programs Guide \$307,521.01(up \$45,428.01)
 - Camp/Swim Parks & Programs Guide \$707,311.77 (up \$84,776.27)

Patti Conroy made a PowerPoint presentation and stated the following:

- Thank you to Karen Livingstone and Tracy Shiffman for honoring our volunteers at the Volunteer Reception. We appreciate all that they do.
- We have been having Volunteer Workshops & Training
 - Find Your path-volunteer orientation
 - Pruning workshop
- We held the Seashore Open House in January at Seven Presidents Oceanfront Park
- We offer a Tween Chefs program at Dorbrook Recreation Areas to teach children how to cook.
- We are holding our second art show. The Art Shows at the Creative Arts Center has created a lot of interest.
- Therapeutic Recreation won the NJRPA Excellence in Programming Award for Fitness & Wellness for the Senior Hiker Program.
- We run numerous types of programs at this time of the year: fitness programs, volleyball, parent/child programs, and tennis to name a few.
- We had between 400-500 runners participate in the E. Murray Todd Half Marathon on March 8, 2020.

- Cooking classes have expanded greatly at Fort Monmouth. We offer 45 adult cooking classes per year.
- Pickleball is still going strong. We have three levels of instructional programs and 2,050 pickleball open play players.

Vice Chairman Harmon inquired as to the public's concern with the Corona Virus.

Patti Conroy noted several people have cancelled participation in a tour and programs.

Andrew Spears, Assistant Director, noted action to start on March 10th include cleaning of park systems facilities and buildings.

2. **Golf Report**

At 7:20 p.m., Mike Janoski reviewed with the board:

- Golf rounds through February were up: 8,283 vs 3,049 in 2019
- Through March 9, 2020, 3,931 golf rounds were played this month
- Two Greenskeeper apprentices from the Monmouth County Vocational School have expressed interest in working this summer.
- Two drone videos were shown of the dredging project at the Charleston Springs Golf Course.
- The Golf Administration Building project is on schedule; to be completed by the end of April.
- It is anticipated that the Hominy Hill Clubhouse renovations will be out to bid this summer.

3. **Parks Report**

At 7:29 p.m., Tom Fobes reviewed with the Board:

Weather plays a large part as to what Operations may accomplish or cannot, particularly during the winter months, this evenings presentation will cover examples of what the Operations Department has accomplished due to a mild winter.

- Park Staff at Wolf Hill Recreation Area worked on removing invasive vegetation including vines from trees on numerous hedge rows.
- Park Staff and the sites crew removed an aged and outdated playground from Big Brook Park. Significant, final grading was needed to complete the project, seeding will follow this spring.
- Trail implementation and associated work was completed at Freneau Woods Park.
- Steps, boardwalk and trail work continued throughout the winter at Shark River Park. Replacement trail markers were routed, painted, and placed on numerous trails.

- Picnic tables were repaired and in some instances repainted at Seven Presidents Oceanfront Park.
- Vegetation and invasives were cut and removed in various parks.
- Both interior and exterior painting took place in all parks.
- Firewood continued to be cut and split at Holmdel Park, Shark River Park, Manasquan Reservoir for fireplaces and programs. Turkey Swamp Park has split 40 cords of wood which will be available to campers during the camping season.
- Various parks replaced split rail and slip board fence, staff at Sunnyside Equestrian Center replaced 4,800 feet of paddock fence.
- Wooden and foam board signs were removed, repaired, and repainted in various parks. Dorbrook Recreation Area staff removed the large front entrance sign and repainted it.
- Intense wind and rain storms of late have created tree and limb hazards throughout the parks. Staff focused on park gathering areas and trails throughout the winter, removing the hazards.
- As trees age out or die, Park Staff removed numerous large Diameter at Breast Height (DBH) trees on formal grounds. Trees will be replaced through our tree replacement program.
- Park Staff observed and or protected wildlife in the past month, animals that are not rare but not often seen. A Harbor Seal was observed resting on the Bayshore Waterfront Park beach. Staff had to keep onlookers a safe distance from the seal. After a few hours, it returned to the water. Staff observed two very large Whitetail Deer Bucks at the relatively small park – Fisherman’s Cover Conservation Area in Manasquan. The park is nearly surrounded by water and dense population.

The weather has been conducive to outside work that would normally take place in the spring. Many projects were completed early or are well on their way to completion, providing staff an early jump on the spring and summer season work.

FREEHOLDER’S REPORT:

Freeholder Lillian G. Burry noted that the county is monitoring the virus, and noted the Volunteer Reception held on Sunday, March 1, 2020 at the Hominy Hill Clubhouse.

ITEMS FOR BOARD REVIEW:

James J. Truncer, Secretary-Director, reviewed with the Board the following items:

1. Board Action Item #1 – Recommending acceptance of the written proposal of Kenny Environmental Services, Marlton, NJ, as received on February 21, 2020, proposal dated February 12, 2020, for Providing a Professional Preliminary Assessment/Site Investigation (PASI) of Block 98, Lot 87.01, Freehold Township, NJ, ±1.21 Acres, Improved Property, Owned by Lombardo, Project: Additions to Turkey Swamp Park (Ref. #19-94 & PS #13-20), in an Amount Not To Exceed \$1,875.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
2. Board Action Item #2 – Recommending acceptance of the written proposal of Johnson, Mirmiran & Thompson, Inc., Trenton, NJ, as received on February 21, 2020, proposal dated February 17, 2020, for Providing Professional Surveying Services of Block 98, Lot 87.01, Freehold Township, NJ, ±1.21 Acres, Improved Property, Owned by Lombardo, Project: Additions to Turkey Swamp Park (Ref. #19-95 & PS #14-20) in an Amount Not To Exceed \$3,350.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
3. Board Action Item #3 – Recommending acceptance of the written proposal of Banc3 Engineering, Inc., Princeton, NJ, as received on February 25, 2020, proposal dated February 21, 2020, for Providing Professional Surveying Services of Block 84.18, Lots 3 & 4, Howell Township, NJ, ±5.56 Acres, Improved Property, Owned by Belknap, Project: Additions to Metedeconk River Greenway (Ref. #19-91 & PS #16-20), in an Amount Not To Exceed \$6,000.00 as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
4. Board Action Item #4– Recommending acceptance of the written proposal of T&T Environmental, LLC, Succasunna, NJ, as received on February 25, 2020, proposal dated February 20, 2020, for Providing a Professional Preliminary Assessment/Site Investigation (PASI) of Block 84.18, Lots 3 & 4, Howell Township, NJ, ±5.56 Acres, Improved Property, Owned by Belknap, Project: Additions to Metedeconk River Greenway (Ref. #19-90 & PS #15-20), in an Amount Not To Exceed \$1,950.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
5. Board Action Item #5– Recommending award of contract to the lowest responsible bidder, as per bid proposal to Down to Earth Landscaping, Inc., Jackson, NJ, for Circulation Improvements and Related Sitework at Wolf Hill Recreation Area (Bid #0042-20), Items: Total Base Bid Price, Items 1-19, (Period of Contract 03/09/20 through 06/01/20); in the Total Contract Amount of \$183,925.00.
6. Board Action Item #6 – Recommendation to declare an emergency as per N.J.S.A. 40A:11-6, and authorize the contracting for Furnishing and Delivery of Garbage Collection Service, and Single-Stream Recycling Service with Mazza Recycling Services, Ltd., Tinton Falls, NJ, until said services can be publicly bid and a contract awarded.

7. Board Action Item #7 – Recommendation to the Monmouth County Board of Chosen Freeholders that the Board of Chosen Freeholders Authorize the Entering Into the First Lease Amendment between New Jersey Transit Corporation and the County of Monmouth for the Extension of the former Freehold Branch Railroad Right-of-Way for Public Trail Purposes in the Borough of Freehold.
8. Board Action Item #8 – Rejecting bid proposal of Add-On Pools, Inc., Middletown, NJ, for Furnishing of Swimming Pool Repairs, Services, and Supplies (Bid #0043-20), as signatures on all required documents were stamped. Original signatures are required.
9. Board Action Item #9 – Recommending award of contract to the lowest responsible bidder, as per bid proposal to Ray Palmer Associates, Inc., Dover, NJ, for Furnishing of Swimming Pool Repairs, Services, and Supplies (Bid #0043-20), Items: Proposal 1, Items 1-16, (Period of Contract 03/09/20 through 12/31/20); in the Total Contract Amount of \$33,000.00.
10. Board Action Item #10 – Recommending award of contract to the lowest responsible bidder, as per bid proposal to Pravco, Inc., Rahway, NJ, for Roof Replacement at Fort Monmouth Recreation Center (Building #3801), Tinton Falls, New Jersey (Bid #0045-20), Items: Total Base Bid Price, Items 1 & 2; in the Total Contract Amount of \$202,820.00.
11. Board Action Item #11 – Recommending award of contract to the responsible bidder, as per bid proposal to Vply, LLC, Manasquan, NJ, for Furnishing and Delivery of Electronic Park Access Pass Purchasing and Verification System (Bid #0044-20), Item: 2.9% + \$1.30 cost to be paid by the customer per pass for the Period of May 15, 2020 through September 15, 2020, at no cost to the park system; under the terms and conditions, as per bid specification.
12. Board Action Item #12 – Authorizing Contract Amendment #2, in the Amount of \$6,850.00 to conduct additional site investigation for area of concern, a cesspool to Kenny Environmental Services, Marlton, NJ, for Providing a Professional Preliminary Assessment/Site Investigation (PASI) of Block 54, Lot 5, Upper Freehold Township, NJ, ±1.4 Acres, Owned by Conk, Improved Property, Project: Additions to Union Transportation Trail (Ref. #19-49 & PS #78-19), as originally awarded by Resolution #R-19-10-21=388, in the Estimated Total Contract Amount of \$2,500.00, and as modified by Contract Amendment #1 awarded by Resolution #R-20-1-21=56 in the Total Contract Amendment #1 Amount of \$20,500.00, for a new Total Amended Contract Amount of \$27,350.00, as modified by Contract Amendment #2, and further authorizing the Secretary-Director to send notice of Contract Amendment to the Asbury Park Press, a newspaper circulated in the County of Monmouth, as required by law, within twenty (20) days of its passage.
13. Board Action Item #13 – Resolution Authorizing Contract Amendment #1, in the Amount of \$8,400.00 to perform site investigation at an area of concern, to Kenny Environmental Services, Marlton, NJ, for Providing a Professional Preliminary Assessment/Site Investigation (PASI) of Block 786, Lot 2, Middletown Twp., NJ, ±1.55 Acres, Owned by Jersey Central Power and Light Company, vacant property, Project: County Routes 8A and 8B Intersection Improvement Diversion (Ref. #19-75 & PS #92-19), as originally awarded by Resolution #R-19-12-16=460, in the Contract Amount Not To Exceed \$1,925.00, for a new Total Amended Contract Amount of \$10,325.00, as modified by Contract Amendment #1, and further authorizing the Secretary-Director to send notice of Contract Amendment to the Asbury Park Press, a newspaper circulated in the County of Monmouth, as required by law, within twenty (20) days of its passage.

14. Board Action Item #14 – Authorizing the Purchase of Grounds Equipment from KLBL, Inc., dba Vic Gerard Golf Cars, Farmingdale, NJ, Items: One (1) 2020 Café Express Club Car and two (2) 2020 Club Car Carryalls 502; as available under Educational Services Commission of New Jersey (ESCNJ) #65MCECCPS Cooperative Pricing System Agreement ESCNJ 18/19-25, for the Period of 2/22/19 through 2/21/21, in the Total Contract Amount of \$44,809.00.

15. Board Action Item #15 – Authorizing the Purchase of Technology Supplies and Services from CDW Government, LLC, Vernon Hills, IL, Items: Fifteen (15) HP ProDesk 600 G4 @\$875.00 (\$13,125.00), Fifteen (15) HP EliteDisplay LED Monitors @\$140.00 (\$2,100.00), and Fifteen (15) Windows Enterprise Software Licenses @\$246.00 (\$3,690.00); as available under Educational Services Commission of New Jersey (ESCNJ) 18/19-03, for the Period of 7/1/18 through 6/30/20, in the Total Contract Amount of \$18,915.00.

16. Board Action Item #16 as Added to the Agenda – Rescinding aggregate contract to William H. Potter & Son Lawn & Garden Supplies, Inc., Middletown, NJ, **ONLY**, for Furnishing and Delivery of Grounds and Turf Equipment Repair Parts and Service (Bid #0024-19), being a portion of an aggregate supply/service contract originally awarded by Resolution #R-19-1-7=42 for the Period of 01/07/19 through 12/31/19, with the Board exercising the option to extend the contract for the Period of 01/01/20 through 12/31/20 as per bid proposals, under the same terms and conditions as per bid specifications, to nineteen vendors, as adopted by Board Resolution #R-19-8-19=289, with the Board reserving the option to extend the contract for an additional one (1) year period (2021); in the Estimated Total Aggregate Amount of \$275,000.00, as vendor submitted a letter dated February 27, 2020, indicating that they closed the business:
 1. Atlantic Coast Equipment, 1360 Route 37 West, Toms River, NJ 08755
 2. Cherry Valley Tractor Sales, 35 Route 70 West, Marlton, NJ 08053
 3. Finch Services, Inc., 1127 Littlestown Pike, Westminster, MD 21157
 4. Foley, Inc., 833 Centennial Avenue., Piscataway, NJ 08854
 5. Garden State Bobcat, Inc., 99 Route 33, Freehold, NJ 07728
 6. Groff Tractor New Jersey, LLC, 551 N Harding Highway, Vineland, NJ 08360
 7. Highway Equipment Company of New Jersey (formerly Harter Equipment Inc.), 615 State Rt. 33, Millstone Township, NJ 08535
 8. H. Barber & Sons, Inc., 15 Raytkwich Drive, Naugatuck, CT 06770
 9. Jesco, Inc., 118 St., Nicholas Avenue, South Plainfield, NJ 07080
 10. KLBL, Inc., dba Vic Gerard Golf Cars, 281 Squankum Rd., Farmingdale, NJ 07727
 11. Metro Pumps and Systems, Inc., 30 Liberty Street, Edison, NJ 08837
 12. Smith Tractor Equipment, Inc., 115 Route 31 South, Washington, NJ 07882
 13. Storr Tractor Co., 3191 US Highway 22, Branchburg, NJ 08876
 14. Taylor Northeast, Inc., 931 Hemlock Road, Morgantown, PA 19543
 15. Trius, Inc., 5049 Industrial Road, Farmingdale, NJ 07727
 16. Van Wickle Auto Supply, Inc., 201 Highway 71, Spring Lake Heights, NJ 08736
 17. William H. Potter & Son Lawn & Garden Supplies, Inc., 470 Red Hill Road, Middletown, NJ 07748
 18. Wilfred Macdonald, Inc., 10 New Maple Avenue, Unit 303, Pine Brook, NJ 07058
 19. Xtreme Machines, LLC, 700 Highway 33, Millstone, NJ 08535

17. Board Action Item #17 as Added to the Agenda – Authorizing the Secretary-Director to prepare a Citation expressing the Board’s Appreciation for Services to Samuel Skinner, Senior Park Naturalist, who started work with the Monmouth County Park System on April 24, 2004, and who will retire effective April 1, 2020, with Sixteen (16) years of service.
18. Board Action Item #18 as Added to the Agenda – Authorizing the Secretary-Director to prepare a Citation expressing the Board’s Appreciation for Services to Shelagh A. McCarthy, Keyboarding Clerk 4, who started work with the Monmouth County Park System on March 1, 1981, and who will retire effective April 1, 2020, with over Thirty-Nine (39) years of service.
19. Board Action Item #19 as Added to the Agenda – Authorizing the Secretary-Director to prepare a Citation expressing the Board’s Appreciation for Services to Ronald W. Luepke, Golf Superintendent, who started work with the Monmouth County Park System on February 4, 1985, and who will retire effective April 1, 2020, with over Thirty-Five (35) years of service.

At 7:40 p.m., Andrew J. Spears, Assistant Director, reviewed with the Board the Status of Park Improvement Projects as of March 2, 2020, as distributed to the Board.

The Secretary-Director noted his meeting on Thursday, March 5th, with Tim Shaheen and John McDonald of the Hartshorne Woods Association concerning public access and parking at Portland Place.

At 7:48 p.m., the following **RESOLUTION OF CONSENT** was offered for adoption by Commissioner Hennessy, to approve Agenda Items #1 through #19.

WHEREAS, the Monmouth County Board of Recreation Commissioners has received the Tentative Agenda for the Board’s Regular Meeting of March 9, 2020, in advance of the meeting; and

WHEREAS, the Board has had an opportunity to review and consider Agenda Items #1 through #15 for Board Action; and

WHEREAS, the Board also reviewed Agenda Items #16, 17, 18, & 19, 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 #19.

Seconded by Vice Chairman Harmon, and adopted on roll call by the following vote:

In the Affirmative: Chairman Mandeville, Vice Chairman Harmon,
Commissioners Peters, Hennessy, Horsnall,
Zelina, Butch and Adcock

In the Negative: None

Absent: Commissioner Mendez

ITEMS ACTED ON BY THE BOARD OF RECREATION COMMISSIONERS:

- R-20-3-9=131 Resolution offered for adoption by Commissioner Hennessy, seconded by Vice Chairman Harmon, ACCEPTING the WRITTEN PROPOSAL of KENNY ENVIRONMENTAL SERVICES, Marlton, NJ, as received on February 21, 2020, proposal dated February 12, 2020, for PROVIDING A PROFESSIONAL PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PASI) OF BLOCK 98, LOT 87.01, FREEHOLD TOWNSHIP, NJ, ±1.21 ACRES, IMPROVED PROPERTY, OWNED BY LOMBARDO, PROJECT: ADDITIONS TO TURKEY SWAMP PARK (Ref. #19-94 & PS #13-20), in an Amount Not To Exceed \$1,875.00, 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-20-3-9=132 Resolution offered for adoption by Commissioner Hennessy, seconded by Vice Chairman Harmon, ACCEPTING the WRITTEN PROPOSAL of JOHNSON, MIRMIRAN & THOMPSON, INC., Trenton, NJ, as received on February 21, 2020, proposal dated February 17, 2020, for PROVIDING PROFESSIONAL SURVEYING SERVICES OF BLOCK 98, LOT 87.01, FREEHOLD TOWNSHIP, NJ, ±1.21 ACRES, IMPROVED PROPERTY, OWNED BY LOMBARDO, PROJECT: ADDITIONS TO TURKEY SWAMP PARK (Ref. #19-95 & PS #14-20), in an Amount Not To Exceed \$3,350.00, 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-20-3-9=133 Resolution offered for adoption by Commissioner Hennessy, seconded by Vice Chairman Harmon, ACCEPTING the WRITTEN PROPOSAL of BANC3 ENGINEERING, INC., Princeton, NJ, as received on February 25, 2020, proposal dated February 21, 2020, for PROVIDING PROFESSIONAL SURVEYING SERVICES OF BLOCK 84.18, LOTS 3 & 4, HOWELL TOWNSHIP, NJ, ±5.56 ACRES, IMPROVED PROPERTY, OWNED BY BELKNAP, PROJECT: ADDITIONS TO METEDECONK RIVER GREENWAY (Ref. #19-91 & PS #16-20), in an Amount Not To Exceed \$6,000.00, 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-20-3-9=134 Resolution offered for adoption by Commissioner Hennessy, seconded by Vice Chairman Harmon, ACCEPTING the WRITTEN PROPOSAL of T&T ENVIRONMENTAL, LLC, Succasunna, NJ, as received on February 25, 2020, proposal dated February 20, 2020, for PROVIDING A PROFESSIONAL PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PASI) OF BLOCK 84.18, LOTS 3 & 4, HOWELL TOWNSHIP, NJ, ±5.56 ACRES, IMPROVED PROPERTY, OWNED BY BELKNAP, PROJECT: ADDITIONS TO METEDECONK RIVER GREENWAY (Ref. #19-90 & PS #15-20), in an Amount Not To Exceed \$1,950.00, 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-20-3-9=135 Resolution offered for adoption by Commissioner Hennessy, seconded by Vice Chairman Harmon, AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to DOWN TO EARTH LANDSCAPING, INC., Jackson, NJ, for CIRCULATION IMPROVEMENTS AND RELATED SITEWORK AT WOLF HILL RECREATION AREA (Bid #0042-20), ITEMS: Total Base Bid Price, Items 1-19, (Period of Contract 03/09/20 through 06/01/20); in the Total Contract Amount of \$183,925.00. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)
- R-20-3-9=136 Resolution offered for adoption by Commissioner Hennessy, seconded by Vice Chairman Harmon, DECLARING an EMERGENCY as per N.J.S.A. 40A:11-6, and AUTHORIZING the CONTRACTING FOR FURNISHING AND DELIVERY OF GARBAGE COLLECTION SERVICE AND SINGLE-STREAM RECYCLING SERVICE with MAZZA RECYCLING SERVICES, LTD., Tinton Falls, NJ, until said services can be publicly bid and a contract awarded. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)
- R-20-3-9=137 Resolution offered for adoption by Commissioner Hennessy, seconded by Vice Chairman Harmon, RECOMMENDING TO THE MONMOUTH COUNTY BOARD OF CHOSEN FREEHOLDERS that the Board of Chosen Freeholders AUTHORIZE THE ENTERING INTO THE FIRST LEASE AMENDMENT BETWEEN NEW JERSEY TRANSIT CORPORATION AND THE COUNTY OF MONMOUTH for the EXTENSION OF THE FORMER FREEHOLD BRANCH RAILROAD RIGHT-OF-WAY FOR PUBLIC TRAIL PURPOSES IN THE BOROUGH OF FREEHOLD. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)
- R-20-3-9=138 Resolution offered for adoption by Commissioner Hennessy, seconded by Vice Chairman Harmon, REJECTING bid proposal of ADD-ON POOLS, INC., Middletown, NJ, for FURNISHING OF SWIMMING POOL REPAIRS, SERVICES, AND SUPPLIES (Bid #0043-20), as signatures on all required documents were stamped. Original signatures are required. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)
- R-20-3-9=139 Resolution offered for adoption by Commissioner Hennessy, seconded by Vice Chairman Harmon, AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to RAY PALMER ASSOCIATES, INC., Dover, NJ, for FURNISHING OF SWIMMING POOL REPAIRS, SERVICES, AND SUPPLIES (Bid #0043-20), ITEMS: Proposal 1, Items 1-16, (Period of Contract 03/09/20 through 12/31/20); in the Total Contract Amount of \$33,000.00. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)

- R-20-3-9=140 Resolution offered for adoption by Commissioner Hennessy, seconded by Vice Chairman Harmon, AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to PRAVCO, INC., Rahway, NJ, for ROOF REPLACEMENT AT FORT MONMOUTH RECREATION CENTER (BUILDING #3801), TINTON FALLS, NEW JERSEY (Bid #0045-20), ITEMS: Total Base Bid Price, Items 1 & 2; in the Total Contract Amount of \$202,820.00. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)
- R-20-3-9=141 Resolution offered for adoption by Commissioner Hennessy, seconded by Vice Chairman Harmon, AWARDING CONTRACT to the responsible bidder, as per bid proposal to VIPLY, LLC, Manasquan, NJ, for FURNISHING AND DELIVERY OF ELECTRONIC PARK ACCESS PASS PURCHASING AND VERIFICATION SYSTEM (Bid #0044-20), ITEM: 2.9% + \$1.30 cost to be paid by the customer per pass for the Period of May 15, 2020 through September 15, 2020, at no cost to the park system; under the terms and conditions, as per bid specification. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)
- R-20-3-9=142 Resolution offered for adoption by Commissioner Hennessy, seconded by Vice Chairman Harmon, Authorizing CONTRACT AMENDMENT #2, in the Amount of \$6,850.00 to conduct additional site investigation for area of concern, a cesspool to KENNY ENVIRONMENTAL SERVICES, Marlton, NJ, for PROVIDING A PROFESSIONAL PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PASI) OF BLOCK 54, LOT 5, UPPER FREEHOLD TOWNSHIP, NJ, ± 1.4 ACRES, OWNED BY CONK, IMPROVED PROPERTY, PROJECT: ADDITIONS TO UNION TRANSPORTATION TRAIL (Ref. #19-49 & PS #78-19), as originally awarded by Resolution #R-19-10-21=388, in the Estimated Total Contract Amount of \$2,500.00, and as modified by Contract Amendment #1 awarded by Resolution #R-20-1-21=56 in the Total Contract Amendment #1 Amount of \$20,500.00, for a NEW TOTAL AMENDED CONTRACT AMOUNT OF \$27,350.00, AS MODIFIED BY CONTRACT AMENDMENT #2, and further AUTHORIZING the SECRETARY-DIRECTOR to SEND NOTICE of Contract Amendment to the ASBURY PARK PRESS, a newspaper circulated in the County of Monmouth, as required by law, within twenty (20) days of its passage. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)
- R-20-3-9=143 Resolution offered for adoption by Commissioner Hennessy, seconded by Vice Chairman Harmon, Authorizing CONTRACT AMENDMENT #1, in the Amount of \$8,400.00 to perform site investigation at an area of concern, to KENNY ENVIRONMENTAL SERVICES, Marlton, NJ, for PROVIDING A PROFESSIONAL PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PASI) OF BLOCK 786, LOT 2, MIDDLETOWN TWP., NJ., ± 1.55 ACRES, OWNED BY JERSEY CENTRAL POWER AND LIGHT COMPANY, VACANT PROPERTY, PROJECT: COUNTY ROUTES 8A AND 8B INTERSECTION IMPROVEMENT DIVERSION (Ref. #19-75 & PS #92-19), as originally awarded by Resolution #R-19-12-16=460, in the Contract Amount Not To Exceed \$1,925.00, for a NEW TOTAL AMENDED CONTRACT AMOUNT OF \$10,325.00, AS MODIFIED BY CONTRACT AMENDMENT #1, and further AUTHORIZING the SECRETARY-DIRECTOR to SEND NOTICE of Contract Amendment to the ASBURY PARK PRESS, a newspaper circulated in the County of Monmouth, as required by law, within twenty (20) days of its passage. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)

- R-20-3-9=144 Resolution offered for adoption by Commissioner Hennessy, seconded by Vice Chairman Harmon, AUTHORIZING the PURCHASE of GROUNDS EQUIPMENT, from KLBL, INC., dba VIC GERARD GOLF CARS, Farmingdale, NJ, ITEMS: One (1) 2020 Café Express Club Car and two (2) 2020 Club Car Carryalls 502; as available under Educational Services Commission of New Jersey (ESCNJ) #65MCESCCPS Cooperative Pricing System Agreement ESCNJ 18/19-25, for the Period of 2/22/19 through 2/21/21, in the Total Contract Amount of \$44,809.00. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)
- R-20-3-9=145 Resolution offered for adoption by Commissioner Hennessy, seconded by Vice Chairman Harmon, AUTHORIZING the PURCHASE OF TECHNOLOGY SUPPLIES AND SERVICES from CDW GOVERNMENT, LLC, Vernon Hills, IL, ITEMS: Fifteen (15) HP ProDesk 600 G4 @\$875.00 (\$13,125.00), Fifteen (15) HP EliteDisplay LED Monitors @\$140.00 (\$2,100.00), and Fifteen (15) Windows Enterprise Software Licenses @\$246.00 (\$3,690.00); as available under Educational Services Commission of New Jersey (ESCNJ) 18/19-03, for the Period of 7/1/18 through 6/30/20, in the Total Contract Amount of \$18,915.00. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)
- R-20-3-9=146 Resolution offered for adoption by Commissioner Hennessy, seconded by Vice Chairman Harmon, RESCINDING aggregate contract to WILLIAM H. POTTER & SON LAWN & GARDEN SUPPLIES, INC., Middletown, NJ, **ONLY**, for FURNISHING AND DELIVERY OF GROUNDS AND TURF EQUIPMENT REPAIR PARTS AND SERVICE (Bid #0024-19), being a portion of an aggregate supply/service contract originally awarded by Resolution #R-19-1-7=42 for the Period of 01/07/19 through 12/31/19, with the Board exercising the option to extend the contract for the Period of 01/01/20 through 12/31/20 as per bid proposals, under the same terms and conditions as per bid specifications, to nineteen vendors, as adopted by Board Resolution #R-19-8-19=289, with the Board reserving the option to extend the contract for an additional one (1) year period (2021); in the Estimated Total Aggregate Amount of \$275,000.00, as vendor submitted a letter dated February 27, 2020, indicating that they closed the business:
1. Atlantic Coast Equipment, 1360 Route 37 West, Toms River, NJ 08755
 2. Cherry Valley Tractor Sales, 35 Route 70 West, Marlton, NJ 08053
 3. Finch Services, Inc., 1127 Littlestown Pike, Westminster, MD 21157
 4. Foley, Inc., 833 Centennial Avenue., Piscataway, NJ 08854
 5. Garden State Bobcat, Inc., 99 Route 33, Freehold, NJ 07728
 6. Groff Tractor New Jersey, LLC, 551 N Harding Highway, Vineland, NJ 08360
 7. Highway Equipment Company of New Jersey (formerly Harter Equipment Inc.), 615 State Rt. 33, Millstone Township, NJ 08535
 8. H. Barber & Sons, Inc., 15 Raytkwich Drive, Naugatuck, CT 06770
 9. Jesco, Inc., 118 St., Nicholas Avenue, South Plainfield, NJ 07080
 10. KLBL, Inc., dba Vic Gerard Golf Cars, 281 Squankum Rd., Farmingdale, NJ 07727
 11. Metro Pumps and Systems, Inc., 30 Liberty Street, Edison, NJ 08837
 12. Smith Tractor Equipment, Inc., 115 Route 31 South, Washington, NJ 07882

13. Storr Tractor Co., 3191 US Highway 22, Branchburg, NJ 08876
14. Taylor Northeast, Inc., 931 Hemlock Road, Morgantown, PA 19543
15. Trius, Inc., 5049 Industrial Road, Farmingdale, NJ 07727
16. Van Wickle Auto Supply, Inc., 201 Highway 71, Spring Lake Heights, NJ 08736
17. William H. Potter & Son Lawn & Garden Supplies, INC., 470 Red Hill Road, Middletown, NJ 07748
18. Wilfred Macdonald, Inc., 10 New Maple Avenue, Unit 303, Pine Brook, NJ 07058
19. Xtreme Machines, LLC, 700 Highway 33, Millstone, NJ 08535

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

R-20-3-9=147 Resolution offered for adoption by Commissioner Hennessy, seconded by Vice Chairman Harmon, **AUTHORIZING** the **SECRETARY-DIRECTOR** to prepare a **CITATION** expressing the **BOARD'S APPRECIATION FOR SERVICES** to **SAMUEL SKINNER**, Senior Park Naturalist, who started work with the Monmouth County Park System on **APRIL 24, 2004**, and who will **RETIRE** effective **APRIL 1, 2020**, with Sixteen (16) years of service. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)

R-20-3-9=148 Resolution offered for adoption by Commissioner Hennessy, seconded by Vice Chairman Harmon, **AUTHORIZING** the **SECRETARY-DIRECTOR** to prepare a **CITATION** expressing the **BOARD'S APPRECIATION FOR SERVICES** to **SHELAGH A. MCCARTHY**, Keyboarding Clerk 4, who started work with the Monmouth County Park System on **MARCH 1, 1981**, and who will **RETIRE** effective **APRIL 1, 2020**, with over Thirty-Nine (39) years of service. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)

R-20-3-9=149 Resolution offered for adoption by Commissioner Hennessy, seconded by Vice Chairman Harmon, **AUTHORIZING** the **SECRETARY-DIRECTOR** to prepare a **CITATION** expressing the **BOARD'S APPRECIATION FOR SERVICES** to **RONALD W. LUEPKE**, Golf Superintendent, who started work with the Monmouth County Park System on **FEBRUARY 4, 1985**, and who will **RETIRE** effective **APRIL 1, 2020**, with over Thirty-Five (35) years of service. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)

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

1. Architectural Services for renovations to cottage (Bldg. #1402), and a new gazebo at Deep Cut Gardens (Ref. #20-21) (*FAIR & OPEN—OVER \$17,500.00*)

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. **MONDAY EVENING, MARCH 23, 2020 – 7 PM. REGULAR BOARD MEETING.**
Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
2. **MONDAY EVENING, APRIL 6, 2020 – 7 PM. REGULAR BOARD MEETING.**
Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
3. **MONDAY EVENING, APRIL 20, 2020 – 7 PM. REGULAR BOARD MEETING.**
Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.

At 7:55 p.m., Chairman Mandeville 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 February 24, 2020, as required under the Open Public Meetings Act, Chapter 231, P.L. 1975.”

At 7:56 p.m., the following resolution was offered for adoption by Commissioner Horsnall, seconded by Vice Chairman Harmon, that the Board 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.

In the Affirmative: Chairman Mandeville, Vice Chairman Harmon,
Commissioners Peters, Hennessy, Horsnall,
Zelina, Butch and Adcock
In the Negative: None
Absent: Commissioner Mendez

On a motion made by Commissioner Horsnall, seconded by Commissioner Butch, and by unanimous vote, the regular meeting was **RECONVENED** at 8:07 p.m.

The Secretary-Director indicated that the Minutes of the Executive Session for the purpose of discussing land acquisition matters will be available to the public in ninety (90) days or upon completion of land acquisition or potential litigation.

The following resolution was introduced:

R-20-3-9=150 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Peters, **RECOMMENDING** to the **MONMOUTH COUNTY BOARD OF CHOSEN FREEHOLDERS** the **ACQUISITION** of **PROPERTY OWNED BY SCOTT & GERALDINE HIGGINS**, also known as **BLOCK 101, LOTS 35, 36, 60.01-60.06 & 60.08, FREEHOLD TOWNSHIP, NJ**, a vacant parcel, containing **+43.69 ACRES**, as **ADDITIONS TO TURKEY SWAMP PARK**, for county open space preservation, natural resources conservation and public park and recreation purposes, through negotiations or other legal means, subject to environmental review and clear title, and taxes and other closing costs, in the **AMOUNT** of **\$240,000.00**. (Funds provided by the Monmouth County Open Space, Recreation, Floodplain Protection, Farmland and Historic Preservation Trust Fund, Account #T-12-56-850-115-667, Sub-Account #00047). Upon being put to a vote, the resolution was unanimously adopted (Resolution in Minute Book)

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

1. Survey Services, Block 101, Lots 35, 36, 60.01-60.06 & 60.08, Freehold Township, **+43.69 Acres**, Unimproved Property, Owned by Scott & Geraldine Higgins, for Additions to Turkey Swamp Park (Ref. #20-22) (*FAIR & OPEN—OVER \$17,500.00*)
2. Environmental Services, Block 101, Lots 35, 36, 60.01-60.06 & 60.08, Freehold Township, **+43.69 Acres**, Unimproved Property, Owned by Scott & Geraldine Higgins, for Additions to Turkey Swamp Park (Ref. #20-23) (*FAIR & OPEN—OVER \$17,500.00*)

Upon being put to a vote, the motion was unanimously carried.

ITEMS FOR THE GOOD OF THE ORDER:

Commissioner Horsnall suggested that the Board also see the locations of proposed acquisitions on a county map.

Commissioner Horsnall noted the get together for former member and Chairman of the Board, Fred Rummel is scheduled for 5:30 p.m., Tuesday, March 10th at Huddy's Restaurant, Colts Neck.

Commissioner Zelina thanked Andrew Spears for resolving a recent problem that occurred with a tournament scheduled at the disc golf course located at Wolf Hill Recreation Area.

Commissioner Hennessy 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 **Monday, March 23, 2020**, 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 **Attorney Client Privilege Information**; 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 Adcock, and adopted on roll call by the following vote:

In the Affirmative:	Chairman Mandeville, Vice Chairman Harmon, Commissioners Peters, Hennessy, Horsnall, Zelina, Butch and Adcock
In the Negative:	None
Absent:	Commissioner Mendez

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

There being no further business, on a motion made by Commissioner Peters, seconded by Commissioner Butch, and by unanimous vote, the regular meeting of the Monmouth County Board of Recreation Commissioners held on Monday Evening, March 9, 2020, was **ADJOURNED** at 8:14 p.m.

JAMES J. TRUNCER,
Secretary-Director