

PRESENT:

ABSENT:

ALSO PRESENT:

A G E N D A

Tentative: 05/15/13

**MONMOUTH COUNTY BOARD OF
RECREATION COMMISSIONERS:**

**REGULAR MEETING: MONDAY,
MAY 20, 2013– 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 6, 2013
(Absent: None)

D. Approval of EXECUTIVE SESSION MINUTES: MONDAY, MAY 6, 2013
(Absent: None)

E. Approval of 2012 VOUCHER LIST

F. Approval of 2013 VOUCHER LIST

G. SECRETARY—DIRECTOR’S REPORT:

1. BUDGET REPORTS

2. REVENUE REPORT—MONTH OF APRIL

3. ATTENDANCE REPORT—MONTH OF APRIL

4. HUMAN RESOURCES TRAINING & SAFETY MONTHLY REPORT—APRIL 2013
(5/14/2013)

5. MCPS WEBSITE TRAFFIC REPORT—APRIL

H. BOARD CORRESPONDENCE RECEIVED:

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

J. Motion to CLOSE the HEARING OF THE PUBLIC. (Time: _____PM)

K. Motion to OPEN the PUBLIC HEARING on the ADOPTION OF SUPPLEMENTAL RULES AND REGULATIONS GOVERNING THE USE OF SEVEN PRESIDENTS OCEANFRONT PARK, as Introduced by the Board at their regular meeting of April 22, 2013, by Resolution R-13-4-22=200. (Time: _____PM) *(The requirements as to the publication and hearing notice have been published and posted as required by law.)*

L. Motion to CLOSE the PUBLIC HEARING on the above item (Time: _____PM)

M. Motion to OPEN the PUBLIC HEARING on the ADOPTION OF SUPPLEMENTAL RULES AND REGULATIONS GOVERNING THE USE OF THE SKATEPARK AT SEVEN PRESIDENTS OCEANFRONT PARK, as Introduced by the Board at their regular meeting of April 22, 2013, by Resolution R-13-4-22=201. (Time: _____PM) *(The requirements as to the publication and hearing notice have been published and posted as required by law.)*

N. Motion to CLOSE the PUBLIC HEARING on the above item (Time: _____PM)

O. FREEHOLDER'S REPORT:

P. ITEMS FOR BOARD REVIEW:

1. Review of Agenda Items for Board Action.

2. Employee Citation of Appreciation for Service to Janet B. Ryan, Recreation Program Specialist, Retiring June 1, 2013, with over Twenty-one and one-half (21 ½) years of service. *(Agenda Item For Board Action #3)*

3. Rescinding the Balance of the Contact as awarded to Bartash Printing, Inc., for Printing and Mail Preparation of the Monmouth County Park System Activity Directory, Year 2013, Volumes 1-5 (Bid #0050-12), being the 2013 Activity Directory Volume 5, in the amount of \$12,501.00, due to poor service and quality issues, and for failing to perform under the contract specifications. *(Agenda Item For Board Action #4)*

4. Motion Granting Permission to the Monmouth Conservation Foundation for the Use of the Claypit Creek Area of Hartshorne Woods Park to host their 36th Annual Dinner Dance on Saturday, September 28, 2013, beginning at 6 PM, and to serve alcoholic beverages, subject to and in accordance with the provisions contained in the Temporary Use and Occupancy Agreement, with access for tent setup on Tuesday, September 24, 2013, and tent removal no later than Monday, September 30, 2013, and further Authorizing the Chairman and Secretary-Director of the Board to enter into said Agreement.

5. Status of Funded Projects as of May 8, 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 #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 ADOPTING SUPPLEMENTAL RULES AND REGULATIONS GOVERNING THE USE OF SEVEN PRESIDENTS OCEANFRONT PARK and further AUTHORIZING the SECRETARY-DIRECTOR of the BOARD to POST & PUBLISH NOTICE OF ADOPTION, as required by law.

2. Resolution ADOPTING SUPPLEMENTAL RULES AND REGULATIONS GOVERNING THE USE OF THE SKATEPARK AT SEVEN PRESIDENTS OCEANFRONT PARK and further AUTHORIZING the SECRETARY-DIRECTOR of the BOARD to POST & PUBLISH NOTICE OF ADOPTION, as required by law.

3. AUTHORIZING the SECRETARY-DIRECTOR to prepare a CITATION expressing the BOARD'S APPRECIATION FOR SERVICES to JANET B. RYAN, Recreation Program Specialist, who started work with the Monmouth County Park System on July 20, 1991, and who will RETIRE effective June 1, 2013, with over Twenty-one and one-half (21 ½) years of service.

4. Resolution RESCINDING the balance of the contract being the 2013 Activity Directory Volume 5, in the amount of \$12,501.00, as awarded by Resolution #R-12-9-17=302, to BARTASH PRINTING, INC., Philadelphia, PA, for PRINTING AND MAIL PREPARATION OF THE MONMOUTH COUNTY PARK SYSTEM ACTIVITY DIRECTORY, YEAR 2013, VOLUMES 1-5 (Bid #0050-12), ITEMS: Volumes 1-5 (Period of 10/10/12 – 08/15/13), 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 Total Contract Amount of \$62,000.00; due to poor service and failure to perform under the contract specifications by failing to deliver the Spring Directory Volume 2 and the Summer Directory Volume 4 on time, and quality issues with the Summer Directory Volume 4, and further AUTHORIZING the SECRETARY-DIRECTOR of the Board to solicit written quotes for the printing of the 2013 Activity Directory Volume 5.
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5. Resolution AWARDING CONTRACT to the highest responsible bidder, as per bid proposal dated May 6, 2013, to THE TOWER OPTICAL COMPANY, INC., Norwalk, CT, for FURNISHING AND DELIVERY OF COIN OPERATED BINOCULAR MACHINE SERVICE, ITEMS: Furnishing of Coin Operated Binocular Machine Services at Mt. Mitchell Scenic Overlook for the Period of 01/01/13 through 12/31/13; Contractor agrees to pay the Monmouth County Park System 33.33% of Total Net Sales.
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6. Resolution ACCEPTING the WRITTEN PROPOSAL of GAGLIANO & COMPANY, Shrewsbury, NJ, as received on May 2, 2013, proposal dated April 25, 2013, for PROVIDING PROFESSIONAL APPRAISAL SERVICES FOR BLOCK 94, LOT 9, TOWNSHIP OF FREEHOLD, OWNER: MACKIN, ±5 ACRES, IMPROVED PROPERTY, PROJECT: ADDITIONS TO MANASQUAN RIVER GREENWAY, INTEREST: FEE SIMPLE (Ref. #13-14 & PS #32-13), in an Amount Not To Exceed \$1,200.00, 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 DRD APPRAISALS, LLC, dba STUART APPRAISALS COMPANY, Freehold, NJ, as received on April 2, 2013, proposal dated April 25, 2013, for PROVIDING PROFESSIONAL APPRAISAL SERVICES FOR BLOCK 94, LOT 9, TOWNSHIP OF FREEHOLD, OWNER: MACKIN, ±5 ACRES, IMPROVED PROPERTY, PROJECT: ADDITIONS TO MANASQUAN RIVER GREENWAY, INTEREST: FEE SIMPLE (Ref. #13-14 & PS #32-13), 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.
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8. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to SEMAN-TOV, INC., Ocean, NJ, for FURNISHING AND DELIVERY OF BUS TRANSPORTATION SERVICE FOR THE 2013 RECREATION ASSISTANCE PROGRAM AND 2013 SHUTTLE BUS TRANSPORTATION SERVICES FOR THE MONMOUTH COUNTY FAIR (Bid #0052-13), ITEMS: Proposal 1, Items 1 & 2, Bus Transportation Service for the 2013 Recreation Assistance Program (Period of June 24, 2013 through August 30, 2013); with the Board of Recreation Commissioners RESERVING the OPTION TO EXTEND the CONTRACT for an ADDITIONAL ONE (1) YEAR PERIOD (June 23, 2014 through August 29, 2014), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$11,700.00.
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9. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to MICHAEL A. LOORI BUS CO., INC., Middletown, NJ, for FURNISHING AND DELIVERY OF BUS TRANSPORTATION SERVICE FOR THE 2013 RECREATION ASSISTANCE PROGRAM AND 2013 SHUTTLE BUS TRANSPORTATION SERVICES FOR THE MONMOUTH COUNTY FAIR (Bid #0052-13), ITEMS: Proposal 2, Items 1 & 2, 2013 Shuttle Bus Transportation Service at the Monmouth County Fair (Period of July 24, 2013 through July 28, 2013); with the Board of Recreation Commissioners RESERVING the OPTION TO EXTEND the CONTRACT for an ADDITIONAL ONE (1) YEAR PERIOD (July 23, 2014 through July 27, 2014), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$10,000.00.
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10. Resolution Authorizing CHANGE ORDER #1, in the amount of \$1,803.40 for additions and deletions to Items #1, 5, 6, 8, 9, 10, 11, 14, 17 & 23 of contract, to F & P CONTRACTORS, INC., South Amboy, NJ, for LONGSTREET FARM ACCESSIBILITY AND DRAINAGE, HOLMDEL TWP., NJ (Bid #0053-12), ITEMS: Base Bid Price, Items 1-24 \$141,906.00, Minus Alternate Bid #2 (-)\$1,800.00; as originally awarded by Resolution #R-12-10-9=312 in the Contract Amount of \$140,106.00, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$141,909.40.
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11. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to L & A TENT RENTALS, Hamilton, NJ, for RENTAL OF FAIR TENTS (Bid #0054-13), ITEMS: #1-17 @\$73,365.00 with the option to add Items #18-27 (Period of July 11, 2013 through August 8, 2013), with the Board of Recreation Commissioners RESERVING the OPTION TO EXTEND the CONTRACT for an ADDITIONAL ONE (1) YEAR PERIOD (July 10, 2014 through August 7, 2014), under the same terms and conditions, as per bid specification; in the Total Contract Amount of \$73,365.00.
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MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:

MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:

DATES TO REMEMBER:

1. **MONDAY EVENING, MAY 20, 2013** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ. **PUBLIC HEARINGS** are scheduled to be held on the Adoption of Supplemental Rules and Regulations Governing the Use of Seven Presidents Oceanfront Park; and on the Adoption of Supplemental Rules and Regulations Governing the Use of the Skatepark at Seven Presidents Oceanfront Park.
2. **MONDAY EVENING, JUNE 10, 2013** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
3. **FRIDAY, JUNE 14, 2013** – 4 PM Until 5:30 PM. **Coastal Activity Center (CAC)/Urban Recreation Program Barbeque** for CAC Participants & Families. Location: Coastal Activity Center (Salvation Army Building), 605 Asbury Ave., Asbury Park, NJ.
4. **SATURDAY, JUNE 22, 2013** – 9 AM—1 PM. **Eco-Elephant Family Flea Market.** Dorbrook Recreation Area, Colts Neck, NJ
5. **MONDAY EVENING, JUNE 24, 2013** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
6. **JULY 2013** – Parks & Recreation Month.
7. **MONDAY EVENING, JULY 15, 2013** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
8. **WEDS.—SUNDAY, JULY 24, 25, 26, 27 & 28, 2013** – **39th Annual Monmouth County Fair.** East Freehold Showgrounds, 1500 Kozloski Rd, Freehold, NJ. (Weds.-Sat. = 5 PM—11 PM; Sunday = 11 AM—6 PM).

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 10, 2013**, 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)
