

PRESENT:

ABSENT:

ALSO PRESENT:

A G E N D A

MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS:

REGULAR MEETING: MONDAY, MAY 21, 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 7, 2012
(Absent: None)

D. Approval of EXECUTIVE SESSION MINUTES: MONDAY, MAY 7, 2012
(Absent: None)

E. Approval of 2011 VOUCHER LIST

F. Approval of 2012 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 (5/11/2012)

5. MCPS TRAINING REQUESTS AS OF APRIL 23, 2012

6. MCPS WEBSITE TRAFFIC REPORT—APRIL

H. BOARD CORRESPONDENCE RECEIVED:

I. PRESENTATION OF CITATIONS FOR EXEMPLARY SERVICE IN RECOGNITION OF LIFESAVING ASSISTANCE and PRESENTATION OF A “GOOD CITIZEN COMMENDATION”:

1. Wayne F. Connelly, Golf Ranger/Charleston Springs Golf Course, who rendered lifesaving assistance to Mr. William Baker on March 23, 2012.
2. Maurice Byan, Seasonal Golf Ranger/Charleston Springs Golf Course, who rendered lifesaving assistance to Mr. William Baker on March 23, 2012.
3. Chad Cagan, Freehold, NJ, a Good Citizen who was playing golf at Charleston Springs Golf Course, and who rendered lifesaving assistance to Mr. William Baker on March 23, 2012.
4. Joseph J. Smith, Supervising Carpenter/Construction and Repair Division, who rendered lifesaving assistance to Mr. Robert McKeon on April 12, 2012.

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

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

L. FREEHOLDER'S REPORT:

M. ITEMS FOR BOARD REVIEW:

1. Request by Joseph M. Ettore, County Engineer, for permission to host the 2012 New Jersey State Association of County Engineers (NJSACE) Summer Luncheon & Golf Outing at Hominy Hill Golf Course on Thursday, June 21, 2012, as a 9 AM shotgun start for approximately 24-foursomes, while charging a fee of \$74.00 per golfer, and to hold their Luncheon in the Clubhouse at approximately 1:30 PM for approximately 100 people, and for permission to serve alcoholic beverages.

2. Amendment to 2012 Bel-Aire Golf Course Fees & Charges (Schedule No. 9) to reduce the Greens Fee Walking, Monday-Friday, 18-Holes and Matinee, for Non-Resident Senior Citizen (with Golf Card), from \$19.00 to \$18.00; and Amendment to 2012 Charleston Springs Golf Course Fees & Charges (Schedule No. 10), to reduce the Greens Fee Walking, Saturday/Sunday/Holiday, 18-Holes and Matinee, for Resident Senior Citizen (w/Golf Card)/Non-Resident Senior (w/Full Privilege Card), from \$35.00 to \$34.00. (*Agenda Item #6 For Board Action*)

3. Review of Agenda Items for Board Action and Agenda Items #10, 11 & 12 as added to the Agenda.

4. Status of Funded Projects as of May 10, 2012.

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 Items #10, 11 & 12, 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 DRD APPRAISALS, LLC, dba STUART APPRAISAL COMPANY, Freehold, NJ, as received on May 1, 2012, proposal dated April 26, 2012, for providing PROFESSIONAL APPRAISAL SERVICES FOR BLOCK 53, LOT 3, TOWNSHIP OF UPPER FREEHOLD, NJ, OWNER: LUSTGARTEN, ±63 ACRES, PROJECT: ADDITIONS TO CROSSWICKS CREEK GREENWAY, INTEREST: 100% FEE SIMPLE (Ref. #12-08 & PS #33-12), 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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2. Resolution ACCEPTING the WRITTEN PROPOSAL of COMPREHENSIVE APPRAISAL CORP., Freehold, NJ, as received on May 1, 2012, proposal dated April 24, 2012, for providing PROFESSIONAL APPRAISAL SERVICES FOR BLOCK 53, LOT 3, TOWNSHIP OF UPPER FREEHOLD, NJ, OWNER: LUSTGARTEN, ±63 ACRES, PROJECT: ADDITIONS TO CROSSWICKS CREEK GREENWAY, INTEREST: 100% FEE SIMPLE (Ref. #12-08 & PS #33-12), in an Amount Not To Exceed \$2,850.00, 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 Authorizing CHANGE ORDER #1, in the amount of \$1,240.00 for additional work at Building #3608 (\$400.00), and Building #3603 (\$840.00), to LILICH CORPORATION, Woodland Park, NJ, for REMOVAL OF ASBESTOS CONTAINING MATERIAL (Bid #0025-12), ITEMS: #1-5; as originally awarded by Resolution #R-12-3-19=141 in the Contract Amount of \$16,500.00, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$17,740.00.
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4. Resolution Authorizing CHANGE ORDER #1, in the amount of \$14,917.00 for additional excavation and additional removal of old asphalt pavement, and deletion of work in Item #2 of bid proposal, to MANZO MAROBA, INC., Matawan, NJ, for 2012 RESURFACING AND REPAIR WORK AT SEVEN PRESIDENTS OCEANFRONT PARK AND THOMPSON PARK (Bid #0027-12), ITEMS: Proposal #1, Seven Presidents Oceanfront Park – Total Base Bid Price (Items 1-9) \$92,196.00 Plus the Sum of Add Alternate Bid #1 \$2,500.00 & Add Alternate Bid #2 \$57,746.00; as originally awarded by Resolution #R-12-3-19=149 in the Contract Amount of \$152,442.00; for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$167,359.00.
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5. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to FINER VERMONT TOURS, INC., Killington, VT, for FURNISHING OF A MONTREAL, QUEBEC & VERMONT TOUR PACKAGE (Bid #0040-12), ITEMS: Proposal #1, Items #1-8, for the Period of October 10-14, 2012; in the Estimated Total Contract Amount of \$32,000.00.
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6. Resolution AMENDING the 2012 BEL-AIRE GOLF COURSE FEES & CHARGES (SCHEDULE NO. 9), as originally adopted by Resolution No. R-12-2-6=89, to reduce the Greens Fee Walking, Monday-Friday, 18-Holes and Matinee, for Non-Resident Senior Citizen (with Golf Card), FROM \$19.00 TO \$18.00; and AMENDING the 2012 CHARLESTON SPRINGS GOLF COURSE FEES & CHARGES (SCHEDULE NO. 10), as originally adopted by Resolution No. R-12-3-5=136, to reduce the Greens Fee Walking, Saturday/Sunday/Holiday, 18-Holes and Matinee, for Resident Senior Citizen (w/Golf Card)/Non-Resident Senior (w/Full Privilege Card), FROM \$35.00 TO \$34.00.
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7. Resolution Authorizing CHANGE ORDER #1, in the amount of minus (-) \$2,790.00 for deleting Item #109 from contract as vendor can no longer supply item, to SEETON TURF WAREHOUSE, Mt. Laurel, NJ, for FURNISHING AND DELIVERY OF SEED, LIME, FERTILIZER, CHEMICALS AND AGRICULTURAL SUPPLIES (Bid #0016-12), ITEMS: #41, 43, 53, 56, 67, 95, 109, 111, 148 & 149 (Period of 02/06/12 through 12/31/12); as originally awarded by Resolution #R-12-2-6=85 in the Contract Amount of \$70,806.10, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$68,016.10.
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8. Resolution Authorizing CHANGE ORDER #1, in the amount of \$3,406.12 for contract additions and deletions, to V & K CONSTRUCTION, INC., Edison, NJ, for BAYSHORE DUNE STABILIZATION, BAYSHORE WATERFRONT PARK (Bid #0077-11), ITEMS: Total Base Bid Price Items #1-10 Inclusive (Total Lump Sum Contract Amount); as originally awarded by Resolution #R-11-12-19=444 in the Contract Amount of \$686,490.00, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$689,896.12.
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9. Resolution Authorizing CHANGE ORDER #4, in the amount of minus (-) \$9,503.55 for contract additions and deletion, to AUTHENTIC CONSTRUCTION, INC., Manasquan, NJ, for MAINTENANCE BUILDING AND SUPPORT FACILITIES AT EAST FREEHOLD SHOWGROUNDS (Bid #0059-11), as originally awarded by Resolution #R-11-8-8=307, ITEM: #1, Total Base Bid Price \$839,481.00 (Total Lump Sum), Plus Add Alternate Bid #1, \$80,719.00; Designated Sub-Contractor to be paid by a two-party check listing both the General Contractor and the Designated Sub-Contractor; in the Total Contract Amount of \$920,200.00, and as modified by Change Order #1 awarded by Resolution #R-11-11-7=403 in the Total Change Order #1 Contract Amount of \$921,566.60, and as modified by Change Order #2 awarded by Resolution #R-12-1-9=39 in the Total Change Order #2 Contract Amount of \$925,005.82, and as modified by Change Order #3 awarded by Resolution #R-12-3-19=138 in the Total Change Order #3 Contract Amount of \$928,263.76, for a NEW TOTAL CHANGE ORDER #4 CONTRACT AMOUNT OF \$918,760.21.
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10. Resolution ACCEPTING the WRITTEN PROPOSAL of PSP FALCON INDUSTRIES, LLC, Jackson, NJ, as received on May 15, 2012, proposal dated May 14, 2012, for providing PROFESSIONAL SURVEYING SERVICES OF BLOCK 786, LOT 7, MIDDLETOWN TOWNSHIP, NJ, OWNER: MILLMAN, PROJECT: ADDITIONS TO HARTSHORNE WOODS PARK (Ref. #12-09 & PS #36-12), in an Amount Not To Exceed \$3,458.00, 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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11. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to ALLIED OIL, INC., Hillsborough, NJ, for FURNISHING AND DELIVERY OF 89 OCTANE UNLEADED GASOLINE TO THE MONMOUTH COVE MARINA, PORT MONMOUTH, NJ (Bid #0043-12), ITEMS: Mid-Grade (89) Octane Unleaded Gasoline for the Period of May 21, 2012 through December 31, 2012, delivered on an "On Call" basis to the Monmouth Cove Marina, 200 Port Monmouth Road West, Port Monmouth, NJ 07758; Subject to Daily Journal of Commerce prices; Federal L.U.S.T. Tax \$.001 and a Mark-Up Price Per Gallon of \$.0824; in the Estimated Total Contract Amount of \$100,000.00.
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12. Resolution RECOMMENDING to the MONMOUTH COUNTY BOARD OF CHOSEN FREEHOLDERS, the acceptance of the highest and best bid, as per bid proposal to PARK EATS, LLC, Holmdel, NJ, for FURNISHING OF A MOBILE FOOD/SNACK/BEVERAGE CONCESSION VEHICLE SERVICE AT THE SPRAYGROUND/CHALLENGER PLACE PLAYGROUND AT DORBROOK RECREATION AREA (Bid #0042-12), ITEM: Operating a Mobile Food/Snack/Beverage Concession Vehicle Service at the Sprayground/Challenger Place Playground at Dorbrook Recreation Area, for the Period of May 21, 2012 through September 15, 2012; in the Total Lease Contract Amount of \$5,111.00.
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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 94, Lot 11, Freehold Township, Owners: Giglio and Adamo, for Additions to Manasquan River Greenway (Ref. #12-34) (*FAIR & OPEN*)
 2. Appraisal Services, Block 28, Lot 7, Upper Freehold Township, Owner: High Ridge Holding Co., for Additions to the Union Transportation Trail (Ref. #12-35) (*FAIR & OPEN*)
 3. Appraisal Services, Old Port Monmouth Road—Road Vacation, ±1.105 Acres, Middletown Township, for Additions to Bayshore Waterfront Park (Ref. #12-36) (*FAIR & OPEN*)
 4. Preliminary Assessment and Site Inspection Services, Block 60.01, Lot 3.01, Tinton Falls Borough, Owner: Pollard, for Additions to Swimming River Greenway (Ref. #12-37) (*FAIR & OPEN*)
 5. Surveying Services, Block 60.01, Lot 3.01, Tinton Falls Borough, Owner: Pollard, for Additions to Swimming River Greenway (Ref. #12-38) (*FAIR & OPEN*)
 6. Surveying Services of the Henry Hudson Trail, Original Section, Composite Park Parcel Map, from Matawan to Atlantic Highlands/Highlands (Ref. #12-39) (*FAIR & OPEN*)
 7. Preliminary Assessment and Site Investigation Services, Block 152, Lot 9, Howell Township, Improved Property, ±6.0 Acres, Owner: Goldstein, for Additions to the Manasquan River Greenway (Ref. #12-40) (*FAIR & OPEN*)
 8. Surveying Services, Block 152, Lot 9, Howell Township, Improved Property, ±6.0 Acres, Owner: Goldstein, for Additions to the Manasquan River Greenway (Ref. #12-41) (*FAIR & OPEN*)
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DATES TO REMEMBER:

1. **FRIDAY JUNE 1, 2012** – 8:30 AM Until 4:30 PM. **Board Park Tour—Western Portion of County.** Depart from Thompson Park Headquarters Parking Lot.
2. **FRIDAY, JUNE 8, 2012** – 8:30 AM Until 4:30 PM. **Board Park Tour—Coastal Portion of County.** Depart from Thompson Park Headquarters Parking Lot.
3. **MONDAY EVENING, JUNE 11, 2012** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
4. **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
5. **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)
6. **MONDAY EVENING, JUNE 25, 2012** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
7. **MONDAY EVENING, JULY 16, 2012** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
8. **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.

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 7, 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 11, 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)
