

PRESENT:

ABSENT:

ALSO PRESENT:

A G E N D A

Tentative: 05/20/15

MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS:

**REGULAR MEETING: "TUESDAY"
MAY 26, 2015– 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 11, 2015
(Excused: Commissioners Harmon and Zelina)

D. Approval of EXECUTIVE SESSION MINUTES—LAND ACQUISITION MATTERS:
MONDAY, MAY 11, 2015. (Excused: Commissioners Harmon and Zelina)

E. Approval of 2014 VOUCHER LIST

F. Approval of 2015 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 2015
(Dated: 5/14/215)

5. MCPS TRAINING REQUESTS AS OF MAY 18, 2015

6. MCPS WEBSITE TRAFFIC REPORT—MAY

H. BOARD CORRESPONDENCE RECEIVED:

1. Letter from Fletcher N. Platt, Jr., P.E., of Gannett Fleming, Inc., South Plainfield, NJ, dated May 6, 2015, addressed to Chairman Fred Rummel and the Board, regarding the Bayshore Regional Sewerage Authority (BRSA) 2015 Collection System Repair Project.

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. FREEHOLDER’S REPORT:

L. ITEMS FOR BOARD REVIEW:

1. Board Action Item #1 – Recommending Authorization of Change Order #1, in the amount of \$690.00 for adjustments for contract quantities based on as-built field conditions, to Down To Earth Landscaping, Inc., Jackson, NJ, for Recreation Center & Pool House Walkway Improvements at Fort Monmouth Recreation Center, Tinton Falls (Bid #0061-14), Items: #1-11, Total Base Bid Price; as originally awarded by Resolution #R-14-11-17=424 in the Contract Amount of \$33,915.50, for a New Total Change Order #1 Contract Amount of \$34,605.50.

2. Board Action Item #2 – Recommending Authorization of Change Order #1, in the amount of \$2,332.02 to replace existing deteriorated net posts, net anchors and nets on four (4) tennis courts at Thompson Park, to Halecon, Inc., Bridgewater, NJ, for Reconstruction of Thompson Park Tennis Courts & Surfacing of Various Courts (Bid #0056-14), Items: Total Base Bid; as originally awarded by Resolution #R-14-11-3=405 in the Contract Amount of \$167,000.00, for a New Total Change Order #1 Contract Amount of \$169,332.02.

3. Board Action Item #3 – Recommending Authorization of Change Order #1, in the amount of \$0.00 for substitution of 11 gallons of Trinity in place of 6 gallons of Triton Flo due to discontinuation by its producer, the Bayer Corporation, to Reed & Perrine, Tennent, NJ, for Furnishing and Delivery of Seed, Lime, Fertilizer, Chemicals, and Agricultural Supplies (Bid #0034-15), Items: #2, 3, 6, 8, 9, 10, 14, 18, 20, 23, 29, 31, 47, 53, 55, 56, 57, 60, 61, 65, 67, 70, 71, 81, 82, 85, 89, 90, 92, 96, 100, 102, 105, 106, 109, 113, 115, 118, 121, 122, 123, 131, 139, (2015 Supply Contract for the Period of 03/23/15 through 12/31/15); as originally awarded by Resolution #R-15-3-23=151 in the Contract Amount of \$219,444.31, for a New Total Change Order #1 Contract Amount of \$219,444.31.

4. Board Action Item #4 – Recommending Award of Contract to Global Equipment Company, Inc., Port Washington, NY, for Furnishing and Delivery of Four Drawer Insulated Cabinets (Bid #0047-15), Item: #1, Ten (10) 4-Drawer Insulated File Cabinets; in the Total Contract Amount of \$20,750.00.

5. Board Action Item #5– Recommending Award of Contract to Woodward Construction Company, Matawan, NJ, for Furnishing and Delivery of Various Types of Masonry (Bid #0048-15), Items: A-D (2015 Supply/Service Contract for the Period of 05/26/15 through 12/31/15), with the Board of Recreation Commissioners reserving the option to extend the contract for an additional one (1) year period (2016), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$70,000.00.

6. Status of Funded Projects as of May 18, 2015.

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 #5 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 Authorizing CHANGE ORDER #1, in the amount of \$690.00 for adjustments for contract quantities based on as-built field conditions, to DOWN TO EARTH LANDSCAPING, INC., Jackson, NJ, for RECREATION CENTER & POOL HOUSE WALKWAY IMPROVEMENTS AT FORT MONMOUTH RECREATION CENTER, TINTON FALLS (Bid #0061-14), ITEMS: #1-11, Total Base Bid Price; as originally awarded by Resolution #R-14-11-17=424 in the Contract Amount of \$33,915.50, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$34,605.50.
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2. Resolution Authorizing CHANGE ORDER #1, in the amount of \$2,332.02 to replace existing deteriorated net posts, net anchors and nets on four (4) tennis courts at Thompson Park, to HALECON, INC., Bridgewater, NJ, for RECONSTRUCTION OF THOMPSON PARK TENNIS COURTS & SURFACING OF VARIOUS COURTS (Bid #0056-14), ITEMS: Total Base Bid; as originally awarded by Resolution #R-14-11-3=405 in the Contract Amount of \$167,000.00, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$169,332.02.
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3. Resolution Authorizing CHANGE ORDER #1, in the amount of \$0.00 for substitution of 11 gallons of Trinity in place of 6 gallons of Triton Flo due to discontinuation by its producer, the Bayer Corporation, to REED & PERRINE, Tennent, NJ, for FURNISHING AND DELIVERY OF SEED, LIME, FERTILIZER, CHEMICALS, AND AGRICULTURAL SUPPLIES (Bid #0034-15), ITEMS: #2, 3, 6, 8, 9, 10, 14, 18, 20, 23, 29, 31, 47, 53, 55, 56, 57, 60, 61, 65, 67, 70, 71, 81, 82, 85, 89, 90, 92, 96, 100, 102, 105, 106, 109, 113, 115, 118, 121, 122, 123, 131, 139, (2015 Supply Contract for the Period of 03/23/15 through 12/31/15); as originally awarded by Resolution #R-15-3-23=151 in the Contract Amount of \$219,444.31, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$219,444.31.
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4. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to GLOBAL EQUIPMENT COMPANY, INC., Port Washington, NY, for FURNISHING AND DELIVERY OF FOUR DRAWER INSULATED CABINETS (Bid #0047-15), ITEM: #1, Ten (10) 4-Drawer Insulated File Cabinets; in the Total Contract Amount of \$20,750.00.
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5. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to WOODWARD CONSTRUCTION COMPANY, Matawan, NJ, for FURNISHING AND DELIVERY OF VARIOUS TYPES OF MASONRY (Bid #0048-15), ITEMS: A-D (2015 Supply/Service Contract for the Period of 05/26/15 through 12/31/15), with the Board of Recreation Commissioners RESERVING the OPTION TO EXTEND the CONTRACT for an ADDITIONAL ONE (1) YEAR PERIOD (2016), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$70,000.00.
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MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:

1. 2015 Playground Repairs at Various Parks
 2. Furnishing and Delivery of Golf Course Irrigation Control System Support and Services
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MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:

1. Preliminary Assessment/Site Investigation (PASI) Report, Block 13, Lot 1.02, Millstone Township, Owner: Baranowitz, Improved Property, ±8.39 Acres, for Additions to Perrineville Lake Park (Ref. #15-20) (*FAIR & OPEN*)
 2. Surveying Services, Block 13, Lot 1.02, Millstone Township, Owner: Baranowitz, Improved Property, ±8.39 Acres, for Additions to Perrineville Lake Park (Ref. #15-21) (*FAIR & OPEN*)
 3. Preliminary Assessment/Site Investigation (PASI) Report, Block 131, Lot 1, Middletown Township, Owner: Johnson & Ensley, Unimproved Property, ±0.114 Acres, for Additions to Bayshore Waterfront Park – Donation (Ref. #15-22) (*FAIR & OPEN*)
 4. Surveying Services, Block 131, Lot 1, Middletown Township, Owner: Johnson & Ensley, Unimproved Property, ±0.114 Acres, for Additions to Bayshore Waterfront Park – Donation (Ref. #15-23) (*FAIR & OPEN*)
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DATES TO REMEMBER:

1. **“TUESDAY EVENING”, MAY 26, 2015** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
2. **SATURDAY, JUNE 6, 2015** – 9 AM TO 3 PM. **Special People United To Ride (SPUR) 2nd Annual Horse Show.** “Sunnyside Equestrian Center”, Sunnyside Recreation Area, Middletown, NJ
3. **SUNDAY, JUNE 7, 2015** – 10 AM TO 3 PM. **Deep Cut Gardens Open House.** Deep Cut Gardens, 152 Red Hill Road, Middletown, NJ.
4. **MONDAY EVENING, JUNE 8, 2015** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
5. **FRIDAY, JUNE 12, 2015** – 4 PM UNTIL 6 PM. **Coastal Activity Center (CAC)/ Urban Recreation Program Barbeque** for CAC Participants and Immediate Families. Location: Coastal Activity Center (Salvation Army Building), 605 Asbury Ave., Asbury Park, NJ.
6. **SUNDAY, JUNE 14, 2015** – 11 AM TO 2 PM. **Friends of the Parks Battery Lewis Picnic,** Hartshorne Woods Park, Portland Road, Highlands, NJ.
7. **SATURDAY, JUNE 20, 2015** – 9 AM TO 1 PM. **Eco-Elephant Family Flea Market.** Dorbrook Recreation Area, 209 County Route 537 East, Colts Neck, NJ.
8. **MONDAY EVENING, JUNE 22, 2015** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.

9. **MONDAY EVENING, JULY 13, 2015** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
10. **WEDNESDAY THROUGH SUNDAY, JULY 22-26, 2015** – **41st Annual Monmouth County Fair.** East Freehold Showgrounds, 1500 Kozloski Rd, Freehold, NJ. (*Hours: Weds.–Friday 5 PM to 11 PM; Saturday 3 PM to 11 PM; and Sunday 11 AM to 6 PM*).
11. **SATURDAY, AUGUST 8, 2015** - 1 PM TO 5 PM. **Dorbrook Day.** *Celebrating Dorbrook Recreation Areas' 30th Anniversary.* Dorbrook Recreation Area, 209 County Route 537 East, Colts Neck, NJ.
12. **MONDAY EVENING, AUGUST 10, 2015** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
13. **SATURDAY, AUGUST 15, 2015** - 1 PM TO 4 PM. **Sweet Corn Festival.** Historic Walnford, Upper Freehold, NJ.
14. **SATURDAY, AUGUST 22, 2015** - 9 PM TO 1 PM. **Eco-Elephant Family Flea Market.** Dorbrook Recreation Area, 209 County Route 537 East, Colts Neck, NJ.
15. **MONDAY EVENING, AUGUST 24, 2015** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1st 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 May 11, 2015, 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 8, 2015**, 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 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, as required under the Open Public Meetings Act, Chapter 231, P.L. 1975.

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