

PRESENT:

ABSENT:

ALSO PRESENT:

A G E N D A

**MONMOUTH COUNTY BOARD OF
RECREATION COMMISSIONERS:**

**REGULAR MEETING: MONDAY,
NOVEMBER 7, 2011– 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, OCTOBER 24, 2011
(Absent: None)

D. Approval of EXECUTIVE SESSION MINUTES: MONDAY, OCTOBER 24, 2011
(Absent: None)

E. Approval of 2011 VOUCHER LIST

F. SECRETARY—DIRECTOR’S REPORT:

G. BOARD CORRESPONDENCE RECEIVED:

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

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

J. FREEHOLDER'S REPORT:

K. ITEMS FOR BOARD REVIEW:

1. Citation of Appreciation for Stephanie A. Becker, Supervising Clerk Stenographer, who will be Retiring Effective December 1, 2011, with Over Twenty-Five Years of Service. *(Agenda Item #1 for Board Action)*

2. Adopting "Fair and Open Process" and "Special Pay-to-Play Restrictions for Professional Service Contracts and Extraordinary Unspecifiable Service Contracts. *(Agenda Item #8 for Board Action)*

3. Agenda Items #9, #10, #11 & #12, as added to the Agenda

4. Status of Funded Projects as of October 28, 2011

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 #8 for Board Action; and

WHEREAS, the Board also reviewed Agenda Items #9, #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 AUTHORIZING the SECRETARY-DIRECTOR to prepare a CITATION expressing the BOARD'S APPRECIATION FOR SERVICES to STEPHANIE A. BECKER, who started work with the Monmouth County Park System on November 10, 1986, and who will RETIRE effective December 1, 2011, with Over Twenty-Five (25) Years of Service.

2. Resolution ACCEPTING the WRITTEN PROPOSAL of GAGLIANO & COMPANY, Shrewsbury, NJ, as received on October 25, 2011, proposal dated October 14, 2011, for providing PROFESSIONAL APPRAISAL SERVICES FOR BLOCK 109, LOTS 10, 11 AND 12, TOWNSHIP OF HOWELL, NJ, OWNER: KRIST, ±5.18 ACRES, PROJECT: ADDITIONS TO METEDECONK RIVER GREENWAY, INTEREST: FEE SIMPLE (Ref. #11-61 & PS #74-11), in an Amount Not To Exceed \$1,900.00, 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. Resolution ACCEPTING the WRITTEN PROPOSAL of JOHNSON REALTY SERVICES, LLC, Wall, NJ, as received on October 25, 2011, proposal dated October 18, 2011, for providing PROFESSIONAL APPRAISAL SERVICES FOR BLOCK 109, LOTS 10, 11 AND 12, TOWNSHIP OF HOWELL, NJ, OWNER: KRIST, ±5.18 ACRES, PROJECT: ADDITIONS TO METEDECONK RIVER GREENWAY, INTEREST: FEE SIMPLE (Ref. #11-61 & PS #74-11), in an Amount Not To Exceed \$1,907.00, 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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4. Resolution AUTHORIZING the PURCHASE of FUEL OIL #2 – HEATING, from TAYLOR OIL CO., INC., Somerville, NJ, ITEMS: Provide Fuel Oil #2 (Heating) to the Monmouth County Park System—Various Buildings, for the period of November 7, 2011 to March 31, 2012; Actual Price Calculated based on an up charge of \$0.35 added to the posted price as shown in the Journal of Commerce; as available under New Jersey State Contract #67095 (original contract period of 11/1/2006-10/31/2009), for the 4th Extension Period of 11/1/2011 to 3/31/2012; in the Estimated Total Contract Amount of \$178,750.00.
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5. Resolution AUTHORIZING the EXERCISING OF OPTION TO EXTEND CONTRACT, as per bid proposal, for an ADDITIONAL ONE (1) YEAR PERIOD (2012), as originally awarded by Resolution #R-11-3-28=169, to A.C. SCHULTES, INC., Woodbury Heights, NJ, for FURNISHING AND DELIVERY OF GOLF COURSE IRRIGATION WELL AND PUMPING EQUIPMENT SERVICES AND REPAIR PARTS (Bid #0036-11), ITEMS: #1-4, 2012 Supply/Service Contract for the Period of 01/01/12 through 12/31/12, under the same terms and conditions as per bid specification; in the Estimated Total Contract Amount of \$10,000.00.
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6. Resolution Authorizing CHANGE ORDER #1, in the amount of \$4,010.65 increasing quantity of Item #8 from 800 SF to 1,450 SF of Dense Graded Aggregate (\$650.00), and adding new Item #9 for supplemental preparation and drainage for new concrete and thin-set overlay work (Lump Sum Quantity) (\$3,360.65), to MIXALIA ENTERPRISES, LLC, Long Branch, NJ, for HOMINY HILL GOLF CENTER THIN-SET OVERLAY AND WALKWAY RENOVATION (Bid #0034-11), ITEMS: Base Bid Items #1-5, Plus the Sum of Add Alternates #6, 7 & 8; as originally awarded by Resolution #R-11-3-28=165 in the Contract Amount of \$108,362.50, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$112,373.15.
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7. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to BECKER'S TREE SERVICES, INC., Tinton Falls, NJ, for FURNISHING AND DELIVERY OF TREE TRIMMING SERVICES, SUPPLEMENT #1 (2011) (Bid #0071-11), ITEM: #1, 2011 Service Contract for the Period of 11/7/11 through 12/31/11; in the Estimated Total Contract Amount of \$15,000.00.
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8. Resolution ADOPTING the “FAIR AND OPEN PROCESS” as the preferred method for awarding contracts, as adopted by Freeholder Resolution 06-178 on February 23, 2006, and “SPECIAL PAY-TO-PLAY RESTRICTIONS FOR PROFESSIONAL SERVICE CONTRACTS AND EXTRAORDINARY UNSPECIFIABLE SERVICE CONTRACTS”, as adopted by Freeholder Resolution No. 08-397 on May 8, 2008, to be incorporated in and supplemental to the Monmouth County Board of Chosen Freeholders’ Adopted Resolution No. 06-178 regarding the County’s “Fair and Open Process”, and RESCINDING Board Resolution No. R-07-8-20=348.
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9. Resolution Authorizing CHANGE ORDER #1, in the amount of \$1,366.60 for additional work, 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 Contract Amount of \$920,200.00, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$921,566.60.
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10. Resolution Authorizing CHANGE ORDER #3, in the amount of minus (-) \$9,675.00 for additions, deletions and final liquidated damages adjustment to contract, to PAKIS CONSTRUCTION, INC., Bloomfield, NJ, for HOLMDEL SHELTER BUILDING #226, INTERIOR RENOVATION (Bid #0069-09), as originally awarded by Resolution #R-10-2-8=62 in the Contract Amount of \$359,100.00, and as modified by Change Order #1 awarded by Resolution #R-10-8-23=267 in the Total Change Order #1 Contract Amount of \$364,800.08, and as modified by Change Order #2 awarded by Resolution #R-11-2-7=80 in the Total Change Order #2 Contract Amount of \$378,944.19, for a NEW TOTAL CHANGE ORDER #3 CONTRACT AMOUNT OF \$369,269.19.
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11. Resolution REJECTING bid proposal of FIORE PAVING CO., INC., Oceanport, NJ, for 2011 RESURFACING AND REPAIR WORK AT SEVEN PRESIDENTS OCEANFRONT PARK AND THOMPSON PARK (Bid #0070-11), as contractor cannot meet the requirements of the bid specifications.
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12. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to G&M TROPHY, INC., Long Branch, NJ, for FURNISHING AND DELIVERY OF TROPHIES, PLAQUES & AWARDS (Bid #0002-12), ITEMS: #1-6 (2012 Supply Contract for the Period of 01/01/12 through 12/31/12), with the Board of Recreation Commissioners RESERVING the OPTION TO EXTEND the CONTRACT for an ADDITIONAL ONE (1) YEAR PERIOD (2013), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$15,000.00.

MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:

MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:

1. Golf Course Architectural Services at Various Parks (Hominy Hill GC, Howell Park GC, Shark River GC, Pine Brook GC, Bel-Aire GC and Charleston Springs GC) (Ref. #11-74) (FAIR & OPEN)
2. Providing Drug and Alcohol Testing (PS #02-12) (FAIR & OPEN)
3. Providing Medical Services (PS #03-12) (FAIR & OPEN)
4. Providing Psychological Testing and Vocational Assessment Services (PS #04-12) (FAIR & OPEN)

DATES TO REMEMBER:

1. **MONDAY EVENING, NOVEMBER 21, 2011** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
2. **MONDAY EVENING, DECEMBER 5, 2011** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
3. **MONDAY EVENING, DECEMBER 19, 2011** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
4. **SUNDAY-WEDNESDAY, MARCH 4-7, 2012** – NJRPA 37th Annual Conference & Exhibition. "Parks & Recreation: Creating Destinations and Making Memories". Taj Mahal Hotel. Atlantic City, NJ.
5. **SATURDAY, MARCH 10, 2012** – 16th Annual New Jersey Land Conservation Rally. Brookdale Community College. Lincroft, NJ. *The Rally is a daylong educational event offering more than 30 workshops, plenary sessions, and networking opportunities. Over 325 conservationists attend each year. All workshops are 75 minutes long and multiple sessions run concurrently. There is also a Pre-Rally Field Trip which highlights preservation efforts in a specific area of the state each year.* <http://www.njconservation.org>

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 October 24, 2011, 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; and:

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 **November 21, 2011**, 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)
