

**PRESENT:**

**ABSENT:**

**ALSO PRESENT:**

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**A G E N D A**

**MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS:**

**REGULAR MEETING: TUESDAY,  
OCTOBER 9, 2012– 7:00 PM**

**THOMPSON PARK VISITOR CENTER, “BEECH ROOM”,  
1<sup>ST</sup> 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, SEPTEMBER 17, 2012  
(Excused: Commissioners Mandeville, Hennessy and Hood)

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D. Approval of EXECUTIVE SESSION MINUTES—PERSONNEL MATTERS:  
MONDAY, SEPTEMBER 17, 2012. (Excused: Commissioners Mandeville, Hennessy and Hood)

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E. Approval of EXECUTIVE SESSION MINUTES—POTENTIAL LITIGATION MATTERS:  
MONDAY, SEPTEMBER 17, 2012. (Excused: Commissioners Mandeville, Hennessy and Hood)

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F. Approval of EXECUTIVE SESSION MINUTES—LAND ACQUISITION MATTERS:  
MONDAY, SEPTEMBER 17, 2012. (Excused: Commissioners Mandeville, Hennessy and Hood)

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G. Approval of 2011 VOUCHER LIST

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H. Approval of 2012 VOUCHER LIST

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I. SECRETARY—DIRECTOR’S REPORT:

J. BOARD CORRESPONDENCE RECEIVED:

K. Motion to OPEN the HEARING OF THE PUBLIC. (Time: \_\_\_\_\_PM)  
*(Presentations are limited to three (3) minutes per person.)*

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L. Motion to CLOSE the HEARING OF THE PUBLIC. (Time: \_\_\_\_\_PM)

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M. FREEHOLDER’S REPORT:

N. ITEMS FOR BOARD REVIEW:

1. Review of Agenda Items for Board Action. Removal of Tentative Agenda Item #5, Exercising Option to Extend Current Lease Agreement with The Salvation Army Operating through Its Asbury Park Corps; New Agenda Item #5, being Change Order #1 to Allied Oil, Inc.; and Agenda Items #15, 16 & 17, as added to the Agenda.
  
2. Status of Funded Projects as of September 27, 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 #4, and Agenda Items #6 through #14 for Board Action; and

WHEREAS, the Board also reviewed Agenda Items #5, 15, 16 & 17, 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 AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to RICH PICERNO BUILDERS, LLC, Kenilworth, NJ, for PLAYGROUND SURFACING REPAIRS AND PLAY STRUCTURES AT VARIOUS PARKS (Bid #0051-12), ITEMS: Total Base Bid Price, Items #1-13 Inclusive; in the Total Contract Amount of \$88,053.75.
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2. Resolution Authorizing CHANGE ORDER #1, in the amount of \$969.00, due to an increase in summer camp participants, to ST. JOHN VIANNEY HIGH SCHOOL, Holmdel, NJ, for FURNISHING OF FACILITIES AND STAFF FOR SUMMER SPORTS CAMPS (Bid #0014-11), ITEMS: 2012 Supply Contract for the Period of 01/01/12 through 12/31/12, as originally awarded by Resolution #R-10-12-6=430 and Extended for an Additional One (1) Year Period (2012), as per Resolution #R-11-10-24=369 in the Estimated Total Contract Amount of \$46,000.00, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$46,969.00.
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3. Resolution Authorizing CHANGE ORDER #1, in the amount of \$1,330.00, due to an overage in delivery of 2 tons of Bid Item #42, 20-0-0 Liquid Fertilizer @\$665.00 per ton, to PLANT FOOD COMPANY, INC., Cranbury, NJ, for FURNISHING AND DELIVERY OF SEED, LIME, FERTILIZER, CHEMICALS AND AGRICULTURAL SUPPLIES (Bid #0016-12), ITEMS: #21, 27, 31, 36, 38, 42, 135, 136 & 142 (Period of 02/06/12 through 12/31/12); as originally awarded by Resolution #R-12-2-6=81 in the Contract Amount of \$80,861.80, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$82,191.80.
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4. Resolution Authorizing CHANGE ORDER #2, in the amount of minus (-) \$9,023.00, based on condition of tents at the 2012 Monmouth County Fair, to AMERICAN TENT, Frederick, MD, for RENTAL OF FAIR TENTS (Bid #0053-11), as originally awarded by Resolution #R-11-6-6=249, and Extended for an Additional One (1) Year Period (2012), ITEMS: #1-21, Total Lump Sum Amount of \$59,522.00; #22-31 (Optional Unit Prices to be used in determining Prices of Add and Delete Items); for the Period of 07/12/12 through 08/09/12, under the same terms and conditions as per bid specification; as per Resolution #R-11-10-24=374, in the Total Contract Amount of \$59,522.00, and as modified by Change Order #1 awarded by Resolution #R-12-8-20=282 in the Total Change Order #1 Contract Amount of \$57,055.00, for a NEW TOTAL CHANGE ORDER #2 CONTRACT AMOUNT OF \$48,032.00.
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5. Resolution Authorizing CHANGE ORDER #1, in the amount of \$20,000.00, increasing existing contract by 20% as allowed by law, and removing Federal L.U.S.T. Tax wording from contract, 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), as originally awarded by Resolution #R-12-5-21=214 in the Estimated Total Contract Amount of \$100,000.00, for a NEW ESTIMATED TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$120,000.00.
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6. Resolution Authorizing CHANGE ORDER #1, in the amount of \$24,000.00 increasing existing contract by 20% as allowed by law, to COASTAL AIR CONDITIONING, INC., Keyport, NJ, for FURNISHING AND DELIVERY OF HEATING AND AIR CONDITIONING MAINTENANCE & REPAIR PARTS AND SERVICE (Bid #0011-12), ITEMS: #1-8 (2012 Supply/Service Contract for the Period of 01/09/12 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; as originally awarded by Resolution #R-12-1-9=33 in the Estimated Total Contract Amount of \$120,000.00, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$144,000.00.
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7. Resolution Authorizing CONTRACT AMENDMENT #1, in the Amount of \$2,000.00 for additional bulk sampling services and analysis of asbestos containing materials, to ENVIRONMENTAL TACTICS, INC., Matawan, NJ, for providing PROFESSIONAL SERVICES REQUIRED IN THE BULK SAMPLING AND ANALYSIS OF MATERIAL AND THE MONITORING OF THE REMOVAL OF ASBESTOS CONTAINING MATERIAL FOR 2012 (PS #14-12), as originally awarded by Resolution #R-12-2-21=121, in the Contract Amount Not To Exceed \$10,000.00, for a NEW TOTAL AMENDED CONTRACT AMOUNT OF \$12,000.00, and further AUTHORIZING the SECRETARY-DIRECTOR to SEND NOTICE of Contract Amendment to the ASBURY PARK PRESS, a newspaper printed and published in the Township of Neptune, County of Monmouth, as required by law, within twenty (20) days of its passage.
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8. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal 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; in the Total Contract Amount of \$140,106.00.
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9. Resolution Authorizing CHANGE ORDER #1, in the amount of \$2,000.00, increasing existing contract by 20% as allowed by law, to KARL K. DEIGERT ENTERPRISES, INC., Tinton Falls, NJ, for FURNISHING AND DELIVERY OF SEWER LINE CLEANING SERVICES (Bid #0022-11), as originally awarded by Resolution #R-11-1-10=35 and Extended for an Additional One (1) Year Period as per Resolution #R-11-12-19=442, ITEMS: #1-16 (2012 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 Contract Amount of \$10,000.00, for a NEW ESTIMATED TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$12,000.00.
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10. Resolution ACCEPTING the WRITTEN PROPOSAL of CRANMER ENGINEERING, PA, Shrewsbury, NJ, as received on May 17, 2012, proposal dated May 16, 2012, for providing PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PASI) OF BLOCK 5, LOT 1, 1.01, 2 AND 3, ROOSEVELT BOROUGH, NJ, OWNER: LIEBERMAN INVESTMENT CO., LLC, ±13.59 ACRES, VACANT PROPERTY, PROJECT: ADDITIONS TO METEDECONK RIVER GREENWAY (Ref. #12-20 & PS #37-12), in an Amount Not To Exceed \$1,638.00, 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 ACCEPTING the WRITTEN PROPOSAL of MORRIS P. HEBERT, INC., Clinton, NJ, as received on June 7, 2012, proposal dated June 4, 2012, for providing PROFESSIONAL SURVEYING SERVICES OF BLOCK 5, LOTS 1, 1.01, 2 AND 3, ROOSEVELT BOROUGH, NJ, OWNER: LIEBERMAN INVESTMENT CO., LLC, ±13.59 ACRES, VACANT LAND, PROJECT: ADDITIONS TO PERRINEVILLE LAKE PARK (Ref. #12-21 & PS #44-12), in an Amount Not To Exceed \$2,550.00, 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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12. Resolution ACCEPTING the WRITTEN PROPOSAL of TECTONIC ENGINEERING & SURVEYING CONSULTANTS, P.C., Saddle Brook, NJ, as received on September 13, 2012, proposal dated September 11, 2012, for providing PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PASI) OF BLOCK 28, LOT 8 (NEW LOTS 8.01 AND 8.02), UPPER FREEHOLD TOWNSHIP, NJ, OWNER: BERNARD DEVELOPMENT, LLC, ±9.05 ACRES, VACANT PROPERTY: ADDITIONS TO UNION TRANSPORTATION TRAIL (Ref. #12-25 & PS #70-12), in an Amount Not To Exceed \$1,400.00, 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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13. Resolution ACCEPTING the WRITTEN PROPOSAL of MORRIS P. HEBERT, INC., Clinton, NJ, as received on September 13, 2012, proposal dated September 7, 2012, for providing PROFESSIONAL SURVEYING SERVICES OF BLOCK 28, LOT 8 (NEW LOTS 8.01 AND 8.02), UPPER FREEHOLD TOWNSHIP, NJ, OWNER: BERNARD DEVELOPMENT, LLC ±9.05 ACRES, VACANT PROPERTY, PROJECT: ADDITIONS TO UNION TRANSPORTATION TRAIL (Ref. #12-26 & PS #71-12), in an Amount Not To Exceed \$2,225.00, 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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14. Resolution Authorizing CHANGE ORDER #2, in the amount of minus (-) \$180.00 due to error on our part in calculating the total for Purchase Order Item #4, Bid Item #128 (200 tons x \$26.78 each = \$5,356.00), not \$5,536.00, to MITCHELL PRODUCTS, LLC, Millville, NJ, for FURNISHING AND DELIVERY OF SEED, LIME, FERTILIZER, CHEMICALS AND AGRICULTURAL SUPPLIES (Bid #0016-12), ITEMS: #125, 126, 127, 128 & 129 (Period of 02/06/12 through 12/31/12), as originally awarded by Resolution ##R-12-2-6=77 in the Contract Amount of \$101,806.32, and as modified by Change Order #1 awarded by Resolution #R-12-9-17=298 in the Total Change Order #1 Contract Amount of \$115,294.32, for a NEW TOTAL CHANGE ORDER #2 CONTRACT AMOUNT OF \$115,114.32.
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15. Resolution ACCEPTING the WRITTEN PROPOSAL of DRD APPRAISALS, LLC, dba STUART APPRAISAL COMPANY, Freehold, NJ, as received on October 2, 2012, proposal dated September 26, 2012, for providing PROFESSIONAL APPRAISAL SERVICES FOR BLOCK 177, LOTS 57Q, 107Q, 108Q, 108.02Q, 137Q AND 138Q, TOWNSHIP OF HOWELL, NJ, OWNER: MANZO, ±58.86 ACRES, PROJECT: ADDITIONS TO YELLOW BROOK TRACT, INTEREST: FEE SIMPLE (Ref. #12-49 & PS #73-12), in an Amount Not To Exceed \$2,800.00, 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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16. Resolution ACCEPTING the WRITTEN PROPOSAL of COMPREHENSIVE APPRAISAL CORPORATION, Freehold, NJ, as received on October 2, 2012, proposal dated September 21, 2012, for providing PROFESSIONAL APPRAISAL SERVICES FOR BLOCK 177, LOTS 57Q, 107Q, 108Q, 108.02Q, 137Q AND 138Q, TOWNSHIP OF HOWELL, NJ, OWNER: MANZO, ±58.86 ACRES, PROJECT: ADDITIONS TO YELLOW BROOK TRACT, INTEREST: FEE SIMPLE (Ref. #12-49 & PS #73-12), 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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17. Resolution ACCEPTING the WRITTEN PROPOSAL of ENGINEERING & LAND PLANNING ASSOCIATES, INC., Clinton, NJ, as received on September 20, 2012, proposal dated September 19, 2012, for providing ENGINEERING SERVICES FOR THE INSPECTION AND REPAIR OF CULVERTS ALONG THE UNION TRANSPORTATION TRAIL, UPPER FREEHOLD, NJ (Ref. #12-51 & PS #72-12), in an Amount Not To Exceed \$18,450.00, 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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**MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:**

1. Furnishing and Installing Plant Material at Various Parks
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**MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:**

1. Two (2) Appraisals, Block 84, Lots 33 & 33Q, Freehold Township (300 Stone Hill Road), Owner: Bohn, for Additions to Manasquan River Greenway (Ref. #12-59) (*FAIR & OPEN*)
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**DATES TO REMEMBER:**

1. **SAT.-WEDS., OCTOBER 13-17, 2012** – 5-Day On-Line Fall 2012 Monmouth County Auction, with Items beginning to close in one minute increments on October 17<sup>th</sup>, at 6 PM. Inspection and preview of items will be available on October 15<sup>th</sup> & 16<sup>th</sup>, from 8 AM – 3 PM, at the Monmouth County Fleet Services Division storage area located at 250 Center Street, Freehold, NJ. The Chief Auctioneer will be Stephen J. Miranti, Auction Liquidation Services, Eatontown, NJ <http://www.govauctionlistservices.com>
2. **TUESDAY-THURSDAY, OCTOBER 16-18, 2012** – NRPA Congress and Exposition. Anaheim Convention Center. Anaheim, CA.
3. **MONDAY EVENING, OCTOBER 22, 2012** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
4. **MONDAY EVENING, NOVEMBER 5, 2012** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
5. **MONDAY EVENING, NOVEMBER 19, 2012** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
6. **MONDAY EVENING, DECEMBER 3, 2012** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.

7. **MONDAY EVENING, DECEMBER 17, 2012** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1<sup>st</sup> 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 September 17, 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 PERSONNEL MATTERS and 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 “personnel matters, and 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 Personnel Matters shall not be made available to the public, as Personnel Matters are confidential. 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 **October 22, 2012**, at **7 PM**, in the "**Beech Room**" of the **Thompson Park Visitor Center, 1<sup>st</sup> 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.

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

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