

**PRESENT:**

**ABSENT:**

**ALSO PRESENT:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**A G E N D A**

Tentative: 10/15/14

**MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS:**

**REGULAR MEETING: MONDAY, OCTOBER 20, 2014– 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, OCTOBER 6, 2014.  
(Excused: Chairman Rummel, Commissioners Loud, Peters, and Zelina)

\_\_\_\_\_

D. Approval of EXECUTIVE SESSION MINUTES—ANTICIPATED LITIGATION ATTORNEY CLIENT PRIVILEGE – HOWELL PARK GOLF COURSE GOLF CENTER BLDG. #410: MONDAY, OCTOBER 6, 2014. (Excused: Chairman Rummel, Commissioners Loud, Peters, and Zelina)

\_\_\_\_\_

E. Approval of 2014 VOUCHER LIST

\_\_\_\_\_

F. SECRETARY—DIRECTOR’S REPORT:

1. BUDGET REPORTS

\_\_\_\_\_

2. REVENUE REPORT—MONTH OF SEPTEMBER

\_\_\_\_\_

3. ATTENDANCE REPORT—MONTH OF SEPTEMBER

\_\_\_\_\_

4. HUMAN RESOURCES TRAINING & SAFETY MONTHLY REPORT—  
SEPTEMBER (2014)

\_\_\_\_\_

5. MCBRC 2014 PURCHASING PERFORMANCE REPORT—THIRD QUARTER:  
JULY 1, 2014 – SEPTEMBER 30, 2014. (*Report Date: October 8, 2014*)

\_\_\_\_\_

6. MCPS WEBSITE TRAFFIC REPORT—SEPTEMBER 2014

\_\_\_\_\_

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. Board Action Item #1 – Change Order #1 in the amount of \$4,000.00, increasing existing contract by twenty percent (20%) as allowed by law, to Perez-Casado Enterprises, Inc., Tinton Falls, NJ, for Furnishing and Delivery of Auto Body Repair Service (Bid #0011-13), ITEM: 2014 Supply/Service Contract for the Period of 01/01/14-12/31/14 under the same terms and conditions as per bid specification; as originally awarded by Resolution #R-13-1-22=42 and Extended for an Additional One (1) Year Period as per Resolution #R-13-11-18=383 in the Contract Amount of \$20,000.00, for a New Total Change Order #1 Contract Amount of \$24,000.00.
2. Board Action Item #2 – Recommending acceptance of the written proposal of Partner Assessment Corp. dba Partner Engineering and Science, Inc., Eatontown, NJ, for Specialized Survey Services Digital Mapping for Henry Hudson Trail Original Section, Former Central Railroad Company of New Jersey Seashore Branch/NATCO Branch Rights-of-Way, from the Township of Aberdeen to the Atlantic Highlands Borough Line, to be furnished to the Monmouth County Board of Recreation Commissioners, Lincroft, NJ (Ref #14-49 & PS #57-14) in an Amount Not to Exceed \$9,600.00, as a non-fair and open contract.
3. Board Action Item #3 – Authorizing the Purchase of Fuel Oil #2-Heating, from Taylor Oil Company, Somerville, NJ, Item: Provide fuel Oil #2 (Heating) to the Monmouth County Park System-Variou Buildings, for the Period of January 1, 2015 through June 30, 2015, in the Estimated Total Contract Amount of \$100,000.00.
4. Board Action Item #4 – Award of Contact to the Multi-Temp Mechanical, Inc., Westville, NJ, for Furnishing, Delivery, and Installation of Replacement Boilers and Furnaces, and Natural Gas Conversions (Bid #0052-14), Items: Proposal 1, Item #1, 95% AFUE @\$3,500.00 and Proposal 2, Items #1 & 2 @\$9,060.00; in the Total Contract Amount of \$12,560.00.
5. Board Action Item #5 – Award of Contact to IB Miller, Inc., Long Branch, NJ, for Furnishing, Delivery, and Installation of Replacement Boilers and Furnaces, and Natural Gas Conversions (Bid #0052-14), Item: Proposal 3, Item #1, 95% AFUE; in the Total Contract Amount of \$23,520.00.
6. Board Action Item #6 – Awarding Contract to Performance Mechanical Corp., Wall, NJ, for Furnishing, Delivery, and Installation of Replacement Boilers and Furnaces, and Natural Gas Conversions (Bid #0052-14), Items: Proposal 4, Item #1, 95% AFUE and Item #2; in the Total Contract Amount of \$23,300.00.

7. Board Action Item #7 – Accepting the written proposal of PATJO Appraisal Services, Inc., Kendall Park, NJ, as received on October 7, 2014, proposal dated October 1, 2014, for Providing Professional Appraisal Services of Block 907, Lot 12, Township of Wall, NJ, Vacant Property, ±9.1 Acres, Owner: Smith, Project: Additions to Shark River Park, Interest: Fee Simple (Ref. #14-35 & PS #58-14), in an Amount Not To Exceed \$1,950.00.
  
8. Status of Funded Projects as of October 14, 2014.

**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 #7 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 \$4,000.00, increasing existing contract by twenty percent (20%) as allowed by law, to PEREZ-CASADO ENTERPRISES, INC., dba MAACO TINTON FALLS, Tinton Falls, NJ, for FURNISHING AND DELIVERY OF AUTO BODY REPAIR SERVICE (Bid #0011-13), ITEM: 2014 Supply/Service Contract for the Period of 01/01/14-12/31/14 under the same terms and conditions as per bid specification; as originally awarded by Resolution #R-13-1-22=42 and Extended for an Additional One (1) Year Period as per Resolution #R-13-11-18=383 in the Contract Amount of \$20,000.00, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$24,000.00.

\_\_\_\_\_

2. Resolution ACCEPTING the WRITTEN PROPOSAL of PARTNER ASSESSMENT CORP. dba PARTNER ENGINEERING AND SCIENCE, INC., Eatontown, NJ, as received on September 26, 2014, proposal dated September 24, 2014, for providing SPECIALIZED SURVEY SERVICES DIGITAL MAPPING FOR HENRY HUDSON TRAIL ORIGINAL SECTION, FORMER CENTRAL RAILROAD COMPANY OF NEW JERSEY SEASHORE BRANCH/NATCO BRANCH RIGHTS-OF-WAY, FROM THE TOWNSHIP OF ABERDEEN TO THE ATLANTIC HIGHLANDS BOROUGH LINE, TO BE FURNISHED TO THE MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS, LINCROFT, NEW JERSEY (Ref. #14-49 & PS #57-14), in an Amount Not To Exceed \$9,600.00, as a non-fair and open contract, pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5 as appropriate, and further AUTHORIZING the SECRETARY-DIRECTOR to SEND NOTICE of contract award 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. (*Non-Fair & Open process approved by Teri O'Connor, County Administrator, as per her Memorandum dated November 12, 2013.*)
- 

3. Resolution AUTHORIZING the PURCHASE of FUEL OIL #2-HEATING, from TAYLOR OIL COMPANY, Somerville, NJ, ITEM: Provide Fuel Oil #2 (Heating) to the Monmouth County Park System-Variou Buildings, for the Period of January 1, 2015 through June 30, 2015, actual price calculated based on an up charge of \$0.22000 added to the posted price as shown in OPIS, as available under NJ State Contract #81392 (T-0077), for the Period of July 1, 2012 through June 30, 2015, in the Estimated Total Contract Amount of \$100,000.00.
- 

4. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to MULTI-TEMP MECHANICAL, INC., Westville, NJ, for FURNISHING, DELIVERY, AND INSTALLATION OF REPLACEMENT BOILERS AND FURNACES, AND NATURAL GAS CONVERSIONS (Bid #0052-14), ITEMS: Proposal 1, Item #1, 95% AFUE @\$3,500.00 and Proposal 2, Items #1 & 2 @\$9,060.00 ; in the Total Contract Amount of \$12,560.00.
- 

5. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to IB MILLER, INC., Long Branch, NJ, for FURNISHING, DELIVERY, AND INSTALLATION OF REPLACEMENT BOILERS AND FURNACES, AND NATURAL GAS CONVERSIONS (Bid #0052-14), ITEM: Proposal 3, Item #1, 95% AFUE; in the Total Contract Amount of \$23,520.00.
-

6. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to PERFORMANCE MECHANICAL CORP., Wall, NJ, for FURNISHING, DELIVERY, AND INSTALLATION OF REPLACEMENT BOILERS AND FURNACES, AND NATURAL GAS CONVERSIONS (Bid #0052-14), ITEMS: Proposal 4, Item #1, 95% AFUE and Item #2; in the Total Contract Amount of \$23,300.00.
- 

7. Resolution ACCEPTING the WRITTEN PROPOSAL of PATJO APPRAISAL SERVICES, INC., Kendall Park, NJ, as received on October 7, 2014, proposal dated October 1, 2014, for PROVIDING PROFESSIONAL APPRAISAL SERVICES OF BLOCK 907, LOT 12, TOWNSHIP OF WALL, NEW JERSEY, VACANT PROPERTY, ±9.1 ACRES, OWNER: SMITH, PROJECT: ADDITIONS TO SHARK RIVER PARK, INTEREST: FEE SIMPLE (Ref. #14-35 & PS #58-14), in an Amount Not To Exceed \$1,950.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
- 

**MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:**

1. Portland Place Restoration Phase II, Hartshorne Woods
- 

**MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:**

1. Preliminary Assessment & Site Investigation Services (PASI), Block 98, Lot 89, 13 Drift Road, Freehold Township, Owner: Zink, for Additions to Turkey Swamp Park (Ref. #14-57) (*FAIR & OPEN*)
  2. Surveying Services, Block 98, Lot 89, 13 Drift Road, Freehold Township, Owner: Zink, for Additions to Turkey Swamp Park (Ref. #14-58) (*FAIR & OPEN*)
- 

**DATES TO REMEMBER:**

1. **MONDAY EVENING, OCTOBER 20, 2014** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
2. **MONDAY EVENING, NOVEMBER 3, 2014** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
3. **MONDAY EVENING, NOVEMBER 17, 2014** - 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, DECEMBER 1, 2014** - 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, DECEMBER 15, 2014** - 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 October 6, 2014, 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 **November 3, 2014**, 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 Attorney Client Privileged 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)

\_\_\_\_\_