

**PRESENT:**

**ABSENT:**

**ALSO PRESENT:**

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**A G E N D A**

*Tentative: 10/16/13*

**MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS:**

**REGULAR MEETING: MONDAY, OCTOBER 21, 2013– 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 7, 2013  
(Excused: Chairman Loud, Commissioner Hood)

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D. Approval of EXECUTIVE SESSION MINUTES—LAND ACQUISITION MATTERS:  
MONDAY, OCTOBER 7, 2013. (Excused: Chairman Loud, Commissioner Hood)

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E. Approval of EXECUTIVE SESSION MINUTES—PERSONNEL MATTERS:  
MONDAY, OCTOBER 7, 2013. (Excused: Chairman Loud, Commissioner Hood)

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F. Approval of EXECUTIVE SESSION MINUTES—POTENTIAL LITIGATION:  
MONDAY, OCTOBER 7, 2013. (Excused: Chairman Loud, Commissioner Hood)

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G. Approval of 2013 VOUCHER LIST

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H. SECRETARY—DIRECTOR’S REPORT:

1. BUDGET REPORTS

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2. REVENUE REPORT—MONTH OF SEPTEMBER

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3. ATTENDANCE REPORT—MONTH OF SEPTEMBER

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4. HUMAN RESOURCES TRAINING & SAFETY MONTHLY REPORT—SEPTEMBER  
(Dated: 10/11/2013)

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5. MCPS TRAINING REQUESTS AS OF OCTOBER 11, 2013

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6. MCBRC PURCHASING PERFORMANCE REPORT— THIRD QUARTER:  
JULY 1, 2013 – SEPTEMBER 30, 2013. (Report Dated: October 1, 2013)

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7. MCPS WEBSITE TRAFFIC REPORT—SEPTEMBER COMPARISON BY YEAR

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I. BOARD CORRESPONDENCE RECEIVED:

1. Resolution #176-2013, dated October 10, 2013, from the Borough of Atlantic Highlands, in support of the Monmouth County Park System’s Efforts to Make Repairs to the Henry Hudson Trail.

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

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

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L. PRESENTATION:

“Battery Lewis—Hartshorne Woods Park”  
by Gail Hunton, Supervising Historic Preservation Specialist

M. FREEHOLDER’S REPORT:

N. ITEMS FOR BOARD REVIEW:

1. Review of Agenda Items for Board Action, including:

- Item #5 For Board Action – Authorization to Apply to the Navy Inactive Ships Program (PMS 333) for “Application for Donation of Condemned or Obsolete Shipboard Material”, for One (1) Surplus 16” Navy Mark 7 Gun Barrel from the USS New Jersey to be exhibited at Battery Lewis, Hartshorne Woods Park.
  
- Item #6 For Board Action – Change Order #1 in the amount of \$11,135.63 to Dell-Tech, Inc., for Holland Activity Center Rehabilitation, Tatum Park—Phase One, Middletown, NJ (Bid #0057-12).

2. Status of Funded Projects as of October 15, 2013.

**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 ACCEPTING the WRITTEN PROPOSAL of JOHNSON, MIRMIRAN & THOMPSON, INC., Trenton, NJ, as received on September 26, 2013, proposal dated September 20, 2013, for PROVIDING PROFESSIONAL SURVEYING SERVICES OF BLOCK 28, LOT 7, UPPER FREEHOLD TOWNSHIP, NJ, OWNER: HIGH RIDGE HOLDING COMPANY, ±14.33 ACRES, VACANT PROPERTY, PROJECT: ADDITIONS TO UNION TRANSPORTATION TRAIL (Ref. #13-37 & PS #49-13), in an Amount Not To Exceed \$3,075.00, 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 ADAMS, REHMANN AND HEGGAN ASSOCIATES, INC., Hammonton, NJ, as received on September 26, 2013, proposal dated September 19, 2013, for PROVIDING PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PASI) SERVICES OF BLOCK 28, LOT 7, UPPER FREEHOLD TOWNSHIP, NJ, OWNER: HIGH RIDGE HOLDING COMPANY, ±14.33 ACRES, VACANT PROPERTY, PROJECT: ADDITIONS TO UNION TRANSPORTATION TRAIL (Ref. #13-38 & PS #48-13), in an Amount Not To Exceed \$1,975.00, 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 ACCEPTING the WRITTEN PROPOSAL of GAGLIANO & COMPANY, Shrewsbury NJ, as received on October 4, 2013, proposal dated October 1, 2013, for PROVIDING PROFESSIONAL APPRAISAL SERVICES FOR BLOCK 109, LOT 3, TOWNSHIP OF HOWELL, NJ, OWNER: SHOEMAKER, ±3.09 ACRES, PROJECT: ADDITIONS TO METEDECONK RIVER GREENWAY, INTEREST: FEE SIMPLE (Ref. #13-40 & PS #50-13), in an Amount Not To Exceed \$1,500.00, 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 ACCEPTING the WRITTEN PROPOSAL of COMPREHENSIVE APPRAISAL CORP., Freehold, NJ, as received on October 4, 2013, proposal dated September 27, 2013, for PROVIDING PROFESSIONAL APPRAISAL SERVICES FOR BLOCK 109, LOT 3, TOWNSHIP OF HOWELL, NJ, OWNER: SHOEMAKER ±3.09 ACRES, PROJECT: ADDITIONS TO METEDECONK RIVER GREENWAY, INTEREST: FEE SIMPLE, (Ref. #13-40 & PS #50-13), in an Amount Not To Exceed \$1,599.00, 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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5. Resolution AUTHORIZING the EXECUTION AND SUBMISSION of an “APPLICATION FOR DONATION OF CONDEMNED OR OBSOLETE SHIPBOARD MATERIAL” to the NAVY INACTIVE SHIPS PROGRAM (PMS 333), for ONE (1) SURPLUS 16” NAVY MARK 7 GUN BARREL, from the USS NEW JERSEY, to be EXHIBITED AT BATTERY LEWIS, HARTSHORNE WOODS PARK, and further AUTHORIZING the CHAIRMAN and SECRETARY-DIRECTOR OF THE BOARD and/or his DESIGNEES to take any and all action as deemed necessary.
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6. Resolution Authorizing CHANGE ORDER #1, in the amount of \$11,135.63 for reconciliation of final quantities in base bid allowances, additional structural repairs due to concealed conditions, and credits for alternative items and deleted work, to DELL-TECH, INC., Trenton, NJ, for HOLLAND ACTIVITY CENTER REHABILITATION, TATUM PARK—PHASE ONE, MIDDLETOWN, NJ (Bid #0057-12), ITEMS: Base Bid Price \$668,200.00; as originally awarded by Resolution #R-12-12-17=383 in the Contract Amount of \$668,200.00, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$679,335.63.
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7. Resolution Authorizing CHANGE ORDER #1, in the amount of \$4,000.00 increasing existing contract by 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), ITEMS: 2013 Supply/Service Contract for the Period of 01/22/13 through 12/31/13, with the Board of Recreation Commissioners RESERVING the OPTION TO EXTEND the CONTRACT for an ADDITIONAL ONE (1) YEAR PERIOD (2014), under the same terms and conditions, as per bid specification; as originally awarded by Resolution #R-13-1-22=42 in the Estimated Contract Amount of \$20,000.00, for a NEW ESTIMATED TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$24,000.00.
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**MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:**

1. Furnishing and Delivery of a Sand Storage Silo
  2. Furnishing, Delivery and Installation of Golf Course Green Drainage Systems
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**MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:**

1. Two (2) Appraisals, Block 907, Lot 34, Wall Township, Improved, Residential,  $\pm$ 2.17 Acres, Owner: Mansfield, for Additions to Shark River Park (Ref. #13-47) (FAIR & OPEN)
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**DATES TO REMEMBER:**

1. **SAT.-WEDS., OCTOBER 19-23, 2013** – 5-Day On-Line Fall 2013 Monmouth County Auction, with Items beginning to close in one minute increments on Weds., Oct. 23<sup>rd</sup>, at 6 PM. Inspection and preview of items will be available on Mon., Oct. 21<sup>st</sup> & Tues., Oct. 22<sup>nd</sup>, from 8 AM – 3 PM, at the Monmouth County Fleet Services Division storage area located at 250 Center Street, Freehold, NJ. The Auction is conducted by USGovBid/Auction Liquidation Services, Eatontown, NJ [www.usgovbid.com](http://www.usgovbid.com) and the Chief Auctioneer will be Stephen J. Miranti.
2. **SUNDAY, OCTOBER 20, 2013** – 11 AM – 5 PM. “Thompson Park Day”. Thompson Park, 805 Newman Springs Rd., Lincroft, NJ. Admission and parking are free. Some activities have a fee.
3. **MONDAY EVENING, OCTOBER 21, 2013** - 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 4, 2013** - 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 18, 2013** - 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 2, 2013** - 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 16, 2013** - 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 7, 2013, as required under the Open Public Meetings Act, Chapter 231, P.L. 1975.”

**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 4, 2013**, 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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