

PRESENT:

ABSENT:

ALSO PRESENT:

A G E N D A

Tentative: 10/17/12

MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS:

REGULAR MEETING: MONDAY, OCTOBER 22, 2012– 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: TUESDAY, OCTOBER 9, 2012
(Excused: Commissioner Mandeville)

D. Approval of EXECUTIVE SESSION MINUTES—PERSONNEL MATTERS:
TUESDAY, OCTOBER 9, 2012. (Excused: Commissioner Mandeville)

E. Approval of EXECUTIVE SESSION MINUTES—LAND ACQUISITION MATTERS:
TUESDAY, OCTOBER 9, 2012. (Excused: Commissioner Mandeville)

F. Approval of 2011 VOUCHER LIST

G. Approval of 2012 VOUCHER LIST

H. 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 2012 (Dated: 10/15/2012)

5. MCPS TRAINING REQUESTS AS OF OCTOBER 12, 2012.

6. MCBRC 2012 PURCHASING PERFORMANCE REPORT—THIRD QUARTER:
JULY 1, 2012 – SEPTEMBER 30, 2012 (Report Date: October 12, 2012)

7. MCPS WEBSITE TRAFFIC REPORT—SEPTEMBER

I. BOARD CORRESPONDENCE RECEIVED:

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

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

L. PRESENTATIONS:

1. Fort Monmouth Youth Center—By Andrew Spears, Superintendent of Recreation

2. Thompson Park Day Wrap-Up—By Andrew Spears, Superintendent of Recreation

M. FREEHOLDER’S REPORT:

N. ITEMS FOR BOARD REVIEW:

1. Review of Agenda Items for Board Action.

2. Status of Funded Projects as of October 12, 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 #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 minus (-) \$425.00 due to fair closing and round trip services not used for contract time, to FIRST STUDENT, INC., Neptune, NJ, for FURNISHING AND DELIVERY OF BUS TRANSPORTATION SERVICE (54-PASSENGER SCHOOL BUSES) FOR THE 2012 RECREATION ASSISTANCE PROGRAM, TRIPS TO THE MCPS FAIR TO AND FROM ASBURY PARK AND SHUTTLE BUS TRANSPORTATION SERVICES FOR THE 2012 MCPS FAIR (Bid #0045-12), ITEMS: Proposal #2, Items 1 & 2, Furnishing and Delivery of 2012 Bus Transportation Service for Trips to the Monmouth County Fair to and from Asbury Park, NJ (Period of July 28, 2012); as originally awarded by Resolution #R-12-6-11=231 in the Estimated Total Contract Amount of \$850.00, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$425.00.

2. Resolution ACCEPTING the WRITTEN PROPOSAL of GAGLIANO & COMPANY, Shrewsbury, NJ, as received on October 3, 2012, proposal dated September 21, 2012, for providing PROFESSIONAL APPRAISAL SERVICES FOR BLOCK 35, LOT 17, TOWNSHIP OF UPPER FREEHOLD, NJ, OWNER: DEUTSCHE BANK NATIONAL TRUST CO., ±12.52 ACRES, PROJECT: ADDITIONS TO UNION TRANSPORTATION TRAIL, INTEREST: FEE SIMPLE (Ref. #12-50 & PS #74-12), in an Amount Not To Exceed \$1,800.00, 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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3. Resolution ACCEPTING the WRITTEN PROPOSAL of DRD APPRAISALS, LLC, dba STUART APPRAISAL COMPANY, Freehold, NJ, as received on October 3, 2012, proposal dated September 26, 2012, for providing PROFESSIONAL APPRAISAL SERVICES FOR BLOCK 35, LOT 17, TOWNSHIP OF UPPER FREEHOLD, NJ, OWNER: DEUTSCHE BANK NATIONAL TRUST CO., ±12.52 ACRES, PROJECT: ADDITIONS TO UNION TRANSPORTATION TRAIL, INTEREST: FEE SIMPLE (Ref. #12-50 & PS #74-12), in an Amount Not To Exceed \$1,850.00, 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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4. Resolution ACCEPTING the WRITTEN PROPOSAL of TECTONIC ENGINEERING & SURVEYING CONSULTANTS, P.C., Saddle Brook, NJ, as received on October 5, 2012, proposal dated October 3, 2012, for providing PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PASI) OF BLOCK 70, LOT 9.01, 10 AND 11, HOWELL TOWNSHIP, NJ, OWNER: BERKSHIRE DEVELOPMENT CO., LLC, ±47.64 ACRES, VACANT PROPERTY, PROJECT: ADDITIONS TO METEDECONK RIVER GREENWAY (Ref. #12-53 & PS #75-12), 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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5. Resolution ACCEPTING the WRITTEN PROPOSAL of HARRIS SURVEYING, INC., Robbinsville, NJ, as received on October 5, 2012, proposal dated October 3, 2012, for providing PROFESSIONAL SURVEYING SERVICES OF BLOCK 70, LOTS 9.01, 10 AND 11, HOWELL TOWNSHIP, NJ, OWNER: BERKSHIRE DEVELOPMENT CO., LLC, PROJECT: ADDITIONS TO METEDECONK RIVER GREENWAY (Ref. #12-54 & PS #76-12), in an Amount Not To Exceed \$6,275.00, 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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6. Resolution Authorizing CHANGE ORDER #1, in the amount of \$7,000.00, increasing existing aggregate contract by 10% as allowed by law, to the following vendors, for FURNISHING AND DELIVERY OF AUTOMOTIVE REPAIR PARTS AND SERVICES (Bid #0001-12), as originally awarded by Resolution #R-11-12-5=422, ITEMS: #A-H, 2012 Supply Contract (Period of 1/1/12 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; to the following vendors, in the Estimated Total Aggregate Contract Amount of \$70,000.00, for a NEW ESTIMATED TOTAL AGGREGATE CHANGE ORDER #1 CONTRACT AMOUNT OF \$77,000.00:

1. Allied Diesel Service, Inc., 869 State Highway #33 East, Freehold, NJ 07728
2. Brice's Auto Supply, Inc. 626 Park Avenue, Freehold, NJ 07728
3. Circle Auto Group, 641 Shrewsbury Avenue, Shrewsbury, NJ 07702
4. F & C Automotive Supply, Inc. dba Lakewood Auto, 57 Highway 35, Neptune, NJ 07753
5. Freehold Dodge, Inc. 299 South Street, Freehold, NJ 07728
6. Freehold Ford, Inc., 3572 Route #9 South, Freehold, NJ 07728
7. George Wall Ford Lincoln, 700 Shrewsbury Avenue, Tinton Falls, NJ 07701
8. Lawson Products, Inc., 1666 East Touhy Avenue, Des Plaines, IL 60018
9. Marlboro Industries, Inc., P.O. Box 407, Marlboro, NJ 07746
10. Norcia Corporation, 451 Blackhorse Lane, North Brunswick, NJ 08902
11. Quality Star Trucks, Inc., 41 Public Road, Monroe, NJ 08831
12. Raphael Bus Sales, LLC, 550 Old Stage Road, E. Brunswick, NJ 08816
13. Sansone Ford Lincoln Mercury, 900 Highway #35, Ocean, NJ 07712
14. Sea Breeze Ford, 1701 Route 35, Wall, NJ 07719
15. Van Wickle Auto Supply, Inc. 201 Highway 71, Spring Lake Heights, NJ 07762

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7. Resolution AUTHORIZING a REFUND to PARK EATS, LLC, Holmdel, NJ, in the AMOUNT OF \$657.85 being the equivalent of the daily lease rate for two (2) weeks due to delay in signing and delivery of contracts for the FURNISHING OF A MOBILE FOOD/SNACK/BEVERAGE CONCESSION VEHICLE SERVICE AT THE SPRAYGROUND/CHALLENGER PLACE PLAYGROUND AT DORBROOK RECREATION AREA (Bid #0042-12), ITEM: Operating a Mobile Food/Snack/Beverage Concession Vehicle Service at the Sprayground/Challenger Place Playground at Dorbrook Recreation Area, for the Period of June 14, 2012 through September 15, 2012; as originally awarded in the Total Lease Contract Amount of \$5,111.00, for a NEW TOTAL AMENDED LEASE CONTRACT AMOUNT OF \$4,453.15.
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MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:

MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:

DATES TO REMEMBER:

1. **MONDAY EVENING, OCTOBER 22, 2012** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
2. **MONDAY EVENING, NOVEMBER 5, 2012** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
3. **MONDAY EVENING, NOVEMBER 19, 2012** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
4. **MONDAY EVENING, DECEMBER 3, 2012** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
5. **MONDAY EVENING, DECEMBER 17, 2012** - 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 October 9, 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 **November 5, 2012**, 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)