

PRESENT:

ABSENT:

ALSO PRESENT:

A G E N D A

Tentative: 10/01/14

MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS:

REGULAR MEETING: MONDAY, OCTOBER 6, 2014– 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, SEPTEMBER 22, 2014.
(Excused: Commissioner Loud)

D. Approval of EXECUTIVE SESSION MINUTES—PERSONNEL MATTERS: MONDAY, SEPTEMBER 22, 2014. (Excused: Commissioner Loud)

E. Approval of EXECUTIVE SESSION MINUTES—LAND ACQUISITION MATTERS: MONDAY, SEPTEMBER 22, 2014 (Excused: Commissioner Loud)

F. Approval of 2013 VOUCHER LIST

G. Approval of 2014 VOUCHER LIST

H. SECRETARY—DIRECTOR’S REPORT (Presentations):

1. GOLF REPORT – MIKE JANOSKI, CO. PARK SUPT./GOLF OPERATIONS
2. PARKS REPORT – TOM FOBES, SUPT. OF CO. PARKS/PARK OPERATIONS
3. VISITOR SERVICES REPORT – PATTI CONROY, SUPT. OF RECREATION

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. PRESENTATION:

“Volunteers”
by Melissa Kelly, Recreation Program Coordinator—Public Information/Volunteer Services

M. FREEHOLDER'S REPORT:

N. ITEMS FOR BOARD REVIEW:

1. Board Action Item #1 – Recommending Award of Contract to Rex Steven Company, LLC, Point Pleasant, NJ, for Golf Center Interior Alterations at Bel-Aire Golf Course (Bid #0050-14), Items: Total Base Bid Price; in the Total Contract Amount of \$68,950.00.
2. Board Action Item #2 – Recommending acceptance of the written proposal of Johnson Realty Services, Wall, NJ, as received on September 18, 2014, proposal dated September 5, 2014, for Providing Professional Appraisal Services of Block 14, Lot 7 (Vacant), Lot 11.06 (Improved) and Lot 11.06Q (Vacant), Township of Millstone, NJ, ±54 Acres, Owner: Horowitz, Project: Additions to Perrineville Lake Park, Interest: Fee Simple (Ref. #14-42 & PS #54-14), in an Amount Not To Exceed \$2,793.00.
3. Board Action Item #3 – Recommending acceptance of the written proposal of DRD Appraisals, LLC, dba Stuart Appraisal Company, Freehold, NJ, as received on September 18, 2014, proposal dated September 12, 2014, for Providing Professional Appraisal Services of Block 14, Lot 7 (Vacant), Lot 11.06 (Improved) and Lot 11.06Q (Vacant), Township of Millstone, NJ, ±54 Acres, Owner: Horowitz, Project: Additions to Perrineville Lake Park, Interest: Fee Simple (Ref. #14-42 & PS #54-14), in an Amount Not To Exceed \$2,850.00.
4. Board Action Item #4 – Recommending acceptance of the written proposal of LAN Associates, Engineering, Planning, Architecture, Surveying, Inc., Midland Park, NJ, as received on September 18, 2014, proposal dated September 16, 2014, for Providing Professional Surveying Services of Oscar Drive, a 60-Foot Right-of-Way ±2,160 Feet Length, Roosevelt Borough, NJ, ±2.97 Acres (±1,273 Feet Fee Simple and 886-Foot Easement), Owner: Roosevelt Borough, Project: Oscar Drive Road Vacation, Perrineville Lake Park (Ref. #14-36 & PS #55-14), in an Amount Not To Exceed \$2,877.00.
5. Board Action Item #5 – Recommending award of contract to Precise Construction, Inc., Freehold, NJ, for Concrete Walkways & Sitework at Forest Edge Area, Holmdel Park (Bid #0051-14), Items: #1-23 (Total Base Bid); in the Total Contract Amount of \$227,182.00.
6. Board Action Item #6 – Recommending Change Order #1 in the amount of \$2,800.00, increasing existing contract by twenty percent (20%) as allowed by law, to The Liberty Store, Auburn, NY, for Furnishing and Delivery for Uniform Items (Boots) (Bid #0017-13), Items: #1-66 (2014 Supply 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-13-2-11=60 and Extended for an Additional One (1) Year Period (2014) as per Resolution #R-13-11-18=363 in the Estimated Contract Amount of \$14,400.00, for a New Estimated Total Change Order #1 Contract Amount of \$17,200.00.

7. Board Action Item #7 – Recommending the exercising of the option to extend contract, as per bid proposal, for an additional one (1) year period (2015), as originally awarded by Resolution #R-13-11-18=379, to Horizon Disposal, Division of MGI, Inc., Trenton, NJ, for Furnishing of Septic Tank Pumping and Disposal Services (Bid #0003-14), Items: #1-5, 2015 Service Contract for the Period of 01/01/15-12/31/15, under the same terms and conditions as per bid specification; in the Estimated Total Contract Amount of \$21,000.00.
8. Board Action Item #8 – Recommending Change Order #1 in the amount of \$20,000.00, increasing existing contract by twenty percent (20%) as allowed by law, to Complete Security Systems, Inc., Marlboro, NJ, for Repairing, Testing and Monitoring of Alarm Systems (Bid #0014-12) Items: #1-5 (2014 Supply/Service Contract for the Period of 01/01/14 through 12/31/14) under the same terms and conditions as per bid specification; as originally awarded by Resolution #R-12-1-9=34 and Extended for an Additional One (1) Year Period (3rd Year of 3-Year Contract) as per Resolution R-13-12-2=397 in the Estimated Annual Contract Amount of \$100,000.00, for a New Estimated Total Change Order #1 Contract Amount of \$120,000.00.
9. Status of Funded Projects as of September 29, 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 #8 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 AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to REX STEVEN COMPANY, LLC, Point Pleasant, NJ, for GOLF CENTER INTERIOR ALTERATIONS AT BEL-AIRE GOLF COURSE (Bid #0050-14), ITEMS: Total Base Bid Price; in the Total Contract Amount of \$68,950.00.

2. Resolution ACCEPTING the WRITTEN PROPOSAL of JOHNSON REALTY SERVICES, Wall, NJ, as received on September 18, 2014, proposal dated September 5, 2014, for PROVIDING PROFESSIONAL APPRAISAL SERVICES OF BLOCK 14, LOT 7 (VACANT), LOT 11.06 (IMPROVED) AND LOT 11.06Q (VACANT), TOWNSHIP OF MILLSTONE, NJ, ±54 ACRES, OWNER: HOROWITZ, PROJECT: ADDITIONS TO PERRINEVILLE LAKE PARK, INTEREST: FEE SIMPLE (Ref. #14-42 & PS #54-14), in an Amount Not To Exceed \$2,793.00, 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 September 18, 2014, proposal dated September 12, 2014, for PROVIDING PROFESSIONAL APPRAISAL SERVICES OF BLOCK 14, LOT 7 (VACANT), LOT 11.06 (IMPROVED) AND LOT 11.06Q (VACANT), TOWNSHIP OF MILLSTONE, NJ, ±54 ACRES, OWNER: HOROWITZ, PROJECT: ADDITIONS TO PERRINEVILLE LAKE PARK, INTEREST: FEE SIMPLE (Ref. #14-42 & PS #54-14), 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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4. Resolution ACCEPTING the WRITTEN PROPOSAL of LAN ASSOCIATES, ENGINEERING, PLANNING, ARCHITECTURE, SURVEYING, INC., Midland Park, NJ, as received on September 18, 2014, proposal dated September 16, 2014, for PROVIDING PROFESSIONAL SURVEYING SERVICES OF OSCAR DRIVE, A 60-FOOT RIGHT-OF-WAY ±2,160 FEET LENGTH, ROOSEVELT BOROUGH, NJ, ±2.97 ACRES (±1,273 FEET FEE SIMPLE AND 886-FOOT EASEMENT), OWNER: ROOSEVELT BOROUGH, PROJECT: OSCAR DRIVE ROAD VACATION, PERRINEVILLE LAKE PARK (Ref. #14-36 & PS #55-14), in an Amount Not To Exceed \$2,877.00, 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 AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to PRECISE CONSTRUCTION, INC., Freehold, NJ, for CONCRETE WALKWAYS & SITEWORK AT FOREST EDGE AREA, HOLMDEL PARK (Bid #0051-14), ITEMS: #1-23 (Total Base Bid); in the Total Contract Amount of \$227,182.00.
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6. Resolution Authorizing CHANGE ORDER #1, in the amount of \$2,800.00, increasing existing contract by twenty percent (20%) as allowed by law, to THE LIBERTY STORE, Auburn, NY, for FURNISHING AND DELIVERY OF UNIFORM ITEMS (BOOTS) (Bid #0017-13), ITEMS: #1-66 (2014 Supply 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-13-2-11=60 and Extended for an Additional One (1) Year Period (2014) as per Resolution #R-13-11-18=363 in the Estimated Contract Amount of \$14,400.00, for a NEW ESTIMATED TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$17,200.00.
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7. Resolution AUTHORIZING the EXERCISING OF OPTION TO EXTEND CONTRACT, as per bid proposal, for an ADDITIONAL ONE (1) YEAR PERIOD (2015), as originally awarded by Resolution #R-13-11-18=379, to HORIZON DISPOSAL, DIVISION OF MGI, INC., Trenton, NJ, for FURNISHING OF SEPTIC TANK PUMPING AND DISPOSAL SERVICES (Bid #0003-14), ITEMS: #1-5, 2015 Service Contract (Period of 01/01/15-12/31/15) under the same terms and conditions as per bid specification; in the Estimated Total Contract Amount of \$21,000.00.
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8. Resolution Authorizing CHANGE ORDER #1, in the amount of \$20,000.00, increasing existing contract by twenty percent (20%) as allowed by law, to COMPLETE SECURITY SYSTEMS, INC., Marlboro, NJ, for REPAIRING, TESTING AND MONITORING OF ALARM SYSTEMS (Bid #0014-12), ITEMS: #1-5 (2014 Supply/Service Contract for the Period of 01/01/14 through 12/31/14) under the same terms and conditions as per bid specification; as originally awarded by Resolution #R-12-1-9=34 and Extended for an Additional One (1) Year Period (3rd Year of 3-Year Contract) as per Resolution R-13-12-2=397 in the Estimated Annual Contract Amount of \$100,000.00, for a NEW ESTIMATED TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$120,000.00.
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MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:

1. Furnishing and Delivery of a 2014 (or Current Production Year) Four Wheel Drive Agricultural Tractor (with Optional Trade-in)
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DATES TO REMEMBER:

1. **MONDAY EVENING, OCTOBER 6, 2014** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
2. **SUNDAY, OCTOBER 19, 2014** – 11 AM to 5 PM. **Thompson Park Day.** Thompson Park, 805 Newman Springs Road, Lincroft, NJ. Free Admission. Free Parking.
3. **MONDAY EVENING, OCTOBER 20, 2014** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
4. **MONDAY EVENING, NOVEMBER 3, 2014** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
5. **MONDAY EVENING, NOVEMBER 17, 2014** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
6. **MONDAY EVENING, DECEMBER 1, 2014** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
7. **MONDAY EVENING, DECEMBER 15, 2014** - 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 September 22, 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 POTENTIAL LITIGATION:

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 “potential litigation”; 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 Potential Litigation, would be made available to the public in ninety (90) days, or upon completion of 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 20, 2014**, 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, 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)
