

**PRESENT:**

**ABSENT:**

**ALSO PRESENT:**

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**A G E N D A**

**MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS:**

**REGULAR MEETING: MONDAY, SEPTEMBER 17, 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, AUGUST 20, 2012  
(Excused: Commissioner Horsnall)

\_\_\_\_\_

D. Approval of EXECUTIVE SESSION MINUTES—PERSONNEL MATTERS:  
MONDAY, AUGUST 20, 2012. (Excused: Commissioner Horsnall)

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E. Approval of EXECUTIVE SESSION MINUTES—LAND ACQUISITION MATTERS:  
MONDAY, AUGUST 20, 2012. (Excused: Commissioner Horsnall)

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F. Approval of 2011 VOUCHER LIST

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G. Approval of 2012 VOUCHER LIST

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H. SECRETARY—DIRECTOR’S REPORT:

1. BUDGET REPORTS

\_\_\_\_\_

2. REVENUE REPORT—MONTH OF AUGUST

\_\_\_\_\_

3. ATTENDANCE REPORT—MONTH OF AUGUST

\_\_\_\_\_

4. HUMAN RESOURCES TRAINING & SAFETY MONTHLY REPORT—AUGUST 2012  
(9/11/2012)

\_\_\_\_\_

5. MCPS TRAINING REQUESTS AS OF SEPTEMBER 7, 2012

\_\_\_\_\_

6. MCPS WEBSITE TRAFFIC REPORT—AUGUST

\_\_\_\_\_

I. BOARD CORRESPONDENCE RECEIVED:

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:

1. Field Management,  
by Ken Thoman, County Park Manager/Planning

M. FREEHOLDER'S REPORT:

N. ITEMS FOR BOARD REVIEW:

1. Keep It Green—Resolution Supporting Sustainable State Funding for Preservation and Stewardship of Open Space, Parks, Farmland and Historic Sites. (*Board Action Item #4*)
  
2. Urging the Governor and the Commissioner of the NJ Department of Transportation to Fully Fund, Staff and Implement Bike and Pedestrian Projects from Federal Transportation Funds Received through MAP-21. (*Board Action Item #5*)

3. Proposed 2013-2014 Monmouth Cove Marina Fees & Charges (Schedule No. 6).  
(Board Action Item #13)
  
  4. Request by Mr. Angelo Masino, Manager/Championship Administration, on behalf of the United States Golf Association (USGA), for Permission to Host their 2013 Metropolitan Golf Association USGA Public Links Championship Regional Qualifier at Hominy Hill Golf Course on Wednesday, June 19, 2013, with the Monmouth County Park System charging the USGA the prevailing resident greens fee rate, plus an additional \$0.50 per contestant, and a tournament fee of \$50.00 per player, for approximately 84 players, with the course being closed for the entire day.
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5. Review of Agenda Items for Board Action, and Agenda Items #14 & 15 as added to the Agenda.
  
  6. Status of Funded Projects as of September 10, 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 #13 for Board Action; and

WHEREAS, the Board also reviewed Agenda Items #14 & 15 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 Authorizing CHANGE ORDER #1, in the amount of \$684.75 to close out contract, to EVERGREEN PRINTING COMPANY, Bellmawr, NJ, for PRINTING AND MAIL PREPARATION OF MONMOUTH COUNTY PARK SYSTEM DIRECTORY, YEAR 2012, VOLUMES 1-5 (Bid #0065-11), as originally awarded by Resolution #R-11-9-19=326, ITEM: Proposal #2, Total Price for Volumes 1-5 (\$52,401.85); Total Price for 4 More/Less Pages per Volume (\$2,905.00); (2011-2012 Supply Contract for the Period of 09/19/11 through 08/31/12), 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; in the Estimated Total Contract Amount of \$55,306.85, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$55,991.60.
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2. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to AURORA ENVIRONMENTAL, INC., Union Beach, NJ, for REMOVAL OF TWO (2) UNDERGROUND STORAGE TANKS AT THOMPSON PARK MAINTENANCE AREA AND ONE (1) UNDERGROUND STORAGE TANK AT HUBER WOODS PARK FARM AREA (Bid #0047-12), ITEMS: #1-11; in the Total Contract Amount of \$16,540.00.
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3. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to TM PAINTING AND CONSTRUCTION, Neptune, NJ, for FURNISHING OF EXTERIOR PAINTING SERVICES FOR 2012 (Bid #0048-12), ITEMS: Proposal #1, Items #1-11 @\$66,000.00, Plus the Sum of Add Alternates #1-6 @\$15,600.00; in the Total Contract Amount of \$81,600.00.
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4. Resolution SUPPORTING SUSTAINABLE STATE FUNDING FOR PRESERVATION AND STEWARDSHIP OF OPEN SPACE, PARKS, FARMLAND AND HISTORIC SITES, and FURTHER RECOMMENDING to the MONMOUTH COUNTY BOARD OF CHOSEN FREEHOLDERS.
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5. Resolution URGING the GOVERNOR and the COMMISSIONER OF THE NJ DEPARTMENT OF TRANSPORTATION to FULLY FUND, STAFF AND IMPLEMENT BIKE AND PEDESTRIAN PROJECTS FROM FEDERAL TRANSPORTATION FUNDS RECEIVED THROUGH MAP-21, and FURTHER RECOMMENDING to the MONMOUTH COUNTY BOARD OF CHOSEN FREEHOLDERS.
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6. Resolution ACCEPTING the WRITTEN PROPOSAL of GAGLIANO & COMPANY, Shrewsbury, NJ, as received on July 24, 2012, proposal dated July 18, 2012, for providing PROFESSIONAL APPRAISAL SERVICES FOR BLOCK 20, LOT 21, TOWNSHIP OF UPPER FREEHOLD, NJ, OWNER: MALSBURY, ±0.82 ACRES, PROJECT: ADDITIONS TO CLAYTON PARK, INTEREST: FEE SIMPLE (Ref. #12-47 & PS #61-12), 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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7. Resolution RESCINDING professional service contract awarded by Resolution #R-12-7-16=252, to LEWIS CONSULTING GROUP, Manasquan, NJ, for providing PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PASI) OF BLOCK 98, LOTS 84, 84Q, 84.01, 93 AND 95.01, FREEHOLD TOWNSHIP, NJ, OWNER: REAGAN & RAIMONDI, ±31.7 ACRES, IMPROVED PROPERTY, PROJECT: ADDITIONS TO TURKEY SWAMP PARK (Ref. #12-24 & PS #51-12), in the Contract Amount Not To Exceed \$1,550.00, as ownership interest in the property is shared between family members as a result of an estate, and owners are withdrawing their offer to sell said property to the County of Monmouth due to internal conflict among family members.
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8. Resolution RESCINDING professional service contract awarded by Resolution #R-12-7-16=253, to MORRIS P. HEBERT, INC., Houma, LA. for providing PROFESSIONAL SURVEYING SERVICES OF BLOCK 98, LOTS 84, 84Q, 84.01, 93 AND 95.01, FREEHOLD TOWNSHIP, NJ, OWNER: REAGAN & RAIMONDI, PROJECT: ADDITIONS TO TURKEY SWAMP PARK (Ref. #12-24 & PS #52-12), in an Amount Not To Exceed \$6,650.00, as ownership interest in the property is shared between family members as a result of an estate, and owners are withdrawing their offer to sell said property to the County of Monmouth due to internal conflict among family members.
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9. Resolution Authorizing CHANGE ORDER #1, in the amount of \$18,000.00, increasing existing contract amount by 20% as allowed by law, due to increase in sales activity, to CORE TRANZ BUSINESS SERVICES, Manasquan, NJ, for FURNISHING AND DELIVERY OF CREDIT/DEBIT CARD PAYMENT SERVICES THROUGH TELEPHONE, ELECTRONIC TRANSMISSION, IN PERSON AND BY INTERNET ACCESS (Bid #0027-11), ITEMS: A-J, Credit/Debit Card Services (Period of January 1, 2012 through December 31, 2012), with the Board of Recreation Commissioners reserving the option to extend the contract an additional one (1) year period (2013), being the second of two (2) one (1) year options to extend contract, under the same terms and conditions, as per bid specification; as originally awarded by Resolution #R-11-3-1=87, and Extended by Resolution #R-11-12-19=440 for the Year 2012, in the Estimated Annual Contract Amount of \$90,000.00, for a New Estimated Annual Change Order #1 Contract Amount of \$108,000.00.
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10. Resolution ACCEPTING the WRITTEN PROPOSAL of MORRIS P. HEBERT, INC., Houma, LA, as received on September 5, 2012, proposal dated August 29, 2012, for providing PROFESSIONAL SURVEYING SERVICES OF BLOCK 170, LOT 8.02, MARLBORO TOWNSHIP, NJ, OWNER: HARBOR ROAD PROPERTIES, LLC, ±17.92 ACRES, VACANT PROPERTY (SOME FARM STRUCTURES), PROJECT: ADDITIONS TO DEEP RUN RECREATION AREA (Ref. #12-15 & PS #68-12), in an Amount Not To Exceed \$3,200.00, 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 Authorizing CHANGE ORDER #1, in the amount of \$13,488.00, for 200 tons golf course sand top dressing-damp (Bid Item #128), 112 tons golf course sand top dressing-dry (Bid Item #129), and 60 tons 60-40 Divot Mix (Bid Item #126), 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, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$115,294.32.
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12. Resolution ACCEPTING the WRITTEN PROPOSAL of MUNGEAM CORNISH GOLF DESIGN, INC., Douglas, MA, as received on August 20, 2012, proposal dated August 27, 2012, for providing GOLF COURSE ARCHITECTURAL SERVICES FOR HOMINY HILL GOLF COURSE BUNKER IMPROVEMENTS, PHASE 2, COLTS NECK TWP., NJ (Ref. #12-52 & PS #67-12), in an Amount Not To Exceed \$24,000.00, 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 July 27, 2012.*)
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13. Resolution ADOPTING the 2013-2014 MONMOUTH COVE MARINA FEES & CHARGES (SCHEDULE NO. 6).
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14. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to R. KREMER & SON MARINE CONTRACTORS, LLC, Brick, NJ, for REPLACEMENT OF 210 FT. OF TIMBER BULKHEAD AT MONMOUTH COVE MARINA, MIDDLETOWN, NJ (Bid #0049-12), ITEMS: Base Bid Items #1-5 @\$297,000.00, Plus Add Alternate Item #6 @\$29,800.00; in the Total Contract Amount of \$326,800.00.
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15. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to BARTASH PRINTING, INC., Philadelphia, PA, for PRINTING AND MAIL PREPARATION OF THE MONMOUTH COUNTY PARK SYSTEM ACTIVITY DIRECTORY, YEAR 2013, VOLUMES 1-5 (Bid #0050-12), ITEMS: Volumes 1-5 (Period of 10/10/12 – 08/15/13), 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; in the Estimated Total Contract Amount of \$62,000.00.

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

1. Thompson Park, Building #521, Windows and Door Refurbishing
2. Paved Trail Repairs for the Henry Hudson Trail and Hominy Hill Golf Course & Paved Trail Construction for Pine Brook Golf Course

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

1. Preliminary Assessment & Site Inspection, Block 70, Lots 9.01, 10 & 11, Howell Twp., Owner: Berkshire Development Co., LLC, ±47.5 Acres, Vacant Land, for Additions to the Metedeconk River Greenway (Ref. #12-53) (*FAIR & OPEN*)
2. Surveying Services, Block 70, Lots 9.01, 10 & 11, Howell Twp., Owner: Berkshire Development Co., LLC, ±47.5 Acres, Vacant Land, for Additions to the Metedeconk River Greenway (Ref. #12-54) (*FAIR & OPEN*)
3. Two (2) Appraisals, Block 28, Lots 5 & 5 Q, +20.15 Acres, Improved, Millstone Township, Owner: Brady, for Additions to Perrineville Lake Park (Ref. #12-55) (*FAIR & OPEN*)
4. Two (2) Appraisals, 14-16 Stoney Brook Trail, Block 109, Lot 24, Howell Township, Owner: Baker & McCracken, for Additions to the Metedeconk River Greenway (Ref. #12-56) (*FAIR & OPEN*)
5. Surveying Services, Block 27, Lots 26 & 38.01, Upper Freehold Township, Owner: Davis Station, LLC (Taft), for Additions to the Union Transportation Trail (Ref. #12-58) (*NON-FAIR & OPEN*) (*Non-Fair & Open process approved by Teri O'Connor, County Administrator, as per Memo dated 9/5/12.*)

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**DATES TO REMEMBER:**

1. **WEDNESDAY, SEPTEMBER 19, 2012** - 5:30 PM – 7:30 PM. **Employee Awards**, by Invitation, as Hosted by the Friends of the Parks. Thompson Park Activity Barn, 805 Newman Springs Road, Lincroft, NJ. RSVP by September 7<sup>th</sup> to MCPS Human Resources 732/842-4000, Ext. 4213 or by email: [jbezio@monmouthcountyparks.com](mailto:jbezio@monmouthcountyparks.com)
2. **“TUESDAY EVENING”, OCTOBER 9, 2012** - 7 PM. **Regular Board Meeting**. Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.

3. **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.auctionlistservices.com>
4. **TUESDAY-THURSDAY, OCTOBER 16-18, 2012** – NRPA Congress and Exposition. Anaheim Convention Center. Anaheim, CA.
5. **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.
6. **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.
7. **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.
8. **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.
9. **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 August 20, 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; LAND ACQUISITION MATTERS, being additions to county park lands; and 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 “personnel matters, land acquisition matters, and 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)

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NOTE: Minutes of the Executive Session to discuss Personnel Matters shall not be made available to the public, as Personnel Matters are confidential. The 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. The Minutes of the Executive Session to discuss Potential Litigation will be 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 **Tuesday Evening, October 9, 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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