

PRESENT:

ABSENT:

ALSO PRESENT:

A G E N D A

MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS:

REGULAR MEETING: MONDAY, SEPTEMBER 22, 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 8, 2014
(Excused: Commissioners Loud and Hood)

D. Approval of EXECUTIVE SESSION MINUTES—LAND ACQUISITION MATTERS:
MONDAY, SEPTEMBER 8, 2014. (Excused: Commissioners Loud and Hood)

E. Approval of 2013 VOUCHER LIST

F. Approval of 2014 VOUCHER LIST

G. 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
(9/15/2014)

5. MCPS TRAINING REQUESTS REVISED AS OF SEPTEMBER 18, 2014

6. MCPS WEBSITE TRAFFIC REPORT—AUGUST

H. BOARD CORRESPONDENCE RECEIVED:

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

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

K. FREEHOLDER'S REPORT:

L. ITEMS FOR BOARD REVIEW:

1. Board Action Item #1 – Recommending the exercising of the option to extend contract, for an additional one (1) year period (2015), as originally awarded by Resolution #R-14-2-10=100, to A.H. Hoffman, LLC, Neptune City, NJ, for Furnishing and Delivery of Gas Pump Repair and Services (Bid #0017-14), Items: #1-3 (2015 Supply/Service Contract for the Period of 01/01/15 through 12/31/15); in the Estimated Total Contract Amount of \$9,000.00.
2. Board Action Item #2 – Recommending acceptance of the written proposal of PATJO Appraisal Services, Inc., Kendall Park, NJ, for providing professional Appraisal Services for Block 20, Lot 17, Township of Upper Freehold, NJ, ± 1 Acre, Owner: Scully, Project: Additions to Clayton Park, Interest: Fee Simple, in an Amount Not To Exceed \$1,500.00, as solicited through a fair and open process.
3. Board Action Item #3 – Recommending acceptance of the written proposal of DRD Appraisals, LLC, dba Stuart Appraisal Company, Freehold, NJ, for providing professional Appraisal Services for Block 20, Lot 17, Township of Upper Freehold, NJ, ± 1 Acre, Owner: Scully, Project: Additions to Clayton Park, Interest: Fee Simple, in an Amount Not To Exceed \$1,650.00, as solicited through a fair and open process.
4. Board Action Item #4 – Recommending acceptance of the written proposal of Johnson Realty Services, LLC, Wall, NJ, providing professional Appraisal Services for Block 156, Lot 7.03, Township of Howell, NJ, ± 3.00 Acres, Owner: Tolska, Project: Additions to Manasquan River Greenway, Interest: Fee Simple, in an Amount Not To Exceed \$1,492.00, as solicited through a fair and open process.
5. Board Action Item #5 – Recommending acceptance of the written proposal of DRD Appraisals, LLC, dba Stuart Appraisal Company, Freehold, NJ, for providing professional Appraisal Services for Block 156, Lot 7.03, Township of Howell, NJ, ± 3.00 Acres, Owner: Tolska, Project: Additions to Manasquan River Greenway, Interest: Fee Simple, in an Amount Not To Exceed \$1,650.00, as solicited through a fair and open process.

6. Board Action Item #6 – Recommending to the Board the Approval and Acceptance of the Offer of Assistance from the Friends of the Monmouth County Park System, Inc., for contracting with the Masonry Preservation Group, Inc., for Restoration of the Natural Stone Masonry of an Outdoor Fireplace with a Volcano Shaped Peanut Stone Chimney, known as Mt. Vesuvius, located in Deep Cut Gardens, Middletown Township, NJ, and further recommending that the Board Authorize the Chairman and Secretary-Director of the Board to Enter Into said Project Agreement.

7. Board Action Item #7 – Declaring Various Items of Personal Property, as on file with the Purchasing Agent, Surplus to the Needs of the Monmouth County Park System, and Recommending to the Monmouth County Board of Chosen Freeholders that said Items be Declared Surplus and Sold at the County’s Public Auction.

8. Board Action Item #8 – Recommending Change Order #1, in the amount of minus (-) \$11,059.00 due to low trip enrollment and cancellation of Proposal 3, Items 1-8 (M0444X) October 17-19, 2014, Halloween in Hershey, PA, to Suncoast Tours, Cape May, NJ, for Furnishing and Delivery of Overnight Travel Packages (Bid #0037-14), as originally awarded by Resolution #R-14-5-19=258 in the Estimated Contract Amount of \$34,968.00, for a New Estimated Total Change Order #1 Contract Amount of \$23,909.00.

9. Review of Agenda Items For Board Action #9 through #12 as Added to the Agenda:
 - Item #9 For Board Action – Recommending acceptance of the written proposal of Johnson Realty Services, Wall, NJ, as received on September 11, 2014, proposal dated September 2, 2014, for providing professional Appraisal Services for Block 123, Lot 1, Township of Aberdeen, NJ, ±3.88 Acres, Owner: Basilian Fathers of Mariapoch, Project: Additions to New Park/Freneau Woods, Interest: Fee Simple (Ref. #14-41 & PS #53-14), in an Amount Not To Exceed \$1,344.00.

 - Item #10 For Board Action – Recommending acceptance of the written proposal of DRD Appraisals, LLC, dba Stuart Appraisal Company, Freehold, NJ, for providing professional Appraisal Services for Block 123, Lot 1, Township of Aberdeen, NJ, ±3.88 Acres, Owner: Basilian Fathers of Mariapoch, Project: Additions to New Park/Freneau Woods, Interest: Fee Simple (Ref. #14-41 & PS #53-14), in an Amount Not To Exceed \$2,500.00

- Item #11 For Board Action – Recommending Change Order #1, in the amount of \$55,000.00, increasing existing aggregate contract by 20% as allowed by law, to 18-vendors, for Furnishing and Delivery of Grounds and Turf Equipment Repair Parts and Service (Bid #0009-13), as originally awarded by Resolution #R-13-1-7=34 and extended for an additional one (1) year period (2014), as per Resolution #R-13-11-18=358 in the Estimated Total Aggregate Contract Amount of \$275,000.00, for a New Estimated Total Aggregate Change Order #1 Contract Amount of \$330,000.00.

- Item #12 For Board Action – Recommending Change Order #1, in the amount of \$2,017.54 for an additional 173.8 SF of concrete—4” thick, Item #4 (\$1,369.54), and 36 SF of pea gravel—4” thick with timber tie border, Item #7 (\$648.00), to MNC General Contracting, Inc., Old Bridge, NJ, for Recreation Center Walkway Improvements at Fort Monmouth Recreation Center (Bid #0040-14), Items: #1-12 (Total Base Bid Price), as originally awarded by Resolution #R-14-5-19=261 in the Contract Amount of \$36,243.50, for a New Total Change Order #1 Contract Amount of \$38,261.04.

10. Status of Funded Projects as of September 8, 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 also reviewed Agenda Items #9, 10, 11 & 12, 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 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-14-2-10=100, to A.H. HOFFMAN, LLC, Neptune City, NJ, for FURNISHING AND DELIVERY OF GAS PUMP REPAIR AND SERVICES (Bid #0017-14), ITEMS: #1-3 (2015 Supply/Service Contract for the Period of 01/01/15 through 12/31/15); in the Estimated Total Contract Amount of \$9,000.00.
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2. Resolution ACCEPTING the WRITTEN PROPOSAL of PATJO APPRAISAL SERVICES, INC., Kendall Park, NJ, as received on September 4, 2014, proposal dated August 28, 2014, for providing professional APPRAISAL SERVICES FOR BLOCK 20, LOT 17, TOWNSHIP OF UPPER FREEHOLD, NEW JERSEY, ± 1 ACRE, OWNER: SCULLY, PROJECT: ADDITIONS TO CLAYTON PARK, INTEREST: FEE SIMPLE (Ref. #14-32 & PS #51-14), 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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3. Resolution ACCEPTING the WRITTEN PROPOSAL of DRD APPRAISALS, LLC, dba STUART APPRAISAL COMPANY, Freehold, NJ, as received on September 4, 2014, proposal dated August 29, 2014, for providing professional APPRAISAL SERVICES FOR BLOCK 20, LOT 17, TOWNSHIP OF UPPER FREEHOLD, NEW JERSEY, ± 1 ACRE, OWNER: SCULLY, PROJECT: ADDITIONS TO CLAYTON PARK, INTEREST: FEE SIMPLE (Ref. #14-32 & PS #51-14), in an Amount Not To Exceed \$1,650.00, 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 JOHNSON REALTY SERVICES, LLC, Wall, NJ, as received on September 11, 2014, proposal dated September 2, 2014, for providing professional APPRAISAL SERVICES FOR BLOCK 156, LOT 7.03, TOWNSHIP OF HOWELL, NJ, ± 3.00 ACRES, OWNER: TOLSKA, PROJECT: ADDITIONS TO MANASQUAN RIVER GREENWAY, INTEREST: FEE SIMPLE (Ref. #14-31 & PS #52-14), in an Amount Not To Exceed \$1,492.00, 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 DRD APPRAISALS, LLC, dba STUART APPRAISAL COMPANY, Freehold, NJ, as received on September 11, 2014, proposal dated September 2, 2014, for providing professional APPRAISAL SERVICES FOR BLOCK 156, LOT 7.03, TOWNSHIP OF HOWELL, NJ, ± 3.00 ACRES, OWNER: TOLSKA, PROJECT: ADDITIONS TO MANASQUAN RIVER GREENWAY, INTEREST: FEE SIMPLE (Ref. #14-31 & PS #52-14), in an Amount Not To Exceed \$1,650.00, 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 APPROVING and ACCEPTING the OFFER OF ASSISTANCE from the FRIENDS OF THE MONMOUTH COUNTY PARK SYSTEM, INC., for CONTRACTING with the MASONRY PRESERVATION GROUP, INC., for RESTORATION OF THE NATURAL STONE MASONRY OF AN OUTDOOR FIREPLACE WITH A VOLCANO SHAPED PEANUT STONE CHIMNEY, KNOWN AS MT. VESUVIUS, LOCATED IN DEEP CUT GARDENS, MIDDLETOWN TOWNSHIP, NJ, and further RECOMMENDING that the BOARD AUTHORIZE the CHAIRMAN and SECRETARY-DIRECTOR OF THE BOARD to ENTER INTO said PROJECT AGREEMENT.
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7. Resolution DECLARING VARIOUS ITEMS OF PERSONAL PROPERTY, as on file with the Purchasing Agent, SURPLUS TO THE NEEDS of the MONMOUTH COUNTY PARK SYSTEM, and RECOMMENDING to the MONMOUTH COUNTY BOARD OF CHOSEN FREEHOLDERS that said ITEMS be DECLARED SURPLUS and SOLD at the COUNTY'S PUBLIC AUCTION.
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8. Resolution Authorizing CHANGE ORDER #1, in the amount of minus (-) \$11,059.00 due to low trip enrollment and cancellation of Proposal 3, Items 1-8 (M0444X) October 17-19, 2014, Halloween in Hershey, PA, to SUNCOAST TOURS, Cape May, NJ, for FURNISHING AND DELIVERY OF OVERNIGHT TRAVEL PACKAGES (Bid #0037-14), as originally awarded by Resolution #R-14-5-19=258 in the Estimated Contract Amount of \$34,968.00, for a NEW ESTIMATED TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$23,909.00.
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9. Resolution ACCEPTING the WRITTEN PROPOSAL of JOHNSON REALTY SERVICES, Wall, NJ, as received on September 11, 2014, proposal dated September 2, 2014, for providing professional APPRAISAL SERVICES FOR BLOCK 123, LOT 1, TOWNSHIP OF ABERDEEN, NJ, ±3.88 ACRES, OWNER: BASILIAN FATHERS OF MARIAPOCH, PROJECT: ADDITIONS TO NEW PARK/FRENEAU WOODS, INTEREST: FEE SIMPLE (Ref. #14-41 & PS #53-14), in an Amount Not To Exceed \$1,344.00, 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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10. Resolution ACCEPTING the WRITTEN PROPOSAL of DRD APPRAISALS, LLC, dba STUART APPRAISAL COMPANY, Freehold, NJ, as received on September 11, 2014, proposal dated September 9, 2014, for providing professional APPRAISAL SERVICES FOR BLOCK 123, LOT 1, TOWNSHIP OF ABERDEEN, NJ, ±3.88 ACRES, OWNER: BASILIAN FATHERS OF MARIAPOCH, PROJECT: ADDITIONS TO NEW PARK/FRENEAU WOODS, INTEREST: FEE SIMPLE (Ref. #14-41 & PS #53-14), in an Amount Not To Exceed \$2,500.00, 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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11. Resolution Authorizing CHANGE ORDER #1, in the amount of \$55,000.00, increasing existing aggregate contract by 20% as allowed by law, to the following vendors, for FURNISHING AND DELIVERY OF GROUNDS AND TURF EQUIPMENT REPAIR PARTS AND SERVICE (Bid #0009-13), as originally awarded by Resolution #R-13-1-7=34 and Extended for an Additional One (1) Year Period (2014), as per Resolution #R-13-11-18=358 in the Estimated Total Aggregate Contract Amount of \$275,000.00, for a NEW ESTIMATED TOTAL AGGREGATE CHANGE ORDER #1 CONTRACT AMOUNT OF \$330,000.00:

1. BARG'S LAWN & GARDEN SHOP, INC., 876 Hwy. 33 East, Freehold, NJ 07728
2. CHERRY VALLEY TRACTOR SALES, 35 Route 70 West, Marlton, NJ 08053
3. DAVIS EQUIPMENT SALES, INC., 12 West Ave., P.O. Box 607, Atlantic Highlands, NJ 07716
4. DEACON EQUIPMENT CO., INC., 22 Wedgetown Rd., Bloomsburg, PA 17815
5. FINCH SERVICES, INC., 1127 Littlestown Pike, Westminster, MD 21157
6. FOLEY, LIFT COMPANY, t/a FOLEY, INC., 855 Centennial Ave., Piscataway, NJ 08855
7. GARDEN STATE BOBCAT, INC., 999 Route 33, Freehold, NJ 07728
8. KLBL, INC., dba VIC GERARD GOLF CARS, 281 Squankum Rd., Farmingdale, NJ 07727
9. METRO PUMPS & SYSTEMS, INC., 30 Liberty St., Edison, NJ 08837
10. OCEAN COUNTY EQUIPMENT, INC., dba ACE OUTDOOR POWER EQUIPMENT, 395 US Hwy. 9, Bayville, NJ 08721
11. PLANT FOOD COMPANY, INC., 38 Hightstown-Cranbury Station Rd., Cranbury, NJ 08512
12. RODIO TRACTOR SALES, INC., 717 White Horse Pike, Hammonton, NJ 08037
13. SMITH TRACTOR & EQUIPMENT, INC., 15 Hillcrest Ave., P.O. Box 310, Washington, NJ 07882
14. STORR TRACTOR CO, 3191 US Hwy. 22, Somerville, NJ 08876
15. TRICO EQUIPMENT SERVICES, LLC, 551 N. Harding Way, Vineland, NJ 08360
16. W.H. POTTER & SON, INC., 470 Red Hill Rd., Middletown, NJ 07748
17. WILFRED MAC DONALD, INC., 19 Central Blvd., South Hackensack, NJ 07606
18. XTREME MACHINES, 700 Hwy. 33, Millstone Twp., NJ 08535

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12. Resolution Authorizing CHANGE ORDER #1, in the amount of \$2,017.54 for an additional 173.8 SF of concrete—4" thick, Item #4 (\$1,369.54), and 36 SF of pea gravel—4" thick with timber tie border, Item #7 (\$648.00), to MNC GENERAL CONTRACTING, INC., Old Bridge, NJ, for RECREATION CENTER WALKWAY IMPROVEMENTS AT FORT MONMOUTH RECREATION CENTER (Bid #0040-14), ITEMS: #1-12 (Total Base Bid Price), as originally awarded by Resolution #R-14-5-19=261 in the Contract Amount of \$36,243.50, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$38,261.04.

MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:

1. Furnishing and Installing Plant Material at Various Parks
 2. Bel-Aire Golf Course Maintenance Garage Building #3006 Roof Reconstruction
 3. Furnishing and Delivery of an 18 Foot Aluminum Patrol Boat and Trailer Package
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MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:

1. Preliminary Assessment & Site Investigation, Block 130, Lot 8.01, Howell Township, Owner: Gleason Properties, LLC, for Additions to Manasquan Reservoir. (Ref. #14-50) (FAIR & OPEN)
 2. Surveying Services, Block 130, Lot 8.01, Howell Township, Owner: Gleason Properties, LLC, for Additions to Manasquan Reservoir (Ref. #14-51) (FAIR & OPEN)
 3. Appraisal Services, Block 783, Lot 9, Block 782, Lot 17, Middletown Township, #78040, at Hartshorne Woods Park, NJ American Water Company, Waterline Easement (Ref. #14-52) (FAIR & OPEN)
 4. Appraisal Services, Block 152.01, Lot 1.01, Tinton Falls, #44960, at Shark River Park, Wall Township, Sewer Line Easement (Ref. #14-53) (FAIR & OPEN)
 5. Surveying Services, Partial Boundary Line Survey & Monuments of Shark River Park Section 1 (GSP to Schoolhouse Road), Block 152.01, Lot 1.01, Tinton Falls Borough; Block 1404, Lot 11 & Block 1404, P/O Lot 9, Block 1303, Lot 41, Neptune Township; and Block 750, Lot 1, Wall Township (Ref. #14-54) (FAIR & OPEN)
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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.

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 8, 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 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 **October 6, 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)