

**PRESENT:**

**ABSENT:**

**ALSO PRESENT:**

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**A G E N D A**

Tentative: 09/18/13

**MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS:**

**REGULAR MEETING: MONDAY, SEPTEMBER 23, 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, SEPTEMBER 9, 2013  
(Absent: None)

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D. Approval of EXECUTIVE SESSION MINUTES—LAND ACQUISITION MATTERS:  
MONDAY, SEPTEMBER 9, 2013. (Absent: None)

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E. Approval of 2012 VOUCHER LIST

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F. Approval of 2013 VOUCHER LIST

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G. SECRETARY—DIRECTOR’S REPORT:

1. BUDGET REPORTS

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2. REVENUE REPORT—MONTH OF AUGUST

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3. ATTENDANCE REPORT—MONTH OF AUGUST

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4. HUMAN RESOURCES TRAINING & SAFETY MONTHLY REPORT—AUGUST 2013

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5. MCPS TRAINING REQUESTS AS OF SEPTEMBER 17, 2013

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6. MCPS WEBSITE TRAFFIC REPORT—AUGUST

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H. BOARD CORRESPONDENCE RECEIVED:

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

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

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K. FREEHOLDER'S REPORT:

L. ITEMS FOR BOARD REVIEW:

1. Review of Agenda Items for Board Action.
2. 2014–2015 Monmouth Cove Marina Fees & Charges (Schedule No. 6). (*Agenda Item #8 for Board Action.*)
3. Status of Funded Projects as of September 16, 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 #9 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 \$2,880.00 increasing existing contract by 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, (2013 Supply Contract for the Period of 02/11/13 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-13-2-11=60 in the Estimated Contract Amount of \$14,400.00, for a NEW ESTIMATED TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$17,280.00.
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2. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to EVERGREEN PRINTING, Bellmawr, NJ, for PRINTING AND MAIL PREPARATION OF THE MCPS PROGRAM DIRECTORY, YEAR 2014, VOLUMES 1-5 (Bid #0059-13), ITEMS: Total Price for Five (5) Volumes (Period of 10/01/13 through 08/31/14), with the Board of Recreation Commissioners RESERVING the OPTION TO EXTEND the CONTRACT for an ADDITIONAL ONE (1) YEAR PERIOD (2015—Period of 10/01/14 through 08/31/15), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$72,000.00.
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3. Resolution Authorizing CHANGE ORDER #1, in the amount of \$3,492.00 for increase in Proposal 1, Item #1 (\$2,102.00) and increase in Proposal 2, Item #1 (\$1,390.00), to NORTHEASTERN INTERIOR SERVICES, Paterson, NJ, for CHAIN LINK FENCE INSTALLATION AT MONMOUTH COVE MARINA AND SEVEN PRESIDENTS OCEANFRONT PARK (Bid #0053-13), ITEMS: Proposal #1, Items 1-6 @\$42,802.00, Plus Alternate Bid #1 @\$12,768.00 and Alternate Bid #2 @\$9,730.00 (Total of Proposal #1 \$65,300.00); and Proposal #2, Items 1-7 (Total of Proposal #2 \$20,150.00); as originally awarded by Resolution #R-13-5-20=236 in the Contract Amount of \$85,450.00, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$88,942.00.
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4. Resolution Authorizing CHANGE ORDER #1, in the amount of \$19,000.00 for replacement of clay base of 1,100 linear feet of cart path and relocation of 175 linear feet of path, including all related work, and extending the contract completion date to September 20, 2013, for Proposal #2—Hominy Hill Golf Course, to ALL SURFACE ASPHALT PAVING, INC., Point Pleasant, NJ, for PAVED TRAIL FOR HENRY HUDSON TRAIL AND HOMINY HILL GOLF COURSE & PAVED TRAIL CONSTRUCTION FOR PINE BROOK GOLF COURSE 2013 (Bid #0039-13), ITEMS: Proposal #2, Hominy Hill Golf Course, Items #1-6 @\$129,142.75 Plus Add Alternate Items #1-5 @\$68,801.00, for a Total Amount of \$197,943.75; Proposal #3, Pine Brook Golf Course, Items #1-10 @\$118,085.00; as originally awarded by Resolution #R-13-5-6=209 in the Contract Amount of \$316,028.75, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$335,028.75.
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5. Resolution REJECTING bid proposal of SANTORINI CONSTRUCTION, INC., Neptune, NJ, for RESTORATION OF MAIN HOUSE & CARRIAGE HOUSE AT PORTLAND PLACE, HARTSHORNE WOODS PARK—PHASE 1 (Bid #0055-13), as the company president submitted an email dated July 26, 2013, requesting that their bid be withdrawn due to errors in their bid submittal.
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6. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to PRECISION BUILDING & CONSTRUCTION, LLC, Bridgewater, NJ, for RESTORATION OF MAIN HOUSE & CARRIAGE HOUSE AT PORTLAND PLACE, HARTSHORNE WOODS PARK—PHASE 1 (Bid #0055-13), ITEMS: Base Bid Price @\$1,435,078.00, minus (-) \$60,000.00 for the deduction of the Carriage House Roof and any and all work related to the second floor framing and roofing, as negotiated with contractor and mutually agreed to on August 22, 2013; in the Total Contract Amount of \$1,375,078.00.
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7. Resolution Authorizing CHANGE ORDER #1, in the amount of \$12,524.75, increasing existing contract by more than 20% due to an increase in the number of participants that registered for summer camps, to SAINT JOHN VIANNEY HIGH SCHOOL, Holmdel, NJ, for FURNISHING OF FACILITIES AND STAFF FOR SUMMER SPORTS CAMPS (Bid #0023-13), ITEMS: 2013 Supply Contract for the Period of 06/01/13 through 08/31/13, 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-13-2-11=80 in the Estimated Total Contract Amount of \$48,000.00, for a NEW ESTIMATED TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$60,524.75, and further AUTHORIZING the SECRETARY-DIRECTOR to SEND NOTICE of Change Order #1 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.
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8. Resolution ADOPTING the 2014–2015 MONMOUTH COVE MARINA FEES & CHARGES (SCHEDULE NO. 6).
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9. Resolution Authorizing CHANGE ORDER #1, in the amount of \$20,000.00 increasing existing contract by 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, 2012, 2013 & 2014 Supply/Service Contract, for the Period of 01/09/12 through 12/31/14 (3-Year Contract in the Estimated Annual Contract Amount of \$100,000.00 for Years 2012, 2013 & 2014); as originally awarded by Resolution #R-12-1-9=34 in the Three (3) Year Estimated Total Contract Amount of \$300,000.00, for a NEW ESTIMATED 2013 ANNUAL 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 Grounds and Turf Equipment
  2. Furnishing and Delivery of Vehicles
  3. Temporary Use and Occupancy of Monmouth County Board of Recreation Commissioners' Land For Agricultural Use
  4. Patio Reconstruction and Parking Lot Improvements at Holmdel Park
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**MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:**

1. Surveying Services, Block 191, Lots 1.03 & 1.04, Borough of Manasquan, Owner: 208 Properties, LLC, for Additions to Fisherman's Cove Conservation Area (Ref. #13-41) (*FAIR & OPEN*)
  2. Preliminary Assessment & Site Investigation, Block 191, Lots 1.03 & 1.04, Borough of Manasquan, Owner: 208 Properties, LLC, for Additions to Fisherman's Cove Conservation Area (Ref. #13-42) (*FAIR & OPEN*)
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**DATES TO REMEMBER:**

1. **MONDAY EVENING, SEPTEMBER 23, 2013** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
2. **SUNDAY, SEPTEMBER 29, 2013** - 11 AM - 5 PM. **"Harvest Home Festival".** Historic Longstreet Farm, Longstreet Road, Holmdel, NJ. Admission and parking are free.
3. **SUNDAY, OCTOBER 6, 2013** - 11 AM - 5 PM. **"Walnford Day".** Historic Walnford, Walnford Road, Upper Freehold Township, NJ. Admission and parking are free.
4. **MONDAY EVENING, OCTOBER 7, 2013** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
5. **SUNDAY, OCTOBER 20, 2013** - 11 AM - 5 PM. **"Thompson Park Day".** Thompson Park, 805 Newman Springs Road, Lincroft, NJ. Admission and parking are free. Some activities have a fee.
6. **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.
7. **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.
8. **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.
9. **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.
10. **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 September 9, 2013, 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 LAND ACQUISITION MATTERS and PERSONNEL MATTERS:

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 “land acquisition matters and personnel 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)

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NOTE: Minutes of the Executive Session to discuss Land Acquisition Matters will be made available to the Public in ninety (90) days or upon completion of acquisition or potential litigation. Minutes of the Executive Session to discuss Personnel Matters shall not be made available to the public, as Personnel Matters are confidential.

**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 7, 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.

\_\_\_\_\_

Motion to ADJOURN the Regular Meeting of the Monmouth County Board of Recreation Commissioners.  
(Time: \_\_\_\_\_PM)

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