

PRESENT:

ABSENT:

ALSO PRESENT:

A G E N D A

MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS:

REGULAR MEETING: MONDAY, SEPTEMBER 9, 2013– 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, AUGUST 19, 2013
(Excused: Commissioners Harmon, Peters and Zelina)

D. Approval of EXECUTIVE SESSION MINUTES—PERSONNEL MATTERS:
MONDAY, AUGUST 19, 2013. (Excused: Commissioner Peters)

E. Approval of EXECUTIVE SESSION MINUTES—LAND ACQUISITION MATTERS:
MONDAY, AUGUST 19, 2013. (Excused: Commissioner Peters)

F. Approval of EXECUTIVE SESSION MINUTES—POTENTIAL LITIGATION:
MONDAY, AUGUST 19, 2013. (Excused: Commissioners Harmon, Peters and Zelina)

G. Approval of 2012 VOUCHER LIST

H. Approval of 2013 VOUCHER LIST

I. SECRETARY—DIRECTOR’S REPORT:

1. MCPS TRAINING REQUESTS AS OF AUGUST 30, 2013

J. BOARD CORRESPONDENCE RECEIVED:

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

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

M. PRESENTATIONS:

1. “Historic Walnford Update”
by Sarah Bent, Supervisor Historic Sites; and

2. “Manasquan Reservoir Environmental Center Mural”
by Maria Wojciechowski, Executive Director/Friends of the Parks

N. FREEHOLDER'S REPORT:

O. ITEMS FOR BOARD REVIEW:

1. Review of Agenda Items for Board Action and Agenda Items #8, 9, 10, 11, 12 & 13 as added to the Agenda.

2. Status of Funded Projects as of August 29, 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 #7 for Board Action; and

WHEREAS, the Board also reviewed Agenda Items #8, 9, 10, 11, 12 & 13, 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 ACCEPTING the WRITTEN PROPOSAL of RICHARD GRUBB & ASSOCIATES, INC., Cranbury, NJ, as received on August 13, 2013, proposal dated August 12, 2013, for providing PROFESSIONAL ARCHAEOLOGICAL SERVICES REQUIRED FOR THE PREPARATION AND SUBMISSION OF A PHASE I ARCHAEOLOGICAL SURVEY IN THE PROPOSED PROJECT AREA OF THE EIGHTH (8TH) FAIRWAY BRIDGE AT HOWELL PARK GOLF COURSE, PREVENTORIUM ROAD, HOWELL TOWNSHIP, NEW JERSEY (Ref. #13-33 & PS #43-13), in an Amount Not To Exceed \$3,847.00, 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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2. Resolution Authorizing CONTRACT AMENDMENT #5, in the amount of \$5,500.00, for engineering fee for NJDEP permit submission updates and plans for Mr. Taft's review and approval (an easement requirement) on the Union Transportation Trail, to FRENCH & PARRELLO ASSOCIATES, P.A., Wall, NJ, for ENGINEERING SERVICES FOR DEVELOPMENT OF UNION TRANSPORTATION TRAIL, UPPER FREEHOLD TOWNSHIP, NJ (Ref. #08-25 & PS #44-08), as originally awarded by Resolution #R-08-6-23=257 in the Contract Amount of \$264,316.71, and as modified by Contract Amendment #1 awarded by Resolution #R-09-7-6=300 in the Total Contract Amendment #1 Amount of \$265,466.71, and as modified by Contract Amendment #2 awarded by Resolution #R-09-12-21=474 in the Total Contract Amendment #2 Amount of \$274,116.71, and as modified by Contract Amendment #3 awarded by Resolution #R-10-5-10=170 in the Total Contract Amendment #3 Amount of \$276,066.71, and as modified by Contract Amendment #4 awarded by Resolution #R-11-4-11=174 in the Total Contract Amendment #4 Amount of \$301,316.71 for a NEW TOTAL AMENDED CONTRACT AMOUNT OF \$306,816.71.
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3. Resolution Authorizing CHANGE ORDER #1, in the amount of \$6,560.00, increasing existing contract by 20% as allowed by law, to CAPOZZI OVERHEAD DOORS, INC., Nutley, NJ, for REPAIR AND INSTALLATION OF WOODEN, METAL AND FIBERGLASS OVERHEAD AND METAL ROLLING SECURITY DOORS (Bid #0016-13), as originally awarded by Resolution #R-13-1-7=36, ITEMS: #1-4, 2013 Supply/Service Contract (Period of 1/7/13 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; in the Estimated Total Contract Amount of \$32,800.00, for a NEW ESTIMATED TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$39,360.00.
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4. Resolution ACCEPTING the WRITTEN PROPOSAL of JOHNSON REALTY SERVICES, LLC, Wall, NJ, as received on August 27, 2013, proposal dated August 21, 2013, for providing PROFESSIONAL APPRAISAL SERVICES OF BLOCK 124, LOT 4, TOWNSHIP OF ABERDEEN, OWNER: ORDER OF ST. BASIL WEEPING VIRGIN MOTHER OF MARIAPOCH, ±37.86 ACRES, IMPROVED PROPERTY, PROJECT: ADDITIONS TO NEW PARK, ABERDEEN & MARLBORO TOWNSHIPS, INTEREST: BOTH FEE SIMPLE & EASEMENT (Ref. #13-34 & PS #44-13), in an Amount Not To Exceed \$2,650.00, 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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5. Resolution ACCEPTING the WRITTEN PROPOSAL of DRD APPRAISALS, LLC, dba STUART APPRAISAL COMPANY, Freehold, NJ, as received on August 27, 2013, proposal dated August 22, 2013, for providing PROFESSIONAL APPRAISAL SERVICES OF BLOCK 124, LOT 4, TOWNSHIP OF ABERDEEN, OWNER: ORDER OF ST. BASIL WEEPING VIRGIN MOTHER OF MARIAPOCH, ±37.86 ACRES, IMPROVED PROPERTY, PROJECT: ADDITIONS TO NEW PARK, ABERDEEN & MARLBORO TOWNSHIPS, INTEREST: BOTH FEE SIMPLE & EASEMENT (Ref. #13-34 & PS #44-13), 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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6. Resolution ACCEPTING the WRITTEN PROPOSAL of MORRIS P. HEBERT, INC., Clinton, NJ, as received on August 28, 2013, proposal dated August 27, 2013, for PROVIDING PROFESSIONAL SURVEYING SERVICES OF BLOCK 27, LOT 2.03, MILLSTONE TOWNSHIP, NJ, OWNER: ESTATE OF JULIA LEVCHUK, ±2.64 ACRES, IMPROVED PROPERTY, PROJECT: ADDITIONS TO PERRINEVILLE LAKE PARK (Ref. #13-32 & PS #46-13), in an Amount Not To Exceed \$1,200.00, 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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7. Resolution ACCEPTING the WRITTEN PROPOSAL of E2 PROJECT MANAGEMENT, LLC, Rockaway, NJ, as received on August 28, 2013, proposal dated August 28, 2013, for PROVIDING PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PASI) SERVICES OF BLOCK 27, LOT 2.03, MILLSTONE TOWNSHIP, NJ, OWNER: ESTATE OF JULIA LEVCHUK, ±2.64 ACRES, IMPROVED PROPERTY, PROJECT: ADDITIONS TO PERRINEVILLE LAKE PARK (Ref. #13-31 & PS #45-13), in an Amount Not To Exceed \$2,950.00, 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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8. Resolution Authorizing CHANGE ORDER #1, in the amount of minus (-) \$19,800.00 due to cancellation of Proposal 4, Items 1-8 (A8834X), September 15-17, 2013, Niagara Falls Canada Overnight caused by lack of attendance, to SUNCOAST TOURS dba GREAT AMERICAN TROLLEY CO., Cape May, NJ, for FURNISHING OF TOUR PACKAGES (Bid #0057-13), ITEMS: Proposal 2, Items 1-8 (A8534X), October 23-29, 2013, Southern Hospitality Tour to Myrtle Beach & Charleston, SC and Savannah, GA in the Estimated Amount of \$22,000.00; Proposal 3, Items 1-8 (A8734X), November 1-3, 2013, Sherlock Holmes Weekend in Cape May, NJ, in the Estimated Amount of \$19,050.00; Proposal 4, Items 1-8 (A8834X), September 15-17, 2013, Niagara Falls Canada Overnight; as originally awarded by Resolution #R-13-8-5=272 in the Estimated Contract Amount of \$60,850.00, for a NEW ESTIMATED TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$41,050.00.
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9. Resolution ACCEPTING the WRITTEN PROPOSAL of ADAMS, REHMANN AND HEGGAN ASSOCIATES INC., Hammonton NJ, as received on August 30, 2013, proposal dated August 28, 2013, for PROVIDING PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PASI) SERVICES OF BLOCK 34, LOTS 25 (P/O), AND 27 (P/O), UPPER FREEHOLD TOWNSHIP, NJ, OWNER: LUSTARTEN, ±21.8 TOTAL ACRES, VACANT PROPERTY, PROJECT: ADDITIONS TO CROSSWICKS CREEK GREENWAY/LAHAWAY CREEK (Ref. #13-13 & PS #47-13), in an Amount Not To Exceed \$1,975.00, 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 Authorizing CHANGE ORDER #1, in the amount of minus (-) \$32.05 for contract additions and deletions, to F & P CONTRACTORS, INC., South Amboy, NJ, for PAVED TRAIL REPAIRS FOR HENRY HUDSON TRAIL AND HOMINY HILL GOLF COURSE & PAVED TRAIL CONSTRUCTION FOR PINE BROOK GOLF COURSE 2013 (Bid #0039-13), ITEMS: Proposal #1, Henry Hudson Trail, Items #1-11 (Total Base Bid Price \$174,162.40); as originally awarded by Resolution #R-13-5-6=208 in the Contract Amount of \$174,162.40, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$174,130.35.
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11. Resolution Authorizing CHANGE ORDER #1, in the amount of \$0.00 extending contract completion date from August 2, 2013 to September 4, 2013 for Proposal #2, Hominy Hill Golf Course, to ALL SURFACE ASPHALT PAVING, INC., Point Pleasant, NJ, for PAVED TRAIL REPAIRS 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 \$316,028.75.
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12. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to JG PAINTING AND CONTRACTING, LLC, Kendall Park, NJ, for FURNISHING OF EXTERIOR PAINTING SERVICES FOR 2013 (Bid #0058-13), ITEMS: Proposal 1, Items 1-3 @\$16,325.00; Proposal 2, Items 1-3 @\$20,700.00; Proposal 3, Items 1-4 @\$18,650.00; Proposal 4, Items 1-4 @\$14,250.00; in the Total Contract Amount of \$69,925.00.
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13. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to TM PAINTING AND CONTRACTING, LLC, Neptune, NJ, for FURNISHING OF EXTERIOR PAINTING SERVICES FOR 2013 (Bid #0058-13), ITEMS: Proposal 5, Items 1-4 @\$23,800.00; in the Total Contract Amount of \$23,800.00.
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MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:

1. Monmouth Fishing Pier Reconstruction—Bayshore Waterfront Park
 2. Replacement of the Western Bridge Over the East Creek (Henry Hudson Trail – Bayshore, Jersey Avenue, Union Beach)
 3. Furnishing of Services for the Preparation and Re-Painting of Metal Roofing and the Removal of Existing Asphalt/Fiberglass Roof Shingles and Cedar Shingles and Installation of New Roofing and Gutters for 2013
 4. Furnishing of Building Demolition Work, Asbestos Removal, Well Sealing and UST and AST Removal for 2013
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MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:

1. Licensed Site Remediation Professional (LSRP) for Two (2) Former Underground Storage Tanks at Thompson Park Maintenance and One (1) at Huber Woods Maintenance (Ref. #13-39) (*FAIR & OPEN*)
 2. Two (2) Appraisals, Block 109, Lot 3, Howell Township, ±3.09 Acres, Residential Improved, Owner: Shoemaker, for Additions to the Metedeconk River Greenway (Ref. #13-40) (*FAIR & OPEN*)
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DATES TO REMEMBER:

1. **WEDNESDAY MORNING, SEPTEMBER 11, 2013** – 8 AM. **“Monmouth County’s 9/11 Memorial Remembrance Ceremony.** Mt. Mitchell Scenic Overlook, 460 Ocean Boulevard, Atlantic Highlands, NJ.
2. **WEDNESDAY, SEPTEMBER 18, 2013** – 5:30 PM. **Annual Employee Recognition**, by Invitation. Fort Monmouth Recreation Center, 2566 Guam Lane, Tinton Falls, NJ. (*Off Hope Road between Route 36 and County Route 537, Tinton Avenue, Tinton Falls, NJ*)
3. **MONDAY EVENING, SEPTEMBER 23, 2013** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
4. **SUNDAY, SEPTEMBER 29, 2013** – 11 AM – 5 PM. **“Harvest Home Festival”.** Historic Longstreet Farm, Longstreet Road, Holmdel, NJ. Admission and parking are free.
5. **SUNDAY, OCTOBER 6, 2013** - 11 AM – 5 PM. **“Walnford Day”.** Historic Walnford, Walnford Road, Upper Freehold Township, NJ. Admission and parking are free.
6. **MONDAY EVENING, OCTOBER 7, 2013** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
7. **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.
8. **MONDAY EVENING, OCTOBER 21, 2013** - 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 August 19, 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 for the purpose of discussing 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 “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 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 **September 23, 2013**, 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)
