

MINUTES OF THE MONDAY EVENING, JUNE 25, 2018 REGULAR MEETING OF THE MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS HELD IN THE “BEECH ROOM” OF THE THOMPSON PARK VISITOR CENTER, 1ST FLOOR, 805 NEWMAN SPRINGS ROAD, LINCROFT, NJ.

The meeting was called to order by Vice Chairman Kevin Mandeville at 7 PM.

The following were Present on roll call: Vice Chairman Kevin Mandeville
Commissioners:
Michael G. Harmon
Violeta Peters
Thomas E. Hennessy, Jr.
David W. Horsnall
Mark E. Zelina
Patricia M. Butch
Thomas W. Adcock

The following were Absent on roll call: Chairman Fred J. Rummel (Excused)
Commissioner David W. Horsnall (Excused)

Also Present: James J. Truncer, Secretary-Director
Michael P. Supko, Jr., Special County Counsel
Andrew J. Spears, Assistant Director
Thomas E. Fobes, Supt. of Co. Parks/Park Operations
Keith Heckman, Senior Golf Ranger
Karen Livingstone, Public Information/Volunteers
Gail L. Hunton, Chief of Acquisition & Design
Andrew R. Coeyman, Supv./Land Preservation Services
Jenn Troisi, Recreation Supervisor
Christopher Marion, Deputy County Administrator

Chairman Rummel read the following Statement of Adequate Public Notice:

“Statement of Adequate Public Notice of 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 Asbury Park Press and other newspapers circulated in Monmouth County, and the County Clerk have been noticed, including date, time and place, as adopted by the Commission at their regular meeting of November 20, 2017, as required by law.”

Vice Chairman Mandeville led the Board in the salute to the flag and the Pledge of Allegiance and asked for the observance of a moment of silence.

On a motion made by Commissioner Harmon, seconded by Commissioner Peters, the **MINUTES** of the **REGULAR MEETING** of the Monmouth County Board of Recreation Commissioners held on **MONDAY EVENING, JUNE 11, 2018**, were upon being put to a vote, approved as recorded by Vice Chairman Mandeville, Commissioners Harmon, Peters, Hennessy, Zelina and Adcock. Commissioner Butch abstained as not being present at the meeting.

On a motion made by Commissioner Harmon, seconded by Commissioner Peters, the **MINUTES** of the **EXECUTIVE SESSION MEETING** of the Monmouth County Board of Recreation Commissioners held on **MONDAY EVENING, JUNE 11, 2018**, for the purpose of discussing **ATTORNEY CLIENT PRIVILEGE INFORMATION**, were upon being put to a vote, approved as recorded by Vice Chairman Mandeville, Commissioners Harmon, Peters, Hennessy, Zelina and Adcock. Commissioner Butch abstained as not being present at the meeting

The Secretary-Director indicated that the Minutes of the Executive Session to discussion Attorney Client Privilege Information will be available to the public in ninety (90) days, or upon completion of anticipated litigation.

On a motion made by Commissioner Peters, seconded by Commissioner Adcock, the **2017 VOUCHER LIST**, as submitted for approval, was upon being put to a vote, unanimously approved as recorded.

On a motion made by Commissioner Peters, seconded by Commissioner Adcock, the **2018 VOUCHER LIST**, as submitted for approval, was upon being put to a vote, unanimously approved as recorded.

James J. Truncer, Secretary-Director, reviewed with the Board the following **BOARD CORRESPONDENCE RECEIVED**:

1. Letter from Matthew Bongiovi to Chairman Rummel dated June 22, 2018 in reference to Alexis Mason.
2. Letter from Senator Gopal and Senator Diegnan dated June 25, 2018 in reference to renaming the trail at Sunnyside Recreation Area in memory of Alexis Mason.

Following a discussion the Board agreed to take the request under advisement.

On a motion made by Commissioner Peters, seconded by Commissioner Zelina, the meeting was **OPENED** to the **HEARING OF THE PUBLIC** at 7:06 PM. Upon being put to a vote, the motion was unanimously carried.

There being no one present to be heard, no one else present who wished to be heard, it was moved by Commissioner Zelina, seconded by Commissioner Adcock, that the portion of the meeting **OPEN** to the **HEARING OF THE PUBLIC** be **CLOSED**, at 7:07 PM.

SECRETARY-DIRECTOR'S REPORT:

James J. Truncer, Secretary-Director, reviewed with the Board the following **REPORTS:**

1. BUDGET REPORTS

On a motion made by Commissioner Zelina, seconded by Commissioner Harmon, the **BUDGET REPORTS** were upon being put to a vote, unanimously accepted as reported. (Budget Reports in Minute Book)

2. REVENUE REPORT—MONTH OF MAY

On a motion made by Commissioner Zelina, seconded by Commissioner Harmon, the **REVENUE REPORT** for the **MONTH OF MAY** was upon being put to a vote, unanimously accepted as reported. (Revenue Report in Minute Book)

3. ATTENDANCE REPORT—MONTH OF MAY

On a motion made by Commissioner Zelina, seconded by Commissioner Harmon, the **ATTENDANCE REPORT** for the **MONTH OF MAY** was upon being put to a vote, unanimously accepted as reported. (Attendance Report in Minute Book)

4. HUMAN RESOURCES TRAINING & SAFETY MONTHLY REPORT—MAY 2018 (Dated: 6/19/2018)

On a motion made by Commissioner Zelina, seconded by Commissioner Harmon, the **HUMAN RESOURCES TRAINING & SAFETY MONTHLY REPORT FOR MAY 2018 (Dated: 6/19/2018)** was upon being put to a vote, unanimously accepted as reported. (Human Resources Training & Safety Monthly Report in Minute Book)

5. MCPS TRAINING REQUESTS AS OF JUNE 19, 2018

On a motion made by Commissioner Zelina, seconded by Commissioner Harmon, the **MCPS TRAINING REQUESTS AS OF JUNE 19, 2018** was upon being put to a vote, unanimously authorized. (MCPS Training Requests in Minute Book)

6. MCPS WEBSITE TRAFFIC REPORT—MONTH OF MAY

On a motion made by Commissioner Zelina, seconded by Commissioner Harmon, the **MCPS WEBSITE TRAFFIC REPORT** for the **MONTH OF MAY** was upon being put to a vote, unanimously accepted as reported. (MCPS Website Traffic Report in Minute Book)

PRESENTATION:

James J. Truncer, Secretary-Director, introduced to the Board Jenn Troisi, Recreation Supervisor/2018 Fair Chair, who made a PowerPoint presentation to the Board on the upcoming "2018 Monmouth County Fair."

Vice Chairman Mandeville thanked Jenn Troisi for her presentation.

FREEHOLDER'S REPORT:

The Secretary-Director reported the Board that there was no Freeholder's Report as Freeholder Deputy Director Lillian G. Burry was unable to attend the meeting.

ITEMS FOR BOARD REVIEW:

James J. Truncer, Secretary-Director, reviewed with the Board the following items:

1. Board Action Item #1 – Authorizing the Lease of One (1) Pitney Bowes Mail Machine SendPro P1500 Series (Includes Service Agreement and Meter Rental), as per NJ State and Local Contract #041917-PIT for Logistic Services/Mail Equipment, from Pitney Bowes, Inc., Neehan, WI, for a Lease Period of Five (5) Years (60 Months), in the Total Five (5) Year Lease Agreement Amount of \$18,960.00, to be Paid Annually @\$3,792.00 Per Year (*Cost is \$316.00 per month, \$948.00 per quarter*), and further Authorizing the Secretary-Director of the Board to Enter Into a Services Agreement with Pitney Bowes, Inc., and to take any necessary action as may be required by law.
2. Board Action Item #2 – Recommending acceptance of the written proposal of H2M Associates, Inc., Howell, NJ, as received on June 14, 2018, proposal dated June 12, 2018, for Providing Professional Surveying Services of Block 34, Lot 20.05, Upper Freehold Township, New Jersey, +25.5 Acres, Vacant Property – Owner: MMAS Realty, LLC, Project: Additions to Crosswicks Creek Park (Ref. #18-06 & PS #32-18), in an Amount Not To Exceed \$10,200.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
3. Board Action Item #3 – Recommending acceptance of the written proposal of Kenny Environmental Services, Marlton, NJ, as received on June 14, 2018, proposal dated June 8, 2018, for Providing Preliminary Assessment/Site Investigation (PASI) of Block 34, Lot 20.05, Upper Freehold Township, New Jersey, +25.5 Acres, Vacant Property, Owner: MMAS Realty, LLC, Project: Additions to Crosswicks Creek Park (Ref. #18-07 & PS #33-18), in an Amount Not To Exceed \$2,100.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.

James J. Truncer, Secretary-Director, Special County Counsel Michael P. Supko, Jr., reviewed with the Board the cover email and attached letter dated June 20, 2018, addressed to the Purchasing Agent of the Monmouth County Park System, from Robert T. Lawless, Esquire, of the Firm Hedinger & Lawless, LLC, of Florham Park, NJ, indicating that if the County awards the contract to anyone other than Catel, Catel will file a legal challenge.

Based on recommendation of the Legal Counsel the Board took no action on Agenda Items #4 and #5 pending a hearing on the proposal of Catel, Inc.

4. Board Action Item #4 – Rejecting bid proposal of Catel, Inc., Bradley Beach, NJ, for Site Improvements at Hartshorne Woods Park, Rocky Point Area (Bid #0053-18), as contractor failed to supply project references from jobs similar in size and budget, as required.
5. Board Action Item #5 – Recommending award of contract to the lowest responsible bidder, as per bid proposal to Woodward Construction Company, Morganville, NJ, for Site Improvements at Hartshorne Woods Park, Rocky Point Area (Bid #0053-18), Items: Total Base Bid Price, Items 1-3; in the Total Contract Amount of \$1,622,293.11.
6. Board Action Item #6 as Added to the Agenda –Recommending authorization of Contract Amendment #1, in the Amount of \$8,630.00 to conduct follow-up investigation and soil samples as required and recommended by NJDEP and Kenny Environmental, to Kenny Environmental Services, Marlton, NJ, for Providing Preliminary Assessment/Site Investigation (PASI) of Block 53, Lot 6, Upper Freehold Township, New Jersey, ±1.75 Acres, Owner: Estate of Hedgecoth, Improved Property, Project: Additions To Crosswicks Creek Park (Ref. #17-71 & PS #14-18), as originally awarded by Resolution #R-18-4-23=153, in the Contract Amount Not To Exceed \$2,400.00, for a New Total Amended Contract Amount of \$11,030.00, as modified by Contract Amendment #1, and further Authorizing the Secretary-Director to Send Notice of Contract Amendment to the Asbury Park Press, a newspaper circulated in the County of Monmouth, as required by law, within twenty (20) days of its passage.
7. Request by the Borough of Manasquan for the Use of Fisherman’s Cove Conservation Area on July 17, 2018, with a rain date of July 18, 2018, for parking on the grass area north of the Activity Center for operations staff, relating to their Annual Summer Inlet Celebration, as per the terms and conditions of the Temporary Use and Occupancy Agreement, and further Authorizing the Chairman and Secretary-Director of the Board to Enter Into said Agreement.

A **motion** was introduced by Commissioner Harmon, seconded by Commissioner Zelina, Granting Permission to the Borough of Manasquan for the Use of Fisherman’s Cove Conservation Area on July 17, 2018, with a rain date of July 18, 2018, for parking on the grass area north of the Activity Center for operations staff, relating to their Annual Summer Inlet Celebration, as per the terms and conditions of the Temporary Use and Occupancy Agreement, and further Authorizing the Chairman and Secretary-Director of the Board to Enter Into said Agreement. Upon being put to a vote, the motion was unanimously carried.
8. Andrew J. Spears, Assistant Director, reviewed with the Board the Status of Funded Projects as of June 19, 2018, as distributed to the Board.

At 7:19 PM, the following **RESOLUTION OF CONSENT** was offered for adoption by Commissioner Harmon, to approve Agenda Items #1 through #3 and Item #6.

WHEREAS, the Monmouth County Board of Recreation Commissioners has received the Tentative Agenda for the Board’s Regular Meeting of June 25, 2018, in advance of the meeting; and

WHEREAS, the Board has had an opportunity to review and consider Agenda Items #1 through #3 for Board Action; and

WHEREAS, the Board also reviewed Agenda Item #6, 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 #1 through #3 and Item #6.

Seconded by Commissioner Adcock, and adopted on roll call by the following vote:

In the Affirmative: Vice Chairman Mandeville, Commissioners Harmon,
Peters, Hennessy, Zelina, Butch, Adcock

In the Negative: None

Absent: Chairman Rummel and Commissioner Horsnall

ITEMS ACTED ON BY THE BOARD OF RECREATION COMMISSIONERS:

R-18-6-25=235 Resolution offered for adoption by Commissioner Harmon, seconded by Commissioner Adcock, AUTHORIZING the LEASE of ONE (1) PITNEY BOWES MAIL MACHINE SENDPRO P1500 SERIES (Includes Service Agreement and Meter Rental), as per NJ State and Local Contract #041917-PIT for LOGISTIC SERVICES/MAIL EQUIPMENT, from PITNEY BOWES, INC., Neehan, WI, for a LEASE PERIOD OF FIVE (5) YEARS (60 MONTHS), in the TOTAL FIVE (5) YEAR LEASE AGREEMENT AMOUNT OF \$18,960.00, to be PAID ANNUALLY @\$3,792.00 PER YEAR (*Cost is \$316.00 per month, \$948.00 per quarter*), and further AUTHORIZING the SECRETARY-DIRECTOR of the BOARD to ENTER INTO a SERVICES AGREEMENT with PITNEY BOWES, INC., and to take any necessary action as may be required by law. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)

R-18-6-25=236 Resolution offered for adoption by Commissioner Harmon, seconded by Commissioner Adcock, ACCEPTING the WRITTEN PROPOSAL of H2M ASSOCIATES, INC., Howell, NJ, as received on June 14, 2018, proposal dated June 12, 2018, for PROVIDING PROFESSIONAL SURVEYING SERVICES OF BLOCK 34, LOT 20.05, UPPER FREEHOLD TOWNSHIP, NEW JERSEY, ±25.5 ACRES, VACANT PROPERTY – OWNER: MMAS REALTY, LLC, PROJECT: ADDITIONS TO CROSSWICKS CREEK PARK (Ref. #18-06 & PS #32-18), in an Amount Not To Exceed \$10,200.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)

R-18-6-25=237 Resolution offered for adoption by Commissioner Harmon, seconded by Commissioner Adcock, ACCEPTING the WRITTEN PROPOSAL of KENNY ENVIRONMENTAL SERVICES, Marlton, NJ, as received on June 14, 2018, proposal dated June 8, 2018, for PROVIDING PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PASI) OF BLOCK 34, LOT 20.05, UPPER FREEHOLD TOWNSHIP, NEW JERSEY, ±25.5 ACRES, VACANT PROPERTY, OWNER: MMAS REALTY, LLC, PROJECT: ADDITIONS TO CROSSWICKS CREEK PARK (Ref. #18-07 & PS #33-18), in an Amount Not To Exceed \$2,100.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)

R-18-6-25=238 Resolution offered for adoption by Commissioner Harmon, seconded by Commissioner Adcock, Authorizing CONTRACT AMENDMENT #1, in the Amount of \$8,630.00 to conduct follow-up investigation and soil samples as required and recommended by NJDEP and Kenny Environmental, to KENNY ENVIRONMENTAL SERVICES, Marlton, NJ, for PROVIDING PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PASI) OF BLOCK 53, LOT 6, UPPER FREEHOLD TOWNSHIP, NEW JERSEY, ±1.75 ACRES, OWNER: ESTATE OF HEDGE COTH, IMPROVED PROPERTY, PROJECT: ADDITIONS TO CROSSWICKS CREEK PARK (Ref. #17-71 & PS #14-18), as originally awarded by Resolution #R-18-4-23=153, in the Contract Amount Not To Exceed \$2,400.00, for a NEW TOTAL AMENDED CONTRACT AMOUNT OF \$11,030.00, AS MODIFIED BY CONTRACT AMENDMENT #1, and further AUTHORIZING the SECRETARY-DIRECTOR to SEND NOTICE of Contract Amendment to the ASBURY PARK PRESS, a newspaper circulated in the County of Monmouth, as required by law, within twenty (20) days of its passage. Upon being put to a vote, the resolution was unanimously adopted. (Resolution in Minute Book)

The Secretary-Director reported to the Board that there were no **BIDS** to **ADVERTISE** for at this time.

On a motion made by Commissioner Zelina, seconded by Commissioner Butch, the Board **AUTHORIZED** the **SECRETARY-DIRECTOR** to **SOLICIT PROPOSALS** for the following **PROFESSIONAL/SPECIALIZED SERVICES**:

1. Architectural & Engineering Services for New Maintenance Building at Deep Cut Gardens, Middletown, NJ (Ref. #18-38) (*FAIR & OPEN*)
2. Hydrosurvey of Marina Channel and Basin at Monmouth Cove Marina, Middletown NJ (Ref. #18-40) (*PROPOSAL*)

Upon being put to a vote, the Motion was unanimously carried.

At the request of Commissioner Butch Item #3 was moved to the end of the Agenda

3. Survey Services, Block 98, Lots 44, 47 & 48, Freehold Township, ±53.74 Acres, Conservation Easement/ Land Only Property Owner: Mallard, for additions to Turkey Swamp Park (Ref.#18-41) (*FAIR & OPEN*)

James J. Truncer, Secretary-Director, reviewed the following **DATES TO REMEMBER** with the Board:

1. **MONDAY EVENING, JULY 16, 2018** - 7 PM. **REGULAR BOARD MEETING.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
2. **WEDS. THROUGH SUNDAY, JULY 25, 26, 27, 28 & 29, 2018** – 44th Annual Monmouth County Fair. East Freehold Showgrounds, 1500 Kozloski Rd, Freehold, NJ. (*Hours: Weds.—Friday 5 PM to 11 PM; Saturday 3 PM to 11 PM; and Sunday 11 AM to 6 PM*).
3. **MONDAY EVENING, AUGUST 6, 2018** - 7 PM. **REGULAR BOARD MEETING.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
4. **MONDAY EVENING, AUGUST 20, 2018** - 7 PM. **REGULAR BOARD MEETING.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.

At 7:21 PM Jenn Troisi left the meeting.

Vice Chairman Mandeville read the following Statement of Adequate Public Notice:

“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 June 11, 2018, as required under the Open Public Meetings Act, Chapter 231, P.L. 1975.”

At 7:22 PM, the following resolution was offered for adoption by Commissioner Hennessy, seconded by Commissioner Adcock, that the Board move into **EXECUTIVE SESSION** for the purpose of discussing **LAND ACQUISITION MATTERS**, being additions to county park lands, and:

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.

In the Affirmative: Vice Chairman Mandeville, Commissioners Harmon, Peters, Hennessy, Zelina, Butch, Adcock

In the Negative: None

Absent: Chairman Rummel and Commissioner Horsnall

On a motion made by Commissioner Harmon, seconded by Commissioner Hennessy, and by unanimous vote, the regular meeting was **RECONVENED** at 7:44 PM.

The Secretary-Director indicated that the Minutes of the Executive Session for the purpose of discussing land acquisition matters will be available to the public in ninety (90) days or upon completion of land acquisition or potential litigation.

The following resolution was introduced:

R-18-6-25=239 Resolution offered for adoption by Commissioner Hennessy, seconded by Commissioner Peters, RECOMMENDING to the MONMOUTH COUNTY BOARD OF CHOSEN FREEHOLDERS the PURCHASE of a CONSERVATION EASEMENT over land only, of the MALLARD PROPERTY, also known as BLOCK 98, LOTS 44, 47 & 48, FREEHOLD TOWNSHIP, an improved parcel, containing ±53.74 ACRES, being an inholding within the park, as ADDITIONS TO TURKEY SWAMP PARK, for county open space preservation, natural resources conservation and public park and recreation purposes, through negotiations or other legal means, subject to environmental review and clear title, and taxes and other closing costs, in the AMOUNT of \$225,000.00, and the ENTERING INTO a RIGHT OF FIRST REFUSAL (ROFR) OPTION AGREEMENT. (Funds provided by the Monmouth County Open Space, Recreation, Floodplain Protection, Farmland and Historic Preservation Trust Fund, Account #T-12-56-850-115-667, Sub-Account #00047.) Upon being put to a vote, the resolution was unanimously adopted (Resolution in Minute Book)

Motion for Survey Services, Block 98, Lots 44, 47 & 48, Freehold Township, ±53.74 Acres, Conservation Easement/ Land Only Property Owner: Mallard, for additions to Turkey Swamp Park (Ref.#18-41) (FAIR & OPEN)

Upon being put to a vote, the Motion was unanimously carried.

ITEMS FOR THE GOOD OF THE ORDER:

Commissioner Hennessy offered the following **resolution** and moved its adoption:

Be it resolved that an **Executive Session Meeting** will be held during the Board's regularly scheduled meeting of **Monday, July 16, 2018, 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 **Attorney Client Privilege Information**; and

Be it further resolved that the Secretary-Director of the Board is authorized 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.

Seconded by Commissioner Zelina, and adopted on roll call by the following vote:

In the Affirmative: Vice Chairman Mandeville, Commissioners Harmon,
Peters, Hennessey, Zelina, Butch, Adcock

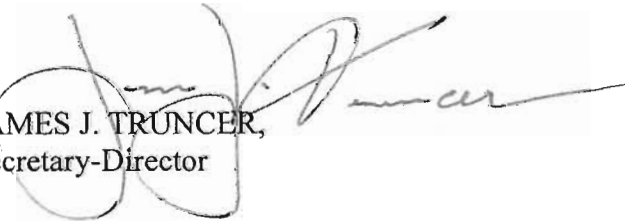
In the Negative: None

Absent: Chairman Rummel and Commissioner Horsnall

Commissioner Harmon noted that the June 16, 2018 Battery Lewis Dedication was an outstanding success and congratulated staff

The Secretary-Director of the Board indicated that there were no additional items to be brought before the Board.

There being no further business, on a motion made by Commissioner Peters, seconded by Commissioner Hennessy, and by unanimous vote, the regular meeting of the Monmouth County Board of Recreation Commissioners held on Monday Evening, June 25, 2018, was **ADJOURNED** at 7:45 PM.


JAMES J. TRUNCER,
Secretary-Director

The following resolution was offered for adoption by Commissioner Harmon:

RESOLUTION

R-18-6-25=235

WHEREAS, the Monmouth County Board of Recreation Commissioners deems it necessary and advisable to LEASE ONE (1) SENDPRO P1500 SERIES (Includes Service Agreement and Meter Rental), for a LEASE PERIOD OF FIVE (5) YEARS (60 MONTHS); and

WHEREAS, said PITNEY BOWES MAIL MACHINE SENDPRO P1500 SERIES (Includes Service Agreement and Meter Rental), is available under NJ State and Local Contract #041917-PIT, from PITNEY BOWES, INC., Neehan, WI, in the TOTAL FIVE (5) YEAR LEASE AGREEMENT AMOUNT OF \$18,960.00.

NOW, THEREFORE, BE IT RESOLVED by the Board that the Secretary-Director is hereby AUTHORIZED to LEASE of ONE (1) PITNEY BOWES MAIL MACHINE SENDPRO P1500 SERIES (Includes Service Agreement and Meter Rental), as available under NJ State and Local Contract #041917-PIT, from PITNEY BOWES, INC., 2225 American Drive, Neehan, WI 54956, for a LEASE PERIOD OF FIVE (5) YEARS (60 MONTHS), in the TOTAL FIVE (5) YEAR LEASE AGREEMENT AMOUNT OF \$18,960.00, to be PAID ANNUALLY @\$3,792.00 PER YEAR (*Cost is \$316.00 per month, or \$948.00 per quarter*); and

BE IT FURTHER RESOLVED that the SECRETARY-DIRECTOR of the BOARD is hereby AUTHORIZED to ENTER INTO a SERVICE AGREEMENT with PITNEY BOWES, INC., and to take any necessary action as may be required by law; and

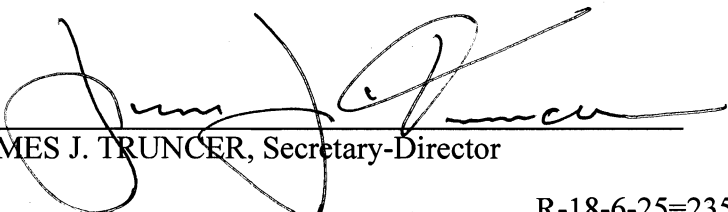
BE IT FURTHER RESOLVED that said LEASE AND SERVICE AGREEMENT is on file in the Board's Office of Administrative Services; and

BE IT FURTHER RESOLVED that the Certification of the Chief Financial Officer, as to availability of funds, has been filed with the Secretary-Director of the Board, a copy of which is on file in the Purchasing Department setting forth that the funds are available in Trust Account #52000, Board of Recreation Commissioners, for the first year September 1, 2018 through August 31, 2019, in the annual amount of \$3,792.00, for a total five (5) year Lease Agreement of \$18,960.00.

Seconded by Commissioner Adcock, and adopted on roll call by the following vote:

In the affirmative:	Vice Chairman Mandeville, Commissioner Harmon, Peters, Hennessy, Zelina, Butch and Adcock
In the negative:	None
Absent:	Chairman Rummel and Commissioner Horsnall

I hereby certify the above to be the true resolution adopted by the Monmouth County Board of Recreation Commissioners at the regular meeting of the Board on MONDAY EVENING, JUNE 25, 2018.



JAMES J. TRUNCER, Secretary-Director

R-18-6-25=235

The following resolution was offered for adoption by Commissioner Harmon:

RESOLUTION

R-18-6-25=236

WHEREAS, the Monmouth County Board of Recreation Commissioners has a need to acquire PROFESSIONAL SURVEYING SERVICES OF BLOCK 34, LOT 20.05, UPPER FREEHOLD TOWNSHIP, NEW JERSEY, ±25.5 ACRES, VACANT PROPERTY – OWNER: MMAS REALTY, LLC, PROJECT: ADDITIONS TO CROSSWICKS CREEK PARK (Ref. #18-06 & PS #32-18), as a fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5, as appropriate; and

WHEREAS, the anticipated term of this contract is approximately forty five (45) days; and

WHEREAS, requests for proposals were received by the Purchasing Agent on or before the required submission date of June 14, 2018; and

WHEREAS, H2M ASSOCIATES, INC., Howell, NJ, has submitted a written proposal dated June 12, 2018, indicating they will PROVIDE PROFESSIONAL SURVEYING SERVICES OF BLOCK 34, LOT 20.05, UPPER FREEHOLD TOWNSHIP, NEW JERSEY, ±25.5 ACRES, VACANT PROPERTY – OWNER: MMAS REALTY, LLC, PROJECT: ADDITIONS TO CROSSWICKS CREEK PARK (Ref. #18-06 & PS #32-18), in an Amount Not to Exceed \$10,200.00; and

WHEREAS, the Certification of the Chief Financial Officer, as to availability of funds, has been filed with the Secretary-Director of the Board, a copy of which is on file in the Purchasing Department setting forth that the funds are available in Capital Cash Account #29799, Board of Recreation Commissioners (2018), Project #00013, in an amount not to exceed \$10,200.00.

NOW, THEREFORE, BE IT RESOLVED that the Board of Recreation Commissioners, of the County of Monmouth, does hereby authorize the Chairman and Secretary-Director of the Board to enter into a contract on behalf of the Monmouth County Board of Recreation Commissioners, with H2M ASSOCIATES, INC., 2380 Route 9 South, Building C, Suite 1, Howell, NJ 07731, as per proposal dated June 12, 2018, for PROVIDING PROFESSIONAL SURVEYING SERVICES OF BLOCK 34, LOT 20.05, UPPER FREEHOLD TOWNSHIP, NEW JERSEY, ±25.5 ACRES, VACANT PROPERTY – OWNER: MMAS REALTY, LLC, PROJECT: ADDITIONS TO CROSSWICKS CREEK PARK (Ref. #18-06 & PS #32-18), in the Contract Amount Not To Exceed \$10,200.00; and

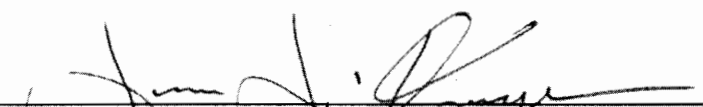
BE IT FURTHER RESOLVED that the Stockholders Disclosure Certification and the New Jersey Business Registration are on file in the office of the Purchasing Department; and

BE IT FURTHER RESOLVED that any fees for additional work over the \$10,200.00 provided for in this resolution will be authorized only upon the approval of the Board, prior to the additional services being performed.

Seconded by Commissioner Adcock, and adopted on roll call by the following vote:

In the affirmative:	Vice Chairman Mandeville, Commissioners Harmon, Peters, Hennessy, Zelina, Butch and Adcock
In the negative:	None
Absent:	Chairman Rummel and Commissioner Horsnall

I hereby certify the above to be the true resolution adopted by the Monmouth County Board of Recreation Commissioners at the regular meeting of the Board on MONDAY EVENING, JUNE 25, 2018.



JAMES J. TRUNCER, Secretary-Director

R-18-6-25=236

The following resolution was offered for adoption by Commissioner Harmon:

RESOLUTION

R-18-6-25=237

WHEREAS, the Monmouth County Board of Recreation Commissioners has a need to acquire PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PASI) OF BLOCK 34, LOT 20.05, UPPER FREEHOLD TOWNSHIP, NEW JERSEY, +25.5 ACRES, VACANT PROPERTY, OWNER: MMAS REALTY, LLC, PROJECT: ADDITIONS TO CROSSWICKS CREEK PARK (Ref. #18-07 & PS #33-18), as a fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5, as appropriate; and

WHEREAS, the anticipated term of this contract is approximately thirty (30) days; and

WHEREAS, requests for proposals were received by the Purchasing Agent on or before the required submission date of June 14, 2018; and

WHEREAS, KENNY ENVIRONMENTAL SERVICES, Marlton, NJ, has submitted a written proposal dated June 8, 2018, indicating they will PROVIDE PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PASI) OF BLOCK 34, LOT 20.05, UPPER FREEHOLD TOWNSHIP, NEW JERSEY, +25.5 ACRES, VACANT PROPERTY, OWNER: MMAS REALTY, LLC, PROJECT: ADDITIONS TO CROSSWICKS CREEK PARK (Ref. #18-07 & PS #33-18), in an Amount Not to Exceed \$2,100.00; and

WHEREAS, the Certification of the Chief Financial Officer, as to availability of funds, has been filed with the Secretary-Director of the Board, a copy of which is on file in the Purchasing Department setting forth that the funds are available in Capital Cash Account #29799, Board of Recreation Commissioners (2018), Project #00013, in an amount not to exceed \$2,100.00.

NOW, THEREFORE, BE IT RESOLVED that the Board of Recreation Commissioners, of the County of Monmouth, does hereby authorize the Chairman and Secretary-Director of the Board to enter into a contract on behalf of the Monmouth County Board of Recreation Commissioners, with KENNY ENVIRONMENTAL SERVICES, 4 Sheffield Drive, Marlton, NJ 08053, as per proposal dated June 8, 2018, for PROVIDING PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PASI) OF BLOCK 34, LOT 20.05, UPPER FREEHOLD TOWNSHIP, NEW JERSEY, +25.5 ACRES, VACANT PROPERTY, OWNER: MMAS REALTY, LLC, PROJECT: ADDITIONS TO CROSSWICKS CREEK PARK (Ref. #18-07 & PS #33-18), in the Contract Amount Not To Exceed \$2,100.00; and

BE IT FURTHER RESOLVED that the Stockholders Disclosure Certification and the New Jersey Business Registration are on file in the office of the Purchasing Department; and

BE IT FURTHER RESOLVED that any fees for additional work over the \$2,100.00 provided for in this resolution will be authorized only upon the approval of the Board, prior to the additional services being performed.

Seconded by Commissioner Adcock, and adopted on roll call by the following vote:

In the affirmative:	Vice Chairman Mandeville, Commissioners Harmon, Peters, Hennessy, Zelina, Butch and Adcock
In the negative:	None
Absent:	Chairman Rummel and Commissioner Horsnall

I hereby certify the above to be the true resolution adopted by the Monmouth County Board of Recreation Commissioners at the regular meeting of the Board on MONDAY EVENING, JUNE 25, 2018.



JAMES J. TRUNCER, Secretary-Director

R-18-6-25=237

The following resolution was offered for adoption by Commissioner Harmon:

RESOLUTION

R-18-6-25=238

WHEREAS, the Monmouth County Board of Recreation Commissioners accepted the written proposal of KENNY ENVIRONMENTAL SERVICES, Marlton, NJ, for PROVIDING PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PASI) OF BLOCK 53, LOT 6, UPPER FREEHOLD TOWNSHIP, NEW JERSEY, ±1.75 ACRES, OWNER: ESTATE OF HEDGECOTH, IMPROVED PROPERTY, PROJECT: ADDITIONS TO CROSSWICKS CREEK PARK (Ref. #17-71 & PS #14-18), as originally awarded by Resolution #R-18-4-23=153, in the Contract Amount Not To Exceed \$2,400.00; and

WHEREAS, the Board deems it necessary and advisable to Authorize CONTRACT AMENDMENT #1, in the amount of \$8,630.00, to conduct follow-up investigation and soil samples as required and recommended by NJDEP and Kenny Environmental.

NOW, THEREFORE, BE IT RESOLVED by the Board that the Secretary-Director is hereby Authorized to approve CONTRACT AMENDMENT #1, in the amount of \$8,630.00 to conduct follow-up investigation and soil samples as required and recommended by NJDEP and Kenny Environmental, to KENNY ENVIRONMENTAL SERVICES, 4 Sheffield Avenue, Marlton, NJ 08053, for PROVIDING PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PASI) OF BLOCK 53, LOT 6, UPPER FREEHOLD TOWNSHIP, NEW JERSEY, ±1.75 ACRES, OWNER: ESTATE OF HEDGECOTH, IMPROVED PROPERTY, PROJECT: ADDITIONS TO CROSSWICKS CREEK PARK (Ref. #17-71 & PS #14-18), as per original contract awarded by Resolution #R-18-4-23=153 in the Contract Amount Not to Exceed \$2,400.00, for a NEW TOTAL AMENDED CONTRACT AMOUNT NOT TO EXCEED \$11,030.00; and

BE IT FURTHER RESOLVED that said CONTRACT AMENDMENT #1 is on file in the Board's Office of Administrative Services; and

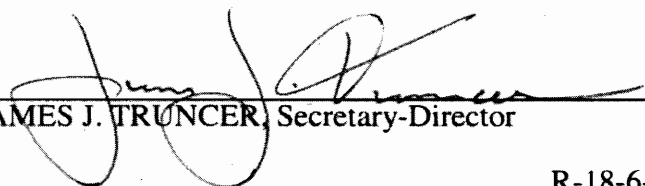
BE IT FURTHER RESOLVED that notice of this amendment shall be published in the Asbury Park Press, a newspaper circulated in the County of Monmouth, as required by law, within twenty (20) days of its passage; and

BE IT FURTHER RESOLVED that the Certification of the Chief Financial Officer, as to availability of funds, has been filed with the Secretary-Director of the Board, a copy of which is on file in the Purchasing Department setting forth that the funds are available in Capital Cash Account #29799, Board of Recreation Commissioners (2018), Project #00013, in an amount not to exceed \$8,630.00.

Seconded by Commissioner Adcock, and adopted on roll call by the following vote:

In the affirmative:	Vice Chairman Mandeville, Commissioners Harmon, Peters, Hennessy, Zelina, Butch and Adcock
In the negative:	None
Absent:	Chairman Rummel and Commissioner Horsnall

I hereby certify the above to be the true resolution adopted by the Monmouth County Board of Recreation Commissioners at the regular meeting of the Board on MONDAY EVENING, JUNE 25, 2018.



JAMES J. TRUNCER, Secretary-Director

R-18-6-25=238

The following resolution was offered for adoption by Commissioner Harmon:

RESOLUTION

R-18-6-25=239

WHEREAS, the Monmouth County Board of Recreation Commissioners deems it necessary and advisable to acquire and preserve certain lands for County Open Space Conservation and Park Purposes, located in the TOWNSHIP OF FREEHOLD, being more particularly described as BLOCK 98, LOTS 44, 47 & 48, and more commonly known as the MALLARD PROPERTY, an improved parcel, containing ±53.74 ACRES, as ADDITIONS TO TURKEY SWAMP PARK, through negotiations or other legal means, for county open space preservation, natural resources conservation and public park and recreation purposes, in the amount of \$225,000.00, subject to satisfactory title and environmental review, and adjustments for acreage, taxes and other closing costs, and

WHEREAS, a formal offer of purchase for a Conservation Easement over said lands and entering into a RIGHT OF FIRST REFUSAL OPTION AGREEMENT has been accepted; and

WHEREAS, funds for the acquisition of the above named parcel have been provided by the Monmouth County Open Space, Recreation, Floodplain Protection, and Farmland and Historic Preservation Trust Fund, Account #T-12-56-850-115-667, Sub-Account #00047.

NOW, THEREFORE, BE IT RESOLVED, that the MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS does hereby RECOMMEND to the MONMOUTH COUNTY BOARD OF CHOSEN FREEHOLDERS that the BOARD OF CHOSEN FREEHOLDERS AUTHORIZE the ACQUISITION OF A CONSERVATION EASEMENT OVER PROPERTY, owned by MALLARD, being more particularly described as BLOCK 98, LOTS 44, 47 & 48, FREEHOLD TOWNSHIP, an improved parcel, containing ±53.74 ACRES, as ADDITIONS TO TURKEY SWAMP PARK, through negotiations or other legal means, for county open space preservation, natural resources conservation and public park and recreation purposes, in the amount of \$225,000.00, subject to satisfactory title, environmental review, and adjustments for acreage, taxes and other closing costs; and

BE IT FURTHER RESOLVED that the BOARD OF RECREATION COMMISSIONERS further RECOMMENDS to the MONMOUTH COUNTY BOARD OF CHOSEN FREEHOLDERS the ENTERING INTO a RIGHT OF FIRST REFUSAL OPTION AGREEMENT; and

BE IT FURTHER RESOLVED that the Chairman of the Board and the Secretary-Director are hereby authorized to take any and all action as may be required to acquire said CONSERVATION EASEMENT for the benefit of the citizens of Monmouth County; and

BE IT FURTHER RESOLVED that a copy of this resolution be sent to the Clerk of the Monmouth County Board of Chosen Freeholders, the County Administrator, and County Counsel.

Seconded by Commissioner Adcock, and adopted on roll call by the following vote:

In the affirmative:	Vice Chairman Mandeville, Commissioners Harmon, Peters, Hennessy, Zelina, Butch and Adcock
In the negative:	None
Absent:	Chairman Rummel and Commissioner Horsnall

I hereby certify the above to be the true resolution adopted by the Monmouth County Board of Recreation Commissioners at the regular meeting of the Board on MONDAY EVENING, JUNE 25, 2018.



JAMES J. TRUNCER, Secretary-Director

R-18-6-25=239