

PRESENT:

ABSENT:

ALSO PRESENT:

A G E N D A

MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS:

REGULAR MEETING: MONDAY, NOVEMBER 20, 2017– 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, NOVEMBER 6, 2017
(Excused: Chairman Rummel and Commissioner Adcock)

D. Approval of EXECUTIVE SESSION MINUTES—LAND ACQUISITION MATTERS:
MONDAY, NOVEMBER 6, 2017. (Excused: Chairman Rummel and Commissioner Adcock)

E. Approval of EXECUTIVE SESSION MINUTES—PERSONNEL MATTERS: MONDAY,
NOVEMBER 6, 2017. (Excused: Chairman Rummel and Commissioner Adcock)

F. Approval of 2016 VOUCHER LIST

G. Approval of 2017 VOUCHER LIST

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. SECRETARY—DIRECTOR’S REPORT:

1. BUDGET REPORTS

2. REVENUE REPORT—MONTH OF OCTOBER

3. ATTENDANCE REPORT—MONTH OF OCTOBER

4. HUMAN RESOURCES TRAINING & SAFETY MONTHLY REPORT—OCTOBER 2017
(Dated: 11/13/17)
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5. MCPS TRAINING REQUESTS AS OF NOVEMBER 13, 2017.
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6. MCPS WEBSITE TRAFFIC REPORT—OCTOBER
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L. PRESENTATION:

- “2018 Capital Budget”
by Gail Hunton, Chief of Acquisition & Design

M. FREEHOLDER’S REPORT:

N. ITEMS FOR BOARD REVIEW:

1. Board Action Item #1 – Authorizing the Secretary-Director to prepare a Citation expressing the Board’s Appreciation for Services to Henry A. Schreiber, Supervising County Park Ranger, who started work with the Monmouth County Park System on September 23, 1974, and who will Retire effective December 1, 2017, with over Forty-three (43) years of service.
2. Board Action Item #2 – Establishing the 2018 Schedule of Regular Meetings of the Monmouth County Board of Recreation Commissioners, and further Authorizing the Secretary-Director to Post and Send Notice to the Asbury Park Press and Other Newspapers Circulated in Monmouth County, and the County Clerk, as required under the Open Public Meetings Act, Chapter 231, P.L. 1975.
3. Board Action Item #3 – Recommending to the Monmouth County Board of Chosen Freeholders the Authorizing of the previously approved and implemented County Open Space Trust Fund Tax of 1.5 Cents Per \$100 Dollars of Equalized Valuation be Increased to 2.75 Cents Per \$100 Dollars of Equalized Valuation as approved by voter referendum on November 7, 2017, to be retroactive to (or enacted on) January 1, 2018.

4. Board Action Item #4 – Recommending award of contract to the lowest responsible bidders, as per bid proposals for Furnishing and Delivery of Lumber and Building Materials (Bid #0001-18), Items: 2018 Supply Contract (Period of 01/01/18 through 12/31/18), with the Board of Recreation Commissioners reserving the option to extend the contract for two (2) additional one (1) year periods (2019 & 2020), under the same terms and conditions, as per bid specification; to the following vendors, in the Estimated Total Aggregate Amount of \$80,000.00:
 1. Dykes Lumber Company, Inc., 1899 Park Ave., Weehawken, NJ 07087
 2. Madison Township Lumber and Supply Co., Inc., P.O. Box 376, Matawan, NJ 07747
 3. Garden State Building Supply 2420 Urbanowitz Ave., Linden, NJ 07036

5. Board Action Item #5 – Recommending award of contract to the lowest responsible bidders, as per bid proposals for Furnishing and Delivery of Electrical Equipment and Supplies (Bid #0002-18), Items: 2018 Supply Contract (Period of 01/01/18 through 12/31/18), with the Board of Recreation Commissioners reserving the option to extend the contract for two (2) additional one (1) year periods (2019 & 2020), under the same terms and conditions, as per bid specification; to the following vendors, in the Estimated Total Aggregate Amount of \$65,000.00:
 1. Cooper Electric Supply Co., 3477 Route 9 N., Freehold, NJ 07728
 2. Graybar, 800 Huyler Street, Teterboro, NJ 07608
 3. Jewel Electric Supply Company, 455 3rd St., Jersey City, NJ 07302
 4. Warshauer Electric, 800 Shrewsbury Ave., Tinton Falls, NJ 07724

6. Board Action Item #6 – Recommending award of contract to the lowest responsible bidders, as per bid proposals for Furnishing and Delivery of Plumbing and Heating Repair Equipment and Supplies (Bid #0003-18), Items: 2018 Supply Contract (Period of 01/01/18 through 12/31/18), with the Board of Recreation Commissioners reserving the option to extend the contract for two (2) additional one (1) year periods (2019 & 2020), under the same terms and conditions, as per bid specification; to the following vendors, in the Estimated Total Aggregate Amount of \$65,000.00:
 1. F.W. Webb Company, 180 Centennial Ave., Piscataway Township, NJ 08854
 2. Atlantic Plumbing Supply, 2810 Rt. 37 E., Toms River, NJ 08753

7. Board Action Item #7 – Recommending award of contract to the lowest responsible bidders, as per bid proposals for Furnishing and Delivery of Golf Course & Driving Range Supplies (Bid #0004-18), Items: 2018 Supply Contract (Period of 01/01/18 through 12/31/18), with the Board of Recreation Commissioners reserving the option to extend the contract for an additional one (1) year period (2019), under the same terms and conditions, as per bid specification; to the following vendors, in the Estimated Total Aggregate Amount of \$31,500.00:
 1. Easy Picker Golf, 415 Leonard Blvd. N., Lehigh Acres, FL 33971
 2. Grass Roots, Inc., 4 Middlebury Blvd., Suite 7, Randolph, NJ 07869
 3. SiteOne Landscape Supply, 1385 East 36th Street, Cleveland, OH 44114
 4. Kirby Markers, 26 Windermere Rd., Lincroft, NJ 07738

8. Board Action Item #8 – Recommending award of contract to the lowest responsible bidder, as per bid proposal to Bricks 4 Kidz, Oceanport, NJ, for Furnishing and Delivery of a Lego Engineering Program for Children of Mixed Ages from Kindergarten to Fifth Grade (Bid #0005-18), Items: 2018 Supply/Service Contract (Period of 01/01/18 through 12/31/18), with the Board of Recreation Commissioners reserving the option to extend the contract for an additional one (1) year period (2019), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$35,000.00.
9. Board Action Item #9 – Recommending award of contract to the lowest responsible bidder, as per bid proposal to Mad Science of West New Jersey, Pennington, NJ, for Furnishing of Science Education Program for Children of Mixed Ages from Kindergarten to Fifth Grade (Bid #0006-18), Items: 2018 Supply/Service Contract (Period of 01/01/18 through 12/31/18), with the Board of Recreation Commissioners reserving the option to extend the contract for an additional one (1) year period (2019), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$40,000.00.
10. Board Action Item #10 – Recommending authorization for the Purchase of Data Communications Equipment, from CDW-G, Vernon Hills, IL, Items: As per Quote #JGVD316; as available under NJ State Contract #M-7000, Contract #87720, for the Period of 4/16/16 through 5/31/19, in the Total Contract Amount of \$80,848.00.
11. Board Action Item #11 – Recommending awarding a Negotiated Contract to Excel Hydraulics, LLC, Clarksboro, NJ, for Waln’s Mill Equipment Alterations at Historic Walnford, Upper Freehold Township, NJ (Bid #0047-17), Items: Base Bid Price; Subcontractor for Electrical Work – M & M Electrical, LLC @\$42,000.00; Designated sub-contractor to be paid by a two-party check listing both the general contractor and the designated sub-contractor; as authorized by law, as per Local Public Contracts Law N.J.S.A. 40A:11-5(3), after two (2) unsuccessful invitations to bid on May 11, 2017, as no bids were received, and on June 6, 2017, as no conforming bids were received because one purported bid was incomplete and the other purported bid failed to demonstrate the required experience to perform the work specified, and as Authorized to Negotiate by the Monmouth County Board of Recreation Commissioners on August 21, 2017, by Resolution #R-17-8-21=283, in the Total Negotiated Contract Amount of \$149,440.00.
12. Board Action Item #12 – Recommending authorization of Change Order #1, in the amount of \$2,475.00, increasing existing aggregate contract by 15% as allowed by law, to the following vendors, for Furnishing and Delivery of Golf Cart Repair Parts & Services (Bid #0012-16), Items: 2017 Supply/Service Contract for the Period of 01/01/17 through 12/31/17, as per bid proposals, under the same terms and conditions as per bid specification; as originally awarded by Resolution #R-15-12-21=500 for a One (1) Year Period (2016), and Extended for an Additional One (1) Year Period (2017), as per Resolution #R-16-10-11=339 in the Estimated Total Aggregate Contract Amount of \$16,500.00, for a New Estimated Total Aggregate Change Order #1 Contract Amount of \$18,975.00:
 1. Golf Car Specialties, LLC, 136 Washington Ave., Gloucester City, NJ 08030
 2. KLBL Inc., dba Vic Gerard Golf Cars, 281 Squankum Rd., Farmingdale, NJ 07727

13. Board Action Item #13 as Added to the Agenda – Rejecting all bids received on November 15, 2017, for Furnishing and Installing Plant Material at Various Parks (Bid #0077-17), as prices received were in excess of estimated budgeted amount, and further Authorizing the Secretary-Director of the Board to Re-Advertise for same.

14. Status of Funded Projects as of November 13, 2017.

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 #12 for Board Action; and

WHEREAS, the Board also reviewed Agenda Item #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 AUTHORIZING the SECRETARY-DIRECTOR to prepare a CITATION expressing the BOARD’S APPRECIATION FOR SERVICES to HENRY A. SCHREIBER, SUPERVISING COUNTY PARK RANGER, who started work with the Monmouth County Park System on SEPTEMBER 23, 1974, and who will RETIRE effective DECEMBER 1, 2017, with over FORTY-THREE (43) YEARS OF SERVICE.

2. Resolution ESTABLISHING the 2018 SCHEDULE OF REGULAR MEETINGS OF THE MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS, and further AUTHORIZING the SECRETARY-DIRECTOR to POST AND SEND NOTICE to the ASBURY PARK PRESS AND OTHER NEWSPAPERS CIRCULATED IN MONMOUTH COUNTY, AND THE COUNTY CLERK, as required under the Open Public Meetings Act, Chapter 231, P.L. 1975.

3. Resolution RECOMMENDING to the MONMOUTH COUNTY BOARD OF CHOSEN FREEHOLDERS the AUTHORIZING of the previously approved and implemented COUNTY OPEN SPACE TRUST FUND TAX OF 1.5 CENTS PER \$100 DOLLARS OF EQUALIZED VALUATION BE INCREASED TO 2.75 CENTS PER \$100 DOLLARS OF EQUALIZED VALUATION as approved by voter referendum on November 7, 2017, to be retroactive to (or enacted on) January 1, 2018.
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4. Resolution AWARDING CONTRACT to the lowest responsible bidders, as per bid proposals for FURNISHING AND DELIVERY OF LUMBER AND BUILDING MATERIALS (Bid #0001-18), ITEMS: 2018 Supply Contract (Period of 01/01/18 through 12/31/18), with the Board of Recreation Commissioners reserving the option to extend the contract for two (2) additional one (1) year periods (2019 & 2020), under the same terms and conditions, as per bid specification; to the following vendors, in the Estimated Total Aggregate Amount of \$80,000.00:

1. DYKES LUMBER COMPANY, INC., 1899 Park Ave., Weehawken, NJ 07087
 2. MADISON TOWNSHIP LUMBER AND SUPPLY CO., INC., P.O. Box 376, Matawan, NJ 07747
 3. GARDEN STATE BUILDING SUPPLY 2420 Urbanowitz Ave., Linden, NJ 07036
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5. Resolution AWARDING CONTRACT to the lowest responsible bidders, as per bid proposals for FURNISHING AND DELIVERY OF ELECTRICAL EQUIPMENT AND SUPPLIES (Bid #0002-18), ITEMS: 2018 Supply Contract (Period of 01/01/18 through 12/31/18), with the Board of Recreation Commissioners reserving the option to extend the contract for two (2) additional one (1) year periods (2019 & 2020), under the same terms and conditions, as per bid specification; to the following vendors, in the Estimated Total Aggregate Amount of \$65,000.00:

1. COOPER ELECTRIC SUPPLY CO., 3477 Route 9 N., Freehold, NJ 07728
 2. GRAYBAR, 800 Huyler Street, Teterboro, NJ 07608
 3. JEWEL ELECTRIC SUPPLY COMPANY, 455 3rd St., Jersey City, NJ 07302
 4. WARSHAUER ELECTRIC, 800 Shrewsbury Ave., Tinton Falls, NJ 07724
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6. Resolution AWARDING CONTRACT to the lowest responsible bidders, as per bid proposals for FURNISHING AND DELIVERY OF PLUMBING AND HEATING REPAIR EQUIPMENT AND SUPPLIES (Bid #0003-18), ITEMS: 2018 Supply Contract (Period of 01/01/18 through 12/31/18), with the Board of Recreation Commissioners reserving the option to extend the contract for two (2) additional one (1) year periods (2019 & 2020), under the same terms and conditions, as per bid specification; to the following vendors, in the Estimated Total Aggregate Amount of \$65,000.00:

1. F.W. WEBB COMPANY, 180 Centennial Ave., Piscataway Township, NJ 08854
 2. ATLANTIC PLUMBING SUPPLY, 2810 Rt. 37 E., Toms River, NJ 08753
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7. Resolution AWARDING CONTRACT to the lowest responsible bidders, as per bid proposals for FURNISHING AND DELIVERY OF GOLF COURSE & DRIVING RANGE SUPPLIES (Bid #0004-18), ITEMS: 2018 Supply Contract (Period of 01/01/18 through 12/31/18), with the Board of Recreation Commissioners reserving the option to extend the contract for an additional one (1) year period (2019), under the same terms and conditions, as per bid specification; to the following vendors, in the Estimated Total Aggregate Amount of \$31,500.00:

1. EASY PICKER GOLF, 415 Leonard Blvd. N., Lehigh Acres, FL 33971
 2. GRASS ROOTS, INC., 4 Middlebury Blvd., Suite 7, Randolph, NJ 07869
 3. SITE ONE LANDSCAPE SUPPLY, 1385 East 36th Street, Cleveland, OH 44114
 4. KIRBY MARKERS, 26 Windermere Rd., Lincroft, NJ 07738
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8. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to BRICKS 4 KIDZ, Oceanport, NJ, for FURNISHING AND DELIVERY OF A LEGO ENGINEERING PROGRAM FOR CHILDREN OF MIXED AGES FROM KINDERGARTEN TO FIFTH GRADE (Bid #0005-18), ITEMS: 2018 Supply/Service Contract (Period of 01/01/18 through 12/31/18), with the Board of Recreation Commissioners RESERVING the OPTION TO EXTEND the CONTRACT for an ADDITIONAL ONE (1) YEAR PERIOD (2019), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$35,000.00.

9. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to MAD SCIENCE OF WEST NEW JERSEY, Pennington, NJ, for FURNISHING OF SCIENCE EDUCATION PROGRAM FOR CHILDREN OF MIXED AGES FROM KINDERGARTEN TO FIFTH GRADE (Bid #0006-18), ITEMS: 2018 Supply/Service Contract (Period of 01/01/18 through 12/31/18), with the Board of Recreation Commissioners RESERVING the OPTION TO EXTEND the CONTRACT for an ADDITIONAL ONE (1) YEAR PERIOD (2019), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$40,000.00.

10. Resolution AUTHORIZING the PURCHASE of DATA COMMUNICATIONS EQUIPMENT, from CDW-G, Vernon Hills, IL, ITEMS: As per Quote #JGVD316; as available under NJ State Contract #M-7000, Contract #87720, for the Period of 4/16/16 through 5/31/19, in the Total Contract Amount of \$80,848.00.

11. Resolution AWARDING a NEGOTIATED CONTRACT to EXCEL HYDRAULICS, LLC, Clarksboro, NJ, for WALN'S MILL EQUIPMENT ALTERATIONS AT HISTORIC WALNFORD, UPPER FREEHOLD TOWNSHIP, NJ (Bid #0047-17), ITEMS: Base Bid Price; Subcontractor for Electrical Work – M & M Electrical, LLC @\$42,000.00; Designated sub-contractor to be paid by a two-party check listing both the general contractor and the designated sub-contractor; as authorized by law, as per Local Public Contracts Law N.J.S.A. 40A:11-5(3), after two (2) unsuccessful invitations to bid on May 11, 2017, as no bids were received, and on June 6, 2017, as no conforming bids were received because one purported bid was incomplete and the other purported bid failed to demonstrate the required experience to perform the work specified, and as Authorized to Negotiate by the Monmouth County Board of Recreation Commissioners on August 21, 2017, by Resolution #R-17-8-21=283, in the Total Negotiated Contract Amount of \$149,440.00.

12. Resolution Authorizing CHANGE ORDER #1, in the amount of \$2,475.00, increasing existing aggregate contract by 15% as allowed by law, to the following vendors, for FURNISHING AND DELIVERY OF GOLF CART REPAIR PARTS & SERVICES (Bid #0012-16), ITEMS: 2017 Supply/Service Contract for the Period of 01/01/17 through 12/31/17, as per bid proposals, under the same terms and conditions as per bid specification; as originally awarded by Resolution #R-15-12-21=500 for a One (1) Year Period (2016), and Extended for an Additional One (1) Year Period (2017), as per Resolution #R-16-10-11=339 in the Estimated Total Aggregate Contract Amount of \$16,500.00, for a NEW ESTIMATED TOTAL AGGREGATE CHANGE ORDER #1 CONTRACT AMOUNT OF \$18,975.00:

1. GOLF CAR SPECIALTIES, LLC, 136 Washington Ave., Gloucester City, NJ 08030
 2. KLBL INC., dba VIC GERARD GOLF CARS, 281 Squankum Rd., Farmingdale, NJ 07727
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13. Resolution REJECTING ALL bids received on November 15, 2017, for FURNISHING AND INSTALLING PLANT MATERIAL AT VARIOUS PARKS (Bid #0077-17), as prices received were in excess of estimated budgeted amount, and further AUTHORIZING the SECRETARY-DIRECTOR of the Board to RE-ADVERTISE for same.

MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:

MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:

DATES TO REMEMBER:

1. **MONDAY EVENING, DECEMBER 4, 2017** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
2. **SATURDAY AFTERNOON, DECEMBER 9, 2017** - 12:30 PM—2:30 PM. **Coastal Activity Center Holiday DJ Dance Party.** Coastal Activity Center (Salvation Army Building), 605 Asbury Ave., Asbury Park, NJ. Limited space. For more information call: 732/842-4000, Ext. 4348.
3. **MONDAY EVENING, DECEMBER 18, 2017** - 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 November 6, 2017, 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, 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 **December 4, 2017**, 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 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)
