

AGENDA

Tentative: 05/15/24

**MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS' REGULAR MEETING
MONDAY EVENING, MAY 20, 2024, AT 7:00 PM
THOMPSON PARK VISITOR CENTER,
"BEECH ROOM", 1ST FLOOR, 805 NEWMAN SPRINGS RD, LINCROFT, NJ**

- A. Roll Call

- B. Statement of Adequate Public Notice

Pledge of Allegiance followed by a moment of silence

- C. Approval of MINUTES—REGULAR MEETING: MAY 6, 2024

- D. Approval of 2023 VOUCHER LIST

- E. Approval of 2024 VOUCHER LIST

- F. BOARD CORRESPONDENCE RECEIVED:

- G. Motion to OPEN the HEARING OF THE PUBLIC.
(Presentations are limited to three (3) minutes per person.)

- H. Motion to CLOSE the HEARING OF THE PUBLIC.

- I. DIRECTOR'S REPORT:
 - PARKS REPORT – As Presented by Tom Fobes, Supt. of Co. Parks/Park Operations

 - 1. BUDGET REPORTS

 - 2. REVENUE REPORT—MONTH OF APRIL

 - 3. ATTENDANCE REPORT—MONTH OF APRIL

 - 4. MCPS WEBSITE TRAFFIC REPORT — APRIL COMPARISON BY YEARS
2019 – 2024

- J. COUNTY COMMISSIONER'S REPORT

K. CAPITAL PROJECT REVIEW – Andrew J. Spears, Director

L. ITEMS FOR BOARD REVIEW:

1. Board Action Item #1 – Recommending the Entering Into an Agreement with Monmouth University, West Long Branch, NJ, for Administration of Urban Recreation Scholarships for 2024 summer recreation programs to be held at Monmouth University, and further Authorizing the Chairman and Director to enter into said Agreement and to take all necessary action as may be required by law.
2. Board Action Item #2 – Recommending to the Monmouth County Board of County Commissioners the Annual Allocation of the Open Space Trust Fund as follows: \$6 million for Municipal Open Space Grants, \$1.1 million for Farmland Preservation, 30% for maintenance expenses, 2% for Capital Improvement Projects, and the balance for land preservation and debt service.
3. Board Action Item #3 - Authorizing a One (1) Year Renewal of the Temporary Use and Occupancy Agreement between the County of Monmouth and the Borough of Manasquan, by mutual agreement, for Public Overflow Parking at the Pompano Avenue Parking Area, on a Portion of Block 188, Lot 1.01, being a part of Fisherman’s Cove Conservation Area, for the 2024 Summer Beach Season, between Memorial Day and Labor Day, inclusive, as per the terms and conditions of the Temporary Use and Occupancy Agreement, with the Borough of Manasquan.
4. Board Action Item #4 – Rejecting bid proposal of Challenger Fence, Inc., Paterson, NJ, for Furnishing and Delivery of Various Fencing (Wooden & Snow) (Bid #0049-24), as vendor withdrew bid due to incorrect pricing.
5. Board Action Item #5 – Recommending award of contract to the lowest responsible bidder, as per bid proposal to Taylor Fence Company, Inc., Red Bank, NJ, for Furnishing and Delivery of Various Fencing (Wooden & Snow) (Bid #0049-24), Items: Proposal #1, \$57,242.26, Proposal #2, \$29,672.20 (Period of Contract 05/20/24 through 12/31/24); in the Total Contract Amount of \$86,914.46. **(see Memo)**
6. Board Action Item #6 – Recommending award of contract to the lowest responsible bidder, as per bid proposal to Brickwall Corporation, Atlantic Highlands, NJ, for Furnishing and Delivery of Road Maintenance Materials (Bid #0048-24), Items: #1, 2, 3, 5, 6 (Period of Contract 05/20/24 through 12/31/24); in the Total Contract Amount of \$96,587.50. **(see Memo)**
7. Board Action Item #7 – Recommending award of contract to the lowest responsible bidder, as per bid proposal to Stavola Construction Materials, Inc., Tinton Falls, NJ, for Furnishing and Delivery of Road Maintenance Materials (Bid #0048-24), Items: #4 & 7, (Period of Contract 05/20/24 through 12/31/24); in the Total Contract Amount of \$71,650.00. **(see Memo)**

8. Board Action Item #8 – Recommend Authorizing Contract Amendment #1, in the Amount of \$14,900.00, for professional survey services for additional parcels, to Johnson, Mirmiran & Thompson, Inc., Trenton, NJ, for Providing Professional Surveying Services of County Easement Known as Union Transportation Trail; Block 1.01/Lot 1.01, Block 1.02/Lot 2.01, and Block 2.01/Lot 1.02, Millstone Township; and Block 10/Lot 5 (P/O), Block 27/Lot 38 (P/O), Block 28/Lot 13, Block 35/Lot 18, Block 37/Lot 4, Block 54/Lot 3, Block 55/Lot 3 (P/O), Block 56/Lot 26 (P/O), Upper Freehold Township, New Jersey, ±43.12 Acres, Row Trail Property, Owned by JCP&L/Easement to the County, Project: Additions to Union Transportation Trail (Ref. #20-59 & PS #78-22), as originally awarded by Resolution #R-23-1-23=40, in the Contract Amount Not To Exceed \$24,200.00, for a new Total Amended Contract Amount of \$39,100.00, as modified by Contract Amendment #1, and further Authorizing the Director to send notice of Contract Amendment to The Star Ledger, a newspaper circulated in the County of Monmouth, as required by law, within twenty (20) days of its passage. **(see Memo)**
9. Board Action Item #9 – Rejecting bid proposal of Nuvista Designs Contractors, LLC, Blauvelt, NY, for Roof Replacement of Bldg. #2405 at Sunnyside Equestrian Center, Lincroft, NJ (Bid #0047-24), as the Contractor does not have a NJ Public Works Certificate.
10. Board Action Item #10 – Rejecting bid proposal of Marshall, LLC, Farmingdale, NJ, for Roof Replacement of Bldg. #2405 at Sunnyside Equestrian Center, Lincroft, NJ (Bid #0047-24), as the Contractor did not include the Non-Collusion Affidavit.
11. Board Action Item #11 – Recommending award of contract to the lowest responsible bidder, as per bid proposal to High Caliber Renovations, LLC, Rahway, NJ, for Roof Replacement of Bldg. #2405 at Sunnyside Equestrian Center, Lincroft, NJ, (Bid #0047-24), Item: Total Base Bid, Items #1, 2, 3 & 4; in the Total Contract Amount of \$367,226.00. **(see Memo)**
12. Board Action Item #12 – Authorizing the Director to prepare a Citation expressing the Board’s Appreciation for Services to Gail Hunton, Chief, Acquisition & Design Department, who started work with the Monmouth County Park System on December 15, 1986, and who will retire effective July 1, 2024, with over thirty-seven (37) years of service.
13. Board Action Item #13 – Authorizing the Director to prepare a Citation expressing the Board’s Appreciation for Services to Andrew Coeyman, Supervisor, Land Preservation Services, who started work with the Monmouth County Park System on June 10, 1974, and who will retire effective July 1, 2024, with fifty (50) years of service.
14. Board Action Item #14 – Authorizing the Director to prepare a Citation expressing the Board’s Appreciation for Services to William Diehl, Building Maintenance Worker, who started work with the Monmouth County Park System on June 28, 2008, and who will retire effective July 1, 2024, with sixteen (16) years of service.

15. Board Action Item #15 – Recommend acceptance of the written proposal of Colliers Engineering & Design, Inc., dba Maser Consulting, Holmdel, NJ, as received on April 17, 2024, proposal dated April 15, 2024, for Providing Professional Design Services for Development of Debois Creek Recreation Area, Freehold, NJ (Ref. #23-79 & PS #15-24), in an Amount Not To Exceed \$588,499.60, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4. (see Memo)
16. Board Action Item #16 – Recommend Authorizing Change Order #1, \$9,191.00, increasing existing contract by more than twenty percent (20%) for installation of gabion basket along west side of kayak beach due to erosion issues, to Brennan Brothers Contracting, LLC, Old Bridge, NJ, for Swimming River Park Kayak Beach Erosion Repair (WC #04-24); as originally awarded by Resolution #R-24-3-25=135 in the Contract Amount of \$21,240.00, for a new Total Change Order #1 Contract Amount of \$30,431.00, and further Authorizing the Director to send notice of Change Order #1 to The Star Ledger, a newspaper circulated in the County of Monmouth, as required by law, within twenty (20) days of its passage. (see Memo)

RESOLUTION OF CONSENT:

At (blank) PM, the following **Resolution of Consent** was offered for adoption by (blank):

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 # _____ through # _____ 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 # (blank) through # (blank).

Resolution of Consent seconded by:

ITEMS FOR BOARD ACTION:

1. Resolution **RECOMMENDING THE ENTERING INTO AN AGREEMENT WITH MONMOUTH UNIVERSITY, WEST LONG BRANCH, NJ, FOR ADMINISTRATION OF URBAN RECREATION SCHOLARSHIPS FOR 2024 SUMMER RECREATION PROGRAMS** to be held at Monmouth University, and further Authorizing the Chairman and Director to enter into said Agreement and to take all necessary action as may be required by law.

2. Resolution **RECOMMENDING TO THE MONMOUTH COUNTY BOARD OF COUNTY COMMISSIONERS THE ANNUAL ALLOCATION OF THE OPEN SPACE TRUST FUND AS FOLLOWS: \$6 MILLION FOR MUNICIPAL OPEN SPACE GRANTS, \$1.1 MILLION FOR FARMLAND PRESERVATION, 30% FOR MAINTENANCE EXPENSES, 2% FOR CAPITAL IMPROVEMENT PROJECTS, AND THE BALANCE FOR LAND PRESERVATION AND DEBT SERVICE.**
3. Resolution **AUTHORIZING a ONE (1) YEAR RENEWAL of the TEMPORARY USE AND OCCUPANCY AGREEMENT between the COUNTY OF MONMOUTH and the BOROUGH OF MANASQUAN, by mutual agreement, for PUBLIC OVERFLOW PARKING at the POMPANO AVENUE PARKING AREA, on a PORTION OF BLOCK 188, LOT 1.01, being a part of FISHERMAN’S COVE CONSERVATION AREA, for the 2024 SUMMER BEACH SEASON, between MEMORIAL DAY AND LABOR DAY, inclusive, as per the terms and conditions of the TEMPORARY USE AND OCCUPANCY AGREEMENT, with the BOROUGH OF MANASQUAN.**
4. Resolution **REJECTING bid proposal of CHALLENGER FENCE, INC., Paterson, NJ, for FURNISHING AND DELIVERY OF VARIOUS FENCING (WOODEN & SNOW) (Bid #0049-24), as vendor withdrew bid due to incorrect pricing.**
5. Resolution **AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to TAYLOR FENCE COMPANY, INC., Red Bank, NJ, for FURNISHING AND DLEIVERY OF VARIOUS FENCING (WOODEN & SNOW) (Bid #0049-24), ITEMS: Proposal #1, \$57,242.26, Proposal #2, \$29,672.20 (Period of Contract 05/20/24 through 12/31/24); in the Total Contract Amount of \$86,914.46.**
6. Resolution **AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to BRICKWALL CORPORATION, Atlantic Highlands, NJ, for FURNISHING AND DELIVERY OF ROAD MAINTENANCE MATERIALS (Bid #0048-24), ITEMS: #1, 2, 3, 5, 6 (Period of Contract 05/20/24 through 12/31/24); in the Total Contract Amount of \$96,587.50.**
7. Resolution **AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to STAVOLA CONSTRUCTION MATERIALS, INC., Tinton Falls, NJ, for FURNISHING AND DELIVERY OF ROAD MAINTENANCE MATERIALS (Bid #0048-24), ITEMS: #4 & 7 (Period of Contract 05/20/24 through 12/31/24); in the Total Contract Amount of \$71,650.00.**
8. Resolution **Authorizing CONTRACT AMENDMENT #1, in the Amount of \$14,900.00, for professional survey services for additional parcels, to JOHNSON, MIRMIRAN & THOMPSON, INC., Trenton, NJ, for PROVIDING PROFESSIONAL SURVEYING SERVICES OF COUNTY EASEMENT KNOWN AS UNION TRANSPORTATION TRAIL; BLOCK 1.01/LOT 1.01, BLOCK 1.02/LOT 2.01, AND BLOCK 2.01/LOT 1.02, MILLSTONE TOWNSHIP; AND BLOCK 10/LOT 5 (P/O), BLOCK 27/LOT 38 (P/O), BLOCK 28/LOT 13, BLOCK 35/LOT 18, BLOCK 37/LOT 4, BLOCK 54/LOT 3, BLOCK 55/LOT 3 (P/O), BLOCK 56/LOT 26 (P/O), UPPER FREEHOLD TOWNSHIP, NEW JERSEY, ±43.12 ACRES, ROW TRAIL PROPERTY, OWNED BY JCP&L/EASEMENT TO THE COUNTY, PROJECT: ADDITIONS TO UNION TRANSPORTATION TRAIL (Ref. #20-59 & PS #78-22), as originally awarded by Resolution #R-23-1-23=40, in the Contract Amount Not To Exceed \$24,200.00, for a**

NEW TOTAL AMENDED CONTRACT AMOUNT OF **\$39,100.00**, AS MODIFIED BY CONTRACT AMENDMENT #1, and further AUTHORIZING the DIRECTOR to SEND NOTICE of Contract Amendment to The Star Ledger, a newspaper circulated in the County of Monmouth, as required by law, within twenty (20) days of its passage.

9. Resolution **REJECTING bid proposal of NUVISTA DESIGNS CONTRACTORS, LLC**, Blauvelt, NY, for **ROOF REPLACEMENT OF BLDG. #2405 AT SUNNYSIDE EQUESTRIAN CENTER, LINCROFT, NJ (Bid #0047-24)**, as the Contractor does not have a NJ Public Works Certificate.
10. Resolution **REJECTING bid proposal of MARSHALL, LLC**, Farmingdale, NJ, for **ROOF REPLACEMENT OF BLDG. #2405 AT SUNNYSIDE EQUESTRIAN CENTER, LINCROFT, NJ (Bid #0047-24)**, as the Contractor did not include the Non-Collusion Affidavit.
11. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **HIGH CALIBER RENOVATIONS, LLC**, Rahway, NJ, for **ROOF REPLACEMENT OF BLDG. #2405 AT SUNNYSIDE EQUESTRIAN CENTER, LINCROFT, NJ (Bid #0047-24)**, ITEM: Total Base Bid, Items #1, 2, 3 & 4; in the Total Contract Amount of **\$367,226.00**.
12. Resolution **AUTHORIZING the DIRECTOR to prepare a CITATION expressing the BOARD'S APPRECIATION FOR SERVICES to GAIL HUNTON**, Chief, Acquisition & Design Department, who started work with the Monmouth County Park System on December 15, 1986, and who will **RETIRE effective July 1, 2024**, with over thirty-seven (37) years of service.
13. Resolution **AUTHORIZING the DIRECTOR to prepare a CITATION expressing the BOARD'S APPRECIATION FOR SERVICES to ANDREW COEYMAN**, Supervisor, Land Preservation Services, who started work with the Monmouth County Park System on June 10, 1974, and who will **RETIRE effective July 1, 2024**, with fifty (50) years of service.
14. Resolution **AUTHORIZING the DIRECTOR to prepare a CITATION expressing the BOARD'S APPRECIATION FOR SERVICES to WILLIAM DIEHL**, Building Maintenance Worker, who started work with the Monmouth County Park System on June 28, 2008, and who will **RETIRE effective July 1, 2024**, with sixteen (16) years of service.
15. Resolution **ACCEPTING the WRITTEN PROPOSAL of COLLIERS ENGINEERING & DESIGN, INC., dba MASER CONSULTING**, Holmdel, NJ, as received on April 17, 2024, proposal dated April 15, 2024, for **PROVIDING PROFESSIONAL DESIGN SERVICES FOR DEVELOPMENT OF DEBOIS CREEK RECREATION AREA, FREEHOLD, NJ (Ref. #23-79 & PS #15-24)**, in an Amount Not To Exceed **\$588,499.60**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
16. Resolution **Authorizing CHANGE ORDER #1**, in the amount of **\$9,191.00**, increasing existing contract by more than twenty percent (20%) for installation of gabion basket along west side of kayak beach due to erosion issues, to **BRENNAN BROTHERS CONTRACTING, LLC**, Old Bridge, NJ, for **SWIMMING RIVER PARK KAYAK BEACH EROSION REPAIR (WC #04-24)**; as originally awarded by Resolution #R-24-3-25=135 in the Contract Amount of **\$21,240.00**, for a **NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF**

\$30,431.00, and further AUTHORIZING the DIRECTOR to SEND NOTICE of CHANGE ORDER #1 to The Star Ledger, a newspaper circulated in the County of Monmouth, as required by law, within twenty (20) days of its passage.

MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:

1. Stormwater Management Improvements, Hannabrand Brook at Bel-Aire Golf Course
2. Shark River Park Bldg. 101 Septic System Replacement

MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:

1. Environmental Services, Block 43, Lot 20.03, Colts Neck Township, ± 3.42 Acres, Improved Property Owned by Hausmann, for Additions to Hominy Hill Golf Course (Ref. #24-14) *(FAIR & OPEN—UNDER \$17,500.00)*
2. Survey Services, Block 43, Lot 20.03, Colts Neck Township, ± 3.42 Acres, Improved Property Owned by Hausmann, for Additions to Hominy Hill Golf Course (Ref. #24-15) *(FAIR & OPEN—UNDER \$17,500.00)*
3. Appraisal Services, Block 9, Lots 73, 74, Keyport Borough, ± 25.22 Acres, Improved Property Owned by Keyport Marine Basin, for Bayshore Recreation Area (Ref. #24-24) *(FAIR & OPEN—UNDER \$17,500.00)*

EXECUTIVE SESSION

Motion for a Resolution to move into Executive Session for Potential Property Acquisitions or Sales – N.J.S.A. 10:4-12-(B)(5) for the purpose of discussing the following:

- Additions to East Freehold Showgrounds
- Additions to Charleston Springs Golf Course
- Additions to Crosswicks Creek Park

Motion to close Executive Session

Motion to reconvene the Regular Meeting

Motion for a Resolution to take action on the following item(s) discussed in Executive Session

DATES TO REMEMBER:

1. **SUNDAY, MAY 19, 2024** – 11 AM – 5 PM. **Walnford Day.** Historic Walnford, 62 Walnford, Road, Upper Freehold, NJ
2. **MONDAY EVENING, MAY 20, 2024** – 7:00 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
3. **SATURDAY, JUNE 1, 2024** – 8 AM – 4 PM. **SPUR Student Horse Show.** Sunnyside Equestrian Center, 628 Middletown-Lincroft Road, Lincroft, NJ.
4. **MONDAY EVENING, JUNE 3, 2024** – 7:00 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
5. **WEDNESDAY, JUNE 12, 2024** – 4:00 PM – 7:00 PM. **Retirement Party Celebrating Gail Hunton & Andrew Coeyman.** Thompson Park Activity Barn (\$25 per person includes dinner & soft drinks), RSVP to A. J. Spears or S. Madden by June 3, 2024.
6. **MONDAY EVENING, JUNE 17, 2024** – 7:00 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
7. **MONDAY EVENING, JULY 8, 2024** – 7:00 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.

ITEMS FOR THE GOOD OF THE ORDER:

Motion to ADJOURN the Regular Meeting of the Monmouth County Board of Recreation Commissioners.