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THE MORRIS COUNTY PARK COMMISSION
DISTRIBUTION OF PARK COMMISSION SPECIAL MEETING MINUTES

Date

August 6, 2019

1. President Barbara Shepard
2. Vice President Stuart Lasser
3. Commissioner Anthony N. Abrantes, Sr.
4. Commissioner Julie C. Baron
5. Commissioner Betty Cass-Schmidt
6. Commissioner William A. Cogger
7. Commissioner Edward G. McCarthy
8. Commissioner Richard Seabury, III
9. Commissioner Mathew Tal
10. Executive Director David D. Helmer
11. Freeholder Liaison Deborah Smith
12. File – 2

THE MORRIS COUNTY PARK COMMISSION

300 Mendham Road

Morris Township, New Jersey

President Cass-Schmidt called to order the 883rd Special Meeting of the Morris County Park Commission at 10:00 a.m. on Tuesday, August 6, 2019 in the Auditorium at The Cultural Center, 300 Mendham Road, Morris Township, New Jersey.

Executive Director Helmer then read the following notice: PURSUANT TO N.J.S.A. 10:4-6 et seq., adequate notice of this special meeting held at 10:00 a.m. on the 6th day of August , 2019, has been provided by publication in the *Daily Record* and *The Star-Ledger*, by posting of said notice in the Administration Building of the Morris County Park Commission, at the County Courthouse, and by filing a copy of the same with the Morris County Clerk, and by posting an Agenda on the Morris County Park Commission website.

ROLL CALL

The following were present:

President Barbara Shepard

Commissioner Julie C. Baron

Vice President Stuart Lasser

Commissioner Betty Cass-Schmidt

Executive Director David D. Helmer

Commissioner William Cogger

Deputy Executive Director R. Vitale

Commissioner McCarthy

Commissioner Richard Seabury, III

SALUTE TO THE FLAG

President Shepard led those present in the salute to the flag.

REPORTS OF COMMITTEES

Park Development Committee

Executive Director Helmer stated that the reason for the special meeting is that we have two projects that we would like to get started on before the September meeting.

The first project that has been reviewed before is the dock installation at Lee's County Park Marina. We have had two bidders respond; the low bid award is actually a company whose background is in steel work in the marine environment. We have opted to go with bid alternate one and bid alternate two, since the base bid was well within our budget for this project. This includes an alternate for composite decking. The base bid had pressure treated decking and staff feels composite decking will last much longer. The other alternate is to add four finger docks instead of two. If we did not go with alternate two, we would have actually added on 18 new slips, but with alternate two, we will be adding 21 new slips.

The current annual slip rental rate is \$1,200.00. The new slips will have whips attached to them on the lakeside, and the new dock will have new bumper boards around the dock. The visitation revenue last year at Lee's was about \$54,000.00. It is a very busy facility, and this configuration will increase our revenue at the site. Going with the two alternates, the payback would be 9 years at the current rate. Staff will probably recommend that we raise the rate on these slips to \$1,500.00 because of the new amenities to the sites. Payback would be 8 years.

President Shepard asked if our costs were still a little less than private dock costs. Executive Director Helmer stated that our costs are, in fact, a little less than private dock costs.

Executive Director Helmer further explained that at this point the waiting list is exceeding what we have available. Currently, we have 99 slips, and this will add 21.

The deck is Trex and the substructure is steel. The features added by Manager Gara are that the floating dock will have stops built into the structure, so that when the lake is lowered the floating dock won't become mired in the mud.

Manager Gara would like the docks installed by late October or early November so that he would be able to see the effects of the drawdown.

Commissioner McCarthy inquired when the next drawdown will be. Executive Director Helmer explained that the big one was in 2018, and it will be interesting to see if they do another one. Every five years is the major drawdown, and every three years is the partial drawdown.

Because of what happened this year with the algae bloom, there will be a lot of controversy about drawing down the lake again and potentially losing the back end for the rest of the season.

Commissioner McCarthy asked how much a private marina would charge, Executive Director Helmer feels that they could be charging around \$1,900 to \$2,000. Executive Director Helmer stated that he hasn't yet heard from Director Fauci about anyone asking for a refund. If someone decided to remove their boat because they weren't using it due to the algae bloom, we would have told them that they would have to go on next year's waiting list. So far, this has not happened.

As reported at the July meeting, numbers were off significantly. Just for the first five days of August we are looking better, and we are only off by 60 launches. People may be becoming more comfortable reading about New Jersey's numbers compared to New York's numbers and the fiasco on Greenwood Lake. The New Jersey side was closed, but New York's side was open.

There haven't been any more conference calls with the DEP, but we haven't heard about any major rashes or sicknesses after that first week. The towns have been doing a good job with that.

Staff feels that this is a nice improvement to the site, and we will take a look at the areas in front of Mr. Lee's house that may have the same type of infrastructure within that 50 feet.

Commissioner Seabury asked if we bring in approximately 20 new boats and a certain number of people, are there additional ways we collect revenue from them.

Executive Director Helmer stated that we collect a permit fee from the hot dog stand vendor. There may be more people going out on the water and staying at someone's house. It's not a huge number, but it is money that is raised. There are also map sales and second car parking which, for some reason, is higher, so there are some other areas. We are still down on launches of canoes and kayaks.

Commissioner McCarthy asked how long we will be down and whether we will lose any revenue. Executive Director Helmer stated that nothing will be down and we will be able to work on this project without affecting anything. We were very clear that if the algae bloom moves away and more boaters want to take advantage of the end of the season, this should not affect their timeframe. Even the contractor at the bid opening asked if there is an opportunity to bring a crane in. It sounds like their approach will be to fabricate these two structures, tie them in, and drop them on the piers. Once those are in, we are really only working on the decking and amenities to the dock itself.

Vice President Lasser asked the pricing for the existing slips. Executive Director Helmer stated that the existing slips are \$1,200. Deputy Executive Vitale also stated that there is a range depending on the size of the boat. Prices start around \$600 and go up to \$1,200. We know we are offering a new amenity; additionally, on one side of the docks we are actually providing the slips that protect the boats from waves, and that will be an opportunity to increase the fee.

Vice President Lasser asked when and how much was the last increase in fees. Deputy Executive Director Vitale stated that last year the fees were increased about \$50 to \$100 per slip. Executive Director Helmer stated that he will have Director Fauci do another survey of slip values.

Deputy Executive Director Vitale stated that we were originally going to be redecking the original slips since they were in such poor condition. The piers are concrete; they were built by Mr. Lee and his father. The finger piers we have done, and they can be done in house, since they are wood. The problem is that finger piers are spaced for boats made 30 years ago, not boats that are made now, so we actually lose some space. We wouldn't have to invest or even raise rates if we could just better manage the piers. We may have to move a couple of piers, which could be a lot cheaper investment than having to redo a lot of things, because then we could start accommodating bigger boats and more boats in certain areas.

Commissioner McCarthy asked if any of the boats were there, shrink wrapped in the wintertime. Does everyone leave? Executive Director Helmer stated that one of the complaints from other marina operators that do the shrink wrapping is that they will take a boat from our site, bring it to their facility to shrink wrap, and then bring it back. We do allow outdoor winter storage, and we have space across the street, which depends on the size of the boat.

Commissioner McCarthy asked what else we don't offer, since we don't have gas, we don't have a dumpster, and we don't shrink wrap. Deputy Executive Director Vitale stated that the MUA supplies a dumpster at the beginning of the season through the first or second week of June.

We have no mechanic or provisioning. One of the ideas that Manager Gara had with the pavilion in concept is that he feels that there is a way to carve off some space in the pavilion on the roadside, where maybe we could do something that would support the boaters coming in.

Vice President Lasser asked what we need to do for the existing slips that are not in good shape. Executive Director Helmer stated that they are more of an eyesore, and we have discussed

capping them, which is more of a visual perspective. Our crew has been out to do the patch jobs on the concrete, and it looks worse when the water is down, because you see more of it.

It would be nice to get rid of the tires and the fire hoses as bumpers, but those are amenities you bring over time or we can make a plan and explain that we are going to have an increase in fees and tie it in with that. This is the first time this project will have this bumper system.

Commissioner McCarthy asked if there was any warranty on the work, and Executive Director Helmer believes there is a ten-year warranty.

The average size of the boat going into these types of slips is 18' to 26'. If someone wants to move their boat from the old slip to the new slip, staff is concerned with making sure that we can backfill that other slip. We don't want to leave those open.

Vice President Lasser asked if it would benefit to look into doing the rest of the slips. Executive Director Helmer feels that, yes, perhaps over time. At Mr. Lee's house, there are two smaller docks with a lot of water frontage, which have generated a lot of activity. We should contemplate whether, if we increase more slips at those locations, we can provide parking. Director Chaplick's circulation plan speaks to that in that we may end up taking down a structure or two on the lakeside to allow for a gravel parking area so that people on the other side of the pavilion have their own parking. Remember; more slips mean more parking is needed.

Deputy Executive Director Vitale stated that they are structurally sound and that it really is a cosmetic problem. Manager Gara feels that cosmetically upgrading them could be done in-house. The hardest part may be the fingers and the end support. That part of the project may be a timing issue as to when we could get them in and adjust them. We have taken a good approach this year because we are able to save a lot of money on the riprap wall. The project that we initially thought would cost \$300,000 to \$400,000 only cost \$14,000.00 in total. It looks good and makes it much more functional as far as the use of the marina.

We may not have been able to utilize the layout that was presented and still have parking along that area. Instead of putting in money for a wall that wasn't going to give us a return, we took that money and expanded. Now, if we start attracting more people, it would actually give us an opportunity to start investing on the other side and start progressing. We may have to do a dock per year. We can't do them all at once because the weather up there makes it very difficult, and if we are going to do it in-house versus a contracting service, that could be costly.

Vice President Lasser and Commissioner McCarthy would like to see a workup of the cost of fixing up the docks if we did the project in-house.

Commissioner Seabury asked if Mr. Lee was up here this summer. Deputy Executive Director Vitale stated that Mr. Lee hasn't been up here for quite some time. He and his wife are having health issues.

Executive Director next reviewed the Loantaka Brook Reservation-South Street Area restroom replacement project. Manager Gara researched a prefab unit that would be dropped in place, as

part of the Resolution approved at the last meeting for the Playground project included the demolition of the existing South Street restroom and installing the slab for the restroom to be placed on it. There is a 2 to 3 month construction timeframe, so we are looking for the restroom component to be brought in sometime around December or January. All the utilities will be in the Restroom. The only additional expense outside of the Resolution will be for our plumber and electricians to attach the utilities that are about 4 or 6 feet away from the slab itself at Loantaka Brook Reservation.

There will be some impact to our general user experience. First, the parking lot currently allows through traffic around both sides of the lot. That will be closed off and Park Police will bring a sign to let people know well in advance. We will also put together a PR plan to let people know well in advance. Part of the plan will include a temporary stone dust walk around trail.

President Shepard inquired if we were adding porta johns there. Executive Director Helmer stated that we have done so. We plan that it will get moving around August, and October will be the playground and all site improvements. December and January will be the installation of the pre-fab restroom, and then they will finish the walkways surrounding the areas sometime in July.

It is possible that the playground may be open this fall. The playground has had about 5,400 or so kids playing on it per year. It is pretty busy.

The restroom will be open all year long. The restrooms are not typical restrooms like we had in the past. There are three separate restroom facilities; two are ADA accessible and one will be an any-gender restroom. They will be easy to maintain.

Commissioner McCarthy asked if we still had a trail from there through Loantaka. Executive Director Helmer stated that there is the paved trail and the stone dust equestrian trail.

REPORT OF THE EXECUTIVE DIRECTOR

Executive Director Helmer had two items for his report. National Night Out is to be held this evening, August 6, at the Mennen Sports Arena from 5 to 9 p.m.

He reported that he has been contacted by one of the representatives of Terret Ascent, the operator of the Medical Marijuana Facility next to Tourne County Park. He gave an open invitation for any of the Commissioners to visit the site and see the facilities.

If any of the Commissioners are interested in tours, they should send him an email to let him know what time and day works best. Commissioner Cass-Schmidt feels that it would be beneficial if a couple of people would visit to become more knowledgeable.

EXECUTIVE SESSION

President Shepard asked for a motion to adopt Resolution No. 118-19 (**Attachment No. 1**) placing the Commission meeting into Executive Session pursuant to provisions of N.J.S.A. 10:4-12 (5), (6), (7) and (8), the pertinent provisions of the "Open Public Meetings Act." The motion to open and close was made by Commissioner Cass-Schmidt, seconded by Vice-President

Lasser, and unanimously adopted by roll call vote. Since there were not items for Executive session the meeting was reopened on the same motion and second.

CONSIDERATION OF RESOLUTIONS

Commission Baron moved to adopt Resolution No.119-19 (**Attachment No. 2**), which includes Resolution No. 120-19 through Resolution No. 121-19 (**Attachments Nos. 3 & 4**). The motion was seconded by Commissioner Cass-Schmidt, seconded by Vice President Lasser, and unanimously approved by roll call vote.

ADJOURNMENT

There being no further business, President Shepard asked for a motion to adjourn. Vice President Lasser made the motion, which was seconded by Commissioner McCarthy. The meeting ended at 10:41 a.m.

Respectfully submitted,

David D. Helmer
Executive Director

Katherine Petro
Office Manager

MORRIS COUNTY PARK COMMISSION
RESOLUTION NO. 118-19

BE IT RESOLVED, by the Morris County Park Commission on this 6th day of August 2019, that:

1. Prior to the conclusion of this special meeting of the Morris County Park Commission, which special meeting has been opened to the public, the Morris County Park Commission shall meet in Executive Session, from which the public shall be excluded, to discuss personnel matters, land acquisition, and report of counsel, as permitted pursuant to N.J.S.A. 10:4-12 (5), (6), (7), and (8), the pertinent provisions of the "Open Public Meetings Act."
2. The time when the matters discussed pursuant to paragraph #1 hereof can be disclosed to the public is as soon as practicable after the final resolution of the aforesaid matters.

August 6, 2019

MORRIS COUNTY PARK COMMISSION

Barbara Shepard
President

_____, I, David D. Helmer, Executive Director of the Morris County Park Commission, do hereby certify that the above is a true and correct copy of a resolution adopted by the Morris County Park Commission at a special meeting held on August 6, 2019 at the Park Commission offices, 300 Mendham Road, Morristown, New Jersey.

MORRIS COUNTY PARK COMMISSION
RESOLUTION NO. 119-19

BE IT RESOLVED, by the Morris County Park Commission on this day of 6th day of August, 2019, that the following resolutions be adopted in the form attached:

Resolution Nos.

Resolution No. 120-19 through Resolution No. 121-19

August 6, 2019

MORRIS COUNTY PARK COMMISSION

Barbara Shepard
President

_____, I, David D. Helmer, Executive Director of the Morris County Park Commission, do hereby certify that the above is a true and correct copy of a resolution adopted by the Morris County Park Commission at a special meeting held on, August 6, 2019 at the Park Commission offices, 300 Mendham Road, Morristown, New Jersey.

MORRIS COUNTY PARK COMMISSION
RESOLUTION NO. 120-19

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Morris County Park Commission has elected to join the National Purchasing Cooperative (the “Cooperative” operating as “National BuyBoard,” a program created for the benefit of school districts and other governmental entities nationwide; and

WHEREAS, the Morris County Park Commission is authorized to enter into the National Purchasing Cooperative by executing the National Purchasing Cooperative Organizational Interlocal Agreement (which is incorporated herein by reference) pursuant to N.J.S.A. 52:34-62(6)(3); and

WHEREAS, the governing body of the Morris County Park Commission, County of Morris, State of New Jersey has elected to participate in the National Purchasing Cooperative for the provision and performance of goods and services pursuant to N.J.S.A. 40A:11-2(24) via Resolution 103-18, and

WHEREAS, by way of this Resolution, the Morris County Park Commission seeks to use the National BuyBoard Cooperative vendor, Public Restroom Company (Contract #512-16) for the purchase of a Prefabricated Restroom Building and Turnkey Installation of the building at Loantaka Brook Reservation, as outlined in their Proposal Reference #10395-6/26/2018-0, to be funded from the Park Improvement Trust Account 66-216-55-Q04703-940 (Restroom Improvements) in the amount of \$187,520.00, and

WHEREAS, the Director of Planning and Development has recommended that a construction contingency of \$37,504.00 from the Park Improvement Trust Account 66-216-55-Q04703-940 (Restroom Improvements) be established, and

WHEREAS, the Director of Finance and the Treasurer has certified that funding is available in the amount of \$187,520.00 for the purchase of the Prefabricated Restroom Building and Turnkey Installation and \$37,504.00 for the construction contingency totaling \$225,024.00 from the Park Improvement Trust Account as noted above , **NOW THEREFORE**

BE IT RESOLVED, by the Morris County Park Commission on this 6th day of August, 2019 as follows:

1. Authorizes the purchase of a Prefabricated Restroom Building and Turnkey Installation at Loantaka Brook Reservation property, from Public Restroom Company, a National BuyBoard vendor, as outlined in their Proposal Reference #10395-6/26/2018-0, for the total amount of \$187,520.00, and a construction contingency of \$37,504.00, totaling \$225,024.00
2. That this Resolution shall take effect immediately.

August 6, 2019

MORRIS COUNTY PARK COMMISSION

Barbara Shepard
President

_____, I, David D. Helmer, Executive Director of the Morris County Park Commission, do hereby certify that the above is a true and correct copy of a resolution adopted by the Morris County Park Commission at a special meeting held on August 6, 2019, at the Park Commission offices, 300 Mendham Road, Morristown, New Jersey.

MORRIS COUNTY PARK COMMISSION
RESOLUTION NO.121-19

WHEREAS, the Morris County Park Commission deemed it advisable and in the public interest to receive public bids for Contract No. 64-19, titled “Floating Dock Construction at Lee’s County Park Marina” and

WHEREAS, bids were received on Thursday, July 25, 2019 at 10:00 a.m., prevailing time, in accordance with N.J.S.A. 40A:11-1 et seq. of the Local Public Contracts Law, and

WHEREAS, Park Commission staff and Engineering and Land Planning, the consulting engineer, have reviewed the bid documents submitted by Cypreco Industries, Inc. of Neptune New Jersey, and Brayco, Inc. of Cream Ridge, New Jersey, and found the bid documents to be in order and acceptable, and

WHEREAS, the Director of Planning and Development and consulting engineer recommended the award of this contract to Brayco, Inc. of Cream Ridge, New Jersey, the lowest responsible bidder, for a base bid amount of \$163,721.00 and accepting Bid Alternate No. 1 (Substitution of Composite Decking) with an addition amount of \$12,479.00; and Bid Alternate No. 2 (Construction of Four Finger Docks) with an addition amount of \$27,836.00 to the Base Bid respectively, for a total bid amount of \$204,036.00, to be funded from Park Improvement Trust Account 66-216-55-Q04725-940, and

WHEREAS, the Director of Planning and Development has recommended that a construction contingency of \$40,807.20 from Park Improvement Trust Account 66-216-55-Q04725-940 be established, and

WHEREAS, the Director of Finance and the Treasurer has certified that funding is available in the amount of \$204,036.00 for the contract award and \$40,807.20 for the contingency totaling \$244,843.20 from Park Improvement Trust Account 66-216-55-Q04725-940 and, **NOW THEREFORE**

BE IT RESOLVED, by the Morris County Park Commission on this 6th day of August 2019 as follows:

1. That Contract No. 64-19 titled “Floating Dock Construction at Lee’s County Park Marina,” be awarded to Brayco, Inc. of Cream Ridge, New Jersey, for the total bid amount of \$204,036.00.
2. That this Contract, in the amount of \$204,036.00 be funded from Park Improvement Trust Account 66-216-55-Q04725-940.

3. That a construction contingency of \$40,807.20 from Park Improvement Trust Account 66-216-55-Q04725-940 be established.
4. That this Resolution take effect immediately.

August 6, 2019

MORRIS COUNTY PARK COMMISSION

Barbara Shepard
President

_____, I, David D. Helmer, Executive Director of the Morris County Park Commission, do hereby certify that the above is a true and correct copy of a resolution adopted by the Morris County Park Commission at a special meeting held on August 6, 2019, at the Cultural Center, 300 Mendham Road, Morristown, New Jersey.