

FRIENDS OF PASSAIC COUNTY PARKS, INC.
December 13, 2021, Meeting

MEETING MINUTES

Members Present:

1. Chairwoman Alice Szepietowski
2. Commissioner John W. Bartlett
3. Director of Parks & Recreation Designee: Greg Moore
4. Director of Cultural & Historic Affairs Designee: Kelly C. Ruffel
5. County Administrator Designee: Marc E. Seemon
6. Andrew Smith

Members Absent:

1. Jamie Dykes
2. Robert Spiotti
3. Daryl Walton
4. Vice-Chairman George Silva
5. Kelly Pascrell

A roll call brought the meeting to order at 6:02 PM.

Ruffel made the announcement of the Open Public Meetings Act.

A motion was made by Bartlett and seconded by Smith to open the public portion.

Motion passed unanimously.

No one from the public was present.

A motion was made by Bartlett and seconded by Smith to close the public portion.

Motion passed unanimously.

A motion was made by Moore and seconded by Bartlett to approve the minutes of the November 8, 2021, meeting.

Motion passed. Bartlett and Smith abstained.

Under Old Business, Ruffel provided an update on the Highlands Preserve Athletic Field Improvement Project. Staff is still working to close out the grant and draw down reimbursement for this project. The contractor has not finished corrective work. The Rea Avenue Field was on target to be completed this season. It was reported that a potential change order would be coming through and Ruffel would

distribute to the Board once received. The contractor is the same for the Highlands Preserve Project. The contractor was put on notice about completing the work for both projects in unison. The John W. Rea House Landscaping project is on hold as staff are waiting for a change order for additional work. Additional work pricing has been too high for approval and not within the remaining project budget.

Under Committee Reports, the Board discussed previous applications to the Memorial Tree & Bench. It was noted that if there are any ceremonies to share the information with the Board. A ceremony was held around Thanksgiving for one applicant. No other ceremonies have been set.

Under Treasurer's Report, Seemon gave an update on the state of the bank accounts. Accounts are in good standing.

Under New Business, Ruffel presented a draft proposal for a 2022 budget and noted a formal submission will be distributed for the next meeting. Ruffel also reported that the Board received \$10,000 for arts programs and events from the Passaic County Cultural & Heritage Council for 2022. Lastly, Ruffel presented 2022 Board meeting dates. The Board discussed possible locations for social distancing measures. It was agreed to meet at the John W. Rea House in Goffle Brook Park for next year.

A motion was made by Smith and seconded by Bartlett to approve Board meeting dates for 2022.

Motion passed unanimously.

A motion was made by Bartlett and seconded by Moore to adjourn.

The meeting adjourned at 6:24 PM.

/ s / Kelly C. Ruffel
 Secretary, Friends of Passaic County Parks, Inc.