

**FRIENDS OF PASSAIC COUNTY PARKS, INC.**  
**June 14, Meeting**

**MEETING MINUTES**

**Members Present:**

1. Vice-Chairman George Silva
2. County Administrator Designee: Marc E. Seemon
3. Director of Parks & Recreation Designee: Greg Moore
4. Director of Cultural & Historic Affairs Designee: Kelly C. Ruffel
5. Andrew Smith
6. Daryl Walton

**Members Absent:**

1. Commissioner John W. Bartlett
2. Chairwoman Alice Szepietowski
3. Robert Spiotti
4. Kelly Pascrell
5. Jamie Dykes

A roll call brought the meeting to order at 6:11 PM.

Ruffel made the announcement of the Open Public Meetings Act.

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

Motion passed unanimously.

No one from the public was present.

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

Motion passed unanimously.

The Friends of the Passaic County Parks Inc. held a public hearing on for two grant applications to submit to the New Jersey Department of Environmental Protection's (hereafter "NJDEP") Green Acres Program. The first application to be submitted to the Green Acres Program will be for the Rifle Camp Amphitheater Improvement Project in Woodland Park, New Jersey, and the second application will be submitted to the Green Acres Program for the Lambert Tower Historic Landscape Restoration Project in Paterson, New Jersey.

A motion was made by Smith and seconded by Moore to open the public hearing portion for two NJDEP Green Acres Program applications.

Motion passed unanimously.

No one from the public was present.

A motion was made by Smith and seconded by Moore to close the public hearing.

Motion passed unanimously.

A motion was made by Moore and seconded by Ruffel to approve the minutes of the May 10, 2021, meeting.

Motion passed with an abstention by Smith and Moore.

A motion was made by Smith and seconded by Ruffel to approve the minutes of the June 3, 2021, special meeting.

Motion passed unanimously.

Under Old Business, Ruffel reported on several items. Ruffel started with a summary of efforts and communications for upcoming events. She noted that Lambert Classic virtual run fundraiser will be extended until July 15<sup>th</sup>. Discussion was had on how the event is not appealing to audiences and that the registration and running routes are confusing in the advertisements. Continued outreach will occur to gather more support for the event.

Ruffel provided an update on the Highlands Preserve Athletic Field Improvement Project. The final payment and closeout authorization is expected at the next meeting of the Board.

Ruffel provided an update on the John W. Rea House Historic Landscape Restoration Project. As a result of the outcome of FOPCP's request to reallocate NJDEP Green Acres grant funds to another project, staff reviewed further project opportunities at Goffle Brook Park surrounding the Rea House. Staff identified more plantings, lighting, and the need for more trees and site furniture. In doing so, a contract modification is needed to draw up further details for the additional work. Ruffel presented a contract modification request from Clarke Caton Hintz, P.C.

A motion was made by Walton and seconded by Moore to authorize a contract modification to Clarke Caton Hintz for the John W. Rea House Historic Landscape Project.

Motion passed unanimously.

Ruffel reported that a kickoff meeting for the Goffle Brook Park Rea Ave Athletic Fields was slated for next week and that the project start date is July 1<sup>st</sup>.

Under Committee Reports, Ruffel and Seemon provided an update on vendor submissions and sponsorships for the 2021 County Fair. Ruffel reported under Memorial Tree & Bench program that no applications came in however a bench ceremony was expected in the coming month for the application by Craig Bacon. Plans for a ceremony will follow and be shared with Trustees.

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

No New Business was presented at the meeting.

No correspondence was received.

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

The meeting adjourned at 6:45 PM.

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