

FRIENDS OF PASSAIC COUNTY PARKS, INC.
November 9, 2020 Meeting

MEETING MINUTES

Members Present:

1. Chairwoman Alice Szepietowski
2. Vice-Chairman George Silva
3. Freeholder John W. Bartlett
4. County Administrator Designee: Matthew P. Jordan
5. Director of Parks & Recreation Designee: Greg Moore
6. Director of Cultural & Historic Affairs Designee: Kelly C. Ruffel
7. Andrew Smith
8. Jamie Dykes
9. Daryl Walton
10. Kelly Pascrell

Members Absent:

1. Robert Spiotti

A roll call brought the meeting to order at 6:01 PM.

Ruffel made the announcement of the Open Public Meetings Act.

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 Silva and seconded by Moore to approve the minutes of the October 19, 2020 meeting.

Motion passed. Jordan and Dykes abstained.

Under Old Business, Ruffel and Moore provided a report on the Highlands Preserve Athletic Field. Photographs were attached to showcase the project status. The project is at 75% and is pending installation of playground equipment and fencing. Ruffel provided an update of the John W. Rea House historic landscaping project. Site clearing is finished, and the installation of pathways and plantings began. Ruffel presented the first change order for the project. The change order includes the installation of a water connection into the Rea House for watering the plantings; currently water is not accessible.

A motion was made by Silva and seconded by Pascrell to approve Change Order No. 1 for the John W. Rea House Historic Landscaping Project.

Motion passed unanimously.

Under Committee Reports, Ruffel reminded that the County Fair dates for 2021 are tentatively August 12th, 13th, 14th, and 15th. A sponsorship letter is drafted and under review for solicitation.

Under Treasurer's Report, Jordan gave an update on the state of the bank accounts.

Under New Business, several items were discussed.

Ruffel reported Lakeland Bank is donating \$10,000 to the Friends. A letter was added to the agenda packet.

Second, Ruffel presented the renewal of the Board's NJ Tourism Industry Association ("NJTIA") membership for 2021. Membership provides access to grants by the NJ Division of Travel & Tourism, and a seat on the NJTIA board.

A motion was made by Jordan and seconded by Bartlett to approve the membership renewal of NJTIA.

Motion passed unanimously.

Ruffel announced an award of \$56,000 from the National Park Service's Washington-Rochambeau Revolutionary Route National Historic Trail organization for the fabrication of exhibitions at the Dey Mansion Visitor Center. In conjunction Ruffel presented an agreement with Capital Museum Services for the exhibit design and fabrication. More discussion will take place at the next scheduled meeting of the Board.

A motion was made by Pascrell and seconded by Dykes to accept funds from the National Park Service for Dey Mansion Washington's Headquarters.

Motion passed unanimously.

There were no correspondence items.

A motion was made by Smith and seconded by Jordan to adjourn. The meeting adjourned at 6:20 PM.

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