

**FRIENDS OF PASSAIC COUNTY PARKS, INC.**  
**April 8, 2019 Meeting**

**MEETING MINUTES**

**Members Present :**

1. County Administrator Designee: Matthew P. Jordan, Esq.
2. Director of Parks and Recreation Designee: Greg Moore
3. Director of Cultural and Historic Affairs Kelly Ruffel
4. Daryl Walton
5. Kelly Pascrell
6. Andrew Smith
7. Vice-Chairman George Silva
8. Chairwoman Alice Szepietowski

**Members Absent :**

1. Freeholder John W. Bartlett
2. Robert Spiotti
3. Jamie Dykes

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

The announcement of the Open Public Meetings Act was made by Jordan.

A motion was made by Moore and seconded by Walton to open the public portion of the meeting.

Motion passed unanimously.

Ann Schnakenberg, 268 Washington Avenue, Clifton, NJ 07011 was the only person of the public to speak. Several items were discussed. First, Ms. Schnakenberg was happy about conservation efforts at Garret Mountain Reservation and Rifle Camp Park, including the Garret Mountain Deer Fence Project that just began, and the County's new land use and management agreement with the New Jersey Audubon Society at Rifle Camp Park. She informed the Board about birding events at Garret Mountain, and ideas for other events in the Passaic County Park System.

A motion was made by Silva and Seconded by Jordan to close the public portion.

Motion passed unanimously.

A motion was made by Walton and seconded by Moore to approve the March 11, 2019 Meeting Minutes.

Motion passed unanimously, with Silva and Smith abstaining.

Under Old Business, Jordan included in the agenda packet the narratives for the two (2) Green Acres Grant Program applications that were submitted. The Board should be made aware of any funding awards later in the year.

Under Committee Reports, the following was discussed:

- **Fundraising Committee**. No report.
- **Passaic County Fair Committee**. Jordan told the Board that sponsorship donation solicitation letters were sent out, and donations are already beginning to be sent to this office. Ruffel gave an update on vendor commitments to date.
- **Memorial Bench and Tree Program**. Jordan informed the Board that a memorial bench has been purchased at Garret Mountain Reservation and a ceremony is being arranged. Additionally, he told the Board that the County is hosting the mobile Vietnam Memorial Wall in May, and a County employee donated money for a flag pole. The donation was made to the Friends and flag pole thereafter purchased.

Under Treasurer's Report, Jordan provided an overview of the Friends' accounts, and stated that the 2018 audit is underway. He hoped to have the audit for the Board at the next meeting for review and approval.

Under New Business, several items were discussed.

First, Andrew Smith was introduced as a new Trustee. Mr. Smith is from Wayne and was appointed to a five (5) year term by the Freeholders at the last Board meeting. Each Trustee introduced themselves and a background of what the Friends of Passaic County Parks, Inc. mission was explained.

Second, Ruffel provided background information regarding a grant opportunity with the New Jersey Historic Trust. Grant money is available from the historic sites management program to fund a historic report to nominate the Westervelt-Vanderhoef House to the

National and State Register of Historic Places. The County recently finished a \$1.1 million dollar renovation of this historic home.

A motion was made by Silva and seconded by Pascrell to approve Resolution 19-03 authorizing a grant application to the New Jersey Historic Trust for the nomination of the Westervelt-Vanderhoef House to the National and State Register of Historic Places.

Motion passed unanimously.

Third, Silva asked about the status of the parking lot paving at Weasel Brook Park outside the Westervelt-Vanderhoef House. Jordan, Moore, and Ruffel informed the Board that the project is moving forward, curbs are complete, and it should be paved by the end of the month.

Finally, Pascrell asked about a food truck festival being held at Goffle Brook Park, and wanted to check on its location with respect to the recently completed athletic field project. Moore said he would check the permits and report back to the Board.

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

Motion passed unanimously.

Meeting adjourned at 6:22 PM.

/ s /           Matthew P. Jordan, Esq.  
                  Secretary-Treasurer