

**FRIENDS OF PASSAIC COUNTY PARKS, INC.**  
**August 12, 2019 Meeting**

**MEETING MINUTES**

**Members Present :**

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

**Members Absent :**

1. Freeholder John W. Bartlett
2. Jamie Dykes
3. Robert Spiotti
4. Chairwoman Alice Szepietowski

**Also Present :**

1. Kerry Klug, Recreation Coordinator, Department of Parks and Recreation

A roll call brought the meeting to order at 6:00 PM.

Jordan made the announcement of the Open Public Meetings Act.

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

Motion passed unanimously.

No members of the public were present.

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

Motion passed unanimously.

A motion was made by Moore and seconded by Pascrell to approve the July 8, 2019 Meeting Minutes.

Motion passed unanimously, with Jordan and Smith abstaining.

Under Old Business, the following items were discussed:

- *Horizon Foundation Final Grant Report.* Jordan informed the Board that the grant has been closed, and a copy of the final grant report was included in the agenda packet.
- *Goffle Brook Park Athletic Field Improvement Project Insurance Claim.* The insurance claim for the damages to the backstop was approved, and a check is being issued to cover same.
- *Highlands Preserve Athletic Field Improvements.* Jordan informed the Board that three (3) Mayors wrote additional letters of support in reference to the Friends' grant application to the Green Acres Program. The letters were included in the agenda packet.
- *Garret Mountain Reservation Deer Fence Project Close-out.* Jordan informed the Board that the project is completed, with a site visit by Green Acres being the only remaining task. It is scheduled for August and once completed, the final reimbursement will be authorized.

Under Committee Reports, the following items were discussed:

- *Fundraising Committee.* Ruffel reminded the Board that the Dey Mansion Wine and Cheese Fundraiser is scheduled for September 18, 2019. She will circulate the flyer.
- *Passaic County Fair Committee.* Jordan and Ruffel reviewed with the Board various items related to the Fair, including sponsors, vendors, entertainment, and the opening ceremony.
- *Memorial Bench and Tree Program Committee.* Vice-Chair Silva informed the Board that the reception was well received for the memorial tree planted at Preakness Valley Golf Course, and asked that the pictures he took be sent to the family.

Under Treasurer's Report, Jordan gave an update on the state of the bank accounts. Additionally, he discussed an email sent to Chairwoman Szepietowski regarding the transfer of funds between accounts to cover invoices related to Green Acres grant projects. The email was included in the agenda packet.

Under New Business, the Board was informed about this year's Oktoberfest. It is being moved to Weasel Brook Park outside the Vanderhoef House, and will take place October 18, 2019. Ghost Hawk Brewing, the first craft brewery in Passaic County, is going to provide the beer.

Under Correspondence, two different letters were included pertaining to the Garret Mountain Reservation Deer Fence Project funded by Green Acres and the Passaic County Interpretative Plan funded by the New Jersey Historic Trust. Ruffel informed the Board that there is a presentation being scheduled at the end of the month for the Interpretative Plan at the Dey Mansion, details to be distributed.

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

Motion passed unanimously.

The meeting ended at 6:18 PM.

/ s /            Matthew P. Jordan  
                  Secretary, Friends of Passaic County Parks, Inc.