

**FRIENDS OF PASSAIC COUNTY PARKS, INC.**  
**December 30, 2019 Meeting**

**MEETING MINUTES**

**Members Present:**

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

**Members Absent:**

1. Chairwoman Alice Szepietowski
2. Kelly Pascrell
3. Jamie Dykes
4. Robert Spiotti
5. Andrew Smith

A roll call brought the meeting to order at 9:05 AM.

Jordan made the announcement of the Open Public Meetings Act.

A motion was made by Silva and seconded by Bartlett to open the public portion of the meeting.

Motion passed unanimously.

No members of the public were present.

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

Motion passed unanimously.

A motion was made by Jordan and seconded by Moore to approve the minutes of the November 18, 2019 meeting.

Motion passed unanimously.

Under Committee Reports, Ruffel gave an update on park programs, including the Passaic County Fair, Wine and Cheese Fundraiser, and Lambert Classic 8K.

Under Treasurer's Report, Jordan gave an update on the status of the bank account. Additionally, he stated that the last reimbursement from

Green Acres for the Goffle Brook Park Athletic Field Improvement Project is forthcoming, as all required materials were submitted.

A motion was made Silva and seconded by Bartlett to approve and advertise the 2020 meeting dates.

Motion passed unanimously.

A motion was made by Walton and seconded by Jordan authorizing execution of the Project Management Agreement with the County of Passaic for the John W. Rea House Historic Landscape Restoration Project.

Motion passed unanimously.

A motion was made by Jordan and seconded by Ruffel authorizing execution of the Project Management Agreement with the County of Passaic for the Highlands Preserve Athletic Field Improvement Project.

Motion passed unanimously.

A motion was made by Bartlett and seconded by Moore authorizing execution of an agreement with Hunter Research for the preparation of a National Register Nomination for the Westervelt Vanderhoef House.

Motion passed unanimously.

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

The meeting adjourned at 9:20 AM.

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