

FRIENDS OF PASSAIC COUNTY PARKS, INC.
October 10, 2022 Meeting

MEETING MINUTES

Members Present:

1. Commissioner John W. Bartlett
2. Director of Parks & Recreation Designee: Greg Moore
3. Director of Cultural & Historic Affairs Designee: Kelly C. Ruffel
4. Linda Nardone
5. Pat O'Connor
6. Kelly Pascrell

Members Absent:

1. County Administrator Designee: Marc E. Seemon
2. Chairwoman Alice Szepietowski
3. Vice-Chairman George Silva

A roll call brought the meeting to order at 5:07 PM.

A motion was made by O'Connor and seconded by Moore to nominate Secretary Ruffel to chair the meeting, due to the absence of both the Chair and Vice Chair.

Ruffel made the announcement of the Open Public Meetings Act.

A motion was made by Moore and seconded by Pascrell to open the public portion.

Motion passed unanimously.

No one from the public was present.

A motion was made by O'Connor and seconded by Moore to close the public portion.

Motion passed unanimously.

A motion was made by O'Connor and seconded by Nardone to approve the minutes of the September 12, 2022, meeting.

Motion passed with two abstentions by Moore and Pascrell.

Under Old Business, Ruffel presented a change order request and close out of the Rea Avenue Athletic Field Improvements Project.

A motion was made by Moore and seconded by Nardone to accept Change Order Request No. 2 from Thomas & Sons Builders LLC. and approve the close out of the project.

Motion passed unanimously.

Ruffel presented bid responses for the Rifle Camp Park Amphitheatre Improvements project. Thomas & Sons Builders LLC. was the only and lowest responsible bidder. Ruffel reminded the Trustees that this project was partially grant funded and that the remaining funds would be provided by the County through a project management agreement.

A motion was made by O'Connor and seconded by Bartlett to award a contract to Thomas & Sons Builders LLC. for the Rifle Camp Park Amphitheatre Improvements project.

Motion passed unanimously.

Under Committee Reports, Trustees reported on several items. For the Memorial Bench and Tree Program, O'Connor provided a list of trees and what areas the plantings would be most appropriate for. Further discussion and a meeting with the Parks Department will take place to finalize. Ruffel noted a new request for a tree and bench are forthcoming. Under Programs and Events for 2022, Ruffel provided flyers for Passaic County Walks and Oktoberfest. Nardone discussed the Passaic County Walks and O'Connor provided a reminder for a workshop at the end of the month. Events are winding down, and a new schedule and proposal for 2023 events will be presented at the next meeting.

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

There was no new business reported.

Under Correspondence, Ruffel shared letter by Green Acres regarding open grants and announcement of the new grant round for 2023.

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

The meeting adjourned at 5:37 PM.

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