

FRIENDS OF PASSAIC COUNTY PARKS, INC.
September 10, 2018 Meeting

MEETING MINUTES

Members present :

1. Freeholder Director Designee John W. Bartlett, Esq.
2. Kelly Pascrell
3. Robert Spiotti
4. County Administrator Designee: Matthew P. Jordan, Esq.
5. Director of Parks and Recreation Designee: Greg Moore
6. Director of Cultural and Historic Affairs Kelly Ruffel
7. Jeffrey Buonforte
8. Jamie Dykes
9. Vice-Chairman George Silva
10. Chairwoman Alice Szepietowski

Members Absent :

None.

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

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

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

Motion passed unanimously.

No residents were present to speak on the record.

A motion was made by Dykes and seconded by Silva to close the public portion of the meeting.

Motion passed unanimously.

A motion was made by Jordan and seconded by Buonforte to approve the minutes of the July 9, 2018 meeting.

Motion passed unanimously, with Bartlett, Pascrell, and Szepietowski abstaining.

Moore provided an update on the Garret Mountain Reservation Trail Head Project. At the July 9, 2018 meeting, the Board authorized

the expenditure of ten thousand dollars (\$10,000.00) to be used for materials to fix the trailhead and steps located at the entrance to the Yellow Trail at Garret Mountain Reservation. The Parks and Recreation Department finished the project. Pictures of the completed project were included in the meeting agenda packet.

Jordan provided an update on the Goffle Brook Park Athletic Field Improvement Project, one of two Green Acres grants awarded to the Friends. The field is under construction and anticipated to be completed this fall, with sod being laid no later than October 15th.

Jordan also updated the Board of the Garret Mountain Reservation Deer Fence Project. The Passaic County Engineer's Office is finalizing plans and specifications for a bid package. The project should be out to bid in the coming weeks.

Ruffel provided an update on the Dey Mansion Wine & Cheese Fundraiser scheduled for October 18th. Invitations were mailed out and the event is being promoted on various platforms.

A motion was made by Pascrell and seconded by Buonforte to authorize the execution of a live performance agreement at the Dey Mansion Wine and Cheese Fundraiser.

Motion passed unanimously.

Jordan provided an update on the Passaic County Fair, including a full budget report accounting all of the revenues and expenses. A brief discussion ensued regarding a number of items related to the Fair, including weather and vendors. Vice-Chairman Silva wanted Ruffel's hard work on the Fair recognized in the record.

Jordan provided a Treasurer's Report, including:

1. The general account (6043) represents revenues generated from the Fair and other events;
2. The 50/50 account (1749) is now being used for grant monies, specifically the twenty thousand dollars (\$20,000.00) received from the Horizon Foundation;
3. The Green Acres account (5723) is the money being used for the Goffle Brook Park Athletic Field Improvement Project; and
4. The Sussex Bank CD is now closed, with the Friends' netting approximately six hundred dollars (\$600.00) in interest.

Under new business, Ruffel described a grant opportunity available to non-profits from the New Jersey Council on the Humanities. The grant would fund a planning document for the historic John W. Rea House currently being rehabilitated in Goffle Brook Park and developed into an arts center.

A motion to approve Resolution 18-10 authorizing the grant application was made by Bartlett and seconded by Moore.

Motion passed unanimously.

Jordan informed the Board that Resolution 18-11 was being pulled from the agenda because we were informed that the Friends are not eligible for funding.

Silva inquired about the status of Weasel Brook Park improvements. Jordan informed the Board that a contract was awarded to perform remediation work, which should be completed in forty five (45) days. The Westervelt-Vanderhoef House Rehabilitation is almost complete, with an opening schedule for October.

A discussion ensued regarding various correspondence between August 6, 2018 and September 5, 2018. Most notably, Jordan submitted two (2) approved payment requests to Thomas & Sons Builders, LLC for the Goffle Brook Park project, as well as a request to Green Acres for reimbursement for payment related to same.

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

Motion passed unanimously.

The meeting adjourned at 6:31 PM.