

Passaic County Parks & Recreation
CAMP HOPE COMMISSION MEETING AGENDA

Monday, May 20th, 2024 - 10:00 AM
Passaic County Senior Services - Totowa, NJ

- I. Roll Call**
 - A. Karen Cisco, President
 - B. Linda Lepore, Vice President
 - C. Theresa "Terry" Olivo, Secretary/Treasurer
 - D. Paul Sullivan
 - E. Robin Canetti
 - F. Bruce James, County Commissioner
 - G. Terry Duffy, County Commissioner
 - H. Domenick Stampone, County Adjuster
 - I. John Pogorolec Jr., Assistant County Counsel
 - J. Marc Seemon, Deputy County Administrator
 - K. Kerry Klug, Recreation Program Supervisor
 - L. Jasmine Amador, Confidential Secretary to County Commissioners
 - M. Special Guests
 - 1. Brittany Rothlauf, Senior/Disability Programming Specialist
- II. Open Public Meetings Law**
 - A. Announcement of the Open Public Meetings Act
 - B. Public Portion of the Meeting
- III. Approval of the minutes from the previous meeting**
- IV. Reports**
 - A. Executive Board Report
 - B. County Commissioner's Report, Bruce James & Terry Duffy
 - C. Dining & Maintenance Report, by Christopher Falone & John Dop (pg. 3)
 - D. Camp Hope/Recreation Program Report (pg. 4 - 6)
 - E. Finance Report (pg. 7)
- V. Old Business**
- VI. New Business**
 - A. Belcher's Creek Access by Greenwood Lake Commission - Granted
 - B. Paul: New Greenwood Lake Commission contact? Fire inspection.
 - C. Basketball Court Update
 - D. Pickleball Path Update
 - E. Playground Update
 - F. CPO/Pool Director Training
 - G. Pool Update
 - H. CH Permits
 - I. Lifeguard Updates
 - J. Quick Reference Guidebook
 - K. Summer Camp Update
 - L. Senior Program Updates
 - M. Reminder: updates to meeting schedule
- VII. Announcements/Correspondence**

The next meeting of the Camp Hope Commission is scheduled for Monday, June 17th 2024 @ 10:00 AM at the Passaic County Senior Services Conference Room located at 930 Riverview Dr. Suite #200, Totowa, NJ

2024 Meeting Schedule:

Monday, January 22, 2024	10:00 AM	30 Riverview Dr. Suite #200, Totowa, NJ 07512
Monday, March 18, 2024	10:00 AM	30 Riverview Dr. Suite #200, Totowa, NJ 07512
Monday, April 15, 2024	10:00 AM	30 Riverview Dr. Suite #200, Totowa, NJ 07512
Monday, May 20, 2024	10:00 AM	30 Riverview Dr. Suite #200, Totowa, NJ 07512
Monday, June 17, 2024	10:00 AM	30 Riverview Dr. Suite #200, Totowa, NJ 07512
Monday, July 15, 2024*	10:00 AM	1792 Union Valley Rd. West Milford, NJ
Monday, August 19, 2024	10:00 AM	30 Riverview Dr. Suite #200, Totowa, NJ 07512
Monday, September 16, 2024	10:00 AM	30 Riverview Dr. Suite #200, Totowa, NJ 07512
Monday, October 21, 2024*	10:00 AM	1310 Route 23N Wayne, NJ 07470
Monday, November 18, 2024	10:00 AM	30 Riverview Dr. Suite #200, Totowa, NJ 07512
Monday, December 16, 2024	10:00 AM	30 Riverview Dr. Suite #200, Totowa, NJ 07512

Dining & Maintenance Report

Prepared by: Christopher Falone, Food Service Supervisor & John Dop, Maintenance Supervisor

Maintenance and Equipment

- Vehicles P-946 and CH-04 were brought to the Nike Base for an oil change and annual service.
 - In addition to an oil change CH-04 was given a new set of tires
- Turned water on to all Cabins and began sweeping, mopping, dusting, and setting up beds in preparation for Summer Camp, Cabin rentals, and various other events.
- Turned water on to Pool Pavilion and began filling the pool.
- Changed lights and ballasts in Main Office and Dining Hall
- Changed Exit sign lights and batteries in all necessary locations as per the fire code.
- Installed new smoke and CO detectors in the Arts and Crafts Building
- All ramps and exterior doors on the Dining Hall currently being painted
- Replaced all door stops in the Dining Hall
- Assembled new shelving units purchased for use in the kitchen and storage areas
- Set up furniture in the Dining Hall for a variety of different events on as need basis (generally multiple times per week)
- Assembled new grills purchased for the Food Service program
- Blew leaves and debris from the Main Pavilion and Pickle Ball court on a daily basis
- Swept and mopped the Dining Hall and Main Office on a daily basis, all other structures cleaned on an as need basis
- New HVAC system currently being installed in the kitchen

Cooking and Meal Prep

- Provided catering services for the annual Senior Advisory Council Conference hosted by the Department of Senior Services
 - Continental Breakfast consisting of assorted Danish's, muffins, and donuts
 - Lunch: Italian herb seasoned chicken hind quarter, mashed potatoes and steamed veggies.
- The April menu for the Camp Hope Senior Program was, chicken fried steak served with southern style white gravy with a homemade biscuit and asparagus
- The May menu for the Camp Hope Senior Program is an Asian inspired chicken stir fry with a house made marinade, grilled veggies, and fried rice.
- On May 22 the dining team in conjunction with the recreation staff will host the second installation of our Adult Cooking Class series
 - Participants will be making mozzarella cheese and pizza from scratch
- The dining team provided rotating meals on a weekly basis for the Breakfast Club

Meals were prepared bimonthly on a rotating basis for the Food and Film events

Please note, all enumerated tasks are performed in addition to the daily maintenance and sanitation tasks that are necessary to ensure Steven Tilton Dining Hall and the grounds of Camp Hope remain a safe environment for all staff and visitors.

Camp Hope & Recreation Program Report

Prepared by Brittany Rothlauf, Krista Sergi, & Kerry Klug

March 2024						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
25	26	27	28	29	1	2
3	4	5	6	7	8	9
	Grab & Go Activity Pickup (40)	Taste of Italy Cooking Class (12)	St. John Senior Group (16)	Breakfast Club (22)	Food & Film "Leap Year" (34)	
10	11	12	13	14	15	16
Animal Tracking For Kids (Park Rangers Led) (15)		Clifton Valley & Pompton Lakes Seniors (44)		Breakfast Club (28)	St. Patrick's Day Social (65)	
17	18	19	20	21	22	23
	Camp Hope Commission Meeting			Breakfast Club (23)	Food & Film "Knives Out" (35)	
24	25	26	27	28	29	30
		Zion Seniors (19)	County Clerk Outreach Program	Breakfast Club (26)	Good Friday- Closed	
31	1	Color Index				
		Family Events Meeting/Important	Senior Groups Park Permit	Senior Events Holiday		

April 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
31	1	2	3	4	5	6
	Camp Permit	Camp Permit	Camp Permit	Breakfast Club (28)		
7	8	9	10	11	12	13
Ecosystem Engineers Walk & Talk (Park Ranger Led)	Grab & Go Activity Pickup (48)	Senior Police Academy "Traffic Stop Etiquette" (15)	St. John Senior Group (20)	Breakfast Club (25)	Food & Film "Mamma Mia" (35)	
14	15	16	17	18	19	20
		IDRC →			Totowa Senior Care (35) Fireside Fridays (20)	Youth Soccer (Athletics & Wellness)
21	22	23	24	25	26	27
	Wayne & Botany Village Seniors (30) Camp Permit	Riverside Seniors (25)		Breakfast Club (24)	Food & Film "Miss Congeniality" (30)	Earth Day @ Garret Mtn Boathouse
28	29	30	1	2	3	4
	Multi Sports (Athletics & Wellness)					
5	6	Color Index				
		Family Events Meeting/Important Wellness	Senior Groups Park Permit	Senior Events Holiday		Athletic &

May 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
28	29	30	1	2	3	4
				Breakfast Club (25)	NJRPA Meeting	Mother's Day with Lokai Rose
5	6	7	8	9	10	11
		Clifton Valley & Pompton Lakes Seniors (30)	St. John Seniors (20)	Breakfast Club (20)	Food & Film "The best exotic marigold hotel" (31)	
12	13	14	15	16	17	18
	Wayne & Botany Village Seniors (36)	Woodland Park Seniors (20)	Camp Registration opened	Breakfast Club (29)	Senior Advisory Council Fireside Fridays	Vietnam Veterans Memorial Wall Ceremony
19	20	21	22	23	24	25
	Camp Hope Commission Meeting Permit	Park Permit	Mother's Day Cooking Class	Breakfast Club	Food & Film "Where the Crawdads sing" Learn to Play Boccee	Cabin Permit
26	27	28	29	30	31	1
Cabin Permit	Memorial Day Office Closed	IDRC →			Totowa Senior Care Pavillion Permit	
2	3	Color Index				
		Family Events Meeting/Important	Senior Groups Park Permit	Senior Events Holiday		

June 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
26	27	28	29	30	31	1
						Kidchella
2	3	4	5	6	7	8
	Park Permit	Clifton Valley & Pompton Lakes Seniors	St. John Seniors	Breakfast Club		World Bicycle Day Cabin Permit
9	10	11	12	13	14	15
Cabin Permit	Wayne & Botany Village Seniors Park Permit	Zion Seniors Park Permit	Park Permit	Breakfast Club Park Permit	Food & Film "The Birdcage"	
16	17	18	19	20	21	22
	Camp Hope Commission Meeting					Hike for Hope
23	24	25	26	27	28	29
	Camp Permit	Camp Permit	Camp Permit	Camp Permit	Camp Permit	Cabin Permit
30	1	<i>Color Index</i>				
Youth Leadership Retreat		Family Events Meeting/Important	Senior Groups Park Permit	Senior Events Holiday		

Finance Report

Vendor	Event	Items Purchased	Cost
State of NJ Treasurer Public Health	Youth Summer Camp Application	Youth Summer Camp Application	\$50.00
David Buckley	YLR 24 Logo	YLR 24 Logo	\$100.00
Street 2 Street	Basketball Programs	Basketball	\$3,000.00
TS Sports Group Soccer Stars of Pompton	Soccer	Soccer	\$6,480.00
Main Line Commercial Pools	Pool Chemical Blanket	Pool Chemical Blanket	\$7,000.00
S&S Worldwide	Blanket Open	Equipment and Supplies	\$6,000.00
WB Mason	Office Supplies	Office Supplies	\$526.02
HCAP Sports Corporation Northwest New Jersey Soccer Stars	Soccer Blanket	Soccer	\$6,480.00
James Sisti	Blanket Open	Blanket Open	\$1,300.00
WB Mason	YLR Supplies	YLR Supplies	\$833.04
East Hanover Auto Sales	YLR Transportation	YLR Transportation	\$1,520.00
Julie Millisky	YLR Presenter	YLR Presenter	\$600.00
Graceful Paths Counseling - Nefessa Wiggins	YLR Presenter	YLR Presenter	\$900.00
Empowerment Matters	YLR Presenter Blanket	YLR Presenter Blanket	\$2,600.00