

## TOWNSHIP OF WYCKOFF

### Open Public Meetings Act Notice

**PLEASE TAKE NOTICE**, that in accordance with the Open Public Meetings Act NJSA10:4-6 et seq., the Township Committee of the Township of Wyckoff shall conduct its 7:00 pm, Tuesday, October 19, 2021 Work Session meeting in the second floor court room at Wyckoff Town Hall, 340 Franklin Avenue, Wyckoff, NJ 07481 and the meeting will also be live-streamed via the Township of Wyckoff's YouTube channel and members of the public may attend the meeting to provide public comment or call 201-891-7000, ext. #2220 should they wish to provide public comment during the public comment period.

These measures are implemented to allow members of the public to observe the Township Committee meeting in person and via live streaming and to provide to the public the ability to comment telephonically during the period for public comment which appears on the agenda for the meeting.

This notice and agenda have been posted on the Township's home page Wyckoff-nj.com at the Quick Link for "Minutes & Agendas" on Friday, October 15, 2021. Please select "Township Committee" and locate the date of the meeting to view documents, such as resolutions and ordinances which are made available.

General instructions regarding access to the meeting will be posted on the Wyckoff web site's home page at [www.wyckoff-nj.com](http://www.wyckoff-nj.com) as a "News" item on Friday, October 15, 2021 by 4:30 pm.

To view the Township Committee meeting via live-stream, please access the YouTube link which will be posted on the Wyckoff web site's home page at [www.wyckoff-nj.com](http://www.wyckoff-nj.com) as a "NEWS" item immediately prior to the commencement of the meeting at approximately, 6:55 pm on October 19, 2021.

To be notified of all future live streamed Township meetings, please create a YouTube account and subscribe to our YouTube channel, "Township of Wyckoff".

### NOTICE TO PUBLIC

As a member of the public, participating in this public meeting, your participation will be recorded. By participating in the meeting, it is assumed your consent is given for your voice, name, address, comments, and image to be broadcast and recorded.

There may be situations when, due to technical difficulties, live streaming or the recording of a meeting may not be available. A recording of the meeting will be available immediately after the meeting concludes on the Township's YouTube channel, "Township of Wyckoff. The Township shall not be responsible for and accepts no liability if the recording technology or live video streaming technology of the meeting is unavailable.

Nancy A. Brown  
Acting Municipal Clerk

**TOWNSHIP OF WYCKOFF  
TOWNSHIP COMMITTEE WORK SESSION MEETING  
MUNICIPAL COURT ROOM  
TUESDAY, OCTOBER 19, 2021 - 7:00 P.M.**

*PAUSE – Municipal Clerk will post the link to the live meeting on our website's homepage.*

1. **7:00 pm Work Session Meeting called to order by Mayor Melissa D. Rubenstein**

2. **Roll call of Township Committee**

BOONSTRA \_\_\_\_\_ MADIGAN \_\_\_\_\_ MELCHIONNE \_\_\_\_\_  
SHANLEY \_\_\_\_\_ RUBENSTEIN \_\_\_\_\_

3. **Reading of "Open Work Session" statement by Acting Clerk, Nancy A. Brown**

4. **Confirm Finance Committee has reviewed and signed vouchers and that Mayor and Municipal Clerk have signed any necessary documents.**

5. **Motion to open the Ten (10) Minute Public Comment period:**

Ten Minute public comment period, two (2) minutes per speaker for public comment on any governmental issue that a member of the public feels may be of concern to the residents of the Township of Wyckoff.

Please step forward to the microphone or call 201-891-7000, ext. #2220 if you wish to make a comment.

MOTION: \_\_\_\_\_ SECOND \_\_\_\_\_  
BOONSTRA \_\_\_\_\_ MADIGAN \_\_\_\_\_ MELCHIONNE \_\_\_\_\_  
SHANLEY \_\_\_\_\_ RUBENSTEIN \_\_\_\_\_

Motion to close the Public Comment period:

MOTION: \_\_\_\_\_ SECOND \_\_\_\_\_  
BOONSTRA \_\_\_\_\_ MADIGAN \_\_\_\_\_ MELCHIONNE \_\_\_\_\_  
SHANLEY \_\_\_\_\_ RUBENSTEIN \_\_\_\_\_

6. **Review of 8:00 p.m. Business Meeting Agenda – Administrator**

7. **Review of Policy Action Items – Administrator**

8. **Reports of Township Committee Members**

9. **Report of Township Attorney**

5. **Motion to adopt resolution #21-C10 and enter a Closed Session**

**Discussion:**

MOTION: \_\_\_\_\_ SECOND \_\_\_\_\_  
BOONSTRA \_\_\_\_\_ MADIGAN \_\_\_\_\_ MELCHIONNE \_\_\_\_\_  
SHANLEY \_\_\_\_\_ RUBENSTEIN \_\_\_\_\_

6. **Motion to Exit the Closed Session Discussion and to re-enter the Open Work Session portion of the Open Work Session Special Meeting:**

MOTION: \_\_\_\_\_ SECOND \_\_\_\_\_  
BOONSTRA \_\_\_\_\_ MADIGAN \_\_\_\_\_ MELCHIONNE \_\_\_\_\_  
SHANLEY \_\_\_\_\_ RUBENSTEIN \_\_\_\_\_

7. **Adjourn**

MOTION: \_\_\_\_\_ SECOND \_\_\_\_\_  
BOONSTRA \_\_\_\_\_ MADIGAN \_\_\_\_\_ MELCHIONNE \_\_\_\_\_  
SHANLEY \_\_\_\_\_ RUBENSTEIN \_\_\_\_\_

**PAYMENT OF CLAIMS MAY BE PAID AT ALL WORK SESSION MEETINGS AND  
ALL TOWNSHIP COMMITTEE BUSINESS MEETINGS**

**FORMAL ACTION MAY BE TAKEN AT THIS WORK SESSION**

**TOWNSHIP OF WYCKOFF  
TOWNSHIP COMMITTEE BUSINESS MEETING  
MUNICIPAL COURT ROOM  
TUESDAY, OCTOBER 19, 2021 - 8:00 PM**

1. **Regular Meeting of the Wyckoff Township Committee called to order by Mayor Melissa D. Rubenstein**
2. **Flag Salute**
3. **Invocation**
4. **Reading of the "Open Public Meetings Act" statement by Nancy A. Brown**
5. **Roll Call of the Township Committee Members Present:**

BOONSTRA \_\_\_\_\_ MADIGAN \_\_\_\_\_ MELCHIONNE \_\_\_\_\_  
SHANLEY \_\_\_\_\_ RUBENSTEIN \_\_\_\_\_

6. **Request motion to open the Public Comment Period:**

Public Comment period, five (5) minutes per speaker for public comment on any governmental issue that a member of the public feels may be of concern to the residents of the Township of Wyckoff.

Please step forward to the microphone or call 201-891-7000, ext. #2220 if you wish to make a comment.

MOTION: \_\_\_\_\_ SECOND \_\_\_\_\_  
BOONSTRA \_\_\_\_\_ MADIGAN \_\_\_\_\_ MELCHIONNE \_\_\_\_\_  
SHANLEY \_\_\_\_\_ RUBENSTEIN \_\_\_\_\_

**Request motion to close the Public Comment Period:**

MOTION: \_\_\_\_\_ SECOND \_\_\_\_\_  
BOONSTRA \_\_\_\_\_ MADIGAN \_\_\_\_\_ MELCHIONNE \_\_\_\_\_  
SHANLEY \_\_\_\_\_ RUBENSTEIN \_\_\_\_\_

7. **Approval of the October 5, 2021 Township Committee Work Session and Regular Business meeting minutes:**

MOTION: \_\_\_\_\_ SECOND \_\_\_\_\_  
BOONSTRA \_\_\_\_\_ MADIGAN \_\_\_\_\_ MELCHIONNE \_\_\_\_\_  
SHANLEY \_\_\_\_\_ RUBENSTEIN \_\_\_\_\_

- 8. **Consent Agenda:** All matters listed below are considered by the Township Committee to be routine in nature. There will be no separate discussion of these items. If any discussion is desired by the Township Committee, that item will be removed from the Consent Agenda and considered separately:

- I **Resolutions (Adoption of the following):**

- #21-277 NJSA 54:3-21-29 Reduction of 2021 Tax Levy due to Tax Appeal Judgements
- #21-278 Authorization of Vouchers and Payment of Bills
- #21-C11 Closed Session – A) Personnel, B) Pending Litigation

- II **Ordinances – Introduction**

NONE

- III **Motions**

A. Approve and memorialize the posting of temporary signs promoting Grace United Methodist Church’s 5<sup>th</sup> annual cookie walk. Signs to be posted ten days in advance of the event held on Saturday, December 11, 2021.

Clerk: May I have a motion and a second to approve the consent agenda?

**The Following vote is the vote on the Consent Agenda:**

MOTION: \_\_\_\_\_ SECOND \_\_\_\_\_  
 BOONSTRA \_\_\_\_\_ MADIGAN \_\_\_\_\_ MELCHIONNE \_\_\_\_\_  
 SHANLEY \_\_\_\_\_ RUBENSTEIN \_\_\_\_\_

- 9. **Ordinances – Public Hearing / Further Consideration:**

NONE

- 10. **Adjourn**

Chair: May I have a motion to and a second to adjourn the Business Meeting?

MOTION: \_\_\_\_\_ SECOND \_\_\_\_\_  
 BOONSTRA \_\_\_\_\_ MADIGAN \_\_\_\_\_ MELCHIONNE \_\_\_\_\_  
 SHANLEY \_\_\_\_\_ RUBENSTEIN \_\_\_\_\_

**PAYMENT OF CLAIMS MAY BE PAID AT ALL TOWNSHIP COMMITTEE WORK  
 SESSION MEETINGS AND ALL TOWNSHIP COMMITTEE  
 REGULAR MEETINGS**

**FORMAL ACTION MAY BE TAKEN DURING THIS MEETING**

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #21-277**

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**INTRODUCED:**

**SECONDED:**

**MEETING DATE: October 19, 2021**

**REFERENCE: NJSA 54:3-21-29 Reduction  
of 2021 Tax Levy due to Tax Appeal  
Judgements**

**VOTE:BOONSTRA \_\_\_ MADIGAN \_\_\_ MELCHIONNE \_\_\_ SHANLEY\_\_\_ RUBENSTEIN \_\_\_**

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**WHEREAS**, N.J.S.A. 54:3-21 – 29, allows for property owners to appeal their assessed valuation for the taxing year; and,

**WHEREAS**, judgements from the County Board of Taxation and the State Tax Court have been made and received reducing the assessed value after the certification of the 2021 Tax Duplicate; and,

**WHEREAS**, these judgements would have caused a reduction in the total amount of taxes to be levied and collected in 2021; and,

**WHEREAS**, these reductions will result in a reduction to available surplus due to the reduction of the 2021 Tax Levy in the amount of \$162,963.43.

**NOW THEREFORE BE IT RESOLVED** by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey, that the Tax Collector is hereby authorized and directed to adjust 2021 taxes due for the listed properties, and

**BE IT FURTHER RESOLVED**, to make the appropriate reductions to the 2021 Tax Levy for these judgements and any future judgements as received.

**CERTIFICATION**

I, NANCY A. BROWN, ACTING MUNICIPAL CLERK OF THE TOWNSHIP OF WYCKOFF, CERTIFY THE ABOVE TO BE A TRUE AND EXACT COPY OF A RESOLUTION ADOPTED BY THE TOWNSHIP COMMITTEE ON OCTOBER 19, 2021.

\_\_\_\_\_  
NANCY A. BROWN  
ACTING MUNICIPAL CLERK

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #21-278**

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**INTRODUCED:**

**SECONDED:**

**MEETING DATE: October 19, 2021**

**REFERENCE: Approval of Vouchers and  
Authorization to Pay Bills**

**VOTE: BOONSTRA \_\_\_\_\_ MADIGAN \_\_\_\_\_ MELCHIONNE \_\_\_\_\_ SHANLEY \_\_\_\_\_ RUBENSTEIN \_\_\_\_\_**

**WHEREAS**, the Township of Wyckoff is a municipality in the State of New Jersey operating under the authority from NJSA 40A:63-1 et seq; and,

**WHEREAS**, the Township of Wyckoff has received vouchers in claim for payment of materials supplied and/or services rendered; and,

**WHEREAS**, the said vouchers have been reviewed and the amount indicated on each voucher has been determined to be due and owing; and,

**WHEREAS**, the Township Committee has a practice of each Township Committee member participating in the reviewing and signing of vouchers; and,

**WHEREAS**, the vouchers which comprise this bill list have been reviewed and signed by two (2) Township Committee members and they have found them to in order; and,

**WHEREAS**, the Township Treasurer has certified that sufficient funds are available for payment of said vouchers.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff that the action of the said Finance Committee be approved; and, that the payments of these bills are hereby authorized and the Chief Financial Officer is directed to issue checks for their payments as listed on the bill list attached to this date's meeting minutes and covered by checks no. Payroll A/C, Direct Deposit Vouchers no., Library Payroll check nos., Library Direct Deposit Vouchers no., Claims Wire nos., check no. Accutrack A/C, Claims check nos. and Voided Claims checks no..

TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #21-C11(A)

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INTRODUCED:

SECONDED:

MEETING DATE: October 19, 2021

REFERENCE: Closed Session –

VOTE: BOONSTRA \_\_\_ MADIGAN \_\_\_ MELCHIONNE \_\_\_ SHANLEY \_\_\_ RUBENSTEIN \_\_\_

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**WHEREAS**, the Township Committee of the Township of Wyckoff is subject to certain requirements of the "Open Public Meetings Act", N.J.S.A. 10:4-12, et seq.; and,

**WHEREAS**, the "Open Public Meetings Act", N.J.S.A. 10:4-12, provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by Resolution; and,

**WHEREAS**, it was necessary for the Township Committee of the Township of Wyckoff to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12b and designated below:

**N.J.S.A. 10:4-12b (8) – Personnel, employment, appointment, terms & conditions of employment for Administrator Vacancy**

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey assembled in public session on October 19, 2021, meeting, hereby authorize, that an Executive Session closed to the public shall be conducted on October 19, 2021 in the Municipal Court Room at Town Hall, 340 Franklin Avenue, Wyckoff, New Jersey 07481, for the discussion of matters relating to the specific items designated above.

**BE IT FURTHER RESOLVED**, that the minutes of the said closed session will be made public when the Township Committee of the Township of Wyckoff determines the reason for the minutes to remain closed no longer exists and the Municipal Clerk shall attach to this resolution when completed the Closed Session Meeting Minutes related to the specific items designated above.

**CERTIFICATION**

I, NANCY A. BROWN, ACTING MUNICIPAL CLERK OF THE TOWNSHIP OF WYCKOFF HEREBY CERTIFIES THIS RESOLUTION TO BE A TRUE AND CORRECT COPY OF THE RESOLUTION AS ADOPTED BY THE WYCKOFF TOWNSHIP COMMITTEE ON OCTOBER 19, 2021.

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NANCY A. BROWN  
ACTING MUNICIPAL CLERK



**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #21-C11(B)**

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**INTRODUCED:**

**SECONDED:**

**MEETING DATE: October 19, 2021**

**REFERENCE: Closed Session –**

**VOTE: BOONSTRA \_\_\_ MADIGAN \_\_\_ MELCHIONNE\_\_\_ SHANLEY\_\_\_RUBENSTEIN \_\_\_**

\*\*\*\*\*

**WHEREAS**, the Township Committee of the Township of Wyckoff is subject to certain requirements of the "Open Public Meetings Act", N.J.S.A. 10:4-12, et seq.; and,

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**WHEREAS**, it was necessary for the Township Committee of the Township of Wyckoff to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12b and designated below:

**N.J.S.A. 10:4-12b (7) – Pending Litigation**

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey assembled in public session on October 19, 2021, meeting, hereby authorize, that an Executive Session closed to the public shall be conducted on October 19, 2021 in the Municipal Court Room at Town Hall, 340 Franklin Avenue, Wyckoff, New Jersey 07481, for the discussion of matters relating to the specific items designated above.

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NANCY A. BROWN  
ACTING MUNICIPAL CLERK