

**TOWNSHIP OF WYCKOFF  
TOWNSHIP COMMITTEE WORK SESSION MEETING  
MUNICIPAL COURT ROOM  
TUESDAY, DECEMBER 18, 2018 - 7:00 P.M.**

1. 7:00 pm Work Session Meeting called to order by Mayor Brian D. Scanlan
2. Roll call of Township Committee
3. Reading of "Open Work Session" statement by Mrs. Santimauro
4. Confirm Finance Committee has reviewed and signed vouchers and that Mayor and Municipal Clerk have signed any necessary documents
5. 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.
6. Review of 8:00 p.m. Business Meeting Agenda – Administrator
7. Review of Policy Action Items – Administrator
8.
  - a. Report of Township Committee
  - b. Report of Administrator
  - c. Report of Attorney
9. Recess Work Session Meeting to conduct 8:00 pm Business Meeting
10. Reconvene Work Session Meeting
11. Adjourn

**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 COMMITTEE BUSINESS MEETING  
MUNICIPAL COURT ROOM  
TUESDAY, DECEMBER 18, 2018 - 8:00 PM**

1. Regular Meeting of the Wyckoff Township Committee called to order by Mayor Brian D. Scanlan
2. Flag Salute
3. Invocation given by Pastor Fred Provencher from Cornerstone Church
4. Reading of the "Open Public Meetings Act" statement by Mrs. Santimauro
5. Roll call of the Township Committee
6. 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.
7. Presentation of Proclamations to the Ramapo High School Varsity Football Team for winning the State Championship with a perfect season of 13 wins and no losses.
8. Approval of the December 4, 2018 Township Committee Work Session and Regular Business meeting minutes:

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

9. **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):**

- |         |  |
|---------|--|
| #18-318 | Authorize Purchase with NJSA 19:44A-20.4 Compliance            |
| #18-319 | Authorize Redemption of Tax Sale Certificate - 203 Henry Place |
| #18-320 | Release Closed Session Minutes                                 |
| #18-321 | Award Contract for Alcohol and Drug Testing Services           |
| #18-322 | Authority to Publicly Bid Passive Recreation Activity-Chess    |
| #18-323 | Authority to Publicly Bid Passive Recreation Activity-Crafts   |
| #18-324 | Authority to Bid Multi Sport Skill Development Camps           |
| #18-325 | Transfer of Funds  |
| #18-326 | Payment of Bills   |
| #18-327 | Return of Certain Overpaid Taxes, etc.                         |
| #18-328 | Adoption of Policies into Recreation Policy Manuel             |

**II Motions**

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

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

**III Ordinances – Public Hearings/Further Consideration**

#1868 - AN ORDINANCE TO PROVIDE FOR AND DETERMINE THE RATE OF COMPENSATION FOR EMPLOYEES OF THE PUBLIC WORKS DEPARTMENT OF THE TOWNSHIP OF WYCKOFF, AND THE METHOD OF PAYMENT OF SUCH COMPENSATION FOR THE YEAR 2019

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

#1869 - AN ORDINANCE TO PROVIDE FOR AND DETERMINE THE RATE OF COMPENSATION FOR EACH OFFICER OF THE POLICE DEPARTMENT OF THE TOWNSHIP OF WYCKOFF, AND THE METHOD OF PAYMENT OF SUCH COMPENSATION FOR THE YEAR 2019

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

**IV** Township Committee to present Proclamations to the U11 Girls Torpedo Soccer Team who won the New Jersey State Soccer Cup. ( Team to arrive at 8:30pm)

**V** This meeting will not adjourn, it will be carried to the January 1, 2019 11:00 a.m. Sine Die meeting.

**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 #18-318**

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**INTRODUCED:**

**SECONDED:**

**MEETING DATE: December 18, 2018**

**REFERENCE: Award of Contract – Pay to Play Compliance**

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

**WHEREAS**, the Township's ADA access at municipal buildings includes a chair lift to the mezzanine level of the Free Public Library; and,

**WHEREAS**, N.J.S.A. 19:44A-20.4 et seq., requires contracts procured through price quotations that are below the municipalities bid threshold but over the Pay to Play threshold of \$17,500 to be authorized after municipalities obtain the political contributions disclosure forms and the business entity disclosure certification.

**WHEREAS**, the aforementioned documentation has been obtained and it is available for public inspection in the Municipal Clerk's office; and,

**WHEREAS**, an encumbrance of funds certification is a requirement before a purchase order may be issued; and,

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff that the Township Committee authorizes an award of a purchase order to Handi Lift, 730 Garden Street, Carlstadt, New Jersey 07072 for the upgraded (all labor and materials) of the existing chair lift in accordance with the revised price quotation not to exceed \$30,332.00

**BE IT FURTHER RESOLVED**, that this contract has been awarded to this contractor based on the merits and abilities of the contractor to provide the goods or service as described herein. This contract was awarded through the alternate method pursuant N.J.S.A. 19:44A-20-4 et seq. As such, the undersigned does hereby attest that these contractors, their subsidiaries, assigned or principals controlling in excess of 10% of the company has neither made a contribution, that is reportable pursuant to the Election Law Enforcement Commission pursuant to N.J.S.A. 19:44A-8 or 19:44A-16, in the one (1) year period preceding the award of the contract that would, pursuant to P.L. 2004, c. 19, affect its eligibility to perform this contract, nor will it make a reportable contribution during the term of these one (1) year contracts to any political party committee in the Township of Wyckoff if a member of that political party is serving in an elective public office of the Township of Wyckoff when the contract is awarded, or to any candidate committee of any person serving in an elective public office of the Township of Wyckoff when the contract is awarded.

**CERTIFICATION**

I, JOYCE C. SANTIMAURO, 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 DECEMBER 18, 2018.

\_\_\_\_\_  
JOYCE C. SANTIMAURO  
MUNICIPAL CLERK

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #18-319**

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**INTRODUCED:**

**SECONDED:**

**MEETING DATE: December 18, 2018**

**REFERENCE: Authorize Redemption of  
Tax Sale Certificate #18-00008  
Block 395/Lot 12 203 Henry Place**

**VOTE: BOONSTRA \_\_\_ MADIGAN \_\_\_ RUBENSTEIN \_\_\_ SCANLAN \_\_\_ SHANLEY \_\_\_**  
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**WHEREAS**, the Tax Collector of the Township of Wyckoff has previously determined that there was due and owing to the Township of Wyckoff outstanding tax and interest for tax year 2017 on Block 395/Lot 12, aka 203 Henry Place, within the Township of Wyckoff, County of Bergen, State of New Jersey; in the amount of \$60,804.29 and;

**WHEREAS**, on the 25th day of October 2018, the Township of Wyckoff executed a "Certificate of Sale of Unpaid Municipal Liens" numbered 18-00008, hereinafter referred to as a Tax Sale Certificate on the above-described property in the amount above-recited; and,

**WHEREAS**, said Tax Sale Certificate was purchased by US Bank Cust Actlein, 50 South 16<sup>th</sup> Street, Suite 2050, Philadelphia, PA 19102; and;

**WHEREAS**, subsequent to the execution and filing of said Tax Sale Certificate and prior to the commencement of foreclosure proceedings against the property owner's right to redemption of said Tax Sale Certificate, the mortgagor has paid to the Tax Collector of the Township of Wyckoff any and all charges deemed due and owing on the above-described property and the property owner is therefore entitled to a redemption of said Tax Sale Certificate pursuant to N.J.S.A. 54:5-55.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff, that the Tax Collector be, and the same is hereby authorized and directed to cancel and endorse Tax Sale Certificate #18-00008 for redemption and make refund in the amount of \$60,804.29 being lien amount of \$6,463.68, subsequent taxes, and interest in the amount of \$11,428.61 recording fees in the amount of \$12.00 and a premium of \$42,900.00 to US Bank Cust Actlein, and deliver said Tax Sale Certificate to the mortgagor for cancellation with the County Clerk in accordance with N.J.S.A. 54:5-55.

**CERTIFICATION**

I, JOYCE C. SANTIMAURO, 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 DECEMBER 18, 2018.

\_\_\_\_\_  
JOYCE C. SANTIMAURO  
MUNICIPAL CLERK

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #18-320**

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**INTRODUCED:** **SECONDED:**  
**MEETING DATE:** December 18, 2018 **REFERENCE:** Release Closed Session  
Minutes

**VOTE:** BOONSTRA \_\_\_ MADIGAN \_\_\_ RUBENSTEIN \_\_\_ SCANLAN \_\_\_ SHANLEY \_\_\_  
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**WHEREAS**, Section 8 of the "Open Public Meetings Act" provides for the release of Closed Session Minutes at the discretion of the governing body or as soon as the issue has been resolved.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Wyckoff that the release of the following Closed Session Minutes is hereby authorized and directed:

<u>Resolution</u>	<u>Date</u>
#18-C22	September 4, 2018
#16-C8a	August 2, 2016
#16-C8b	August 2, 2016
#16-C9	August 16, 2016
#16-C10	September 6, 2016
#16-C12	October 5, 2016
#16-C14	November 14, 2016
#16-C16	December 20, 2016
#17-C3	January 17, 2017
#17-C5	February 21, 2017
#18-C21	August 7, 2018

Copies of said Minutes are attached hereto and made a part hereof as though set forth herein at length.

**CERTIFICATION**

I, JOYCE SANTIMAURO, MUNICIPAL CLERK OF THE TOWNSHIP OF WYCKOFF, CERTIFY THE ABOVE TO BE A TRUE AND CORRECT COPY OF A RESOLUTION ADOPTED BY THE TOWNSHIP COMMITTEE ON DECEMBER 18, 2018.

\_\_\_\_\_  
JOYCE C. SANTIMAURO  
MUNICIPAL CLERK

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #18-321**

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**INTRODUCED:**

**SECONDED:**

**MEETING DATE: December 18, 2018**

**REFERENCE: Award Contract for Alcohol  
and Drug Testing Services**

**VOTE: BOONSTRA \_\_\_ MADIGAN \_\_\_ RUBENSTEIN \_\_\_ SCANLAN \_\_\_ SHANLEY \_\_\_**  
.....

**WHEREAS**, the Township of Wyckoff is required to comply with the federal mandate-anti-drug/alcohol testing for employees who operate vehicles with "CDL" licenses (49 CFR, Parts 40, 199, 382 and 391); and,

**WHEREAS**, Valley Physician Services provides a compliant service to satisfy this mandate; and,

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that the Township Committee awards a contract for this service for calendar year 2019 contract and not to exceed \$4,000.00; and,

**CERTIFICATION**

I, JOYCE C. SANTIMAURO, 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 DECEMBER 18, 2018.

\_\_\_\_\_  
JOYCE C. SANTIMAURO  
MUNICIPAL CLERK

**CERTIFICATE OF AVAILABLE FUNDS**

I, DIANA MCLEOD, CHIEF FINANCIAL OFFICER OF THE TOWNSHIP OF WYCKOFF, CERTIFY THAT SUFFICIENT FUNDS WILL BE APPROPRIATED IN ACCOUNT 9-1-26-291-000. THIS ACCOUNT REPRESENTS THE MAXIMUM NOT TO EXCEED APPROPRIATION AS SET FORTH IN THIS RESOLUTION AND ALLOWABLE BY LAW AND IN ACCORDANCE WITH NJAC 5:30-5.5(B) SUBJECT TO THE AVAILABILITY OF FUNDS APPROPRIATED IN THE 2019 AND 2020 ANNUAL BUDGET.

\_\_\_\_\_  
DIANA MC LEOD  
CHIEF FINANCIAL OFFICER

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #18-322**

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**INTRODUCED:**

**SECONDED:**

**MEETING DATE: December 18, 2018**

**REFERENCE: Authority to Publicly Bid  
Passive Recreation Activity**

**VOTE: BOONSTRA \_\_\_ MADIGAN \_\_\_ RUBENSTEIN \_\_\_ SCANLAN \_\_\_ SHANLEY \_\_\_**  
.....

**WHEREAS**, the Township of Wyckoff considers the provision of Passive Recreation Activities a concession defined in NJSA 40A:11-1 et. seq.; and

**WHEREAS**, the Township Attorney has opined that the decision by the Parks & Recreation Advisory Board to provide passive recreation activities through the use of a private contracted service on and in Township or Township obtained recreational facilities is legally procured through a public bidding procurement; and

**WHEREAS**, the following recreation service is provided as a public conveyance under the "police powers" of the Township through a publicly advertised bidding process":

- Creative and crafty kids recreational program for grades K-2
- The benefits of satisfying a community recreational need in-town outweighs the risk of not providing passive programming of this character and caliber.
- Estimated value of each camp is based on the number of participants. A 20 minimum participant spring activity may result in \$1,700.00 gross revenue with \$500.00 of that gross revenue paid to the Township. A 20 minimum participant summer activity may result in \$3,700.00 gross revenue with \$500.00 of that gross revenue paid to the Township. Award is based on lowest responsive and responsible bidder.
- No additional cost is anticipated to provide these programs.
- No endorsement of any activity provided by the Township shall be included in this public bid or stated by the Recreation Director and his staff.
- This is a first time activity and reflects the Townships efforts to appeal to folks who desire passive recreation.

**WHEREAS**, the Recreation Director has requested the Township Committee authorize public bidding for these three annual instructional programs;

**WHEREAS**, the Township Administrator and Township Attorney have reviewed NJAC 5:34-9.4 and concur with the recommendation.

**NOW THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that authorization is hereby provided to invoke public bidding to implement the above stated concession procurement explained in this resolution to achieve compliance with NJAC 5:34-9.4 and provide a fun and enjoyable passive recreation activity.



**BE IT FURTHER RESOLVED**, that the Municipal Clerk provide certified copies of this resolution to the Recreation Director and the Chief Finance Officer.

**CERTIFICATION**

I, JOYCE C. SANTIMAURO, 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 DECEMBER 18, 2018.

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JOYCE C. SANTIMAURO  
MUNICIPAL CLERK

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #18-323**

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**INTRODUCED:**

**SECONDED:**

**MEETING DATE: December 18, 2018**

**REFERENCE: Authority to Publicly Bid  
Passive Recreation Activity**

**VOTE: BOONSTRA \_\_\_ MADIGAN \_\_\_ RUBENSTEIN \_\_\_ SCANLAN \_\_\_ SHANLEY \_\_\_**  
.....

**WHEREAS**, the Township of Wyckoff considers the provision of Passive Recreation Activities a concession defined in NJSA 40A:11-1 et. seq.; and

**WHEREAS**, the Township Attorney has opined that the decision by the Parks & Recreation Advisory Board to provide passive recreation activities through the use of a private contracted service on and in Township or Township obtained recreational facilities is legally procured through a public bidding procurement; and

**WHEREAS**, the following recreation service is provided as a public conveyance under the "police powers" of the Township through a publicly advertised bidding process":

- Spring, Fall and Summer Chess instruction
- The benefits of satisfying a community recreational need in-town outweighs the risk of not providing passive programming of this character and caliber.
- Estimated value of each camp is based on the number of participants. A 20 minimum participant spring activity may result in \$1,800.00 gross revenue with \$500.00 of that gross revenue paid to the Township. A 20 minimum participant summer activity may result in \$3,700.00 gross revenue with \$500.00 of that gross revenue paid to the Township. Award is based on lowest responsive and responsible bidder.
- No additional cost is anticipated to provide these programs.
- No endorsement of any activity provided by the Township shall be included in this public bid or stated by the Recreation Director and his staff.
- This is a first time activity and reflects the Townships efforts to appeal to folks who desire passive recreation.

**WHEREAS**, the Recreation Director has requested the Township Committee authorize public bidding for these three annual instructional programs;

**WHEREAS**, the Township Administrator and Township Attorney have reviewed NJAC 5:34-9.4 and concur with the recommendation.

**NOW THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that authorization is hereby provided to invoke public bidding to implement the above stated concession procurement explained in this resolution to achieve compliance with NJAC 5:34-9.4 and provide a fun and enjoyable passive recreation activity.

**BE IT FURTHER RESOLVED**, that the Municipal Clerk provide certified copies of this resolution to the Recreation Director and the Chief Finance Officer.

**CERTIFICATION**

I, JOYCE C. SANTIMAURO, 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 DECEMBER 18, 2018.

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JOYCE C. SANTIMAURO  
MUNICIPAL CLERK

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #18-324**

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**INTRODUCED:**

**SECONDED:**

**MEETING DATE: December 18, 2018**

**REFERENCE: Authority to Publicly Bid  
Multi-Sport Skill Development Camps**

**VOTE: BOONSTRA \_\_\_ MADIGAN \_\_\_ RUBENSTEIN \_\_\_ SCANLAN \_\_\_ SHANLEY \_\_\_**  
.....

**WHEREAS**, The Township of Wyckoff considers the provision of Summer Sports Skill development camps a concession defined in NJSA 40A:11-1 et. seq.; and,

**WHEREAS**, the Township Attorney has opined that the decision by the Parks & Recreation Advisory Board to provide multi-sport skill development camps through the use of a private contracted service on and in Township recreational facilities is legally procured through a public bidding procurement; and,

**WHEREAS**, the following recreation services are provided as a public conveyance under the "police powers" of the Township through a publicly advertised bidding process":

- Multi-sports skill development camp.
- The benefits of satisfying a community recreational need in-town outweighs the risk of not providing summer programming of this character and caliber.
- Estimated value of each camp is based on the number of participants. A 100 minimum participant camp may result in \$15,000.00 gross revenue with \$2,250.00 of that gross revenue paid to the Township. A 200 minimum participant camp may result in \$30,000 gross revenue with \$5,000.00 of that gross revenue paid to the Township. 300 children participated and the Township received \$7,500.00 from a gross revenue of \$45,000.00. Award is based on lowest responsive and responsible bidder.
- No additional cost is anticipated to provide these programs.
- No endorsement of any camp provider by the Township shall be included in this public bid or stated by the Recreation Director and his staff.

**WHEREAS**, the Recreation Director has requested the Township Committee authorize public bidding for these three annual sports programs;

**WHEREAS**, the Township Administrator and Township Attorney have reviewed NJAC 5:34-9.4 and concur with the recommendation.

**NOW THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that authorization is hereby provided to invoke public bidding to implement the above stated three concessions explained in this resolution in accordance with NJAC 5:34-9.4.

**BE IT FURTHER RESOLVED**, that the Municipal Clerk provide certified copies of this resolution to the Recreation Director and the Chief Finance Officer.

**CERTIFICATION**

I, JOYCE C. SANTIMAURO, 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 DECEMBER 18, 2018.

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JOYCE C. SANTIMAURO  
MUNICIPAL CLERK

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #18-325**

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**INTRODUCED:**

**SECONDED:**

**MEETING DATE: December 18, 2018**

**REFERENCE: Transfer of Funds**

**VOTE: BOONSTRA \_\_\_ MADIGAN \_\_\_ RUBENSTEIN \_\_\_ SCANLAN \_\_\_ SHANLEY \_\_\_**  
.....

Whereas NJSA 40A:4-58 permits transfers of funds during the last two (2) months of the the fiscal year,

Now therefore be it Resolved by the Township Committee of the Township of Wyckoff that the transfer of the following funds is hereby authorized and directed

**From:**

Assessor	20-150-010	SW	22,400
Engineering	20-165-020	OE	5,000
Audit Svs	20-135-020	OE	2,000
Environmental Comm	20-121-020	OE	4,600
Legal	20-155-020	OE	15,000
General Liab Insur	23-210-020	OE	5,000
Health Benefits	23-220-020	OE	37,000
Recreation	28-370-020	OE	10,000
Electricity	31-430-000	OE	5,000
Municipal Court	43-490-010	SW	3,000
			<b>109,000</b>

**To:**

Administration	20-100-010	SW	9,000
Clerk	20-120-010	SW	2,000
Finance	20-130-020	OE	7,000
Planning Bd	21-180-010	SW	1,400
Afford Hsg	21-190-020	OE	15,000
DPW/Roads	26-290-010	SW	15,000
Shade Tree	26-292-020	OE	10,000
DPW Vehicle	26-315-020	OE	20,000
Fire Vehicle	26-317-020	OE	2,000
Park Maintenance	28-375-020	OE	2,000
Telephone	31-440-000	OE	5,000
Gasoline	31-460-000	OE	18,000

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Township of Wyckoff  
Resolution #18-325

Municipal Court	43-490-020	OE	2,000
Public Defender	43-495-020	OE	600
			<hr/>
			<b>109,000</b>
			<hr/> <hr/>

**CERTIFICATION**

I, JOYCE C. SANTIMAURO, CLERK OF THE TOWNSHIP OF WYCKOFF, CERTIFY THE ABOVE TO BE A TRUE AND CORRECT COPY OF A RESOLUTION ADOPTED BY TOWNSHIP COMMITTEE ON DECEMBER 18, 2018.

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JOYCE C. SANTIMAURO  
MUNICIPAL CLERK

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #18-326**

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**INTRODUCED:**

**SECONDED:**

**MEETING DATE: December 4, 2018**

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

**VOTE: BOONSTRA \_\_\_ MADIGAN \_\_\_ RUBENSTEIN \_\_\_ SHANLEY \_\_\_ SCANLAN \_\_\_**  
.....

**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 #18-327

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INTRODUCED:

SECONDED:

MEETING DATE: December 18, 2018

REFERENCE: Return of certain overpaid taxes,  
escrow monies, recreation fees, etc.

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

BE IT RESOLVED, by the Township Committee of the Township of Wyckoff that the Treasurer is hereby authorized and directed to return certain monies as follows:

**PLANNING BOARD:**

143 Elmwood Place, LLC, 143 Elmwood Place, Wyckoff, New Jersey 07481 – Return of Escrow – Block 300/Lot 9.01 - \$640.99

**BUILDING DEPT.:**

Perfection Excavating, P.O. Box 642, Franklin Lakes, New Jersey 07417 – Refund of Permit #18-0995 – Block 244/Lot 15 – 575 Curran Place - \$76.00

**TAX REFUND:**

Sandra Tafuri & Antimo DeVecchio, 50 Chestnut Ridge Road, Ste 208, Montvale, New Jersey 07645 – State Tax Court Reduction – Block 427/Lot 6 – 803 Albemarle Street - \$2,924.26

Michael Vespasiano, 331 Main Street, Chatham, New Jersey 07928 – State Tax Board Appeal – Block 449/Lot 1.02 – Q-C187 - \$2,597.30

Saiber, LLC, 18 Columbia Turnpike, Ste 200, Florham Park, New Jersey 07932 – State Tax Court Reduction – Block 205/Lot 44 – 296 Joshua Lane - \$1,396.80

Jennifer Lattera, C/O Skoloff & Wolfe, PC, 293 Eisenhower Parkway, Livingston, New Jersey 07039 – State Tax Court Reduction – Block 339/Lot 4 – 545 Wellington Drive - \$13,561.76

**RECREATION:**

Allison Boothby, 200 Hillcrest Avenue, Wyckoff, New Jersey 07481 – Cheerleading Refund - \$75.00

William Parisi, 2 Neelen Drive, Wyckoff, New Jersey 07481 – Basketball Refund - \$105.00

Jill Pecore, 110 Hilltop Lane, Wyckoff, New Jersey 07481 – Basketball Refund - \$75.00

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #18-328**

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**INTRODUCED:**

**SECONDED:**

**MEETING DATE: December 18, 2018**

**REFERENCE: Adoption of Policies into  
Recreation Policy Manual**

**VOTE: BOONSTRA \_\_\_ MADIGAN \_\_\_ RUBENSTEIN \_\_\_ SCANLAN \_\_\_ SHANLEY \_\_\_**  
.....

**WHEREAS**, the Township Administrator and Recreation Director recommend the inclusion of the attached two polices into the Recreation Policy Manual – zero tolerance towards harassment, intimidation, bullying and volunteers communication electronically regarding municipal operation; and,

**WHEREAS**, the aforementioned two polices have been reviewed and approved for inclusion in the Recreation Policy Manual by the Township Attorney; and,

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that the policies – zero tolerance policy towards harassment, intimidation and bullying and the policy – volunteers communication electronically regarding municipal operation are approved for inclusion in the Recreation Policy Manual; and,

**BE IT FURTHER RESOLVED**, that these two policies are included with the parent/coach pledge - all requirements that parents and coaches shall read and acknowledge; and,

**BE IT FURTHER RESOLVED**, that the Municipal Clerk shall provide a certified copy of this resolution and policies as adopted to the Recreation Director.

**CERTIFICATION**

I, JOYCE C. SANTIMAURO, 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 DECEMBER 18, 2018.

\_\_\_\_\_  
JOYCE C. SANTIMAURO  
MUNICIPAL CLERK

**TOWNSHIP OF WYCKOFF**

**ORDINANCE #1868**

**AN ORDINANCE TO PROVIDE FOR AND DETERMINE THE RATE OF COMPENSATION FOR EMPLOYEES OF THE PUBLIC WORKS DEPARTMENT OF THE TOWNSHIP OF WYCKOFF, AND THE METHOD OF PAYMENT OF SUCH COMPENSATION FOR THE YEAR 2019**

**BE IT ORDAINED**, by the Township Committee of the Township of Wyckoff, in the County of Bergen, State of New Jersey, as follows:

**Section 1A.** The rate of compensation of the Public Works Department of the Township of Wyckoff for the year 2019 whose compensation shall be on an annual basis and shall be paid semi-monthly is as follows:

Step 8 .....	72,162
Step 7 .....	67,314
Step 6 .....	62,466
Step 5 .....	59,592
Step 4 .....	56,716
Step 3 .....	53,842
Step 2 .....	51,029
Step 1 .....	48,094
Probationary year 2.....	42,000
Probationary year 1.....	40,200

**Section 1B.** The rate of compensation for Public Works Department staff of the Township of Wyckoff for the year 2019 for the below listed positions and whose compensation shall be on an annual basis and shall be paid semi-monthly is as follows:

Public Works Manager.....	84,402-101,732
Public Works Foreman.....	78,734-80,624
Lead Laborer(s).....	78,734
Recycling Coordinator/DEP Compliance...up to	10,000

**Section 2A.** In addition to their annual salary, each employee hired prior to January 1, 1994 shall receive longevity compensation computed at 2% their annual salary as follows:

Six to ten years.....	2%
Eleven to fourteen years.....	4%
Fifteen to eighteen years.....	6%
Nineteen to twenty-two years....	8%
Twenty three years or more.....	10%

Six months of a calendar year is required for one year of service for longevity calculation.

**Section 2B.**

Longevity compensation is not provided for employees hired on or after January 1, 1994.

**Section 3.** Each member of the Department of Public Works shall receive a reimbursement up to \$150. toward the purchase of work boots and up to \$100. for clothing.

**Section 4.** There may be paid to Public Works Department employees authorized standby time at the rate of \$138. per week.

**Section 5.** There may be paid to the employee provided the assignment of mechanic, \$750.00 for this yearly assignment.

**Section 6.** There may be paid to the employee certified as a New Jersey licensed electrician \$750.00 for this yearly assignment.

**Section 7.** Employees authorized overtime shall be paid an hourly wage equal to one and one half (1-1/2) time, after working 40 hours. To compute the base hourly rate of an employee for overtime or other purposes, the employee's yearly base salary, together with his yearly longevity increment, if applicable, shall be divided by 2080 hours.

**Section 8.** Annual vacation with pay is authorized in accordance with the collective bargaining agreement.

**Section 9.** Department of Public Works full time regular employees shall receive twelve (12) paid holidays.

**Section 10.** All salaries and compensation provided for herein shall be effective as of January 1, 2019.

**Section 11.**  
Public works employees shall continue to make contributions towards the cost of health care benefits as mandated by law.

**Section 12.**  
Each public works employee shall receive up to \$150. towards the purchase of eyeglasses as determined by the Township Administrator.

**Section 13.** If any section or part of this ordinance shall be adjudged invalid, such adjudication shall apply only to such section or part, and the remainder of the ordinance shall be deemed valid and effective.

**Section 14.** This ordinance shall take effect after final passage and publication as required by law.

**TOWNSHIP OF WYCKOFF  
ORDINANCE #1869**

**AN ORDINANCE TO PROVIDE FOR AND DETERMINE THE RATE OF COMPENSATION FOR EACH OFFICER OF THE POLICE DEPARTMENT OF THE TOWNSHIP OF WYCKOFF, AND THE METHOD OF PAYMENT OF SUCH COMPENSATION FOR THE YEAR 2019**

**BE IT ORDAINED**, by the Township Committee of the Township of Wyckoff, in the County of Bergen, State of New Jersey has approved such compensation, as follows for year 2019:

**SECTION 1A.** The rate of compensation for each officer of the Police Department of the Township of Wyckoff for year 2019 whose compensation shall be on an annual basis and shall be paid semi-monthly with increases paid in two (2) increments as per Section 1B is as follows:

	<u><b>2019</b></u>
Probationary 1	\$45,000
Probationary 2	\$49,000
Service Year 1	\$54,000
Service Year 2	\$63,856
Service Year 3	\$71,242
Service Year 4	\$78,628
Service Year 5	\$86,014
Service Year 6	\$93,400
Service Year 7	\$100,786
Service Year 8	\$108,172
Service Year 9	\$115,558
Top Patrol Officer	\$130,282
Sergeant	\$136,621
Lieutenant	\$142,957
Captain	\$149,293

**SECTION 1B.** Increases shall be effective and paid in two (2) increments with one half of annual increase on January 1, 2019 and the remaining one half of annual increase on July 1, 2019.

**SECTION 2A.** In addition to their annual salary, each officer shall receive longevity compensation as computed in accordance with employee's years of service and detailed in the employment contract.

**SECTION 3.** On January 1, 2015, employees began contributions mandated by Chapter 78 or such other laws as may be enacted during the term of the contract governing employee health care insurance contributions and will continue the contributions in accordance with mandated amounts.

**SECTION 4.** The work period shall begin as of 12:01 A.M. Saturday and end as of 12:00 midnight Friday.

**Ordinance #1869**

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**SECTION 5.** The officer in charge of the Detective Bureau as assigned by the Chief, shall be paid the sum of \$2,500.00 annually. The amount shall be paid as part of that officer's regular pay and in addition to his base salary. Other Detective Bureau personnel, excepting the officer in charge, regularly assigned to the Detective Bureau by the Chief, shall be paid the annual sum of \$2,000.00.

**SECTION 6.** Court time, excluding civil court, and excluding regular tour of duty, shall be considered overtime, and shall be compensated at time and one half (1-1/2).

**SECTION 7.** Each member of the Police Department shall be allowed a clothing allowance of \$875.00 per year.

**SECTION 8.** Employees authorized overtime shall be paid an hourly wage equal to one and one half (1-1/2) time, after working 40 hours or working in excess of a tour of duty for a day. To compute the base hourly rate of any employee for overtime or other purposes, the employee's base salary plus yearly longevity increment shall be divided by 2080 hours.

**SECTION 9.** Annual vacation with pay is authorized in accordance with the employment contract.

**SECTION 10.** All salaries and compensation provided for herein shall be effective as of January 1, 2019.