

**TOWNSHIP OF WYCKOFF  
TOWNSHIP COMMITTEE WORK SESSION MEETING  
MUNICIPAL COURT ROOM  
TUESDAY, NOVEMBER 16, 2020 - 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 Timothy E. Shanley**

2. **Roll call of Township Committee**

BOONSTRA \_\_\_\_\_ FISCHER \_\_\_\_\_ RUBENSTEIN \_\_\_\_\_  
MADIGAN \_\_\_\_\_ SHANLEY \_\_\_\_\_

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

**PLEASE TAKE NOTICE**, that in accordance with the Open Public Meetings Act NJSA10:4-6 et seq., and in consideration of Executive Order #103, issued by Governor Murphy on March 9, 2020, declaring a State of Emergency in the State of New Jersey, the Township Committee of the Township of Wyckoff does hereby notify the public that to protect the health, safety and welfare of our citizens while ensuring the continued functioning of government, the meeting of the Township Committee of the Township of Wyckoff scheduled for 7:00 pm Thursday, November 5, 2020 at Wyckoff Town Hall, 340 Franklin Avenue, Wyckoff, NJ 07481 will be conducted via the Township of Wyckoff's YouTube channel and members of the public may call 201-891-7000, ext. #222 should they wish to provide public comment during the 7:00 pm public comment period. Members of the public may also email their public comments to [wyckoffclerk@wyckoff-nj.com](mailto:wyckoffclerk@wyckoff-nj.com) before 3:00 pm on the date of the meeting. These comments will be read at the meeting during the public comment period.

These measures are implemented to allow members of the public to observe the meeting via live streaming and to provide to the public the ability to comment before the meeting through written comments and during the period for public comment during the meeting.

Due to the Covid-19 Public Health Emergency, members of the public will not have access to Town Hall.

This notice and agenda have been posted on the front door of Town Hall (facing Franklin Avenue) and on the Township's home page [Wyckoff-nj.com](http://Wyckoff-nj.com) at the Quick Link for "Minutes & Agendas" on Friday, November 13, 2020. Please select "Township Committee" and locate the date of the meeting to view documents, such as resolutions and ordinances which would otherwise be 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, November 13, 2020 at 4:30 pm.

Township of Wyckoff – Township Committee Work Session Agenda 11/16/20 – Page 2

To view the live-streamed Township Committee meeting, 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 November 16, 2020.

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

In the event the YouTube platform modifies its connectivity protocols and does not announce these critical changes again in the future, instructions on how to view each meeting via Zoom technology will be posted at the "News" section of the Township's home page, [Wyckoff-nj.com](http://Wyckoff-nj.com) before 7:10 pm. This second method of conducting remote meetings is provided to ensure the continuity of government when platforms which the Township does not control establish unannounced changes and will **only** be utilized if it is not possible to conduct the meeting via livestream on YouTube. As a precaution, for this "plan B", the following instructions are provided:

Please locate the link posted on the "News" item announcing the Township Committee meeting on the homepage of our website and use this link for the November 16, 2020 Work Session and Business Meeting set to begin at 7:00 pm.

This regular work session meeting of the Wyckoff Township Committee is now in session. In accordance with the Open Public Meetings Act, notice of this meeting appears on our *annual schedule of meetings*. A copy of said annual schedule has been posted on the bulletin board in Memorial Town Hall; a copy has been filed with the Municipal Clerk, as well as The Record, The Ridgewood News and the North Jersey Herald and News – all newspapers having a general circulation throughout the Township of Wyckoff. At least 48 hours prior to this meeting, the Agenda thereof was similarly posted, filed and emailed to said newspapers. The agenda with the resolutions and ordinances to be considered was posted on the township's website at "minutes & Agendas" on the Friday prior to this meeting.

4. **Confirm Finance Committee has reviewed, and signed vouchers and that Mayor and Municipal Clerk have signed any necessary documents.**
5. **Reading of any written public comments received via email to the Municipal Clerk before 3:00 pm today.**
6. **Motion to open the Ten (10) Minute Public Comment period:**

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

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.

Motion to close the Public Comment period:

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

7. **Administration of Oath of Office to Lieutenant Kevin Kasak.**
8. **Review of 8:00 p.m. Business Meeting Agenda – Administrator**
9. **Review of Policy Action Items – Administrator**
10. **Reports of Township Committee Members**
11. **Report of Township Attorney**
12. **Recess Open Work Session Meeting to Conduct the 8:00 pm Business Meeting**

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

At the conclusion of the 8:00 pm Business Meeting the Township Committee will reconvene the Open Work Session meeting if necessary.

13. **Motion to reconvene the Open Work Session:**

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

14. **Motion to enter a Closed Session Discussion** in accordance with Resolution #20-CXX from the Open Public Work Session Meeting.

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

15. **Motion to Exit the Closed Session Discussion and re-enter the open section of the Open Work Session Meeting:**

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

16. **Adjourn**

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

**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**

**NOTICE TO PUBLIC**

As a member of the public participating in this public meeting, your participation may 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 where, due to technical difficulties, live streaming or the recording of a meeting may not be available. For example, if the connectivity between the live streaming software and the YouTube channel is not operating; in that situation, the public's right to make public comment in written form is extended to 10:00 am the day after the meeting, to allow the meeting to be conducted and the continuity of local government to proceed. A recording of the meeting will be posted no later than the next business day after the meeting date on the Township's website where recordings are customarily posted. The Township shall not be responsible for and accepts no liability if the recording or live video streaming of the meeting is unavailable.

**TOWNSHIP OF WYCKOFF  
TOWNSHIP COMMITTEE BUSINESS MEETING  
MUNICIPAL COURT ROOM  
TUESDAY, NOVEMBER 16, 2020 - 8:00 PM**

- 1. Regular Meeting of the Wyckoff Township Committee called to order by Mayor Timothy E. Shanley**
- 2. Flag Salute**
- 3. Invocation by Community Clergy Member**
- 4. Reading of the "Open Public Meetings Act" statement by Nancy Cole**

**PLEASE TAKE NOTICE**, that in accordance with the Open Public Meetings Act NJSA10:4-6 et seq., and in consideration of Executive Order #103, issued by Governor Murphy on March 9, 2020, declaring a State of Emergency in the State of New Jersey, the Township Committee of the Township of Wyckoff does hereby notify the public that to protect the health, safety and welfare of our citizens while ensuring the continued functioning of government, the meeting of the Township Committee of the Township of Wyckoff scheduled for 8:00 pm Thursday, November 16, 2020 at Wyckoff Town Hall, 340 Franklin Avenue, Wyckoff, NJ 07481 will be conducted via the Township of Wyckoff's YouTube channel and members of the public may call 201-891-7000, ext. #222 should they wish to provide public comment during the 8:00 pm public comment period. Members of the public may also email their public comments to [wyckoffclerk@wyckoff-nj.com](mailto:wyckoffclerk@wyckoff-nj.com) before 3:00 pm on the date of the meeting. These comments will be read at the meeting during the public comment period.

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Due to the Covid-19 Public Health Emergency, members of the public will not have access to Town Hall.

This notice and agenda have been posted on the front door of Town Hall (facing Franklin Avenue) and on the Township's home page [Wyckoff-nj.com](http://Wyckoff-nj.com) at the Quick Link for "Minutes & Agendas" on Friday, October 30, 2020. Please select "Township Committee" and locate the date of the meeting to view documents, such as resolutions and ordinances which would otherwise be 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 30, 2020 at 4:30 pm.

To view the live-streamed Township Committee meeting, 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 November 5, 2020.

Township of Wyckoff – November 16, 2020 Business Meeting Agenda – Page 2

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Please locate the link on the "News" item announcing the Township Committee meeting on the homepage of our website and use the posted link for the November 5, 2020 Work Session and Business Meeting set to begin at 7:00 pm.

This regular business meeting of the Wyckoff Township Committee is now in session. In accordance with the Open Public Meetings Act, notice of this meeting appears on our *annual schedule of meetings*. A copy of said annual schedule has been posted on the bulletin board in Memorial Town Hall; a copy has been filed with the Municipal Clerk, as well as The Record, The Ridgewood News and the North Jersey Herald and News – all newspapers having a general circulation throughout the Township of Wyckoff. At least 48 hours prior to this meeting, the Agenda thereof was similarly posted, filed and emailed to said newspapers. The agenda with the resolutions and ordinances to be considered was posted on the township's website at "Minutes and Agendas" on the Friday prior to this meeting.

5. **Roll Call of the Township Committee Members Present:**

BOONSTRA \_\_\_\_\_ FISCHER \_\_\_\_\_ RUBENSTEIN \_\_\_\_\_  
MADIGAN \_\_\_\_\_ SHANLEY \_\_\_\_\_

6. **Reading of any written public comments received via email to the Municipal Clerk before 3:00 pm today.**

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

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

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.

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

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

**8. Approval of the November 5, 2020 Township Committee Work Session and Regular Business meeting minutes:**

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

**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):**

- #20-303 Authorize Change Order #1 – Tree Work
- #20-304 Authorize Redemption of Tax Sale Certificate #19-00002
- #20-305 Authorize Shared Service Agreement – Sewer Cleaning
- #20-306 Release Closed Session Minutes
- #20-307 Payment of Bills
- #20-308 Return of Certain Over-paid Taxes, Etc.
- #20-309 Extend Outdoor Dining
- #20-310 Award of Contract
- #20-311 Award of Contract
- #20-312 Authorize Shared Services Agreement – Video Inspection of Sewers

**II Ordinance – Introduction**

**No Ordinances for Introduction**

**III Motions**

**No Motions at This Time**

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 \_\_\_\_\_ FISCHER \_\_\_\_\_ RUBENSTEIN \_\_\_\_\_  
MADIGAN \_\_\_\_\_ SHANLEY \_\_\_\_\_

**IV Ordinances – Public Hearing / Further Consideration:**

**NONE**

**V Adjourn**

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

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

**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**

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**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #20-303**

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**INTRODUCED:**

**SECONDED:**

**MEETING DATE: November 16, 2020**

**REFERENCE: Authorize Change Order #1**

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

**WHEREAS**, the Township Committee of the Township of Wyckoff has awarded a contract to for bi-annual right-of-way tree service to the lowest bidder – Downes Tree Service, Inc., 65 Royal Avenue, Hawthorne, New Jersey 07506 via Resolution #20-245, dated August 11, 2020 for \$29,337; and,

**WHEREAS**, the Township Administrator has filed with the Township Committee, in accordance with a recommendation from the DPW Manager, a written request for a change order in accordance with NJAC 5:34-4.4 prior to the adoption of this resolution; and,

**WHEREAS**, the Chief Financial Officer has attached a Certificate of Available Funds indicating that funds are available in the attached accounts; and,

**WHEREAS**, the Township Attorney has reviewed this information and NJAC 5:34-4 and recommends the Township Committee adopt this resolution as for form and procedure.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that the Change Order is hereby authorized in the amount of \$5,867 or 20% for a total contract cost of \$35,204.

**BE IT FURTHER RESOLVED** that the attached amendatory contract be approved.

**CERTIFICATION**

I, NANCY A. COLE, 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 16, 2020.

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

**CERTIFICATE OF AVAILABLE FUNDS**

I, DIANA MCLEOD, CHIEF FINANCIAL OFFICER OF THE TOWNSHIP OF WYCKOFF, CERTIFY THAT SUFFICIENT FUNDS HAVE BEEN APPROPRIATED IN CAPITAL ACCOUNTS #C-08-55-215, #C-04-999-992, AND OPEN SPACE TRUST #S-16-54-950-000 TO AUTHORIZE THIS CHANGE ORDER.

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

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #20-304**

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**INTRODUCED:**

**SECONDED:**

**MEETING DATE: November 16, 2020**

**REFERENCE: Authorize Redemption of Tax  
Sale Certificate #19-00002 Block 455/Lot 27  
198 Fox Hollow Road**

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

**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 2018 on Block 455/Lot 27, aka 198 Fox Hollow Road, within the Township of Wyckoff, County of Bergen, State of New Jersey; in the amount of \$18,433.15 and;

**WHEREAS**, on the 24th day of October 2019, the Township of Wyckoff executed a "Certificate of Sale of Unpaid Municipal Liens" hereinafter referred to as a Tax Sale Certificate #19-00002 on the above-described property in the amount above-recited; and,

**WHEREAS**, said Tax Sale Certificate was purchased by Clemente Enterprises, P.O. Box 141, Wyckoff, NJ 07481; 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 #19-00002 for redemption and make refund in the amount of \$120,012.35 being lien amount of \$8,433.15, subsequent taxes, and interest in the amount of \$39,014.20 premium amount of \$72,500.00 and recording fees in the amount of \$65.00 to Clemente Enterprises, 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 NOVEMBER 16, 2020.

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

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #20-305**

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**INTRODUCED:**

**SECONDED:**

**MEETING DATE: November 16, 2020**

**REFERENCE: Authorize Shared Service Agreement – Sewer Cleaning**

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

**WHEREAS**, the Township of Wyckoff participates in the Northwest Bergen Shared Services Program of the Northwest Bergen County Cooperative Pricing Systems; and,

**WHEREAS**, the Township of Wyckoff already participates in shared services with the Northwest Bergen County Utilities Authority for street sweeper and sewer pump station maintenance and repair; and,

**WHEREAS**, the Interlocal Services Act, N.J.S.A. 40:8A-1 et seq., permits, authorizes and encourages public bodies such as counties, municipalities and school districts to enter into agreements with each other to contract for the provision of any service which the parties to such agreement are empowered to render under within its own jurisdiction, whether administrative, educational, instructional or otherwise; and,

**WHEREAS**, the County of Bergen has the ability to provide sanitary sewer cleaning as a shared service; and,

**WHEREAS**, the Township Engineer of the Township of Wyckoff recommends participation in the Interlocal Services Program where Northwest Bergen will provide their sewer cleaning service for a fee on an “as requested” basis to participating municipalities as described in the shared services agreement.

**WHEREAS**, the Chief Financial Officer in accordance with NJAC 5:30-5.5(d)2 certifies that this contract extension is subject to the availability and appropriation annually of sufficient funds in future years; and,

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that the Shared Service Agreement for sanitary sewer cleaning services on an “as requested” basis is approved.

**BE IT FURTHER RESOLVED**, that the Municipal Clerk shall provide a copy of this resolution to the Township Engineer, Department of Public Works Manager and Accounts Payable Control Clerk.

**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 NOVEMBER 16, 2020.

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NANCY A. BROWN  
ACTING MUNICIPAL CLERK

**CERTIFICATION OF AVAILABLE FUNDS**

I, DIANA MCLEOD, CHIEF FINANCIAL OFFICER FOR THE TOWNSHIP OF WYCKOFF, HEREBY CERTIFIES THAT THIS CONTRACT IS SUBJECT TO THE TOWNSHIP COMMITTEE AUTHORIZING ADEQUATE APPROPRIATION IN 2021 & 2020 SEWER UTILITY BUDGET ANTICIPATED AT \$6,000 EACH YEAR.

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DIANA MCLEOD  
CHIEF FINANCIAL OFFICER

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #20-306**

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**INTRODUCED:**

**SECONDED:**

**MEETING DATE: November 16, 2020**

**REFERENCE: Release Closed Session  
Minutes**

**VOTE: BOONSTRA \_\_\_ FISCHER \_\_\_ MADIGAN \_\_\_ RUBENSTEIN \_\_\_ 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>
#20-C10	October 12, 2020
#20-C11	October 22, 2020
#20-C12	November 5, 2020

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

**CERTIFICATION**

I, NANCY A. BROWN, ACTING 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 NOVEMBER 16, 2020.

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NANCY A. BROWN  
ACTING MUNICIPAL CLERK

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #20-307**

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**INTRODUCED:**

**SECONDED:**

**MEETING DATE: November 16, 2020**

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

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

**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 #20-308

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INTRODUCED:

SECONDED:

MEETING DATE: November 16, 2020

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

VOTE: BOONSTRA \_\_\_ FISCHER \_\_\_ MADIGAN \_\_\_ RUBENSTEIN \_\_\_ SHANLEY \_\_\_  
.....

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:

**BOARD OF ADJUSTMENT:**

**GARDENS OF WYCKOFF:**

Ellen W. Smith, 137 Monroe Avenue, River Edge, NJ 07661 – Return of Security Deposit - \$200.00

**PLANNING BOARD:**

**TAX REFUND:**

Corelogic, 3001 Hackberry Road, Irving, TX 75063 – Refund of Tax Overpayment & 2019 Tax Appeal Credit – Block 230/Lot 22 – 632 Lawlins Road - \$17,754.74

**RECREATION:**

Lisa O'Neill, 536 Eugene Way, Wyckoff, New Jersey 07481 – Soccer Refund - \$125.00

Lisa O'Neill, 536 Eugene Way, Wyckoff, New Jersey 07481 – Travel Baseball Refund - \$225.00

Steve Napolitano, 9 Victoria Lane, Wyckoff, New Jersey 07481 – Baseball Refund - \$70.00

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #20-310**

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**INTRODUCED:**

**SECONDED:**

**MEETING DATE: November 16, 2020**

**REFERENCE: Award of Contract**

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

**WHEREAS**, the Township of Wyckoff Project Team has been working on a solution for communication continuity with network and internet back-up redundancy, and triple redundancy during storms, as well as upgrades to the most modern supported technology; and,

**WHEREAS**, the Township's existing communication consultant is on State Contract for cabling work, network and internet connectivity and related 365/24/7 services; and,

**WHEREAS**, State Contract #88737 awarded to Extel Communications, Inc., 830 Belmont Avenue, North Haledon, New Jersey, 07508 is valid through January 31, 2021; and,

**WHEREAS**, the Project Team recommends a contract to Extel; cabling, network and internet connectivity services, equipment installation and maintenance, networking of Township buildings for centralized calling, infrastructure cabling – fiber, category six (6) coax, voice and data managed services, including regular auditing of monthly carrier bills, handling of orders and repairs, paging integration wireless access points, video surveillance and card access and professional voice talent for greetings based on their proven record with the Township for reliability, responsiveness, value, training, helpfulness and problem solving even when a problem is a tangential issue for which they are not responsible.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that a contract is hereby awarded for cabling, WIFI related services, establishment and maintenance of triple redundancy communication and full service to State Contract Vendor – Extel Communications, Inc., 830 Belmont Avenue, North Haledon, New Jersey 07508 for a not to exceed cost of \$54,656 for eight public buildings.

**BE IT FURTHER RESOLVED**, that the Municipal Clerk shall provide a copy of this resolution to the Accounts Payable Clerk and the Chief Financial Officer.

**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 NOVEMBER 16, 2020.

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



**CERTIFICATE OF AVAILABLE FUNDS**

I, DIANA MCLEOD, CHIEF FINANCIAL OFFICER OF THE TOWNSHIP OF WYCKOFF, IN ACCORDANCE WITH NJAC 5:30-5.5(B)2 CERTIFY THAT THIS CONTRACT AWARD WHICH IS SUBJECT TO THE AVAILABILITY OF FUNDS APPROPRIATED IN THE 2021 ANNUAL BUDGET AND ACCOUNTS AND ORDINANCES #1773, #1779, #1826, #1852 AND #1877 AND SUBSEQUENT ANNUAL BUDGETS AS REQUIRED. THE BUDGETARY ACCOUNTING ENCUMBRANCE PROCESS AS SET FORTH IN NJAC 5:30 (C) AND 5:30 – 5.4 (B) FOR EACH FISCAL YEAR SHALL TAKE THE PLACE OF, AND BE USED INSTEAD OF, WRITTEN CERTIFICATION OF AVAILABLE FUNDS SET FORTH IN NJAC 5:30-5.4 (A).

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DIANA MC LEOD  
CHIEF FINANCIAL OFFICER

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #20-311**

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**INTRODUCED:**

**SECONDED:**

**MEETING DATE: November 16, 2020**

**REFERENCE: Award of Contract**

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

**WHEREAS**, the Township of Wyckoff Project Team has been working on a solution for communication continuity and server back-up and redundancy during storms and upgrades for cost savings and improved communications; and,

**WHEREAS**, price quotes were assessed based on costs and various other factors; and,

**WHEREAS**, Mitel's price quote includes the trade-in of obsolete Toshiba telephone units as permitted by NJSA 40A:11-36 (7) as municipal personal property no longer needed for public use; and,

**WHEREAS**, the Project Team recommends an i-cloud hosted solution offered by Mitel with triple redundancy based on multiple factors including, but not limited to, overall costs, vendor experience, communications quality, training, network management and municipal reference; and,

**WHEREAS**, even though a "public utility exception", NJSA 40A: 11-5 (F) exists, the Project Team has undertaken a comprehensive procurement process.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that the recommendation of the Project Team is hereby approved and a contract is awarded to Mitel Services, 1385 Broadway, 7<sup>th</sup> Floor, NY, NY, 10018, for a three-year contract on a not to exceed cost basis of \$1,6811.81 per month including the trade-in of personal property no longer needed for public use.

**BE IT FURTHER RESOLVED**, that the Municipal Clerk shall provide a copy of this resolution to the Accounts Payable Clerk and the Chief Financial Officer.

**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 NOVEMBER 16, 2020.

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

**CERTIFICATE OF AVAILABLE FUNDS**

I, DIANA MCLEOD, CHIEF FINANCIAL OFFICER OF THE TOWNSHIP OF WYCKOFF, IN ACCORDANCE WITH NJAC 5:30-5.5(B)2 CERTIFY THAT THIS CONTRACT AWARD WHICH IS SUBJECT TO THE AVAILABILITY OF FUNDS APPROPRIATED IN THE 2021 ANNUAL BUDGET ACCOUNT X-01-31-44-000 AND SUBSEQUENT ANNUAL BUDGETS AS REQUIRED. THE BUDGETARY ACCOUNTING ENCUMBRANCE PROCESS AS SET FORTH IN NJAC 5:30 (C) AND 5:30 – 5.4 (B) FOR EACH FISCAL YEAR SHALL TAKE THE PLACE OF, AND BE USED INSTEAD OF, WRITTEN CERTIFICATION OF AVAILABLE FUNDS SET FORTH IN NJAC 5:30-5.4 (A).

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DIANA MC LEOD  
CHIEF FINANCIAL OFFICER

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #20-312**

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**INTRODUCED:**

**SECONDED:**

**MEETING DATE: November 16, 2020**

**REFERENCE: Authorize Shared Service Agreement - Video Inspection of Sewers**

**VOTE: BOONSTRA\_\_ MADIGAN\_\_ RUBENSTEIN\_\_ SHANLEY\_\_ FISCHER\_\_**  
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**WHEREAS**, the Township of Wyckoff participates in the Northwest Bergen Shared Services Program of the Northwest Bergen County Cooperative Pricing Systems; and,

**WHEREAS**, the Township of Wyckoff already participates in shared services with the Northwest Bergen County Utilities Authority for: sewer pump station maintenance, and sewer jet cleaning truck services; and,

**WHEREAS**, the Interlocal Services Act, N.J.S.A. 40:8A-1 et seq., permits, authorizes and encourages public bodies such as counties, municipalities and school districts to enter into agreements with each other to contract for the provision of any service which the parties to such agreement are empowered to render under within its own jurisdiction, whether administrative, educational, instructional or otherwise; and,

**WHEREAS**, the County of Bergen has purchased a Sewer TV Inspection Truck for the benefit of the municipalities that participate in Northwest Bergen Shared Services, recognizing the need, cost effectiveness and savings regarding said group use and utilization of said Sewer TV inspection and jet cleaning truck; and,

**WHEREAS**, the Township Engineer of the Township of Wyckoff recommends participation in the Shared Services Program where Northwest Bergen Utilities Authority will provide their sewer TV inspection and Jet Cleaning service for a fee on an as requested basis to participating municipalities as described in the shared services agreement.

**WHEREAS**, the Chief Financial Officer in accordance with NJAC 5:30-5.5(d)2 certifies that this contract extension is subject to the availability and appropriation annually of sufficient funds in future years; and,

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that the Shared Service Agreements for the use sewer TV inspection and jet cleaning truck is authorized and the agreement can be executed by the Mayor and Municipal Clerk.

**BE IT FURTHER RESOLVED**, that the Municipal Clerk shall provide a copy of this resolution to the Township Engineer, Department of Public Works Manager and Accounts Payable Control Clerk and the Chief Financial Officer.

**CERTIFICATION**

I, NANCY A. BROWN, ACTING MUNICIPAL CERK OF THE TOWNSHIP OF WYCKOFF, CERTIFY THE ABOVE TO BE A TRUE AND EXACT COPY OF A RESOLUTION ADOPTED BY THE TOWNSHIP COMMITTEE ON NOVEMBER 16, 2020.

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NANCY A. BROWN  
ACTING MUNICIPAL CLERK

**CERTIFICATION OF AVAILABLE FUNDS**

I, DIANA MCLEOD, CHIEF FINANCIAL OFFICER FOR THE TOWNSHIP OF WYCKOFF, HEREBY CERTIFIES THAT THIS CONTRACT IS SUBJECT TO THE TOWNSHIP COMMITTEE AUTHORIZING ADEQUATE APPROPRIATION IN 2021 & 2022 SEWER UTILITY BUDGET ANTICIPATED AT \$6,000 EACH YEAR.

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DIANA MCLEOD  
CHIEF FINANCIAL OFFICER