

TOWNSHIP OF WYCKOFF
OPEN PUBLIC MEETINGS ACT

PLEASE TAKE NOTICE, that in accordance with the Open Public Meetings Act N.J.S.A. 10:4-6 et seq., the Township Committee of the Township of Wyckoff shall conduct its 7:00 pm, Tuesday, January 16, 2024 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.

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, December 15, 2023. 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 as a "News" item on Friday, January 12, 2024, by 4:30 pm.

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, RMC
Municipal Clerk

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE WORK SESSION MEETING
MUNICIPAL COURT ROOM
TUESDAY, JANUARY 16, 2024 - 7:00 P.M.**

1. **7:00 pm Work Session Meeting called to order by Mayor Thomas J. Madigan**

2. **Roll call of Township Committee**

BOONSTRA _____ MADIGAN _____
SHANLEY _____ MELCHIONNE _____

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

4. **Confirm Finance Committee have 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 if you wish to make a comment.

MOTION: _____ SECOND _____
BOONSTRA _____ MADIGAN _____
SHANLEY _____ MELCHIONNE _____

Motion to close the Public Comment period:

MOTION: _____ SECOND _____
BOONSTRA _____ MADIGAN _____
SHANLEY _____ MELCHIONNE _____

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**

(Items 10 through 14 will only be utilized if the business of the Township conducted at this meeting requires them to be utilized. They are added to the agenda as placeholders should their use be required.)

10. **Motion to adopt resolution #24-XX and enter a Closed Session Discussion:**

MOTION: _____ SECOND _____
BOONSTRA _____ MADIGAN _____
SHANLEY _____ MELCHIONNE _____

11. **Motion to Exit the Closed Session Discussion and to re-enter the Open Work Session:**

MOTION: _____ SECOND _____
BOONSTRA _____ MADIGAN _____
SHANLEY _____ MELCHIONNE _____

12. **Motion to Recess the Open Work Session to Conduct the Business Meeting:**

MOTION: _____ SECOND _____
BOONSTRA _____ MADIGAN _____
SHANLEY _____ MELCHIONNE _____

13. **Motion to Reconvene the Open Work Session and adopt resolution #24-XX and enter a Closed Session Discussion:**

MOTION: _____ SECOND _____
BOONSTRA _____ MADIGAN _____
SHANLEY _____ MELCHIONNE _____

14. **Motion to Exit the Closed Session Discussion and to re-enter the Open Work Session:**

MOTION: _____ SECOND _____
BOONSTRA _____ MADIGAN _____
SHANLEY _____ MELCHIONNE _____

15. **Adjourn**

MOTION: _____ SECOND _____
BOONSTRA _____ MADIGAN _____
SHANLEY _____ MELCHIONNE _____

**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, JANUARY 16, 2024 - 8:00 PM**

1. **Regular Meeting of the Wyckoff Township Committee called to order by Mayor Thomas J. Madigan**
2. **Flag Salute**
3. **Invocation**
4. **Reading of the "Open Public Meetings Act" statement by Municipal Clerk, Nancy A. Brown**

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

BOONSTRA _____ MADIGAN _____
SHANLEY _____ MELCHIONNE _____

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 if you wish to make a comment.

MOTION: _____ SECOND _____
BOONSTRA _____ MADIGAN _____
SHANLEY _____ MELCHIONNE _____

Request motion to close the Public Comment Period:

MOTION: _____ SECOND _____
BOONSTRA _____ MADIGAN _____
SHANLEY _____ MELCHIONNE _____

7. **Sine Die meeting minutes from January 1, 2024 carried over from December 19, 2023.**

MOTION: _____ SECOND _____
BOONSTRA _____ MADIGAN _____
SHANLEY _____ MELCHIONNE _____

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):

- #24-110 Redemption of Tax Sale Certificate #23-00003 for Block 391/Lot 14 – 339 W. Stevens Avenue
- #24-111 Awarding Contract No. 2023-16 (Wolf) - Firefighter Medical Surveillance for Respiratory Protection and Crossing Guard Vision & Hearing Testing
- #24-112 Authorization of Vouchers & Payment of Bills
- #24-113 Authorize Shared Service Agreement for Compliance with Bloodborne Pathogen Mandate
- #24-114 Release Escrow Funds – Block 234, Lot 6; Zabriskie House
- #24-114 Release Maintenance Escrow – Block 237, Lot 8 - 244 Everett Avenue

II Ordinances – Introduction

#2002 - AN ORDINANCE TO AMEND CHAPTER 157 OF THE CODE OF THE TOWNSHIP OF WYCKOFF, SEWERS, BY REPLACING SECTION 157-62, SCHEDULE OF CHARGES, CHARGES FOR SEWER SERVICE, ESTABLISHING 2024 SEWER CHARGES FOR THE USE OF THE SANITARY SEWER SYSTEM OF THE TOWNSHIP OF WYCKOFF, BERGEN COUNTY, NEW JERSEY

#2003 - AN ORDINANCE TO AMEND AND SUPPLEMENT CHAPTER 15 (CLAIMS APPROVAL) OF THE CODE OF THE TOWNSHIP OF WYCKOFF

#2004 – AN ORDINANCE AMENDING SALARY ORDINANCE #2000 AND FIXING THE RATE OF COMPENSATION OF CERTAIN PUBLIC WORKS EMPLOYES OF THE TOWNSHIP OF WYCKOFF

III Motions

- A. Authorize the Wyckoff Education Foundation to hold their annual Back-to-School Color Run on Saturday, September 7th from 8am to 12 noon at Eisenhower Middle School and to post temporary signs promoting the event from June 3-13, 2024.

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 _____ FISHER _____ MADIGAN _____
SHANLEY _____ MELCHIONNE _____

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 _____ FISHER _____ MADIGAN _____
SHANLEY _____ MELCHIONNE _____

**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 #24-110**

INTRODUCED:

SECONDED:

MEETING DATE: January 16, 2024

REFERENCE: Authorizing Redemption of Tax
Sale Certificate #23-00003
Block 291/Lot14, 339 W Stevens Ave

VOTE: BOONSTRA ___ MADIGAN ___ MELCHIONNE ___ SHANLEY ___

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 2022 on Block 291/Lot14, also known as 339 W Stevens Ave, within the Township of Wyckoff, County of Bergen, State of New Jersey; in the amount of \$65,205.84, and;

WHEREAS, on the 30th day of November 2023, the Township of Wyckoff executed a "Certificate of Sale of Unpaid Municipal Liens" hereinafter referred to as a Tax Sale Certificate #23-00003 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 #23-00003 for redemption and make refund in the amount of \$65,205.84 being lien amount of \$4,445.13, subsequent taxes, and interest in the amount of \$18,748.71, premium in the amount of \$42,000 and recording fees in the amount of \$12.00 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, NANCY A. BROWN, 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 JANUARY 16, 2024.

NANCY A. BROWN
MUNICIPAL CLERK

**TOWNSHIP OF WYCKOFF
COUNTY OF BERGEN
STATE OF NEW JERSEY
RESOLUTION #24-111**

INTRODUCED:

SECONDED:

MEETING DATE: January 16, 2024

**REFERENCE: RESOLUTION AWARDING
CONTRACT No. 2023-16 (WOLF) -
FIREFIGHTER MEDICAL SURVEILLANCE
FOR RESPIRATORY PROTECTION AND
CROSSING GUARD VISION & HEARING
TESTING**

VOTE: BOONSTRA ___ MADIGAN ___ MELCHIONNE ___ SHANLEY ___
.....

RESOLUTION AWARDING CONTRACT No. 2023-16 (WOLF) - FIREFIGHTER MEDICAL SURVEILLANCE FOR RESPIRATORY PROTECTION AND CROSSING GUARD VISION & HEARING TESTING

WHEREAS, the Township of Wyckoff, is the lead agency for the Wyckoff, Oakland, Franklin Lakes Cooperative Purchase Group (Identification No. 176-WCGPJ), authorized to competitively procure goods and services for the Township of Wyckoff and the Borough of Oakland and the Borough of Franklin Lakes; and,

WHEREAS, a legal advertisement inviting sealed proposals for CONTRACT No. 2023-16 (WOLF) - FIREFIGHTER MEDICAL SURVEILLANCE FOR RESPIRATORY PROTECTION AND CROSSING GUARD VISION & HEARING TESTING was duly published in the December 1, 2023 edition of the Ridgewood News, the official newspaper of the Township of Wyckoff; and,

WHEREAS, on December 13, 2023, at 11:00 a.m., the Township received one (1) sealed bid, publicly opened, and its contents were read aloud, including the bidder and their respective prices; and,

WHEREAS, the Township Administrator/Qualified Purchasing Agent recommends the contract be awarded to the lowest responsive and responsible bidder, namely Valley Health System, Inc., located at 1400 Mac Arthur Boulevard, Mahwah, New Jersey 07430; and,

WHEREAS, the Township Attorney has reviewed this procurement and concurs with the award recommendation; and,

WHEREAS, this contract is set for a term of two (2) years, commencing on January 1, 2024, and concluding on December 31, 2025; and,

WHEREAS, in compliance with the New Jersey Local Budget Law and the associated Rules, it is acknowledged that no certification of the availability of funds is provided with this resolution, pursuant to *N.J.A.C. 5:30-5.5(b)*. This is due to the nature of the contract, which allows for the provision of goods or services upon request, and the local units are not obligated to order, accept, or pay for said goods or services unless and until they are ordered. In such cases, no amount shall be encumbered until the goods or services are ordered, as per the terms of this open-ended contract.

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Wyckoff, in the County of Bergen, State of New Jersey, acting as the lead agency for the Wyckoff/Oakland/Franklin Lakes Cooperative Pricing System that CONTRACT No. 2023-16 (WOLF) is hereby awarded to Valley Health System, Inc., 1400 Mac Arthur Boulevard, Mahwah, New Jersey 07430 the lowest responsive and responsible bidder for FIREFIGHTER MEDICAL SURVEILLANCE FOR RESPIRATORY PROTECTION AND CROSSING GUARD VISION & HEARING TESTING in full compliance with the specifications as follows:

<u>Line Item</u>	<u>Description</u>	<u>Unit Price per Examination</u> <u>1/1/2024-</u> <u>12/31/2024</u>	<u>Unit Price per Examination</u> <u>1/1/2025-</u> <u>12/31/2025</u>
1	Baseline respirator certification medical examination per firefighter in accordance with specifications.	\$255	\$255
2	Annual and periodic recertification medical examination per firefighter in accordance with specifications.	\$130	\$130
3	Periodic medical examination per firefighter in accordance with specifications.	\$250	\$250
4	Cardiac stress test per firefighter in accordance with specifications.	NO BID	NO BID
5	Federal Motor Carrier Act d.o.t physical for CDL renewal.	\$45	\$45
6	Prostate screening (PSA) test per firefighter in accordance with specifications.	\$40	\$40
7	Vision and hearing testing and physical examination per school crossing guards in accordance with specifications.	\$135	\$135

BE IT FURTHER RESOLVED that the Mayor and Municipal Clerk are hereby authorized to execute the contract for services.

BE IT FURTHER RESOLVED that the Municipal Clerk shall forward this resolution to the Cooperative Pricing System member's administrators to permit each member municipality to contract directly with the successful bidder in accordance with the specifications

CERTIFICATION

I, NANCY A. BROWN, 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 JANUARY 16, 2024.

NANCY A. BROWN
MUNICIPAL CLERK

UNOFFICIAL BID RESULTS

WOLF COOPERATIVE PRICING GROUP - TOWNSHIP OF WYCKOFF (LEAD AGENCY)

FIREFIGHTER MEDICAL SURVEILLANCE FOR RESPIRATORY PROTECTION AND CROSSING GUARD VISION &

CONTRACT NAME HEARING TESTING

CONTRACT No. 2023-16

BID DATE/TIME Wednesday, December 13, 2023 at 11:00 a.m.

	COMPANY NAME	Valley Health System, Inc.	
	CONTACT	Curtis Paulson	
	ADDRESS	1400 Mac Arthur Boulevard	
	CITY/STATE/ZIP	Mahwah, NJ 07430	
	PHONE	201-291-4390	
	FAX	201-291-6092	
	EMAIL	cpaulso@valleyhealth.com	
Line Item	Description	Unit Price per Examination 1/1/2024-12/31/2024	Unit Price per Examination 1/1/2025-12/31/2025
1	Baseline respirator certification medical examination per firefighter in accordance with specification	\$255	\$255
2	Annual and periodic recertification medical examination per firefighter in accordance with specification	\$130	\$130
3	Periodic medical examination per firefighter in accordance with specification	\$250	\$250
4	Cardiac stress test per firefighter in accordance with specification	NO BID	NO BID
5	Federal Motor Carrier Act d.o.t physical for CDL renewal	\$45	\$45
6	Prostate screening (PSA) test per firefighter in accordance with specification	\$40	\$40
7	Vision and hearing testing and physical examination per school crossing guards in accordance with specification	\$135	\$135
	REQUIRED DOCUMENTS	SUBMITTED	
	Bid Guarantee	NOT REQUIRED	
	Document Checklist	YES	
	Vendor Information Sheet	YES	
	Business Registration Certificate	YES 1843576 EFF 01/02/2014	
	Affirmative Action Compliance Affidavit	YES	
	Affirmative Action Compliance	YES - NEED FEDERAL APPROVAL LETTER	
	New Jersey Anti-Discrimination Provisions	YES	
	Americans with Disabilities Act of 1990 Language	YES	
	Ownership Disclosure Certification Form	YES	
	Acknowledgement of Principal	YES	
	Non Collusion Affidavit	YES	
	Disclosure of Iran Investment Activities	YES	
	Certification of Bidder's Status on the State Treasurer's List of Debarred, Suspended, and Disqualified Contractors	YES	
	Certification of Non-Debarment for Federal Government Contracts	YES	
	Acknowledgment of Receipt of Addenda	YES - NO ADDENDA	
	Bid Proposal Form	YES	

**TOWNSHIP OF WYCKOFF
COUNTY OF BERGEN
STATE OF NEW JERSEY
RESOLUTION #24-112**

INTRODUCED:

SECONDED:

MEETING DATE: January 16, 2024

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

VOTE: BOONSTRA__ FISHER__ MELCHIONNE__ SHANLEY__ MADIGAN__
.....

WHEREAS, the Township of Wyckoff is a municipality in the State of New Jersey operating under the authority from N.J.S.A. 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 as follows: Payroll A/C, Direct Deposit Voucher nos., Library Payroll check nos., Library Direct Deposit Vouchers no., Claims Wire nos., & Claims check nos., and Trs. Dog Trust -.

**TOWNSHIP OF WYCKOFF
COUNTY OF BERGEN
STATE OF NEW JERSEY
RESOLUTION #24-113**

INTRODUCED:

SECONDED:

MEETING DATE: January 16, 2024

**REFERENCE: Authorize Shared
Service Agreement for Compliance
With Bloodborne Pathogen Mandate**

VOTE: BOONSTRA ___ MADIGAN ___ MELCHIONNE ___ SHANLEY ___

WHEREAS, the Township of Wyckoff is required to comply with the unfunded mandate for bloodborne pathogen training and record keeping; and,

WHEREAS, Bergen County provides a bloodborne pathogen compliance program; and,

WHEREAS, the Township Committee desires to contract with Bergen County for this mandate compliance; and,

WHEREAS, the contract with Bergen County requires the municipality to pay \$25.00 per each trained employee for bloodborne pathogen training services and administrative costs; and,

WHEREAS, in accordance with NJSA 40A:11-15 this contract award is subject to the availability and appropriation of sufficient funds in 2024 & 2025.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that a two (2) year contract with Bergen County is authorized for Bergen County to assist the Township achieve bloodborne pathogen compliance. The Mayor and Municipal Clerk are authorized to sign the contract.

CERTIFICATION

I, NANCY A. BROWN, 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 JANUARY 16, 2024.

NANCY A. BROWN
MUNICIPAL CLERK

CERTIFICATION

I, DIANA MCLEOD, CHIEF FINANCIAL OFFICER OF THE TOWNSHIP OF WYCKOFF, HEREBY CERTIFY THAT ADEQUATE FUNDS HAVE BEEN APPROPRIATED IN THE 2024 MUNICIPAL BUDGET ACCOUNT 4-01-27-335-020 AND THAT THE AVAILABILITY OF THESE FUNDS ARE SUBJECT TO THE ANNUAL APPROPRIATION IN THE 2024 & 2025 MUNICIPAL BUDGETS.

DIANA MC LEOD
CHIEF FINANCIAL

**TOWNSHIP OF WYCKOFF
COUNTY OF BERGEN
STATE OF NEW JERSEY
RESOLUTION #24-114**

INTRODUCED:

SECONDED:

MEETING DATE: January 16, 2024

**REFERENCE: Release Escrow Funds
– Zabriskie House**

VOTE: BOONSTRA __ MADIGAN __ MELCHIONNE __ SHANLEY __

WHEREAS, the Zabriskie House Trustees deposited the following for a project at 421 Franklin Avenue, Block 234, Lot 6:

Escrow Account T-12-56-810-880	\$2,580.00
--------------------------------	------------

WHEREAS, the Chief Financial Officer, Diana McLeod in a memo dated January 8, 2024 confirmed her approval and recommended the following be refunded:

Escrow Account T-12-56-810-880	\$2,580.00
--------------------------------	------------

WHEREAS, the Deputy Chief Financial Officer, Frances Piskadlo, has verified the funds.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that they hereby concur with the recommendation of the Chief Financial Officer to return the \$2,580.00 to the Zabriskie House Trustees, 421 Franklin Avenue, Wyckoff New Jersey 07481.

BE IT FURTHER RESOLVED, that the Municipal Clerk shall forward a copy of this resolution to the Chief Financial Officer and to the Zabriskie House Trustees.

CERTIFICATION

I, NANCY A. BROWN, 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 JANUARY 16, 2024.

NANCY A. BROWN
MUNICIPAL CLERK

**TOWNSHIP OF WYCKOFF
COUNTY OF BERGEN
STATE OF NEW JERSEY
RESOLUTION #24-115**

INTRODUCED:

SECONDED:

MEETING DATE: January 16, 2024

**REFERENCE: Release
Performance Guarantee
244 Everett Ave. – Block 237, Lot 8**

VOTE: BOONSTRA ___ MADIGAN ___ MELCHIONNE ___ SHANLEY ___
.....

WHEREAS, Mr. Bruce D. Bohuny, President of Brooks Builders, 840 Franklin Lake Road, Franklin Lakes, NJ 07417 in a phone call dated January 8, 2024 has requested the return and close-out of escrow accounts related to the project at 244 Everett Avenue, Block 237, Lot 8; and

WHEREAS, the Township issued a road opening permit to Mr. Bruce D. Bohuny, Brooks Builders, for site improvements and a utility trench in the roadway at 244 Everett Avenue; and

WHEREAS, Resolution #21-121 effectuated the release of \$5,500.00 Performance Guarantee and the remaining \$2,000.00 held as a Two (2) Year Maintenance guarantee; and,

WHEREAS, \$2,000.00 plus related interest remains held in an escrow account; and

WHEREAS, Township Engineer, Mr. Mark Di Gennaro confirms that all inspections have been satisfied and that the \$2,000.00 plus related interest is approved to be released and the project closed out.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Wyckoff, County of Bergen and State of New Jersey that they hereby accept the recommendation of the Township Engineer, Mr. Mark Di Gennaro to release the \$2,000.00 plus related interest held as Maintenance Guarantee to close out the project.

BE IT FURTHER RESOLVED, that the Municipal Clerk will forward a copy of this resolution to the Township Engineer, Mr. Mark Di Gennaro and to Mr. Bruce D. Bohuny, President of Brooks Builders, 840 Franklin Lake Road, Franklin Lakes, NJ 07417

CERTIFICATION

I, NANCY A. BROWN, 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 JANUARY 16, 2024.

NANCY A. BROWN
MUNICIPAL CLERK

**TOWNSHIP OF WYCKOFF
340 FRANKLIN AVENUE
COUNTY OF BERGEN, STATE OF NEW JERSEY**

ORDINANCE #2002

AN ORDINANCE TO AMEND CHAPTER 157 OF THE CODE OF THE TOWNSHIP OF WYCKOFF, SEWERS, BY REPLACING SECTION 157-62, SCHEDULE OF CHARGES, CHARGES FOR SEWER SERVICE, ESTABLISHING 2024 SEWER CHARGES FOR THE USE OF THE SANITARY SEWER SYSTEM OF THE TOWNSHIP OF WYCKOFF, BERGEN COUNTY, NEW JERSEY

BE IT ORDAINED, by the Township Committee of the Township of Wyckoff, Bergen County, New Jersey, that an Ordinance entitled "An Ordinance Providing for and Establishing Sewer Service Charges for the Use of the Sanitary Sewer System of the Township of Wyckoff, Bergen County, New Jersey," (adopted April 1, 1970, as Ordinance No. 607), be amended as follows:

SECTION 1. Chapter 157, Sewers, Part 2, Article XI, Section 157-62, Schedule of Charges, is hereby replaced with the following:

- A. The sewer service charge hereby established for 2024 shall be sufficient to:
- (1) cover all the charges, costs and expenses related to the sewer service, such as, but not limited to, the charges of the Northwest Bergen County Utility Authority, the charges of the Boroughs of Midland Park and Waldwick, pump stations and ejector station operation and maintenance costs, and all the costs incurred by the Township of Wyckoff in collecting its sewer service charges; and,
 - (2) create a reasonable reserve for maintenance and repairs.
- B. The sewer service charge shall be an annual charge commencing upon the date upon which a building connection is approved by the Township, and such charge shall be on the following basis and this rate shall stay in effect until subsequently modified by ordinance amendment:

<u>TYPE OF SERVICE</u>	<u>ANNUAL CHARGE</u>
A. Single Family Residential Dwelling Unit - (house, condominium, townhouse or six or more apartment units contained in same building.....	charge per unit - \$490.00
B. Two Family Residential Dwelling.....	\$558.00
plus \$2.91 per 1,000 gallons for flow in excess of 156,000 gallons.	

ORDINANCE #2002

2024 SEWER SERVICE CHARGES

PAGE 2

- C. Three (3) to Five (5) Family Residential dwelling units..... charge per unit - \$268.00 each plus \$2.91 per 1,000 gallons for flow in excess of 208,000 gallons.

- D. Commercial.....\$490.00 plus \$2.91 per 1,000 gallons for flow in excess of 104,000 gallons.

- E. Combination Commercial/Residential Dwelling Unit:
 - 1. Commercial and one separate detached residential dwelling unit\$916.00 plus \$2.91 per 1,000 gallons for flow in excess of 145,600 gallons.

 - 2. Commercial with one residential dwelling unit within same structure.....\$664.00 plus \$2.91 per 1,000 gallons for flow in excess of 145,600 gallons

- F. Commercial(s) with two (2) to five (5) residential dwelling units.....charge per unit - \$490.00 plus \$224.00 per dwelling unit. Flow in excess of 104,000 gallons plus 41,600 gallons for each residential dwelling unit will be charged at \$2.91 per 1,000 gallons.

SECTION 2. Except as hereby amended, Chapter 157 is hereby ratified and reaffirmed and shall continue in full force and effect.

SECTION 3. The invalidity of any section or provisions of this amendment to the ordinance shall not invalidate any other sections or provisions thereof.

SECTION 4. This ordinance shall take effect upon passage and publication as required by law.

**TOWNSHIP OF WYCKOFF
COUNTY OF BERGEN, STATE OF NEW JERSEY**

ORDINANCE #2003

**AN ORDINANCE TO AMEND AND SUPPLEMENT CHAPTER 15
(CLAIMS APPROVAL) OF THE CODE OF THE TOWNSHIP OF
WYCKOFF**

NOW, THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Wyckoff, in the County of Bergen, State of New Jersey, that the Code of the Township of Wyckoff is amended as follows:

SECTION 1. Chapter 15 (Claims Approval) is hereby amended and supplemented in its entirety to read as follows:

CHAPTER 15 CLAIMS APPROVAL

§ 15-1 Presentation of claims.

- A. Any person claiming payment from the municipality shall present a detailed bill of items or demand, specifying particularly how the bill or demand is made up, with a certification of the party claiming payment by either original signature, signature stamp, facsimile signature or electronic signature, that the bill or demand is correct (N.J.S.A. 40A:5-16) to the Chief Financial Officer, duly certified or, in the alternative, supported by an affidavit of the claimant. Such claims shall be submitted on voucher forms provided by the Township.
- B. All claimant certification procedures shall comply with N.J.A.C. 5:30-9A.6.
- C. The Township shall, as it deems necessary and appropriate, allow payments to be made without certification by a claimant as to whether the bill or demand is correct under the following circumstances:
 - (1) When payment to the claimant is required in advance of the delivery of the following materials or services if those materials or services cannot be obtained from any other source at comparable prices, including:
 - a. For such purposes as may be permitted pursuant to N.J.S.A. 40A:5-16.2 and 16.3;
 - b. Payment obligations to the state or federal governments;
 - c. Membership in a nonprofit organization;
 - d. Educational courses;
 - e. Registration for a conference or convention sponsored by a nonprofit organization; and
 - f. Website hosting, including registration and maintenance of a domain name;
 - g. When ordering, billing, and payment transactions for goods or services are made through a computerized electronic

transaction utilizing standard electronic funds transfer technologies; and

- h. Where the claimant does not provide, as part of its normal course of business, a certification from an individual with knowledge of the transaction that a bill or demand is correct, however, the Chief Financial Officer shall have the sole discretion to require a claimant certification as the Chief Financial Officer may from time to time deem appropriate.

D. These provisions shall not apply to the reimbursement of employee expenses or payment for professional or personal services.

- a. No employee expenses shall be reimbursed unless the employee provides a detailed statement, certified in writing by the employee, along with documentation in support of each expense.

- b. For the purposes of this section, a "personal" service shall be a service provided exclusively and entirely by the individual seeking payment.

E. Claimant certification shall not be required as a condition for payment to be made for debt service or any services set forth under N.J.S.A. 40A:5-16.d.

§ 15-2 Certification of receipt of materials.

The Chief Financial Officer shall see that the written or electronic certification of the officer or duly authorized employee whom the Township Administrator has duly designated to certify that the materials have been received by or the services rendered to the Township appears on every claim.

§ 15-3 Preliminary approval.

Claims shall be presented to two Township Committeemen serving as the Finance Subcommittee of the Township Committee. If satisfied that the claims are proper and valid, the Finance Subcommittee shall sign the vouchers and present them to the governing body for formal approval at a regular meeting.

§ 15-4 Approval or rejection by governing body.

Claims shall be considered by the governing body, which shall approve the same, except that said governing body may reject any claim presented to it, stating the reason for such rejection. Any disapproved claim shall be referred back to the Chief Financial Officer with such instruction as the governing body may give at the time of disapproval.

§ 15-5 Recording of claims.

It shall be the duty of the Municipal Clerk to record all claims in the official minutes, indicating that the governing body has, by formal action, approved the same, with appropriate record as to any claims disapproved or rejected.

§ 15-6 Indication of approval for payment.

It shall be the duty of the Chief Financial Officer, or designee, to indicate on said claims that they have been approved for payment, with the date of approval thereof noted on the claim.

§ 15-7 Preparation of checks.

After the claims have been approved, the Chief Financial Officer, or designee, shall prepare the necessary checks and drafts for the payment thereof, which shall be signed by the Mayor and the Municipal Clerk and then countersigned by the Chief Financial Officer. After preparing checks or drafts for the payment of claims, the Chief Financial Officer, or designee, shall record them in proper books of account and thereafter mail or otherwise distribute the checks to the claimants.

§ 15-8 Preparation of payrolls.

In the case of payrolls, the appropriate department heads or such officer or employee as may be designated by the Township Administrator shall prepare the necessary payrolls for all employees, which payrolls shall be duly certified by the person authorized to certify that the services have been rendered and the amount specified is, in fact, due and owing to the employee or employees. Said payroll shall then be approved by the department head responsible therefor and presented to the Township Administrator and the governing body for approval and, after approval, shall be paid in due course.

§ 15-9 Payroll account.

A payroll account is hereby established, and the governing body may, by resolution, prescribe the manner in which payroll checks shall be drawn, who shall sign the same, and the dates on which payment shall be made.

§ 15-10 Reimbursement for travel expenses.

Any claim for reimbursement of actual and necessary traveling expenses shall be itemized and supported by receipts where available and shall be authorized by the Township Committee.

SECTION 2. If any section, sub-section, paragraph, sentence, or any other part of this ordinance is adjudged unconstitutional or invalid, such judgment shall not affect, impair or invalidate the remainder of this ordinance.

SECTION 3. All ordinances or parts of ordinances that are inconsistent with the provisions of this ordinance are hereby repealed to the extent of such inconsistency.

SECTION 4. This ordinance shall take effect after final adoption and publication and otherwise as provided by law.

**TOWNSHIP OF WYCKOFF
340 FRANKLIN AVENUE
COUNTY OF BERGEN, STATE OF NEW JERSEY**

ORDINANCE #2004

AN ORDINANCE AMENDING SALARY ORDINANCE #2000 AND FIXING THE RATE OF COMPENSATION OF CERTAIN PUBLIC WORKS EMPLOYEES OF THE TOWNSHIP OF WYCKOFF

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

SECTION 1. That the salaries and compensation of various paid officers and employees of the Township of Wyckoff shall be at the following rates:

<u>Department/Position</u>	<u>Salary Range</u>
Snow Removal CDL Plow/Salt Truck Driver.....	up to \$75 per hour
Snow Removal Plow Pick Up Driver.....	up to \$45 per hour
Snow Removal Shoveler.....	up to \$35 per hour

SECTION 2. All ordinances or parts of ordinances which are inconsistent herewith are repealed but only to the extent of said inconsistency. All other parts of Ordinance #2000 of the Township of Wyckoff not inconsistent herewith are hereby ratified and confirmed.

SECTION 3. The salaries recorded above shall be effective as of January 1, 2024.

SECTION 4. This ordinance shall take effect immediately upon final passage and publication as required by law.

TOWNSHIP OF WYCKOFF

MUNICIPAL CLERK'S OFFICE

SPECIAL EVENT APPLICATION

(All Special Events are Permitted for a Maximum ten-day period)

Please type or print clearly and submit original copy with a detailed event description and any layout schematics:

Wyckoff Education Foundation - "Back to School Kick-off" Color Run

Applicant/Business Name

241 Morse Avenue, Wyckoff, NJ 07481

Business Address

Block/Lot

201-981-6399

Dana Casale

Business Telephone

Contact/Applicant Name

201-981-6399

danacasale@wefnj.org

Contact Telephone

Contact Email Address

September 07, 2024

8 am - 12 pm

Date of Event

Duration of Event (Days and/or hours)

eSigned via SeamlessDocs.com
Dana Casale
Key: f3f7b0514f0de5092e1fcd9e268aedee

Applicant Signature

REQUIRED INFORMATION: (Check all that apply)

Temporary Signage Attach detailed drawing/art including dimensions; location(s) of temporary sign(s) and dates of the ten-day period requested. (10 days is the max. number of days for temporary signage). Specific Dates: June 3 - 13, 2024

Special Activities Attach detailed description with specific location of special activities at the above address.

Food and/or Drink Any food or beverage vendors will REQUIRE a Wyckoff Board of Health License.

Special Temporary Props Attach specific description of items to be utilized.

Tent Attached map detailing the precise location of where the tent is proposed to be located. Tents larger than 900 SF will require a permit. Please contact wyckoffbuildingsinsp@wyckoff-nj.com for more information on permits.

Official Use

Review by Zoning Enforcement Official

Date: 1/3/24 Approved: X Denied:

Review by Police Traffic Safety Officer

Date: 1/3/24 Approved: X Denied:

Permission Obtained from Township Committee

Date: 1/16/24 Approved: Denied:

Nancy A. Brown, Municipal Clerk

WEF Family Color Run & Fun Day

- Saturday, September 7, 2024
- Time: 8 am – 12 pm
- Location: Eisenhower Middle School
- Details: Family color run/walk around the perimeter of the school, followed by a family afternoon with food, games, amusement, etc.
- While this will be a family day to celebrate the kickoff of a new school year and welcome new families to the Wyckoff School District
- Revenue generators: Food, games, SWAG and 50/50

