TOWNSHIP OF WYCKOFF

**48 HOUR NOTICE**

The Township Committee of the Township of Wyckoff will hold its annual Reorganization Meeting at noon on January 1, 2019 in the Second Floor Court Room at Wyckoff Town Hall, 340 Franklin Avenue, Wyckoff, New Jersey to reorganize the local government for the year 2019.

The agenda will consist of all matters routinely considered to reorganize the local government.

Formal action will be taken during this meeting

Joyce C. Santimauro

Municipal Clerk

**TOWNSHIP OF WYCKOFF**

**TOWNSHIP COMMITTEE REORGANIZATION MEETING AGENDA**

**SECOND FLOOR MUNICIPAL COURT ROOM**

**TUESDAY, JANUARY 1, 2019 – NOON**

1. Meeting called to order by Municipal Clerk Joyce Santimauro
2. Presentation of Colors by the Wyckoff Volunteer Fire Department Honor Guard
3. Flag Salute led by Nick, Daniella & Adrianna Vitale and Brian, Matthew & TJ Shanley
4. Invocation Given by Father Stephen Fichter, Pastor, Saint Elizabeth’s Church

5. Singing of “God Bless America” by William Brock, Jr.

6. Reading of “Open Public Meetings Act” statement by Municipal Clerk Joyce Santimauro

7. Recognize former Township Committee Chairmen in attendance

8. Christopher P. DePhillips, Esq., District 40 Member of the General Assembly of New

Jersey to Administer the Oath of Office to Township Committeeman Timothy E. Shanley

9. District 40 Member of the General Assembly of New Jersey Kevin J. Rooney to Administer the Oath of Office to Township Committeeman Thomas J. Madigan

10. Township Committee nomination for 2019 Township Committee Chairman

MOTION: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ SECOND \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

BOONSTRA \_\_ MADIGAN \_\_ RUBENSTEIN\_\_ SCANLAN\_\_ SHANLEY \_\_

11. Recess for Chairman to take his place on the dais

12. Remarks by Chairman

13. **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:

2019 CONSENT AGENDA RESOLUTIONS:

#19-1 Procedure for Township Committee Members to

Chair Meetings in Chair’s Absence

#19-2 Township Committee Liaison Assignments to Departments

and Boards

#19-3 Confirm Fire Department Officers

#19-4 Board and Commission Appointments

#19-5A Professional Service Appointment

#19-5B Professional Service Appointment

#19-5C Professional Service Appointment

#19-5D Professional Service Appointment

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#19-5E Professional Service Appointment

#19-5F Professional Service Appointment

#19-5G Professional Service Appointment

#19-5H Professional Service Appointment

#19-5I Professional Service Appointment

#19-5J Professional Service Appointment

#19-5K Professional Service Appointment

#19-5L Professional Service Appointment

#19-5M Professional Service Appointment

#19-5N Professional Service Appointment

#19-5O Professional Service Appointment

#19-5P Professional Service Appointment

#19-6 Schedule of Township Committee Meetings

#19-7 Establish Holidays That Town Hall is Closed

#19-8 Temporary Budget

#19-9 Temporary Sewer Utility Budget

#19-10 Authorize Filing of Signatures of Chairman and Clerk

Signatures to Vouchers to Authorize Payment

#19-11 Establish a Cash Management Plan

#19-12 Township Committee Members to Review and Affix Their

Signatures to Vouchers

#19-13 Authorize Signatures on Drafts and Checks Against Township

Funds

#19-14 Authorization of Signatures on Specific Accounts

#19-15 Reinstatement of Petty Cash Funds

#19-16 Authorizing Investment of Idle Funds and Fund Transfers

#19-17 Authorize Township Attorney to File Stipulations of Settlement

#19-18 Interest Rate to be charged on Delinquent Taxes and Sewer Service

#19-19 Amount Required to Redeem Tax Sale Certificates

#19-20 Surety Bonds

#19-21 Establish Fees for the use of Recreational Facilities

and Participation in Recreation Programs

#19-22 Authorize Purchasing From Bergen County Cooperative

Pricing System

#19-23 To Authorize Purchasing from Various Cooperative

Pricing Systems

#19-24 Authorize Purchasing through State Agency

#19-25 Approve Central Purchasing System and Purchasing Manual

#19-26 Approval of Personnel Manual

#19-27 Anti-Discrimination Policy

#19-28 Approve Township Anti-Sexual Harassment Prohibition Policy

#19-29 Approve Smoking Control Policy

#19-30 Designate a Public Agency Compliance Officer

#19-31 Authorize Township Engineer to Sign Future TWA

Applications for Sewer Extensions

#19-32 Adoption of Form Required to be Used for Filing of Notices of

Tort Claim Against the Township

#19-33 Approval of Police Department Rules & Regulations

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#19-34 Designation of Special Police

#19-35 Civil Rights Policy

#19-36 Establish Fees for Towing Services

#19-37 Re-establish Fire Department Rules, Regulations and Policies

#19-38 Northwest Bergen Mutual Aid Association

#19-39 Waive Annual Sewer Service Charge for Fire Co. #3

#19-40 Waive Annual Rent for Ambulance Corps Land Lease

#19-41 Renew Agreement for Commuter Park and Ride at Cornerstone

Church

#19-42 Establish Rules and Regulations Which Shall be the Township

Facilities Policy

#19-43 Quasi-Municipal Groups for Insurance Purposes

#19-44 Approval of Local Supplemental Violations Bureau Schedule

#19-45 Town Hall Front Lawn Policy

#19-46 State Health Benefits

#19-47 Re-establish the Recreation Policy Manual

#19-48 Appointment of School Crossing Guards

#19-49 Travel Reimbursement Policy

#19-50 Juvenile and Adolescent Suicide Prevention/Crisis

Intervention Committee and Plan

#19-51 Establish Hearing Officer(s)/Committee(s)

#19-52 Municipal Alliance Committee

#19-53 Re-establish Cooperative Efforts with the Board of Education

#19-54 Alcohol and Controlled Substances Policy for Commercial

Motor Vehicle Operators

#19-55 Appointment of JIF Representatives

#19-56 Authorize Participation in Bergen County Community College’s

Tuition Credit Program for Volunteer Firefighters and Volunteer

Ambulance Corps Members

#19-57 Authorize Waiving of Fees

#19-58 Approve Emergency Management Plan

#19-59 Establish a Procedure and Adopt Forms to Provide Access to Public Records

#19-60 Appointment of Community Development Representatives

#19-61 Policy for Wyckoff Community Park, Memorial Field and Pulis Field Snack Bars

#19-62 Telephone/Electronic Transfer of Funds

#19-63 Continue Employee Compensation

#19-64 Issuances of Checks Between Township Committee Meetings

#19-65 Township Committees By Laws

#19-66 Police Private Duty Assignments

#19-67 Extraordinary Unspecifiable Service Appointments

#19-68 Adoption of Policy for ADA Parking Specifications and Posting Policy

#19-69 Authorize Language for Municipal Purchase Orders

#19-70 Municipal Internet Policy

#19-71 Rapid Deployment Force

#19-72 Authorize Disposition of Public Property No Longer Needed for Public Use

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#19-73 Adoption and Endorsement of New Jersey Ethics Law

#19-74 Void Checks in Excess of 180 Days

#19-75 Permitting and Regulating Still Photography, Video Taping and Audio Recording of Public Meetings

#19-76 Small Balances to be cancelled

#19-77 Establish Employee Benefits Cafeteria Plan

#19-78 Designation of NIMS for Incident Management

#19-79 Adoption of Approved Forms of Surety and Rating of Certificates of Insurance

#19-80 Authorize Public Work at Private Facilities in Exchange for the Use of Those Private Facilities as Municipal Voting Facilities

#19-81 Procedure to Receive Donations /Plaques or Name Municipal

Property

#19-82 Deleted

#19-83 Adoption of Accounting and Fiscal Internal Control Manual

#19-84 Fund Balance Annual Review

#19-85 Re-appointment of Zabriskie House Trustee

#19-86 Confirm Social Media Policy

#19-87 Vehicle Use Policy

#19-88 Approve Policy for Recreation Department Policies and

Procedures Manual

#19-89 Annual Monitoring of Tax Exemptions & Pilots

#19-90 Annual Reporting of Tax Appeals Filed

#19-91 Authorize Payment of Annual Service Charges

#19-92 Appointment of Coordinator for Emergency Telephone System

#19-93 Establish Transit Emergency Plan

#19-94 Establish Wyckoff – A Stigma Free Zone

#19-95 Elected Officials Transparency

#19-96 Public Interaction Policy

#19-97 Authorize Closure of Roads and Detour Routes

#19-98 Appointment of Municipal Humane Law Enforcement Officer & Team

#19-99 Bergen County Law Enforcement Mutual Aid & Rapid Deployment Force

#19-100 Rumor Prevention Policy

#19-101 Reauthorize JIF Personnel Manual & Supervisor’s Manual

#19-102 Governing Body Certification of Compliance with the United States Equal Employment Opportunity Commission’s “Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964

#19-103 Claimant Certification Requirements as per NJAC 5:30-9A.6 and 5:31-4.1

#19-104 Establish Computer Use Policies

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Following is the vote on the Consent Agenda:

MOTION: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ SECOND \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

BOONSTRA \_\_ MADIGAN \_\_ RUBENSTEIN\_\_ SCANLAN\_\_ SHANLEY \_\_

14. Clerk Joyce Santimauro to administer the Oath of Office to Fire Department Officers

15. Clerk Joyce Santimauro to administer Oath Office to Residents Appointed to Serve the Township as Volunteers on Various Municipal Boards and Commissions

16. 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.

17. Adjourn

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

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