

## **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, 2025, in the Second Floor Court Room at Wyckoff Town Hall, 340 Franklin Avenue, Wyckoff, New Jersey to reorganize the local government for the year 2025.

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

### **Open Public Meetings Act Notice**

**PLEASE TAKE NOTICE**, that in accordance with the Open Public Meetings Act NJSA10:4-6 et seq., the Township Committee of the Township of Wyckoff will conduct its annual reorganization meeting in the second floor court room at Wyckoff Town Hall, 340 Franklin Avenue, Wyckoff, NJ 07481 on Wednesday, January 1, 2025 at 12:00 pm 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 in person during the public comment period.

This notice and agenda have been posted on the Township's home page [Wyckoff-nj.com](http://Wyckoff-nj.com) at the Quick Link for "Minutes & Agendas". 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.wyckoffnj.gov](http://www.wyckoffnj.gov) as a "News" item by Monday, December 30, 2024, prior to 11:45 am.

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.

**TOWNSHIP OF WYCKOFF  
TOWNSHIP COMMITTEE REORGANIZATION MEETING AGENDA  
SECOND FLOOR MUNICIPAL COURT ROOM  
MONDAY, JANUARY 1, 2025 – NOON**

1. Meeting called to order by Municipal Clerk Nancy A. Brown
2. Posting of Colors by Wyckoff Volunteer Fire Department Honor Guard
3. Flag Salute
4. Reading of “Open Public Meetings Act” statement by Municipal Clerk Nancy A. Brown
5. The Honorable Edward V. Torack, Judge Superior Court of New Jersey, RET. to administer the Oath of Office to Township Committee Members, Roger J. Lane, Mae Bogdansky, and Thomas J. Madigan.

6. **Township Committee nomination for 2025 Township Committee Chairperson**

MOTION: \_\_\_\_\_ SECOND \_\_\_\_\_  
BOGDANSKY \_\_\_\_\_ BOONSTRA \_\_\_\_\_ LANE \_\_\_\_\_  
MADIGAN \_\_\_\_\_ MELCHIONNE \_\_\_\_\_

7. **Recess for Chairperson to access the center chair on the dais.**
8. Invocation by Father Stephen Fichter, St. Elizabeth’s R.C. Church, Wyckoff
9. Remarks by 2025 Township Committee Chairperson
10. Proclamation recognizing Father Stephen Fichter on his Silver Anniversary
12. Motion for Resolution #25-04 – Appointments to Boards and Commissions

MOTION: \_\_\_\_\_ SECOND \_\_\_\_\_  
BOGDANSKY \_\_\_\_\_ LANE \_\_\_\_\_ MADIGAN \_\_\_\_\_  
MELCHIONNE \_\_\_\_\_ BOONSTRA \_\_\_\_\_

13. Clerk Nancy Brown to administer Oath of Office to residents newly appointed and re-appointed to serve the Township as volunteers on various municipal Boards and Commissions
14. **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:

2025 CONSENT AGENDA RESOLUTIONS:

- #25-1 Procedure for Township Committee Members to Chair Meetings in Chair's Absence
- #25-2 Township Committee Liaison Assignments to Departments and Boards
- #25-3 Fire Department Officers
- #25-5A Contract Award – Municipal Attorney
- #25-5B Contract Award – Consulting Engineer
- #25-5C Contract Award – Special Counsel - Bond Counsel
- #25-5D Contract Award – Special Counsel – Tax Appeals
- #25-5E Contract Award – Municipal Prosecutor
- #25-5F Contract Award – Affordable Housing Planner
- #25-5G Contract Award – Land Surveying & Mapping Services
- #25-5H Contract Award – Special Counsel – Labor Counsel Services
- #25-5I Contract Award – Municipal Auditor
- #25-5J Contract Award – Municipal Public Defender
- #25-5K Contract Award – Affordable Housing Administration
- #25-5L Contract Award – Special Counsel – Tax Appeals
- #25-5M Contract Award – Real Estate Appraiser
- #25-5N Contract Award – Special Counsel – 5G/Telecommunications
- #25-5O Contract Award – Real Estate Appraiser
- #25-6 Schedule of Township Committee Meetings
- #25-7 Establish Holidays and Operational Hours for 2025
- #25-8 2025 Temporary Budget
- #25-9 2025 Temporary Sewer Utility Budget
- #25-10 Establish a Cash Management Plan
- #25-11 Township Committee Members to Review and Affix Their Signatures to Vouchers to Authorize Payment
- #25-12 Comprehensive Financial Management, Payment Authorization, Depository Designation, Unpaid Balance Cancellation, and Check Reissuance
- #25-13 Confirming the Township's Bid Threshold and Authorizing the QPA to Award "Window Contracts"
- #25-14 Reinstatement of Petty Cash Funds and Change Funds
- #25-15 Authorizing Idle Funds and Fund Transfers
- #25-16 Authorizing the Filing of Tax Assessment Appeal Related Documents Including Petitions of Appeals, Cross Appeals, Counterclaims, Complaints, Answers, and Interrogatories for Assessment Matters
- #25-17 Interest Rate & Penalty on Delinquent Taxes and Sewer Service and Redemption of Tax Sale Certificates
- #25-18 Establish Fees for the use of Recreational Facilities and Participation in Recreation Programs
- #25-19 Authorizing Award of Contracts with Vendors Under State, County, and Regional Cooperative Pricing Systems
- #25-20 Approve Central Purchasing System and Purchasing Manual
- #25-21 Approve Personnel and Cybersecurity Policies and Procedures

- #25-22 Authorize Township to Sign Future Treatment Works Approval Applications for Sewer Extensions
- #25-23 Adoption of Form Required for Filing of Notices of Tort Claim Against the Township
- #25-24 Approval of Police Department Rules & Regulations
- #25-25 Designation of Police Matrons & Registered Nurses
- #25-26 Establish Towing Service Fees
- #25-27 Approval of Fire Department Rules, Regulations and Policies
- #25-28 Supporting Bergen County Fire Mutual Aid Plan
- #25-29 Waiving Annual Charges and Rent for Community Engine Co. #2, Sicomac Engine Co. #3, and Wyckoff Volunteer Ambulance Corps Land Lease
- #25-30 Renew Agreement for Commuter Park & Ride
- #25-31 Establish Rules and Regulations Which Shall be the Township Facilities Policy
- #25-32 Certification of Quasi-Municipal Groups for Insurance Purposes
- #25-33 Approval of Local Supplemental Violations Bureau Schedule
- #25-34 Town Hall Front Lawn Policy
- #25-35 Re-Establish the Recreation Policy Manual
- #25-36 Appointment of School Crossing Guards
- #25-37 Affirmation of Cooperative Efforts with the Wyckoff Board of Education
- #25-38 Authorize Participation in the Volunteer Tuition Credit Program
- #25-39 Authorize Waiving of Fees
- #25-40 Appoint Emergency Management Committee
- #25-41 Establish a Procedure and Adopt Forms to Provide Access to Public Records
- #25-42 Authorize the Operation of Memorial Field, Pulis Field, and Wyckoff Community Park Snack Bars
- #25-43 Setting the Township's Contribution to LOSAP for the Members of the Fire Department and Ambulance Corps
- #25-44 Adoption of Township Committee Bylaws
- #25-45 Authorize Police Private Duty Assignments
- #25-46 Adoption of Policy for ADA Parking Specifications and Posting Policy
- #25-47 Municipal Public Information Website Policy and E-News Communication Policies
- #25-48 Bergen County Law Enforcement Mutual Aid & Rapid Deployment Force
- #25-49 Authorize Disposition of Public Property
- #25-50 Permitting and Regulating Still Photography, Videography and Audio Recording of Public Meetings
- #25-51 Establish Employee Benefits Cafeteria Plan
- #25-52 Authorize Public Work at Private Facilities in Exchange for the Use of Those Private Facilities as Municipal Voting Facilities
- #25-53 Procedure to Receive Donations /Plaques or Name Municipal Property
- #25-54 Appointment of Zabriskie House Trustee

- #25-55 Confirm Social Media Policy
- #25-56 Approve Recreation Department's Policies and Procedures Manual
- #25-57 Establish Transit Emergency Plan
- #25-58 Establish Wyckoff – A Stigma Free Zone
- #25-59 Authorize Closure of Roads and Detour Routes
- #25-60 Live Streaming and Posting Video Recordings of Township Committee Meetings
- #25-61 Participate in the Defense Logistics Agency, Law Enforcement Support Office, 1033 Program to Enable the Wyckoff Police Department to Request and Acquire Excess Department of Defense Equipment
- #25-62 Policy on New Flagpole and Government Speech
- #25-63 Authorizing Fee Charges for Online and Pay-by-Phone Payment Portals
- #25-64 Adopt JIF/MEL Protecting Children Program
- #25-65 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
- #25-66 Authorize Bergen County Shared Service Agreement for Emergency ROW Tree Removals
- #25-67 Authorizing the Settlement of Tax Appeals Resulting in a Reduction not Exceeding \$10,000

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

MOTION: \_\_\_\_\_ SECOND \_\_\_\_\_  
BOGDANSKY \_\_\_\_\_ LANE \_\_\_\_\_ MADIGAN \_\_\_\_\_  
MELCHIONNE \_\_\_\_\_ BOONSTRA \_\_\_\_\_

16. **Township Committee Remarks**

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

MOTION: \_\_\_\_\_ SECOND \_\_\_\_\_  
BOGDANSKY \_\_\_\_\_ LANE \_\_\_\_\_ MADIGAN \_\_\_\_\_  
MELCHIONNE \_\_\_\_\_ BOONSTRA \_\_\_\_\_

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. If you wish to make a comment, please step forward to the microphone and state your name.

**Motion to close the Public Comment period:**

MOTION: \_\_\_\_\_ SECOND \_\_\_\_\_  
BOGDANSKY \_\_\_\_\_ LANE \_\_\_\_\_ MADIGAN \_\_\_\_\_  
MELCHIONNE \_\_\_\_\_ BOONSTRA \_\_\_\_\_

18. **Motion to Adjourn:**

MOTION: \_\_\_\_\_ SECOND \_\_\_\_\_  
BOGDANSKY \_\_\_\_\_ LANE \_\_\_\_\_ MADIGAN \_\_\_\_\_  
MELCHIONNE \_\_\_\_\_ BOONSTRA \_\_\_\_\_

**ALL ARE WELCOME TO JOIN THE TOWNSHIP COMMITTEE AT FIRE COMPANY #1 AT 1:00 PM FOR THE SWEARING IN CEREMONY OF THE FIRE CHIEF AND FIRE OFFICERS.**

**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**

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