

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, April 4, 2023 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 or call 201-891-7000, ext. #2220 should they wish to provide public comment during the public comment period.

These measures are implemented to allow members of the public to observe the Township Committee meeting in person and via live streaming and to provide the public the ability to comment telephonically during the period for public comment, which appears on the agenda for the meeting.

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, March 31, 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, March 31, 2023, by 4:30 pm.

To view the Township Committee meeting via livestream, please access the YouTube link which will be posted on the Wyckoff web site's home page at www.wyckoff-nj.com as a "NEWS" item immediately prior to the commencement of the meeting at approximately, 6:55 pm on April 4, 2023.

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, APRIL 4, 2023 - 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 Thomas J. Madigan**

2. **Roll call of Township Committee**

BOONSTRA _____ FISHER _____ MELCHIONNE _____
SHANLEY _____ MADIGAN _____

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 or call 201-891-7000, ext. #2220 if you wish to make a comment.

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

Motion to close the Public Comment period:

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

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 #23-CXX and enter a Closed Session**

Discussion:

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

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

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

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

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

13. **Motion to Reconvene the Open Work Session and adopt resolution #23-CXX and enter a Closed Session Discussion:**

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

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

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

15. **Adjourn**

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

**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, APRIL 4, 2023 - 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 _____ FISHER _____ MELCHIONNE _____
SHANLEY _____ MADIGAN _____

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 or call 201-891-7000, ext. #2220 if you wish to make a comment.

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

Request motion to close the Public Comment Period:

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

7. **Presentation of Proclamations to Ramapo Boys Varsity Basketball Team in Recognition of their Achieving the NJ Group 3 State Title.**

8. **Approval of the March 21, 2023 Work Session & Business meeting minutes:**

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

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):

- #23-166 Conform Endorsement of Christian Health Community Development Project – HVAC Upgrades to LiveWell Counseling Center
- #23-167 Authorize Redemption of Tax Sale Certificate #21-00002, Block 456/Lot 27, 188 Cottage Road
- #23-168 Return of Certain Overpaid Taxes, Recreation Fees, Etc.
- #23-169 Approval of Vouchers and Authorization to Pay Bills
- #23-170 Award Contract No. 2023-03 Removal of Shade Trees
- #23-171 Approving Contract Change Order No. 1 & Contract No. 2022-03 Removal of Shade Trees

II Ordinances – Introduction

NONE

III Motions

A. Approve temporary signage request by Christian Health to post a 6' x 9' sign for the ten-day period beginning Saturday, April 15, 2023 and ending Sunday, April 24, 2023. This sign will announce the celebration of Volunteer Appreciation Week and shall be posted at the Vista entrance, corner of Sicomac Avenue and Christian Health Way.

B. Approve temporary signage request by Christian Health to post a 6' x 9' sign for the five-day period beginning Thursday, May 11, 2023 and ending Monday, May 15, 2023. This sign will announce the celebration of Mother's Day and shall be posted at the Vista entrance, corner of Sicomac Avenue and Christian Health Way.

C. Approve temporary signage request by Christian Health to post a 6' x 9' sign for the five-day period beginning Thursday, June 15, 2023 and ending Monday, June 19, 2023. This sign will announce the celebration of Father's Day and shall be posted at the Vista entrance, corner of Sicomac Avenue and Christian Health Way.

D. Approve the Zabriskie House Board of Trustees request to host History Day at the Zabriskie House on April 29th from 1-4 pm.

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 _____ MELCHIONNE _____
SHANLEY _____ MADIGAN _____

9. Ordinances – Public Hearing / Further Consideration:

Mayor Madigan, I have an Ordinance for Public Hearing / Further Consideration on tonight’s agenda. It is **ORDINANCE #1978** which is

AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK.

for second reading, by title only, and a copy of this Ordinance has been posted on our municipal website, on the bulletin board in Town Hall where public notices are customarily posted, and copies have been made available to members of the general public of the Township who have requested the same.

CHAIRPERSON: This is the time and place for the Public Hearing on Ordinance #1978, and all persons who wish to be heard, please state your name and address before making your statement. If you wish to comment, please dial 201-891-7000, ext. #2220, or step to the microphone.

(Public Comments are heard here.)

At the Conclusion of public comments:

COMMITTEE PERSON _____: I move that the Public Hearing on Ordinance #1978 be closed.

COMMITTEE PERSON _____: Seconded

ROLL CALL VOTE

BOONSTRA _____ FISHER _____ MELCHIONNE _____
SHANLEY _____ MADIGAN _____

MUNICIPAL CLERK: BE IT RESOLVED, by the Township Committee of the Township of Wyckoff that Ordinance #1978, after public hearing and further consideration is hereby adopted, and the Municipal Clerk is hereby authorized and directed to publish the Notice of Final Passage of said Ordinance in the official newspaper for the Township as provided by law.

COMMITTEE PERSON _____: I move Ordinance #1978 on second reading by title only.

COMMITTEE PERSON _____: Seconded.

ROLL CALL VOTE

BOONSTRA _____ FISHER _____ MELCHIONNE _____

SHANLEY _____ MADIGAN _____

10. Adjourn

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

MOTION: _____ SECOND _____

BOONSTRA _____ FISHER _____ MELCHIONNE _____

SHANLEY _____ MADIGAN _____

**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 #23-168

INTRODUCED:

SECONDED:

MEETING DATE: April 4, 2023

REFERENCE: Return of Certain Overpaid
Taxes, Escrow Monies, Recreation Fees, etc.

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

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:

TAX REFUND:

Murry and Michele Yang, 241 Meadowbrook Road, Wyckoff, NJ 07481- Refund Sewer 2022 overpayment – Sewer Acct #503-0 - \$176.00

Anita Nimberger, 2 Alex Court, Wyckoff, NJ 07481 – Refund Sewer 2022 overpayment – Sewer Acct #5773-0 - \$8.02

Kamil Mizinski, 757 Janice Court, Wyckoff, NJ 07481 – Refund 2022 & 2023 property taxes for approved Veterans Tax Exemption as per Resolution #23-157 - \$1,497.20

Vincent Brennan, Jr., 417 Flaker Drive, Wyckoff, NJ 07481 – Refund 2022 & 2023 property taxes for approved Veteran Tax Exemption as per Resolution #23-156 - \$3,909.65

RECREATION:

Bobby Kim, 65 Railroad Ave, Unit 3, Ridgefield Park, NJ 07657 – Rec Baseball and Rec Flag Football - \$270.00

**TOWNSHIP OF WYCKOFF
COUNTY OF BERGEN
STATE OF NEW JERSEY
RESOLUTION #23-169**

INTRODUCED:

SECONDED:

MEETING DATE: April 4, 2023

**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 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, AHDTF check no. Claims check nos.and Voided Claims checks no..

**TOWNSHIP OF WYCKOFF
COUNTY OF BERGEN
STATE OF NEW JERSEY
RESOLUTION #23-167**

INTRODUCED:

SECONDED:

MEETING DATE: April 7, 2023

**REFERENCE: Authorize Redemption of Tax
Sale Certificate #21-00002 Block 456/Lot 27
188 Cottage Road**

VOTE: BOONSTRA ___ FISHER ___ 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 2020 on Block 456/Lot 27, also known as 188 Cottage Road, within the Township of Wyckoff, County of Bergen, State of New Jersey; in the amount of \$2,346.61, and;

WHEREAS, on the 18th day of November 2021, the Township of Wyckoff executed a "Certificate of Sale of Unpaid Municipal Liens" hereinafter referred to as a Tax Sale Certificate #21-00002 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 #21-00002 for redemption and make refund in the amount of \$2,346.61 being lien amount of \$274.36, subsequent taxes, and interest in the amount of \$805.25 premium amount of \$1,200.00 and recording fees in the amount of \$67.00 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 APRIL 7, 2023.

NANCY A. BROWN
MUNICIPAL CLERK

**TOWNSHIP OF WYCKOFF
COUNTY OF BERGEN
STATE OF NEW JERSEY
RESOLUTION #23-166**

INTRODUCED:

SECONDED:

MEETING DATE: April 7, 2023

**REFERENCE: Resolution to Confirm
Endorsement of Community Development
Project for Christian Health – HVAC
Upgrades at LiveWell Counseling**

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

WHEREAS, a Bergen County Community Development grant of Sixty Thousand Dollars and no cents (\$60,000.00) has been proposed by Christian Health (“CH”) for heating, ventilation, and air conditioning (HVAC) upgrades at CH’s LiveWell Counseling in the municipality of Wyckoff, and

WHEREAS, pursuant to the State Interlocal Services Act, Community Development funds may not be spent in a municipality without authorization by the Governing Body, and

WHEREAS, the aforesaid project is in the best interest of the people of Wyckoff, and

WHEREAS, this resolution does not obligate the financial resources of the municipality and is intended solely to expedite expenditure of the aforesaid community development funds.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey, hereby confirms endorsement of the aforesaid project, and

BE IT FURTHER RESOLVED that a copy of this resolution shall be sent to the Director of the Bergen County Community Development Program so that implementation of the aforesaid project may be expedited.

CERTIFICATION

I, NANCY A. BROWN, MUNICIPAL CLERK OF THE TOWNSHIP OF WYCKOFF CERTIFIES THE ATTACHED RESOLUTION TO BE A TRUE AND CORRECT COPY OF A RESOLUTION AS ADOPTED BY THE WYCKOFF TOWNSHIP COMMITTEE ON APRIL 4, 2023.

NANCY A. BROWN
MUNICIPAL CLERK

**TOWNSHIP OF WYCKOFF
COUNTY OF BERGEN
STATE OF NEW JERSEY
RESOLUTION #23-170**

INTRODUCED:

SECONDED:

MEETING DATE: April 4, 2023

**REFERENCE: Award Contract No. 2023-03
Removal of Shade Trees**

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

WHEREAS, the Township of Wyckoff received bids for Removal of Shade Trees – Contract No. 2023-03 on March 28, 2023, at 11:00 a.m.; and

WHEREAS, seven (7) bids were received for Contract No. 2022-03, of which two (2) were deemed nonresponsive; and

WHEREAS, Easter Landscape Contractors, Inc., 788 Shrewsbury Avenue, Suite 203, Tinton Falls, New Jersey 07724 (hereinafter “Eastern”) was the lowest responsive and responsible bidder in the Base Bid Amount of \$22,513 plus a non-guaranteed 20% contingency amount of \$4,503 for a Total Contract amount of \$27,016; and

WHEREAS, the Township Administrator/Qualified Purchasing Agent has reviewed and recommends the Contract award be made to Downes as the lowest responsive and responsible bid.

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Wyckoff, in the County of Bergen, New Jersey, that the contract for Contract No. 2023-03 is awarded to the lowest responsive and responsible bidder, Eastern, in the total amount of \$27,016.

BE IT FURTHER RESOLVED that this expenditure shall be charged to Budget Account No. 3-01-26-292-029 or any other account that may be deemed appropriate by the Chief Financial Officer or her designee, and the availability of funds has been certified by the Chief Financial Officer.

BE IT FURTHER RESOLVED that the Mayor, the Municipal Clerk, and any other officer as may be deemed appropriate are authorized to enter into an agreement or any other required documents for the aforementioned services, a copy of which shall be available for public inspection in the Office of the Municipal Clerk.

CERTIFICATION

I, NANCY A. BROWN, MUNICIPAL CLERK OF THE TOWNSHIP OF WYCKOFF CERTIFIES THE ATTACHED RESOLUTION TO BE A TRUE AND CORRECT COPY OF A RESOLUTION AS ADOPTED BY THE WYCKOFF TOWNSHIP COMMITTEE ON JANUARY 17, 2023.

NANCY A. BROWN
MUNICIPAL CLERK

UNOFFICIAL BID RESULTS
 TOWNSHIP OF WYCKOFF
 CONTRACT NAME
 CONTRACT NO.
 BID DATE/TIME

REMOVAL OF SHADE TREES
 March 28, 2023 at 11:00 a.m.

NOTE: 2 BIDS RECEIVED WERE REJECTED

| Line Item | District | Quantity | Description | LOUDEST RESPONSIVE BIDDER | | Removal Price | Removal Price | Removal Price | Removal Price | Rich Tree Service, Inc. Richard Levanowski 325 Bergen Street South Plainfield, NJ 07080 908-755-6008 908-668-5308 info@richtreeservice.com |
|-----------|----------|----------|---|--|--|-----------------|-----------------|-----------------|-----------------|--|
| | | | | COMPANY NAME Easter Landscaping Contractors, Inc. Jennifer Feldman 788 Shrewsbury Avenue, Suite 203 Tinton Falls, NJ 07724 908-502-5858 732-945-5405 feldman@easternlandscaping.com | CONTACT Pricer Builder 48 Harold Street Tenafly, NJ 07670 201-569-3500 201-569-6249 info@pricerbuilder.com | | | | | |
| 1 | 1 | 1 | Between 446 and 450 Baxter Avenue | \$2,678 | \$1,975 | \$1,800 | \$2,900 | \$2,900 | \$3,500 | |
| 2 | 1 | 1 | 465 Manchester Way | \$1,152 | \$725 | \$600 | \$875 | \$875 | \$1,350 | |
| 3 | 1 | 1 | 16 Hurley Avenue | \$934 | \$750 | \$600 | \$825 | \$825 | \$1,225 | |
| 4 | 2 | 4 | 709 Albemarle Street | \$2,305 | \$4,150 | \$2,150 | \$3,200 | \$3,200 | \$5,850 | |
| 5 | 4 | 1 | 713 Albemarle Street | \$489 | \$750 | \$600 | \$800 | \$800 | \$1,475 | |
| 6 | 4 | 2 | 730 Mountain Avenue | \$716 | \$1,300 | \$1,000 | \$1,100 | \$1,100 | \$2,275 | |
| 7 | 5 | 1 | 350 Kingston Street | \$4,421 | \$2,550 | \$1,550 | \$1,950 | \$1,950 | \$2,200 | |
| 8 | 5 | 1 | 364 Kingston Street | \$1,806 | \$925 | \$1,400 | \$1,450 | \$1,450 | \$1,950 | |
| 9 | 6 | 1 | 631 Quackenbush Avenue | \$716 | \$650 | \$1,000 | \$475 | \$475 | \$1,075 | |
| 10 | 7 | 1 | 453 Meer Avenue | \$249 | \$450 | \$400 | \$175 | \$175 | \$500 | |
| 11 | 7 | | This line is intentionally left blank. | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | |
| 12 | 8 | 2 | 304 Willey Place (corner lot) | \$1,370 | \$1,725 | \$1,600 | \$700 | \$700 | \$2,125 | |
| | | | Total of Lines 1-12 | \$16,847 | \$15,950 | \$12,700 | \$14,450 | \$14,450 | \$22,925 | |
| | | | SECTION B | | | | | | | |
| | | | Total of Pruning/Elevation | \$5,666 | \$6,650 | \$10,200 | \$9,425 | \$9,425 | \$9,425 | |
| | | | Contingency (20% of the total of Sections A & B) | \$4,503 | \$4,520 | \$4,580 | \$4,775 | \$4,775 | \$6,470 | |
| | | | CONTRACT TOTAL | \$27,016 | \$27,120 | \$27,480 | \$28,650 | \$28,650 | \$38,820 | |
| | | | REQUIRED DOCUMENTS | SUBMITTED | SUBMITTED | SUBMITTED | SUBMITTED | SUBMITTED | SUBMITTED | |
| | | | Bid Guarantee | NOT REQUIRED | NOT REQUIRED | NOT REQUIRED | NOT REQUIRED | NOT REQUIRED | NOT REQUIRED | |
| | | | Document Checklist | YES | YES | YES | YES | YES | YES | |
| | | | Vendor Information Sheet | YES | YES | YES | YES | YES | YES | |
| | | | Business Registration Certificate | YES 2374252 EFF 08/20/2019 | YES | YES | YES | YES | YES | |
| | | | Public Works Contractor Registration Certificate | N/R | YES 728054 EXP 04/12/2024 | YES | YES | YES | YES | |
| | | | Affirmative Action Compliance Affidavit | YES | YES | YES | YES | YES | YES | |
| | | | Affirmative Action Compliance | YES 64270 EXP 03/15/2028 | YES | YES | YES | YES | YES | |
| | | | New Jersey Anti-Discrimination Provisions | YES | YES | YES | YES | YES | YES | |
| | | | Americans with Disabilities Act of 1990 Language | YES | YES | YES | YES | YES | YES | |
| | | | Ownership Disclosure Certification Form | YES | YES | YES | YES | YES | YES | |
| | | | Acknowledgement of Principal | YES | YES | YES | YES | YES | YES | |
| | | | Principal Subcontractor Declaration | YES - NONE | YES | YES | YES | YES | YES | |
| | | | Principal Subcontractor(s) PRCs (if applicable) | N/A | YES | YES | YES | YES | YES | |
| | | | Principal Subcontractor(s) PRCs (if applicable) | YES | YES | YES | YES | YES | YES | |
| | | | Prevailing Wage Certificate | N/R | YES | YES | YES | YES | YES | |
| | | | Prohibited Russo-Belarus Activities & Iran Investment Activities | YES | YES | YES | YES | YES | YES | |
| | | | Consent of Surety | NOT REQUIRED | NOT REQUIRED | NOT REQUIRED | NOT REQUIRED | NOT REQUIRED | NOT REQUIRED | |
| | | | Equipment Certification | N/R | YES | YES | YES | YES | YES | |
| | | | Performance Record to Accompany Form of Proposal | YES | YES | YES | YES | YES | YES | |
| | | | Certification of Bidder's Status on the State Treasurer's List of Debarred, Suspended, and Disqualified Contractors | YES | YES | YES | YES | YES | YES | |
| | | | Certification of Non-Debarment for Federal Government Contracts | YES | YES | YES | YES | YES | YES | |
| | | | Acknowledgment of Receipt of Addenda | YES - ADDENDA 1 | YES - ADDENDA 1 | YES - ADDENDA 1 | YES - ADDENDA 1 | YES - ADDENDA 1 | YES - ADDENDA 1 | |
| | | | Bid Proposal Form | YES | YES | YES | YES | YES | YES | |
| | | | NJ LITE Certification | YES 509 EXP 12/31/2023 | YES | YES | YES | YES | YES | |

**TOWNSHIP OF WYCKOFF
COUNTY OF BERGEN
STATE OF NEW JERSEY
RESOLUTION #23-171**

INTRODUCED:

SECONDED:

MEETING DATE: April 4, 2023

**REFERENCE: Approving Contract
Change Order No. 1 and Contract
Close-Out for Contract No. 2022-03 –
Removal of Shade Trees**

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

WHEREAS, Downes Tree Service Co., Inc. and the Township of Wyckoff have heretofore entered into an Agreement, more particularly known as Contract No. 2022-03 – “Removal of Shade Trees” for the furnishing of labor, equipment, and materials in the amount not to exceed \$16,920.00, in accordance with the requirements of the Local Public Contract Law, N.J.S.A. 40A:11-1, et seq.; and

WHEREAS, the Township Committee has received Contract Change Order No. 1 and a Contract Close-Out for the within the contract in the amount of plus \$1,405.00 for a final contract amount of \$18,325.00; and

WHEREAS, Contract Change Order No. 1 and Contract Close-Out do not expand the scope of the contract; and

WHEREAS, the within Contract Change Order No. 1 and Contract Close-Out is in the best interests of the Township.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Wyckoff, in the County of Bergen, State of New Jersey, that Contract Change Order No. 1 and Contract Close-Out for Contract No. 2022-03, in the amount of plus \$1,405.00 be approved, and Contract No. 2022-03 be closed out; and

BE IT FURTHER RESOLVED that the Mayor, the Municipal Clerk, and any other appropriate officer are authorized to execute Contract Change Order No. 1 and Contract Close-Out for Contract No. 2022-03 on behalf of the Township.

CERTIFICATION

I, NANCY A. BROWN, MUNICIPAL CLERK OF THE TOWNSHIP OF WYCKOFF CERTIFIES THE ATTACHED RESOLUTION TO BE A TRUE AND CORRECT COPY OF A RESOLUTION AS ADOPTED BY THE WYCKOFF TOWNSHIP COMMITTEE ON JANUARY 17, 2023.

NANCY A. BROWN
MUNICIPAL CLERK

TOWNSHIP OF WYCKOFF
CONTRACT CHANGE

Project Title Removal of Shade Trees

Contract No. 2022-03

Award Resolution No. 22-293

Contractor Downes Tree Service Co., Inc.
65 Royal Avenue
Hawthorne, New Jersey 07506

Change Order No. 1 Close Out? Yes No

Necessity for Change and/or Statement: To reconcile with completed work.

| | | | | |
|--|-----|-------------------------------------|---------------|-------------------------------------|
| Is proposed change an alternate bid? | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> |
| Is stake out required? | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> |
| Will change affect expiration or extent of insurance? | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> |
| Will operation and maintenance cost be affected? | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> |
| Will change affect other prime contractors? | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> |
| Will change alter size of project? | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> |
| Has consent of surety been obtained? | Yes | <input type="checkbox"/> | Not Necessary | <input checked="" type="checkbox"/> |
| Is money available under bond/account? | Yes | <input checked="" type="checkbox"/> | No | <input type="checkbox"/> |
| Is a supplemental bond required? | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> |
| If a close out, has a maintenance bond been submitted? | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> |

* If yes, attach additional sheet of explanation.

| | | |
|-------------------------|----|------------------|
| Original Contract Award | \$ | 16,920.00 |
| Previous Change Orders | \$ | - |
| Revised Contract | \$ | 16,920.00 |
| Change Order (plus) | \$ | 1,405.00 |
| Change Order (minus) | \$ | - |
| Revised Contract | \$ | <u>18,325.00</u> |

Requested by: _____ Date: _____
J. Joseph Vander Plaats, Public Works Manager

Recommended by: Matthew Cavallo Date: 03/31/2023
Matthew Cavallo, Township Administrator/
Qualified Purchasing Agent

Contractor: D. J. Jepsen Date: 3/31/23
Downes Tree Service Co., Inc.
A/R
Title

Approved: _____ Date: _____
Thomas J. Madigan, Mayor

Attest: _____ Date: _____
Nancy A. Brown, Municipal Clerk

Change Order Resolution No. 23-_____

TOWNSHIP OF WYCKOFF

ORDINANCE #1978

AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK.

WHEREAS, the Local Government Cap Law, N.J.S. 40A:4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and

WHEREAS, N.J.S.A. 40A:4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Township Committee of the Township of Wyckoff in the County of Bergen find it advisable and necessary to increase its CY 2023 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Township Committee hereby determines that a 1% increase in the budget for said year, amounting to \$160,165.87 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS, the Township Committee hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Township Committee of the Township of Wyckoff in the County of Bergen authorized membership of this governing body affirmatively concurring that, in the CY 2023 budget year, the final appropriations of the Township of Wyckoff shall, in accordance with this ordinance and N.J.S. A. 40A:4-45.1 et seq., be increased by 1%, amounting to \$160,165.87 and that the CY 2023 municipal budget for the Township of Wyckoff be approved and adopted in accordance with the ordinance; and,

BE IT FURTHER ORDAINED, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Direction within 5 days after such adoption.