

**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, March 5, 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](http://Wyckoff-nj.com) at the Quick Link for "Minutes & Agendas" on Friday, March 1, 2024. 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 [wyckoffnj.gov](http://wyckoffnj.gov) as a "News" item on Friday, March 1, 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  
Township Clerk

**TOWNSHIP OF WYCKOFF  
TOWNSHIP COMMITTEE WORK SESSION MEETING  
MUNICIPAL COURT ROOM  
TUESDAY, MARCH 5, 2024 - 7:00 P.M.**

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

2. **Roll call of Township Committee**

BOONSTRA \_\_\_\_\_ LANE \_\_\_\_\_ 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 \_\_\_\_\_ LANE \_\_\_\_\_ MADIGAN \_\_\_\_\_  
SHANLEY \_\_\_\_\_ MELCHIONNE \_\_\_\_\_

Motion to close the Public Comment period:

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

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

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

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

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

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

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

15. **Adjourn**

MOTION: \_\_\_\_\_ SECOND \_\_\_\_\_  
BOONSTRA \_\_\_\_\_ LANE \_\_\_\_\_ 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, MARCH 5, 2024 - 8:00 PM**

1. **Regular Meeting of the Wyckoff Township Committee called to order by Mayor Peter J. Melchionne**
2. **Flag Salute**
3. **Invocation by Joshua Waxman, Temple Beth Rishon**
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 \_\_\_\_\_ LANE \_\_\_\_\_ 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 \_\_\_\_\_ LANE \_\_\_\_\_ MADIGAN \_\_\_\_\_  
SHANLEY \_\_\_\_\_ MELCHIONNE \_\_\_\_\_

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

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

7. **Approval of the February 20, 2024 Work Session & Business meeting minutes.**

MOTION: \_\_\_\_\_ SECOND \_\_\_\_\_  
BOONSTRA \_\_\_\_\_ LANE \_\_\_\_\_ 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):**

- #24-138 Cancellation of Sewer Billing, Block 506, Lot 32.01
- #24-139 Budget Transfers
- #24-140 Authorization of Vouchers and Payment of Bills
- #24-141 Awarding a Contract to Solutions Architecture, LLC. for Municipal Building Roof Replacement Services

**II Ordinances – Introduction**

NONE

**III Motions**

- A. Approve Wyckoff Reformed Church’s Fish & Chips Takeaway fundraiser planned for Thursday, May 9, 2024 from 5pm to 8pm. A food truck vendor will provide the food, obtain a food handler’s license and an inspection will take place by our Fire Inspector.
- B. Approve application of Shawn Kukol as a firefighter with Company #2.
- C. Approve Temple Beth Rishon’s Indoor Purim Carnival event planned for Sunday, March 24<sup>th</sup> from 11am to 1pm with a temporary 3’ x 8’ banner sign to promote the event placed on the lawn from March 14<sup>th</sup> to the 24<sup>th</sup>.
- D. Approve Eid Committee of New Jersey’s Ramadan event planned for Thursday, March 14, 2024 at 5:30 pm in the front of Town Hall

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 \_\_\_\_\_ LANE \_\_\_\_\_ 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 \_\_\_\_\_ LANE \_\_\_\_\_ 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 #24-138

\*\*\*\*\*

INTRODUCED:

SECONDED:

MEETING DATE: March 5, 2024

REFERENCE: Cancellation of Sewer  
Billing, Block 506, Lot 32.01  
Account #5613-0

VOTE: BOONSTRA \_\_\_ LANE \_\_\_ MADIGAN \_\_\_ MELCHIONNE \_\_\_ SHANLEY \_\_\_

**WHEREAS**, 510 Lafayette Avenue, known as Block 506, Lot 32.01 in the Township of Wyckoff has applied for and completed the demolition of the residential home structure on this property; and,

**WHEREAS**, Stanislaw and Stanislaw Surdyka request the 2024 sewer usage billing be canceled until a new home is completed and sewer usage is resumed; and,

**WHEREAS**, the Wyckoff Building Department has produced documentation and has confirmed the homeowner has been issued Demolition Permit #23-1174 and therefore this resolution is provided.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that the sewer usage billing for 2024 is hereby canceled until the replacement home is connected to the sewer and a Certificate of Occupancy is issued.

**BE IT FURTHER RESOLVED**, that the Municipal Clerk will forward a copy of this resolution to the Tax Collector, Sewer Utility Clerk and Township Engineer.

**CERTIFICATION**

I, NANCY A. BROWN, MUNICIPAL CLERK OF THE TOWNSHIP OF WYCKOFF, CERTIFY THE ABOVE TO BE A TRUE AND CORRECT COPY OF A RESOLUTION AS ADOPTED BY THE TOWNSHIP COMMITTEE ON MARCH 5, 2024.

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



Township of Wyckoff  
340 Franklin Ave  
Wyckoff, NJ 07481  
(201) 891-7000

# CERTIFICATE IDENTIFICATION

Date Issued: 1/12/2024  
Control Number: 2023-1158  
Permit Number: 23-1174

Block: 506 Lot: 32.01 Qual:  
Work Site Location: 510 LAFAYETTE AVE

WYCKOFF, NJ 07481

Owner in Fee: SURDYKA, STANISLAW & STANISLAWA

Address: 510 LAFAYETTE AVE

WYCKOFF, NJ 07481

Telephone: 973-626-2960

Agent/ Contractor: HOMEOWNER

Address: 510 LAFAYETTE AVENUE

WYCKOFF, NJ 07481

Telephone: 973-626-2960

Lic. No./Bldrs. Reg. No.:

Federal Emp. No.:

Home Warranty No.:

Type of Warranty Plan:  State  Private

## CERTIFICATE OF OCCUPANCY

This serves notice that said building or structure has been constructed in accordance with the New Jersey Uniform Construction Code and is approved for occupancy.

## CERTIFICATE OF APPROVAL

This serves notice that the work completed has been constructed or installed in accordance with the New Jersey Uniform Construction Code and is approved. If the permit was issued for minor work, this certificate was based upon what was visible at the time of inspection.

## TEMPORARY CERTIFICATE OF OCCUPANCY/ COMPLIANCE

If this is a temporary Certificate of Occupancy or Compliance, the following conditions must be met no later than or will be subject to fine or order to vacate.

*Thomas H. Gensheimer*

Thomas Gensheimer, Construction Official

Use Group: R-5

Maximum Live Load:

Construction Classification:

Maximum Occupancy Load:

Certificate Exp. Date:

Description of Work/ Use:

DEMOLITION OF SINGLE FAMILY DWELLING

## CERTIFICATE OF CLEARANCE-LEAD ABATEMENT 5:17

This serves notice that based on written certification, lead abatement was performed as per NJAC 5:17, to the following extent:

Total removal of lead-based paint hazards in scope of work

Partial or limited time period (    ) years); see file

## CERTIFICATE OF CONTINUED OCCUPANCY

This serves notice that based on a general inspection of the visible parts of the buildings there are no imminent hazards and the building is approved for continued occupancy.

## CERTIFICATE OF COMPLIANCE

This serves notice that said potentially hazardous equipment has been installed and/or maintained in accordance with the New Jersey Uniform Construction Code and is approved for use until

Paid

Fees \$0.00

Date

1-APPLICANT 2-OFFICE 3-TAX ASSESSOR



TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #24-139

\*\*\*\*\*

INTRODUCED:

SECONDED:

MEETING DATE: March 5, 2024

REFERENCE: Budget Transfers

VOTE: BOONSTRA \_\_\_ LANE \_\_\_ MADIGAN \_\_\_ MELCHIONNE \_\_\_ SHANLEY \_\_\_\_\_

WHEREAS, NJSA 40A:4-59 permits transfers of funds from January 1 through March 31 for the prior year's appropriation reserve,

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Wyckoff that the transfer of the following 2023 appropriation reserves is hereby authorized and directed:

From:

Road	3-01-26-290-020 OE	26,000
		<u>26,000</u>

To:

Road	3-01-26-290-011 SW	26,000
		<u>26,000</u>

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 MARCH 5, 2024.

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

TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #24-140

\*\*\*\*\*

**INTRODUCED:**

**SECONDED:**

**MEETING DATE: March 5, 2024**

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

**VOTE: BOONSTRA \_\_\_ LANE \_\_\_ MADIGAN \_\_\_ MELCHIONNE \_\_\_ SHANLEY \_\_\_**  
.....

**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; Town Hall payroll checks # , Payroll Void Checks #, Direct Deposit Voucher #. , Void checks # , Library Payroll check # ., Library Direct Deposit Vouchers # ., Claims Wire #. , Claims check # , AHDFT #, and Trs. Dog Trust - \$0.

## 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:

Temple Beth Rishon

Applicant/Business Name

585 Russell Ave.

Business Address

Block/Lot

201-891-4466

Kristine Len

Business Telephone

Contact/Applicant Name

201-891-4466

templeoffice@bethrishon.org

Contact Telephone

Contact Email Address

March 24, 2024

11 AM - 1 PM

Date of Event

Duration of Event (Days and/or hours)

eSigned via SeamlessDocs.com  
*Kristine Len*

Key: 1377b0314f0de3092e11c0e2e8aedeed

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: March 14 - March 24
- 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](mailto:wyckoffbuildingsinsp@wyckoff-nj.com) for more information on permits.

#### Official Use

Review by Zoning Enforcement Official

Date: 2/29/24 Approved:  Denied:

Review by Police Traffic Safety Officer

Date: 2/28/24 Approved:  Denied:

Permission Obtained from Township Committee

Date: 3/5/24 Approved:  Denied:

Nancy A. Brown, Municipal Clerk

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:

Fish and Chips outdoor fundraiser, Take Away Food only

Applicant/Business Name

Wyckoff Reformed Church

Business Address

580 Wyckoff Ave, Wyckoff, NJ

Block/Lot

Joan Ralph

Business Telephone

201 207-2960

Contact/Applicant Name

jandjralph@hotmail.com

Contact Telephone

May 09, 2024

Contact Email Address

3 hours

Date of Event

Duration of Event (Days and/or hours)

eSigned via SeamlessDocs.com  
*Barbara Joan Ralph*

Key: 33776031-f0de3092-e11c0e208ae4ed4  
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: \_\_\_\_\_

**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](mailto:wyckoffbuildingsinsp@wyckoff-nj.com) for more information on permits.

Official Use

Review by Zoning Enforcement Official

Date: 2/26/24 Approved:  Denied:

Review by Police Traffic Safety Officer

Date: 2/21/24 Approved:  Denied:

Permission Obtained from Township Committee

Date: 3/15/24 Approved:  Denied:

Nancy A. Brown, Municipal Clerk

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:

Eid Committee of New Jersey

Applicant/Business Name

375 Van Beekum Place, Wyckoff

Business Address

Block/Lot

973-816-4349

Khalid Bashjawish

Business Telephone

Contact/Applicant Name

973-816-4349

Khalid.bashjawish@gmail.com

Contact Telephone

Contact Email Address

March 14, 2024

1/2 hour for event, 7 days for signage

Date of Event

Duration of Event (Days and/or hours)

eSigned via SeamlessDocs.com  
*Khalid Bashjawish*  
Key: f37f60514f0de5092e1fcd268aedeed

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: 3/14-3/21
- 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](mailto:wyckoffbuildingsinsp@wyckoff-nj.com) for more information on permits.

*Official Use*

Review by Zoning Enforcement Official

Date: \_\_\_\_\_ Approved: \_\_\_ Denied: \_\_\_

Review by Police Traffic Safety Officer

Date: \_\_\_\_\_ Approved: \_\_\_ Denied: \_\_\_

Permission Obtained from Township Committee

Date: \_\_\_\_\_ Approved: \_\_\_ Denied: \_\_\_

Nancy A. Brown, Municipal Clerk