

**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, September 19, 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.

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, September 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](http://www.wyckoff-nj.com) as a "News" item on Friday, September 15, 2023, 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, SEPTEMBER 19, 2023 - 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 \_\_\_\_\_ 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 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-XX 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-XX 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, SEPTEMBER 19, 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 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. **Approval of the September 5, 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):**

- #23-260 Endorsing Hope Christian Bergen County Community Development Grant – Therapy Services Suite
- #23-261 Release Maintenance Cash Surety – 525 Terhune Terrace
- #23-262 Release Maintenance Cash Surety – 357 West Shore Drive
- #23-263 Release Landscape Bond – 69 Edgewood Avenue
- #23-264 Authorization of Vouchers and Payment of Bills
- #23-265 Chapter 159 – St. Elizabeth SLEO III Agreement

**II Ordinances – Introduction**

**NONE**

**III Motions**

- A. Affirm date change for live music at the Barn. Live music was previously approved by motion at the August 15, 2023 Township Committee meeting and was to be held on Tuesday, September 19<sup>th</sup>. Due to unforeseen circumstances, the live music will now take place on Tuesday, September 26<sup>th</sup> from 5-8:30 pm.
- B. Authorize Maryellen Tafrate from the Clerk's Office to post pink ribbons from October 1, 2023 to November 1, 2023 on the trees and lamp posts surrounding Town Hall in recognition of Breast Cancer Awareness month.

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:**

**NONE**

**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 #23-260**

\*\*\*\*\*

**INTRODUCED:**

**SECONDED:**

**MEETING DATE: September 19, 2023**

**REFERENCE: Endorsing Hope Christian Services Bergen County Community Development Grant – Therapy Services Suite**

**VOTE: BOONSTRA \_\_\_ FISHER \_\_\_ MADIGAN \_\_\_ MELCHIONNE \_\_\_ SHANLEY \_\_\_**

**WHEREAS**, a Bergen County Community Development Grant of \$199,000 has been proposed by the Hope Christian Services for a Therapy Services Suite 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 local 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 the expenditures of the aforesaid Community Development funds.

**NOW, THEREFORE BE IT RESOLVED** by the Township Committee of the Township of Wyckoff, in the County of Bergen, State of New Jersey, that they confirm their endorsement of the aforesaid project.

**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, CERTIFY THE ABOVE TO BE A TRUE AND EXACT COPY OF A RESOLUTION ADOPTED BY THE TOWNSHIP COMMITTEE ON SEPTEMBER 5, 2023.

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

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #23-261**

\*\*\*\*\*

**INTRODUCED:**

**SECONDED:**

**MEETING DATE: September 19, 2023**

**REFERENCE: Release Maintenance  
Cash Surety – 525 Terhune Terrace  
Block 379, Lot 22**

**VOTE: BOONSTRA \_\_\_ FISHER \_\_\_ MADIGAN \_\_\_ MELCHIONNE \_\_\_ SHANLEY \_\_\_**

\*\*\*\*\*

**WHEREAS**, Girard Cipriano, Cipriano Enterprises, Inc. dba RFC Excavating & Landscape Construction, 72 Ethel Avenue, Hawthorne, New Jersey 07506 deposited the following for a road opening related to a sewer extension project at 525 Terhune Terrace, Block 379, Lot 22:

Cipriano Enterprises, Inc.	Performance Bond	\$9,000.00
Cipriano Enterprises, Inc.	Maintenance Guarantee	\$1,000.00

**WHEREAS**, Girard Cipriano, Cipriano Enterprises, Inc. Dba RFC Excavating & Landscape Construction, in an email to the Township Engineer requested the release of the Maintenance Guarantee for the sewer extension project at 525 Terhune Terrace; and,

**WHEREAS**, the Township Engineer, Mark DiGennaro in an email dated August 30, 2023 confirmed his approval and recommended the \$1,000.00 Maintenance Guarantee be refunded; and

**WHEREAS**, the Chief Financial Officer, Diana McLeod, 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 Township Engineer to return the \$1,000.00 Maintenance Cash Surety to Girard Cipriano, Cipriano Enterprises, Inc. dba RFC Excavating & Landscape Construction, 72 Ethel Avenue, Hawthorne, New Jersey 07506

**BE IT FURTHER RESOLVED**, that the Municipal Clerk shall forward a copy of this resolution to the Township Engineer and to Cipriano Enterprises, Inc.

**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 SEPTEMBER 19, 2023.

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



**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #23-262**

\*\*\*\*\*

**INTRODUCED:**

**SECONDED:**

**MEETING DATE: September 19, 2023**

**REFERENCE: Release Performance  
Cash Surety – 357 West Shore Drive  
Block 318, Lot 5**

**VOTE: BOONSTRA \_\_\_ FISHER \_\_\_ MADIGAN \_\_\_ MELCHIONNE \_\_\_ SHANLEY \_\_\_**

\*\*\*\*\*

**WHEREAS**, Girard Cipriano, Cipriano Enterprises, Inc. dba RFC Excavating & Landscape Construction, 72 Ethel Avenue, Hawthorne, New Jersey 07506 deposited the following for a road opening related to a sewer extension project at 357 West Shore Drive, Block 318, Lot 5:

Cipriano Enterprises, Inc.	Performance Bond	\$9,000.00
Cipriano Enterprises, Inc.	Performance Cash Surety	\$1,000.00

**WHEREAS**, Girard Cipriano, Cipriano Enterprises, Inc. Dba RFC Excavating & Landscape Construction, in an email to the Township Engineer requested the release of the Performance Bond and the Performance Cash Surety for the sewer extension project at 357 West Shore Drive; and,

**WHEREAS**, the Township Engineer, Mark DiGennaro in an email dated August 30, 2023 confirmed his approval and recommended the \$9,000.00 Performance Bond and the \$1,000.00 Performance Cash Surety be refunded; and

**WHEREAS**, the Chief Financial Officer, Diana McLeod, 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 Township Engineer to return the \$9,000.00 Performance Bond and the \$1,000.00 Performance Cash Surety to Girard Cipriano, Cipriano Enterprises, Inc. dba RFC Excavating & Landscape Construction, 72 Ethel Avenue, Hawthorne, New Jersey 07506

**BE IT FURTHER RESOLVED**, that the Municipal Clerk shall forward a copy of this resolution to the Township Engineer and to Cipriano Enterprises, Inc.

**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 SEPTEMBER 19, 2023.

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

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #23-263**

\*\*\*\*\*

**INTRODUCED:**

**SECONDED:**

**MEETING DATE: September 19, 2023**

**REFERENCE: Release  
Performance Cash Surety –  
69 Edgewood Road, Block 213, Lot 9**

**VOTE: BOONSTRA \_\_\_ FISHER \_\_\_ MADIGAN \_\_\_ MELCHIONNE \_\_\_ SHANLEY \_\_\_**

**WHEREAS**, Daniel & Theresa Hwilka, homeowners at 69 Edgewood Avenue, Wyckoff, New Jersey 07481, in an email to Township Engineer, Mark DiGennaro, have requested the release of a \$1,500 Performance Cash Surety for landscaping work performed at 69 Edgewood Avenue; and,

**WHEREAS**, Daniel & Theresa Hwilka, homeowners at 69 Edgewood Avenue, Wyckoff, New Jersey 07481 posted the following with the Municipal Clerk on June 13, 2023, for site improvements/landscaping improvements:

Performance Cash Surety	\$1,500.00
-------------------------	------------

**WHEREAS**, the Township’s Engineer, Mr. Mark Di Gennaro, in an email dated September 7, 2023, states that the Engineering inspection has taken place and the work is complete and satisfactory and the balance of \$1,500.00 being held as Performance Cash Surety is approved to be released; and

**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 \$1,500.00 Performance Cash Surety to Daniel & Theresa Hwilka, 69 Edgewood Avenue, Wyckoff, New Jersey 07481.

**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 Daniel & Theresa Hwilka, 69 Edgewood Avenue, Wyckoff, New Jersey 07481.

**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 SEPTEMBER 19, 2023.

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

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #23-264**

\*\*\*\*\*

**INTRODUCED:**

**SECONDED:**

**MEETING DATE: September 19, 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, Claims check nos. and Voided Claims checks no..

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #23-265**

\*\*\*\*\*

**INTRODUCED:**

**SECONDED:**

**MEETING DATE: September 19, 2023**

**REFERENCE: Chapter 159- St. Elizabeth  
SLEO Shared Service Agreement**

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

**WHEREAS**, NJSA 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any item of revenue in the budget of any county or municipality when such item have been made available by law and the amount was not determined at the time of the adoption of the budget; and,

**WHEREAS**, the Director may also approve the insertion of an item of appropriation for equal amount.

**NOW, THEREFORE, BE IT RESOLVED** that the Township of Wyckoff, County of Bergen, State of New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2023 in the sum of \$36,684.20 which is now available from the St. Elizabeth School SLEO Shared Service Agreement; and,

**BE IT FURTHER RESOLVED** that the like sum of \$36,684.20 is hereby appropriated under the caption St. Elizabeth School SLEO Shared Service Agreement; and,

**BE IT FURTHER RESOLVED** that the above is the result of funds from the Wyckoff Board of Education SLEO Shared Service Agreement in the amount of \$36,684.20.

**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 SEPTEMBER 19, 2023.

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