

## **TOWNSHIP OF WYCKOFF**

### **OPEN PUBLIC MEETINGS ACT NOTICE**

**PLEASE TAKE NOTICE** that, in accordance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq., the Wyckoff Township Committee will hold its regularly scheduled meeting on Tuesday, March 24, 2026, at 7:00 p.m., in the Second Floor Courtroom at Wyckoff Town Hall, 340 Franklin Avenue, Wyckoff, New Jersey 07481.

Formal action may be taken at this meeting.

Adequate notice of this meeting has been provided in accordance with N.J.S.A. 10:4-8 by posting written notice in a public place reserved for such announcements and in accordance with Public Law 2025, Chapter 72 by posting the notice on the Township's website at [wyckoffnj.gov/notices](http://wyckoffnj.gov/notices).

The meeting will also be live-streamed via the Township of Wyckoff's official YouTube channel for viewing purposes only. Public comment will be accepted in person only and in accordance with Township Committee meeting procedures. Access to the Township's YouTube channel is available from the Township website ([www.WyckoffNJ.gov](http://www.WyckoffNJ.gov)).

This agenda is subject to change.

### **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. 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 MEETING  
MUNICIPAL COURT ROOM  
TUESDAY, MARCH 24, 2026 - 7:00 P.M.**

**WORK SESSION PORTION**

- 1. Regular Meeting of the Wyckoff Township Committee called to order by Mayor Roger J. Lane**
- 2. Flag Salute**
- 3. Invocation by Fr. Robert Burkot, St. Elizabeth's R.C. Church**
- 4. Reading of the "Open Public Meetings Act" statement by Municipal Clerk, Nancy A. Brown**

*The notice requirements of the Open Public Meetings Act have been satisfied with respect to this meeting. Specifically, the time, date, and location were included in the annual notice of meetings adopted by the Township Committee, posted in Memorial Town Hall by the Municipal Clerk's Office, and sent to at least two newspapers, including the official newspapers of the Township, The Ridgewood News and The Record*

*Additionally, to the extent known, the agenda for this meeting and whether formal action will be taken was posted in Memorial Town Hall by the Municipal Clerk's Office and posted on the Township's website in accordance with the Open Public Meetings Act and Public Law 2025, Chapter 72.*

- 5. Roll Call of the Township Committee Members Present:**

BOGDANSKY \_\_\_\_\_ BOONSTRA \_\_\_\_\_ MELCHIONNE \_\_\_\_\_  
SCHAPPERT \_\_\_\_\_ LANE \_\_\_\_\_

- 6. Confirm that the Township Committee has reviewed and signed all vouchers for payment, and that the Mayor and Municipal Clerk have signed any necessary documents.**

- 7. Motion to open the Twenty-Minute Public Comment period:**

Twenty-minute public comment period, five 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 and state your name for the record.

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_  
ALL IN FAVOR \_\_\_\_\_ OPPOSED \_\_\_\_\_

Motion to close the Public Comment period:

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_  
ALL IN FAVOR \_\_\_\_\_ OPPOSED \_\_\_\_\_

- 8. Review of Business Agenda – Administrator
- 9. Review of Policy Action Items – Administrator
- 10. Reports of Township Committee Members
- 11. Report of Township Attorney

**BUSINESS MEETING PORTION**

12. **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. **Minutes – for approval**

March 10, 2026 Regular Meeting

II. **Bill List Resolutions – for adoption**

#26-B5 Authorization of Vouchers and Payment of Bills

III. **Resolutions – for adoption**

#26-88 National Public Health Week 2026 – “Ready. Set. Action!”  
#26-09A Readoption and Amendment of 2026 Cash Management Plan,  
Depositories, Signatories & Petty Cash Funds

IV. **Ordinances – for introduction**

#2078 AN ORDINANCE AMENDING CHAPTER 165 OF THE CODE OF THE TOWNSHIP OF WYCKOFF ENTITLED “STREETS AND SIDEWALKS” TO ADD THE NEXT SEQUENTIAL ARTICLE ESTABLISHING AN HONORARY AND COMMEMORATIVE STREET SIGN DESIGNATION PROGRAM

**FORMAL ACTION MAY BE TAKEN DURING THIS MEETING  
AGENDA SUBJECT TO CHANGE WITHOUT NOTICE**

**V. Motions – for approval**

- A. Approve request for Special Event by resident Marilyn Leonart to hold a 5K walk for family and friends in memory of her late brother at Russell Farms Community Park on Saturday, June 13<sup>th</sup> from 10:30 am until approximately 1:00 pm. In the event of rain, the walk will be held on Sunday, June 14<sup>th</sup> at the same time.

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: \_\_\_\_\_  
 BOGDANSKY \_\_\_\_\_ BOONSTRA \_\_\_\_\_ MELCHIONNE \_\_\_\_\_  
 SCHAPPERT \_\_\_\_\_ LANE \_\_\_\_\_

**13. Ordinances – for public hearing and further consideration/adoption**

*Mayor Lane, I have the first of three ordinances on tonight’s agenda for public hearing and further consideration. It is Ordinance #2075 which is*

**AN ORDINANCE TO AMEND AND SUPPLEMENT THE CODE OF THE TOWNSHIP OF WYCKOFF BY ADDING A NEW CHAPTER 102, ENTITLED “BUSINESS AND INSURANCE REGISTRY”**

*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 #2075, and all persons who wish to be heard, please state your name before making your comment. If you wish to make a comment, please step forward to the microphone.

COMMITTEE PERSON \_\_\_\_\_: I move that the Public Hearing on Ordinance #2075 be closed.

COMMITTEE PERSON \_\_\_\_\_: Seconded

ALL IN FAVOR \_\_\_\_\_ OPPOSED \_\_\_\_\_

MUNICIPAL CLERK: *BE IT RESOLVED, by the Township Committee of the Township of Wyckoff that Ordinance #2075, 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 on the municipal website in accordance with Public Law 2025, Chapter 72.*

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COMMITTEE PERSON \_\_\_\_\_ : I move Ordinance #2075 on second reading by title only.

COMMITTEE PERSON \_\_\_\_\_ : Seconded.

ROLL CALL VOTE

BOGDANSKY \_\_\_\_\_ BOONSTRA \_\_\_\_\_ MELCHIONNE \_\_\_\_\_  
SCHAPPERT \_\_\_\_\_ LANE \_\_\_\_\_

*The second ordinance on tonight's agenda for public hearing and further consideration is Ordinance #2076 which is*

**AN ORDINANCE AMENDING CHAPTER 5, ARTICLE I, OF THE CODE OF THE TOWNSHIP OF WYCKOFF TO REPEAL § 5-5V REQUIRING THE TOWNSHIP ADMINISTRATOR TO SERVE AS CHIEF FINANCIAL OFFICER**

*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 #2076, and all persons who wish to be heard, please state your name before making your comment. If you wish to make a comment, please step forward to the microphone.

COMMITTEE PERSON \_\_\_\_\_ : I move that the Public Hearing on Ordinance #2076 be closed.

COMMITTEE PERSON \_\_\_\_\_ : Seconded

ALL IN FAVOR \_\_\_\_\_ OPPOSED \_\_\_\_\_

MUNICIPAL CLERK: *BE IT RESOLVED, by the Township Committee of the Township of Wyckoff that Ordinance #2076, 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 on the municipal website in accordance with Public Law 2025, Chapter 72.*

COMMITTEE PERSON \_\_\_\_\_ : I move Ordinance #2076 on second reading by title only.

COMMITTEE PERSON \_\_\_\_\_ : Seconded.

ROLL CALL VOTE

BOGDANSKY \_\_\_\_\_ BOONSTRA \_\_\_\_\_ MELCHIONNE \_\_\_\_\_  
SCHAPPERT \_\_\_\_\_ LANE \_\_\_\_\_

**FORMAL ACTION MAY BE TAKEN DURING THIS MEETING  
AGENDA SUBJECT TO CHANGE WITHOUT NOTICE**

The third ordinance on tonight's agenda for public hearing and further consideration is Ordinance #2077 which is

**AN ORDINANCE AMENDING CHAPTER 22, "COURT, MUNICIPAL," OF THE CODE OF THE TOWNSHIP OF WYCKOFF TO REPEAL THE SALARY PROVISIONS FOR THE MUNICIPAL PROSECUTOR AND MUNICIPAL PUBLIC DEFENDER**

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 #2077, and all persons who wish to be heard, please state your name before making your comment. If you wish to make a comment, please step forward to the microphone.

COMMITTEE PERSON \_\_\_\_\_: I move that the Public Hearing on Ordinance #2077 be closed.

COMMITTEE PERSON \_\_\_\_\_: Seconded

ALL IN FAVOR \_\_\_\_\_ OPPOSED \_\_\_\_\_

MUNICIPAL CLERK: BE IT RESOLVED, by the Township Committee of the Township of Wyckoff that Ordinance #2077, 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 on the municipal website in accordance with Public Law 2025, Chapter 72.

COMMITTEE PERSON \_\_\_\_\_: I move Ordinance #2077 on second reading by title only.

COMMITTEE PERSON \_\_\_\_\_: Seconded.

ROLL CALL VOTE

BOGDANSKY \_\_\_\_\_ BOONSTRA \_\_\_\_\_ MELCHIONNE \_\_\_\_\_  
SCHAPPERT \_\_\_\_\_ LANE \_\_\_\_\_

(Items 14 & 15 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.)

**14. Motion to adopt resolution #26-C5 and enter a Closed Session Discussion.**

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

**FORMAL ACTION MAY BE TAKEN DURING THIS MEETING  
AGENDA SUBJECT TO CHANGE WITHOUT NOTICE**

**15. Motion to Exit the Closed Session Discussion and to re-enter the Open Session.**

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_  
ALL IN FAVOR \_\_\_\_\_ OPPOSED \_\_\_\_\_

**16. Adjourn**

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_  
ALL IN FAVOR \_\_\_\_\_ OPPOSED \_\_\_\_\_

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #26-09A**

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**MEETING DATE: March 24, 2026**

**REFERENCE: Readoption and Amendment of  
2026 Cash Management Plan, Depositories,  
Signatories & Petty Cash Funds**

**INTRODUCED:**

**SECONDED:**

**VOTE: BOGDANSKY \_\_\_ BOONSTRA \_\_\_ MELCHIONNE \_\_\_ SCHAPPERT \_\_\_ LANE \_\_\_**

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**WHEREAS**, N.J.S.A. 40A:5-14 requires that each local unit adopt a cash management plan by resolution of a majority of the full membership of the governing body, designating depositories and authorizing permitted investments, with administration by the Chief Financial Officer; and

**WHEREAS**, N.J.S.A. 40A:5-15.1 authorizes certain investments, including deposits in the New Jersey Cash Management Fund and certificates of deposit when made pursuant to an adopted plan; and

**WHEREAS**, local government units are required to deposit public funds only with eligible public depositories certified under the Governmental Unit Deposit Protection Act (R.S. 17:9-41); and

**WHEREAS**, the Township Committee previously adopted Resolution #26-09 on January 1, 2026 establishing the Township's 2026 Cash Management Plan, designating official depositories, authorizing signatories for municipal accounts, and establishing petty cash and change funds for the fiscal year; and

**WHEREAS**, the Township Committee now desires to readopt and amend Resolution #26-09 and Exhibit A thereto in order to incorporate the MEL's JCMi Banking Best Practices governing wire transfers, ACH payments, and check issuance, and to reaffirm the remaining provisions of said resolution except as specifically amended herein.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Wyckoff, in the County of Bergen, State of New Jersey, as follows:

- 1. Readoption and Amendment of Cash Management Plan**  
Resolution #26-09, previously adopted on January 1, 2026, is hereby readopted and amended. The amended Cash Management Plan for the Township of Wyckoff for calendar year 2026, attached hereto and made a part hereof as Exhibit A, is hereby approved and readopted in its amended form. The Chief Financial Officer shall administer the Plan in accordance with applicable statutes, regulations, and the MEL's JCMi Banking Best Practices as incorporated therein.
  
- 2. Designation of Official Depositories**  
The following institutions are hereby designated as official depositories for the Township for the calendar year 2026:
  - TD Bank
  - Valley Bank
  - Provident Bank

The Chief Financial Officer is further authorized to deposit and invest Township funds in

accordance with the adopted Plan, including permitted investments in the New Jersey Cash Management Fund and certificates of deposit.

Prior to the deposit of Township funds, the CFO shall verify that each institution is an eligible public depository certified under GUDPA.

### 3. Designation of Official Signatories

The following individuals are designated as the official signatories for the accounts listed below, requiring a minimum of two signatures on all drafts and checks:

- Township Committee Chairperson
- Municipal Clerk
- Director of Finance (CFO/Treasurer)
- Deputy Treasurer

#### Designated Accounts and Banks:

Account Name	Bank	Account Number Ending
Current Collections	Provident Bank	9690
Claims Account	Provident Bank	9682
General Capital	Provident Bank	9577
Animal Control	Provident Bank	9585
Sewer Utility	Provident Bank	9704
Unemployment Insurance Trust	Provident Bank	9593
Developer's Trust	Provident Bank	4914
Sewer Lockbox	Provident Bank	0880
Trust	TD Bank	3221
Gardens of Wyckoff	TD Bank	0987
Community Development Block Grant	TD Bank	6263
Payroll	TD Bank	1096
Agency Disbursement	TD Bank	1371
Developer's Trust	TD Bank	4276
Investment Account	TD Bank	9424
Affordable Housing Development Fee Trust	TD Bank	2892
Employee Flexible Spending Account	TD Bank	6241
Employee Health Reimbursement Account	TD Bank	6591
Municipal Open Space Trust	TD Bank	5766
Online Tax Collection	TD Bank	7044
Online Recreation Payments	TD Bank	7004
Online Sewer Payments	TD Bank	9278
Webform Payments	TD Bank	7380
Larkin House	TD Bank	8749

For the following account, two signatures are required from the Director of Finance (CFO/Treasurer) and the Deputy Treasurer:

Account Name	Bank	Account Number Ending
Petty Cash – Treasurer	Provident Bank	9712

For the following Municipal Court accounts, two signatures are required from the Municipal Court Judge and the Municipal Court Administrator.

<b>Account Name</b>	<b>Bank</b>	<b>Account Number Ending</b>
Municipal Court	Valley Bank	3742
Municipal Court Bail	Valley Bank	3750

#### **4. Payment Authorization**

The Chief Financial Officer, with consent from the Township Administrator, is authorized to issue checks for the following obligations when due between Township Committee meetings, subject to ratification at the next Township Committee meeting:

- Township bonds and interest thereon.
- Bond anticipation notes and interest thereon.
- County taxes and State health benefit payments.
- Social Security contributions.
- Payments for goods and services under the Prompt Payment Law.
- Payments for construction services and user charges under the Sewer Utility Budget.
- School taxes for the Wyckoff Board of Education and Ramapo Indian Hills School District.
- Seasonal and regular payroll, vendor payments, and other miscellaneous items.

#### **5. Telephone/Online Transfers**

- The Chief Financial Officer, and in their absence, the Deputy CFO, and/or the Deputy Treasurer are authorized to perform telephone and online transfers of funds for the renewal of notes or investments into or out of authorized Township accounts.
- The Chief Financial Officer is hereby authorized to transfer funds by wire and through the Township's online banking platforms solely for the following purposes and subject to all pertinent regulations:
  1. To or from Township checking or savings accounts to other Township accounts.
  2. To or from Township checking or savings accounts to or from accounts specified by banks or the State of New Jersey Cash Management Funds solely for the purpose of investing for the account of the Township of Wyckoff.
  3. Payment of debt service as required to be wire transferred to DTCC holding accounts or a specific purchaser, which will require phone confirmation of instruction to the Chief Financial Officer.
  4. ACH payment of Federal, State, & County taxes as well as Employee Benefits only permitted as required.
  5. ACH payments for taxes, employee benefits, and other limited purposes expressly authorized by Township policy and banking controls are permitted. ACH payments for routine vendor payments and purchasing shall not be made unless specifically authorized by further Township policy or resolution.

#### **6. Payment Deadlines**

The Chief Financial Officer is authorized to ensure that all bills for:

- County of Bergen taxes,
- Wyckoff Board of Education school taxes, and
- Ramapo Indian Hills school taxes

are paid on or before their respective due dates.

#### **7. Cancellation of Small Unpaid Balances**

The Tax Collector is hereby authorized and directed to cancel certain unpaid current year balances as indicated on the tax rolls that do not exceed \$10.00.

#### **8. Check Reissuance and Cancellation**

The Chief Financial Officer shall cancel outstanding checks over 180 days old and attempt to reissue them. If every attempt to reissue is unsuccessful, the outstanding balance shall be transferred to the Current Fund Surplus, General Capital Budget Account, or Trust Account as appropriate, upon determination by the Chief Financial Officer that the check cannot be reissued.

#### **9. Monitoring of Exemptions and Abatements**

The Township Administrator is hereby appointed to monitor exemptions granted to the Long-Term Exemption Law, *N.J.S.A. 40A:20-1, et seq.*, and Five-Year Exemptions/Abatements granted pursuant to *N.J.S.A. 40A:21-1, et seq.*, commonly referred to as payments in lieu of taxes ("PILOTS"). The Tax Assessor is hereby designated to monitor tax exemptions and abatements annually.

#### **10. Modified No-Cash Policy**

The Township maintains a modified no-cash policy for the payment of taxes, sewer charges, permits, and other municipal charges as follows:

- Payments shall not exceed \$100 in cash for the current year.
- For properties in the Tax Sale for delinquent sewer charges, payments necessary to avoid sale shall be accepted in cash, if necessary.
- The Tax Collector shall issue public notice of this policy on the Township website, bulletin board in the Finance Office, and on all tax and sewer bills.

#### **11. Payment Portal User Fees / Convenience Fees**

The Township Committee authorizes the user fees charged to users of the Township's payment portals to be as follows:

##### **Tax and Sewer Payment:**

- Payment by e-check is waived
- 2.95% of total payment for use of credit cards or debit cards.

##### **Online Forms:**

- 3.4% + \$0.30 for Park and Ride, Smoke Detector Inspection, Certificate of Approval for Resale, Temporary Real Estate Sign Permit, and Animal Licensing

##### **Recreation Registration:**

- 2.57% of total payment for use of credit cards (non-AmEx)
- 3.57% American Express (AmEx)
- Transaction Fee (per transaction) \$0.15 (15 cents)
- \$25.00 for chargeback
- \$35.00 for NSF return

- No e-check permitted for recreation registrations

These user fees shall be disclosed within the applicable payment portal at the time of payment.”

#### **12. Petty Cash & Change Funds**

- The Petty Cash Fund previously established be re-instated as of January 1, 2026, and the check be drawn against the Current Account and deposited in a Petty Cash Account for the sum of \$300.00 in the name of the Township Treasurer.
- The Petty Cash Funds in the amount of \$100.00 in the name of the Chief of Police and \$400.00 in the name of the Recreation Director are hereby re-instated as of January 1, 2026.
- Change funds are established in the amount of \$300.00 for the Tax Collector, \$200.00 for the Municipal Clerk and \$100.00 for the Municipal Court.
- Each petty cash account will have a maximum of any individual expenditure of \$100.00.

#### **13. Township Committee Members to Review and Affix Their Signatures to Vouchers to Authorize Payment**

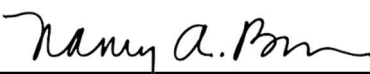
Pursuant to Chapter 15, Claims Approval, § 15-3 of the Wyckoff Township Code, all members of the Township Committee are hereby appointed to the Finance Subcommittee. Any two (2) members of the Township Committee are authorized to sign vouchers authorizing payment thereof, fulfilling the requirement for preliminary approval as specified in the Code.

#### **14. Ratification of Prior Resolution**

Except as specifically amended by this resolution and the amended Exhibit A attached hereto, all other terms and provisions of Resolution #26-09 shall remain in full force and effect.

#### **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 24, 2026.

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



**TOWNSHIP OF WYCKOFF  
CASH MANAGEMENT PLAN  
CALENDAR YEAR 2026**

**I. Purpose and Authority**

This Cash Management Plan (the “Plan”) is adopted for the Township of Wyckoff (the “Township”) to establish and document policies and procedures for the management of Township funds, including deposits and permitted investments, consistent with applicable New Jersey law. The Plan is intended to safeguard public funds, maintain liquidity to meet operating needs, and obtain a reasonable rate of return, while preserving principal and complying with all statutory requirements.

The Chief Financial Officer (“CFO”) is responsible for administering this Plan on behalf of the Township, subject to the oversight of the Township Committee. The Township shall follow the MEL’s JCMi Banking Best Practices governing wire transfers, ACH payments, and check issuance, and the Chief Financial Officer shall further confirm that the Township’s financial institution adheres to these requirements.

**II. Scope**

This Plan applies to all funds of the Township that are required or permitted to be deposited or invested by the Township, including funds held in the custody of the Township and its officers where applicable. Where a specific statute, bond covenant, grant condition, or other legal restriction governs a particular fund, that restriction shall control.

**III. Objectives**

In priority order, the Township’s cash management and investment objectives are:

1. **Safety of principal**
2. **Liquidity** to meet cash flow requirements
3. **Return on investment**, consistent with safety and liquidity

**IV. Designation of Depositories and Authorized Financial Institutions**

**A. Official Depositories**

Township funds shall be maintained in the official depositories designated by Township Committee resolution for calendar year 2026 (the “Designating Resolution”). Deposit accounts shall be opened and maintained only with the institutions so designated, unless otherwise permitted by law and authorized by Township Committee action.

**B. GUDPA Eligibility**

Prior to placing municipal deposits in a designated depository, the CFO shall obtain and retain on file documentation demonstrating that the institution is an eligible public depository under the Governmental Unit Deposit Protection Act (“GUDPA”), as applicable.

**C. New Jersey Cash Management Fund**

Where authorized by the Designating Resolution and applicable law, the CFO may

invest funds in the New Jersey Cash Management Fund.

## **V. Permitted Investments and Deposits**

### **A. Permitted Investments**

The Township may invest funds only as permitted by applicable law. Subject to legal limitations and fund restrictions, permitted investments may include:

- Deposits in the New Jersey Cash Management Fund
- Certificates of deposit
- Interest-bearing accounts and other deposit products offered by the Township's designated depositories, including money market deposit accounts, savings accounts, and other similar bank deposit products, to the extent permitted by law

### **B. Prohibited Investments**

The Township shall not invest in instruments not specifically authorized by law, including but not limited to derivatives, leveraged instruments, or speculative products.

### **C. Maturity and Liquidity**

Investment decisions shall be guided by anticipated cash flow needs. Funds that are reasonably expected to be needed for operations or known obligations shall remain sufficiently liquid. Longer-term maturities may be used only when consistent with cash flow forecasts and legal restrictions governing the specific fund.

## **VI. Investment Procurement and Competitive Practices**

### **A. Competitive Basis**

All investments shall be made on a competitive basis insofar as practicable. For certificates of deposit and other rate-based placements, the CFO (or designee) shall solicit rates or quotations from available authorized institutions to the extent practicable and document the basis for the selection.

### **B. Relationship to Depository Designation**

Competitive procurement under this Plan does not expand the universe of permitted financial institutions beyond those authorized by law and the Designating Resolution.

## **VII. Internal Controls and Separation of Duties**

The Township shall maintain internal controls to protect Township assets and minimize the risk of loss due to error, fraud, or imprudent practices. Internal controls shall include, where feasible:

- Separation of cash receipting and deposit functions from bank reconciliation and general ledger posting
- Timely deposit of collections and other receipts
- Dual control over the handling of negotiable instruments prior to deposit, where practicable
- Bank reconciliations performed regularly and reviewed by supervisory personnel
- Maintenance of detailed records for all accounts and investments

- Restricted access to online banking credentials and banking platforms, with access granted only to authorized personnel

### **VIII. JCMI Banking Best Practices – Wire Transfers, ACH Payments, and Check Issuance**

In addition to all other internal controls set forth in this Plan, the Township shall comply with the MEL's JCMI Banking Best Practices governing wire transfers, ACH payments, and check issuance.

#### **A. General Policy**

Wire transfers shall be used only for infrequent or emergent matters, debt service, real estate transactions, or other transactions where a wire is reasonably necessary. ACH payments are preferred where permitted and appropriate, as banking institutions have indicated that ACH payments are generally more secure than wire transfers. Wire transfers and ACH payments shall not be used for routine vendor payments except where specifically authorized under Township policy and banking controls.

#### **B. Authorized Personnel and Dual Control**

At least two authorized individuals shall be involved in each wire transfer or ACH payment process. One authorized individual in the Finance function shall initiate the wire transfer or ACH payment. A second authorized individual, with an appropriate level of responsibility, shall independently confirm and authorize the release of the transaction with the bank using a separate platform from the one used to initiate the transaction, such as a telephone call, text message, or other separate authentication method, and not by email on the same network.

If the Chief Financial Officer/Treasurer initiates the transaction, the confirming individual should be the Township Administrator, Municipal Clerk, or other appropriately authorized official. Information supporting the transaction shall be provided to the confirming individual before bank confirmation is presented and approved.

#### **C. Templates; Blocking of Free-Form Transactions; Authentication**

Free-form wire transfers and ACH payments shall be blocked in the banking system. Only approved wire or ACH templates shall be authorized. The creation of a new template, and any modification to an existing template, shall be subject to the same dual-authorization and confirmation process required for the release of a transaction.

Each wire transfer or ACH payment shall require, at minimum, multi-factor authentication for each authorized user and verbal authorization and verbal confirmation using contact information already on file and not a telephone number contained in an email. Any email exchange relating to confirmation shall be limited and shall not contain specific details relating to the actual contents of the transfer.

The Township shall work with its financial institution to maintain appropriate blocks and alerts, including alerts for all wire transfers, ACH transactions, and changes to templates. No wire transfer or ACH payment shall be released until the recipient of the alert approves it through the required control process.

**D. Required Documentation for Each Wire Transfer or ACH Payment**

For each wire transfer or ACH payment, the following documentation shall be created and retained:

1. A valid approved template for the transaction.
2. The name of the person spoken to, including the recipient vendor or entity title and telephone number.
3. The names of the two Township individuals who verbally and in writing confirmed the authorization of the transfer.
4. The receiving bank information, including routing number, account number, and dollar amount.
5. Documentation of the confirming telephone call or other approved separate-platform confirmation to the vendor or receiving entity verifying transfer authorization and receiving bank information.
6. Memorialization of the transfer and confirmation of completion of the transaction.
7. A printed or saved confirmation or report from the financial institution showing that the wire was sent or the ACH was processed.

For a recurring transaction using an established and previously approved template, items 3 through 6 above need not be repeated for each occurrence, provided the template remains unchanged and all other required banking controls remain in place.

**E. Filing, Recordkeeping, and Audit Availability**

Memorialization of each wire transfer and ACH payment, together with the completed transaction confirmation generated by the financial institution, shall be filed with and maintained by the Chief Financial Officer and made available for audit.

A detailed description of all wire transfers and ACH payments shall also be filed with the Township Administrator and the Municipal Clerk. The description appearing on the bills list may satisfy this requirement if it clearly identifies the payment as a wire transfer or ACH transaction and otherwise provides sufficient detail.

**F. Post-Transfer Verification**

Within twenty-four (24) hours after completion of a wire transfer or ACH payment, the Township shall verbally confirm, where practicable, with the receiving vendor or entity that the funds were credited to the intended account.

**G. Dollar Limits; International Wires; Alerts; Positive Pay**

The Township shall establish and maintain reasonable dollar limits on wire transfers and ACH payments consistent with the Township's size, operational needs, and available insurance coverage.

All permissions for international wires shall be restricted on the financial institution's

online banking system unless expressly authorized by the Township and protected by heightened controls.

The Chief Financial Officer shall utilize blocks and alerts in the banking system so that any transaction not specifically authorized is flagged by the banking system and requires affirmative approval before processing.

The Township shall utilize a Payee Positive Pay system for all checks and ACH transactions, to the extent available through the Township's depository institutions.

#### **H. Daily Review and Suspicious Activity**

The Chief Financial Officer, Treasurer, or other authorized finance personnel shall review overnight transactions and daily balances on a daily basis to identify any unusual transactions or events.

If suspicious activity is detected, the Township shall immediately notify the bank and the appropriate Township administrative officials and shall take such additional protective action as may be warranted.

#### **IX. Authorized Officials and Delegation**

##### **A. Authority**

The CFO is authorized to implement and administer this Plan, including opening and maintaining accounts with designated depositories, placing permitted investments, and executing documents necessary to effect deposits and investments consistent with law and the Designating Resolution.

##### **B. Delegation**

The CFO may delegate certain administrative duties to appropriate Township personnel in writing, provided that such delegation is consistent with internal controls and does not eliminate required oversight.

##### **C. Authorized Signatories**

The CFO shall maintain, and keep current, an authorized signatory list for all Township bank and investment accounts, consistent with Township resolutions and banking requirements.

#### **X. Safekeeping, Custody, and Documentation**

##### **A. Depository Statements and Confirmations**

The CFO shall ensure that monthly statements are received for all deposit accounts and that confirmations or statements are maintained for all investments and redemptions.

##### **B. Records Retention**

Records supporting deposits, investments, quotations/rate solicitations, confirmations, and reconciliations shall be maintained in accordance with applicable records retention

requirements and Township policy.

#### **XI. Reporting to the Township Committee**

The CFO shall provide to the Township Committee a report, at least monthly, summarizing investments made or redeemed since the last report, including the information required by applicable law, such as:

- Each organization holding Township funds
- Amount and type/class of investment purchased or sold
- Book value
- Earned income
- Fees incurred
- Market value of investments as of the report date
- Any other information requested by the Township Committee

#### **XII. Ethics and Conflicts of Interest**

Officials and employees involved in cash management and investment activities shall refrain from personal business activity that could conflict with the proper execution of the Township's cash management responsibilities. No Township official or employee may accept any gift, rebate, or gratuity from any financial institution, broker, or counterparty that could reasonably be perceived as influencing Township decisions.

#### **XIII. Review and Amendments**

This Plan shall be in effect for calendar year 2026 unless amended or superseded by resolution of the Township Committee. The CFO may recommend updates as needed to reflect changes in law, banking practices, operational needs, or Township structure.

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #26-88**

\*\*\*\*\*

**MEETING DATE: March 24, 2026**

**REFERENCE: National Public Health  
Week 2026 – “Ready. Set. Action!”**

**INTRODUCED:**

**SECONDED:**

**VOTE: BOGDANSKY \_\_\_ BOONSTRA \_\_\_ MELCHIONNE \_\_\_ SCHAPPERT \_\_\_ LANE \_\_\_**

\*\*\*\*\*

**WHEREAS**, the health and well-being of our community is among our most cherished values, and the work of public health professionals, researchers, and volunteers strengthens the foundation upon which all residents can thrive; and

**WHEREAS**, National Public Health Week (NPHW) 2026, observed April 6 through 12, is organized by the American Public Health Association (APHA) under the theme “Ready. Set. Action!” — a call to move from planning to purposeful, evidence-based action that improves the health of every community member; and

**WHEREAS**, this year's theme emphasizes the urgent need to strengthen public health infrastructure, equip and support the public health workforce, and advance community-driven solutions that ensure all people — regardless of background or circumstance — have the opportunity to live long, healthy lives; and


**WHEREAS**, public health workers in our community serve on the front lines every day — conducting disease surveillance, protecting food and water supplies, preventing injury and illness, and connecting residents with the care they need — often without recognition; and

**WHEREAS**, the American Public Health Association calls on all communities, leaders, and individuals to celebrate public health workers, advocate for health equity, and take concrete actions that promote cleaner air, safer neighborhoods, and expanded access to care;

**NOW THEREFOR BE IT PROCLAIMED** by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that April 6<sup>th</sup> through 12<sup>th</sup> is National Public Health Week and we call upon all residents, organizations, businesses, and public servants of Wyckoff to honor the dedicated women and men of public health, to champion policies that protect and promote well-being, and to embrace the spirit of “Ready. Set. Action!” by taking steps — large and small — toward a healthier, more equitable community for all.

**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 24, 2026.

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



**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #26-B5**

\*\*\*\*\*

**MEETING DATE: March 24, 2026**

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

**INTRODUCED:**

**SECONDED:**

**VOTE: BOGDANSKY \_\_ BOONSTRA \_\_ MELCHIONNE \_\_ SCHAPPERT \_\_ LANE \_\_**

\*\*\*\*\*

**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 Claims #, Library Payroll Checks #, Library Direct Deposit Vouchers #, Claims Wire #, Claims check #, AHDFT #, Accu-track #, and Trs. Dog Trust - \$0.00.

**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 24, 2026.

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



TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #26-C5

\*\*\*\*\*

MEETING DATE: March 24, 2026                      REFERENCE: Closed Session –  
Anticipated/Pending Litigation

INTRODUCED:    SECONDED:

VOTE: BOGDANSKY \_\_\_ BOONSTRA \_\_\_ MELCHIONNE \_\_\_ SCHAPPERT \_\_\_ LANE \_\_\_  
\*\*\*\*\*

**WHEREAS**, the Township Committee of the Township of Wyckoff is subject to certain requirements of the “Open Public Meetings Act”, N.J.S.A. 10:4-12, et seq.; and,

**WHEREAS**, the “Open Public Meetings Act”, N.J.S.A. 10:4-12, provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by Resolution; and,

**WHEREAS**, it was necessary for the Township Committee of the Township of Wyckoff to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12b and designated below:

**N.J.S.A. 10:4-12b (7) – Anticipated / Pending Litigation**

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey assembled in public session on March 24, 2026 meeting, hereby authorize, that an Executive Session closed to the public shall be conducted on March 24, 2026 in the Municipal Court Room at Town Hall, 340 Franklin Avenue, Wyckoff, New Jersey 07481, for the discussion of matters relating to the specific items designated above.

**BE IT FURTHER RESOLVED**, that the minutes of the said closed session will be made public when the Township Committee of the Township of Wyckoff determines the reason for the minutes to remain closed no longer exists and the Municipal Clerk shall attach to this resolution when completed the Closed Session Meeting Minutes related to the specific items designated above.

**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 24, 2026.

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



**TOWNSHIP OF WYCKOFF  
340 FRANKLIN AVENUE  
WYCKOFF, NEW JERSEY**

**ORDINANCE #2075**

**AN ORDINANCE TO AMEND AND SUPPLEMENT THE CODE OF THE TOWNSHIP  
OF WYCKOFF BY ADDING A NEW CHAPTER 102, ENTITLED  
“BUSINESS AND INSURANCE REGISTRY”**

**WHEREAS**, the State of New Jersey has enacted P.L. 2022, c.92, codified at *N.J.S.A. 40A:10A-1 et seq.*, which requires certain business owners and owners of rental units and certain owner-occupied multifamily dwellings to maintain minimum liability insurance coverage and to register proof thereof with the municipality; and

**WHEREAS**, the Township Committee of the Township of Wyckoff finds it necessary and appropriate to establish a local registration process, including initial registration deadlines and requirements for updated filings when insurance coverage changes during the year, in order to implement said law and to provide for the annual collection of proof of insurance compliance within the Township;

**NOW, THEREFORE, BE IT ORDAINED** by the Township Committee of the Township of Wyckoff, in the County of Bergen, State of New Jersey, as follows:

**SECTION 1.** The Code of the Township of Wyckoff is hereby amended and supplemented by adding a new Chapter 102, entitled “Business and Insurance Registry,” to read as follows:

**Chapter 102  
Business and Insurance Registry**

**§ 102-1. Purpose.**

*N.J.S.A. 40A:10A-1 et seq.* requires all business owners, owners of rental units, and owners of a multifamily home of four or fewer units, one of which is owner-occupied, to maintain certain levels of liability insurance. Said law further requires municipalities to establish a registry of all such individuals and entities and to annually collect proof of compliance with the provisions of the law. The purpose of this chapter is to implement the requirements of *N.J.S.A. 40A:10A-1 et seq.* within the Township of Wyckoff.

**§ 102-2. Insurance required.**

A. Except as provided in § 102-2B herein, the owner of a business or the owner of a rental unit or units located in the Township of Wyckoff shall maintain liability insurance for negligent acts and omissions in an amount of not less than \$500,000 for combined property damage and bodily injury to, or death of, one or more persons in any one accident or occurrence.

B. The owner of a multifamily home of four or fewer units, one of which is owner-occupied, located in the Township of Wyckoff shall maintain liability insurance for negligent acts and omissions in an amount of not less than \$300,000 for combined property damage and bodily injury to, or death of, one or more persons in any one accident or occurrence.

### **§ 102-3. Business insurance registration.**

Owners of businesses or rental units subject to the minimum liability insurance requirements set forth in this chapter, and owners of multifamily homes of four or fewer units, one of which is owner-occupied, shall annually register with the Township of Wyckoff and provide a compliant certificate of insurance issued by the owner's insurance company demonstrating compliance with this chapter and *N.J.S.A. 40A:10A-1 et seq.* To complete the annual registration, the owner shall file with the Municipal Clerk a completed registration, together with a copy of the required insurance certificate and an administrative fee of \$50. The registration shall be in such form and shall include such information as may be required by the Municipal Clerk. Annual registrations shall be due by January 31 of each calendar year, or within 30 days of registering the business or obtaining ownership of the rental unit or units or multifamily home subject to this chapter.

For the first year this chapter is in effect, the registration shall be due within 60 days after the effective date of this chapter. Thereafter, annual registrations shall be due by January 31 of each calendar year. For any business, rental unit, or multifamily home becoming subject to this chapter after the effective date hereof, the registration shall be due within 30 days of registering the business or obtaining ownership of the rental unit or units or multifamily home subject to this chapter.

If the required insurance policy is renewed, replaced, canceled, non-renewed, expires, or is otherwise materially changed during the calendar year, the owner shall file an updated certificate of insurance with the Municipal Clerk within 10 days of such renewal, replacement, cancellation, non-renewal, expiration, or material change.

### **§ 102-4. Certification of registration.**

Upon satisfaction of the registration requirements set forth in § 102-3 hereof, the Municipal Clerk shall issue a certificate of registration to the owner in a form approved by the Municipal Clerk. Such certificate of registration shall act as proof of compliance with this chapter. A certificate of registration shall be valid for the calendar year in which it is issued.

### **§ 102-5. Violations and penalties.**

If an owner fails to maintain the required level of insurance, or fails to file an annual registration as required by this chapter, or fails to file an updated certificate of insurance as required by this chapter, the owner shall be subject to a penalty of \$500 for a first offense, \$1,000 for a second offense, and \$2,000 for a third or subsequent offense. Such penalty may be collected through a summary proceeding pursuant to the Penalty Enforcement Law of 1999, *N.J.S.A. 2A:58-10*

*et seq.* Each year that an owner fails to register or fails to maintain adequate insurance shall be deemed a separate offense.

**SECTION 2.** If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be unconstitutional or invalid by any court of competent jurisdiction, such decision shall not affect the remaining portions of this Ordinance.

**SECTION 3.** All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

**SECTION 4.** This Ordinance shall take effect upon final passage and publication according to law.

### NOTICE

I HEREBY CERTIFY THAT THE AFOREMENTIONED ORDINANCE WAS POSTED TO THE TOWNSHIP'S WEBSITE AT WYCKOFFNJ.GOV/NOTICES PURSUANT TO P.L. 2025, c. 72.

**INTRODUCTION:** March 10, 2026  
**PUBLIC HEARING:** March 24, 2026  
**ADOPTED:** March 24, 2026  
**EFFECTIVE DATE:** March 25, 2026

  
NANCY A. BROWN  
MUNICIPAL CLERK



**TOWNSHIP OF WYCKOFF  
340 FRANKLIN AVENUE  
WYCKOFF, NEW JERSEY**

**ORDINANCE #2076**

**AN ORDINANCE AMENDING CHAPTER 5, ARTICLE I, OF THE CODE OF THE  
TOWNSHIP OF WYCKOFF TO REPEAL § 5-5V REQUIRING THE TOWNSHIP  
ADMINISTRATOR TO SERVE AS CHIEF FINANCIAL OFFICER**

**WHEREAS**, Chapter 5, Article I, of the Code of the Township of Wyckoff sets forth the powers and duties of the Township Administrator; and

**WHEREAS**, § 5-5V presently provides that the Township Administrator shall serve as the Chief Financial Officer of the Township of Wyckoff and shall carry out the responsibilities of such office pursuant to N.J.S.A. 52:27BB-26 et seq.; and

**WHEREAS**, the Township Committee has determined that said provision should be repealed in order for the Code to accurately reflect the current organization and administration of Township offices; and

**WHEREAS**, the Township Committee desires to repeal and reserve § 5-5V, while leaving the remainder of Chapter 5, Article I, unchanged;

**NOW, THEREFORE, BE IT ORDAINED** by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey, as follows:

**SECTION 1.** Chapter 5, Article I, § 5-5V of the Code of the Township of Wyckoff, which presently provides that the Township Administrator shall serve as the Chief Financial Officer of the Township of Wyckoff, is hereby repealed in its entirety and replaced as follows:

“V. [Reserved.]”

**SECTION 2.** The Code of the Township of Wyckoff is amended to conform with the provisions of this ordinance.

**SECTION 3.** If any section, subsection, sentence, clause, or phrase of this ordinance is held to be invalid by a court of competent jurisdiction, such decision shall not affect the remaining provisions of this ordinance.

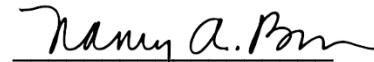
**SECTION 4.** All ordinances or parts of ordinances inconsistent herewith are repealed to the extent of such inconsistency.

**SECTION 5.** This ordinance shall take effect after final passage, adoption, and publication according to law.

**NOTICE**

I HEREBY CERTIFY THAT THE AFOREMENTIONED ORDINANCE WAS POSTED TO THE TOWNSHIP'S WEBSITE AT WYCKOFFNJ.GOV/NOTICES PURSUANT TO P.L. 2025, c. 72.

**INTRODUCTION:** March 10, 2026  
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NANCY A. BROWN  
MUNICIPAL CLERK



**TOWNSHIP OF WYCKOFF  
340 FRANKLIN AVENUE  
WYCKOFF, NEW JERSEY**

**ORDINANCE #2077**

**AN ORDINANCE AMENDING CHAPTER 22, "COURT, MUNICIPAL," OF THE CODE OF THE TOWNSHIP OF WYCKOFF TO REPEAL THE SALARY PROVISIONS FOR THE MUNICIPAL PROSECUTOR AND MUNICIPAL PUBLIC DEFENDER**

**WHEREAS**, the positions of Municipal Prosecutor and Municipal Public Defender are appointed positions for which compensation is not administered in the same manner as salaried officers and employees of the Township; and

**WHEREAS**, the Township Committee desires to amend Chapter 22 of the Code of the Township of Wyckoff to repeal and reserve the salary sections applicable to those positions in order to accurately reflect the manner in which such professional services are retained and compensated;

**BE IT ORDAINED** by the Township Committee of the Township of Wyckoff, in the County of Bergen, State of New Jersey, as follows:

**SECTION 1.** Chapter 22, "Court, Municipal," Article II, "Municipal Prosecutor," § 22-4, entitled "Salary," is hereby repealed in its entirety and replaced as follows:

"§ 22-4. [Reserved.]"

**SECTION 2.** Chapter 22, "Court, Municipal," Article III, "Municipal Public Defender," § 22-7, entitled "Salary," is hereby repealed in its entirety and replaced as follows:

"§ 22-7. [Reserved.]"

**SECTION 3.** The Code of the Township of Wyckoff is amended to conform with the provisions of this ordinance.

**SECTION 4.** If any section, subsection, sentence, clause, or phrase of this ordinance is held to be invalid by a court of competent jurisdiction, such decision shall not affect the remaining provisions of this ordinance.

**SECTION 5.** All ordinances or parts of ordinances inconsistent herewith are repealed to the extent of such inconsistency.

**SECTION 6.** This ordinance shall take effect after final passage, adoption, and publication according to law.

**NOTICE**

I HEREBY CERTIFY THAT THE AFOREMENTIONED ORDINANCE WAS POSTED TO THE TOWNSHIP'S WEBSITE AT WYCKOFFNJ.GOV/NOTICES PURSUANT TO P.L. 2025, c. 72.

**INTRODUCTION:** March 10, 2026  
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NANCY A. BROWN  
MUNICIPAL CLERK



**TOWNSHIP OF WYCKOFF  
340 FRANKLIN AVENUE  
WYCKOFF, NEW JERSEY**

**ORDINANCE #2078**

**AN ORDINANCE AMENDING CHAPTER 165 OF THE CODE OF THE TOWNSHIP OF WYCKOFF ENTITLED "STREETS AND SIDEWALKS" TO ADD THE NEXT SEQUENTIAL ARTICLE ESTABLISHING AN HONORARY AND COMMEMORATIVE STREET SIGN DESIGNATION PROGRAM**

**WHEREAS**, the Township Committee of the Township of Wyckoff desires to honor and recognize individuals with a documented connection to the Township who made extraordinary sacrifices in service to the United States of America, including those who died in the line of duty while serving in the Armed Forces or as police officers, firefighters, or emergency medical services personnel, and those who were Prisoners of War or recipients of the Medal of Honor, Service Cross, or Silver Star; and

**WHEREAS**, the Township Committee finds that establishing an objective and transparent process for honorary and commemorative street sign designations will allow the Township to provide appropriate recognition while maintaining the integrity of official street naming, addressing, mapping, and emergency response systems; and

**WHEREAS**, the Township Committee further finds that honorary and commemorative street sign designations are ceremonial and supplemental in nature and are intended to be limited to specific eligibility criteria, and that any official change to a street name must be considered separately and adopted by ordinance in accordance with applicable law; and

**WHEREAS**, the Township Committee also recognizes the need for a uniform review and approval process that includes consideration of public safety, sign placement feasibility, and maintenance responsibilities in coordination with the Department of Public Works, Police Department, and Township Engineer, as applicable.

**NOW, THEREFORE, BE IT ORDAINED** by the Township Committee of the Township of Wyckoff, in the County of Bergen, State of New Jersey, as follows:

**SECTION 1.** Findings and purpose.

- A. The Township Committee finds that it is in the public interest to recognize individuals with a significant and documented connection to the Township of Wyckoff who made extraordinary sacrifices in service to the United States of America or who received certain distinguished honors for military service, and to recognize those who died in the line of duty serving as police officers, firefighters, or emergency medical services personnel.
- B. The purpose of this Ordinance is to establish an objective, transparent, and administrable process for the placement of honorary and commemorative street signs on existing streets, while preserving the integrity of official street naming, addressing, mapping, emergency response, and governmental records.

- C. This program is intended to be specific and limited. Service alone, without meeting the criteria set forth herein, does not qualify.

**SECTION 2.** Amendment to Code.

Chapter 165 of the Code of the Township of Wyckoff, entitled "Streets and Sidewalks," is hereby amended as follows:

- A. Sections 165-73 through 165-80, inclusive, are hereby reserved for future use.
- B. The next sequential Article, Article IV, of Chapter 165 is hereby added to read as follows:

**ARTICLE IV. HONORARY AND COMMEMORATIVE STREET SIGN DESIGNATIONS**

**§ 165-81. Title.**

This Article shall be known as the "Honorary and Commemorative Street Sign Designation Program."

**§ 165-82. Nature of designation. Official street name remains unchanged. Separate ordinance required for renaming.**

- A. An honorary or commemorative street sign designation authorized by this Article is ceremonial and supplemental in nature and does not alter the official street name for any governmental, postal, mapping, addressing, or E-911 purpose.
- B. Nothing in this Article authorizes or effectuates a change to the official name of any street or public right of way within the Township.
- C. The Township Committee retains its authority under applicable law to rename a street by separate ordinance when it determines such action is appropriate. In evaluating whether to pursue an official street name change, the Township Committee may consider whether the street or street segment has any assigned property addresses or improvements that would be impacted for postal, mapping, or emergency response purposes. Any official street name change, if pursued, shall be addressed by a separate ordinance and shall not be governed by this Article.

**§ 165-83. Definitions.**

As used in this Article, the following terms shall have the meanings set forth below:

- A. Applicant means the individual, family member, organization, or group submitting an application.
- B. Commemorative sign means the supplemental sign installed in connection with an approved designation.

- C. Honoree means the person recognized by a commemorative sign.
- D. Line of duty death means a death occurring while performing official duties as a member of the United States Armed Forces, or while performing official duties as a police officer, firefighter, or emergency medical services personnel, as documented by official records.
- E. Police officer means a sworn law enforcement officer employed by a public law enforcement agency.
- F. Firefighter means an individual serving in a paid or volunteer capacity with a public fire department, fire district, or volunteer fire company providing fire protection services.
- G. EMS means an individual serving in a paid or volunteer capacity as an emergency medical technician, paramedic, or other emergency medical responder with an EMS agency or volunteer first aid or ambulance organization.
- H. Service Cross means the Distinguished Service Cross, Navy Cross, or Air Force Cross, as documented by official military records.
- I. Silver Star means the United States military decoration known as the Silver Star Medal, as documented by official military records.
- J. Medal of Honor means the United States military decoration known as the Medal of Honor, as documented by official military records.
- K. POW means Prisoner of War, as recognized by official military records.

**§ 165-84. Eligibility.**

- A. Eligible categories. An Honoree shall be eligible only if the Honoree meets at least one of the following:
  - 1. Line of duty death while serving in the United States Armed Forces.
  - 2. Line of duty death while serving as a police officer, firefighter, or EMS.
  - 3. POW status.
  - 4. Recipient of the Medal of Honor.
  - 5. Recipient of a Service Cross.
  - 6. Recipient of the Silver Star.
- B. Wyckoff connection required. In addition to subsection A, the Honoree must meet at least one of the following:
  - 1. The Honoree was a resident of Wyckoff at the time of enlistment, commissioning, or entry into qualifying service.
  - 2. The Honoree was a resident of Wyckoff at the time of discharge, retirement, or separation from qualifying service.
  - 3. The Honoree was a resident of Wyckoff at the time of death.
  - 4. For police officers, firefighters, or EMS personnel, the Honoree served in Wyckoff, or was assigned to a Wyckoff-based agency or

organization providing services within the Township, at the time of the qualifying event or at the time of death, as applicable.

C. Proof required.

1. Military documentation shall include a DD Form 214 and, as applicable, official military orders, citations, or other official documentation establishing POW status, decoration, or a line of duty death.
2. Police, fire, or EMS documentation shall include a letter or certification from the appointing authority, agency, or organization and documentation sufficient to establish a line of duty death where applicable.
3. Residency documentation shall include at least one reliable document demonstrating Wyckoff residency for the relevant time period, which may include tax records, voter registration, deed or lease, driver's license, utility bills, school records, or other comparable documentation acceptable to the Township Administrator in consultation with the Municipal Clerk. The Township Committee may require additional documentation to establish bona fide residency and may consider the totality of the circumstances in making that determination.

**§ 165-85. Application, review, and referral.**

- A. Applications shall be submitted to the Municipal Clerk on a form established by the Township Administrator in consultation with the Municipal Clerk and shall include, at minimum, the Honoree's identifying information, eligibility category, supporting documentation, proposed street segment or location, proposed sign wording, and applicant contact information.
- B. Upon receipt, the Township Administrator and Municipal Clerk shall review the application for completeness. Complete applications shall be forwarded for review and comment to the Department of Public Works, Police Department, and Township Engineer as deemed necessary for placement feasibility, maintenance considerations, and public safety.
- C. If the proposed location is within a county or state right of way, or otherwise requires a permit or approval from another agency, the Township may require evidence of such approval as a condition of final approval and installation.

**§ 165-86. Approval by resolution. Limitations and competing requests.**

- A. No designation shall be authorized except by resolution adopted by the Township Committee. The Township Committee retains discretion to approve, modify, or deny any application consistent with this Article, including discretion to modify location, wording, and duration.

- B. As a general rule, the Township shall approve no more than one honorary or commemorative street sign designation for any single street segment as defined in the approving resolution.
- C. The Township Committee may approve a joint designation for more than one Honoree on the same street segment only where the Honorees share a direct and substantial connection, such as a common incident or event, or other circumstances the Township Committee finds warrant joint recognition.
- D. Where multiple eligible applications request the same street segment, the Township Committee may deny one or more applications, approve an alternate segment or location, approve a joint designation under subsection C, or defer action, in order to preserve program consistency, avoid sign clutter, and maintain public safety. Approval of any designation shall not create a precedent, entitlement, or priority for additional designations on the same street or segment.

**§ 165-87. Sign standards and placement.**

- A. The commemorative sign shall be of a standard design approved by the Department of Public Works and shall be installed as a supplemental sign in proximity to the official street name sign.
- B. The Department of Public Works shall determine final sign placement in consultation with the Police Department and Township Engineer as needed.
- C. The commemorative sign shall not obscure, replace, or interfere with any official street name sign or traffic control device.
- D. Sign wording. The commemorative sign wording shall be concise and standardized. It shall generally be limited to the Honoree's name. The Township Committee may, in its discretion, approve inclusion of a rank or title and a brief identifier of the Honoree's branch or type of service, such as U.S. Army, U.S. Navy, U.S. Marine Corps, U.S. Air Force, U.S. Coast Guard, Police, Fire, or EMS. Where applicable, the Township Committee may also approve inclusion of a brief identifier of the qualifying basis for the designation, such as POW, Medal of Honor, Service Cross, or Silver Star. No other inscriptions, slogans, dedications, dates, or additional text shall be permitted.

**§ 165-88. Duration and renewal.**

Unless otherwise provided by the approving resolution, a designation shall be for a term of fifteen (15) years. The Township Committee may, in its sole discretion, renew a designation by resolution for additional fifteen (15) year periods. No new application shall be required for renewal.

**§ 165-89. Costs, fabrication, installation, and ownership.**

- A. Fee. The Applicant shall pay a fee of one hundred dollars (\$100.00) to the Township of Wyckoff for each approved honorary or commemorative street sign designation. The fee shall be due and payable upon adoption of the approving resolution and shall be paid in a form acceptable to the Township. No sign shall be fabricated or installed until the fee has been paid in full. The fee shall be non-refundable once paid.
- B. All signs shall be fabricated and installed through the Department of Public Works or its authorized vendor.
- C. Upon installation, the sign and hardware shall be Township property.

**§ 165-90. Maintenance, replacement, and removal.**

- A. The Department of Public Works shall maintain commemorative signs consistent with Township practices and subject to operational priorities.
- B. The Township may remove a commemorative sign temporarily or permanently due to construction, roadway improvements, utility work, safety concerns including visibility or sign clutter, repeated vandalism or theft, or direction by a county or state agency with jurisdiction.
- C. Removal of a commemorative sign shall not be deemed a change to the official street name.

**SECTION 3. Severability.**

If any section, subsection, sentence, clause, or phrase of this Ordinance is held to be unconstitutional or invalid for any reason, such decision shall not affect the remaining portions of this Ordinance.

**SECTION 4. Repealer.**

All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

**SECTION 5. Effective date.**

This Ordinance shall take effect upon final passage and publication as provided by law.

**NOTICE**


I HEREBY CERTIFY THAT THE AFOREMENTIONED ORDINANCE WAS POSTED TO THE TOWNSHIP'S WEBSITE AT WYCKOFFNJ.GOV/NOTICES PURSUANT TO P.L. 2025, c. 72.

**INTRODUCTION:** March 24, 2026

**PUBLIC HEARING:** April 7, 2026

**ADOPTED:** April 7, 2026

**EFFECTIVE DATE:** April 8

  
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NANCY A. BROWN  
MUNICIPAL CLERK

