# TOWNSHIP OF WYCKOFF TOWNSHIP COMMITTEE WORK SESSION MEETING MUNICIPAL COURT ROOM WEDNESDAY, OCTOBER 2, 2019 - 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
- 3. Reading of "Open Work Session" statement by Mrs. Santimauro
- 4. Confirm Finance Committee has reviewed, and signed vouchers and that Mayor and Municipal Clerk have signed any necessary documents.
- 5. Presentation of Proclamation to Fire Chief Timothy Brock Recognizing the Month of October as Fire Prevention Month.
- 6. 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.
- 7. Review of 8:00 p.m. Business Meeting Agenda Administrator
- 8. Review of Policy Action Items Administrator
- 9. a. Report of Township Committee
  - b. Report of Administrator
  - c. Report of Attorney
- 10. Recess Work Session Meeting to conduct 8:00 pm Business Meeting
- 11. Reconvene Work Session Meeting
- 12. Adjourn

## 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

#### **NOTICE TO PUBLIC**

As a visitor attending this public meeting, your presence and attendance may be recorded. By remaining in the Court Room during the meeting, it is assumed your consent is given for your image to be broadcast.

There may be situations where, 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 or live video streaming of the meeting is unavailable.

## TOWNSHIP COMMITTEE BUSINESS MEETING MUNICIPAL COURT ROOM WEDNESDAY, OCTOBER 2, 2019 - 8:00 PM

1.	Regular Meeting of the Wyckoff Township Committee called to order by
	Mayor Thomas J. Madigan

- 2. Flag Salute
- Invocation by Reverend Bridget Galvin from Grace Community Church
- 4. Reading of the "Open Public Meetings Act" statement by Mrs. Santimauro
- 5. Roll call of the Township Committee
- 6. 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.
- 7. Approval of the September 17, 2019 Township Committee Work Session and Regular Business meeting minutes:

MOTION:	SECOND			
BOONSTRA	RUBENSTEIN	SCANLAN	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:

### Resolutions (Adoption of the following):

#19-290	Designate the Month of October as Fire Prevention Month
#19-291	Authorize an Interlocal Services Agreement with Northwest
	Bergen County Utilities Authority
#19-292	Authorize Shared Service Agreement with Bergen County
#19-293	Award Contract for Pay to Play Compliance
#19-294	Reduction of 2019 Tax Levy Due to Tax Appeal
	Judgements
#19-295	Award Contract for Placement of Book Recycling Bin on
	Township Property
#19-296	Payment of Bills
#19-297	Return of certain overpaid taxes escrow monies, etc.
#19-298	Review of Best Practices Checklist
#19-299	Domestic Violence Awareness Month
#19-C12	Closed Session Discussion-NJSA 10:4-12b(7)-
	Anticipated Litigation

11	<u>Motions</u>	
	a. Proclaim October 6, 2019 as "Knock Out Opioid Abuse Day".	
Follo	wing is the vote on the Consent Agenda:	
MOTI BOON	ON: SECOND NSTRA RUBENSTEIN SCANLAN SHANLEY MADIGAN	
Ш	Ordinance- Public Hearings/Further Consideration	
	#1888 - AN ORDINANCE TO AMEND CHAPTER 177 OF THE CODE OF THE TOWNSHIP OF WYCKOFF, VEHICLES AND TRAFFIC RELATED TO TRUCK ROUTES	
MOTION: SECOND BOONSTRA RUBENSTEIN SCANLAN SHANLEY MADIGAN		
IV	Adjourn	

# 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

#### **NOTICE TO PUBLIC**

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INTRODUCED:

SECONDED:

MEETING DATE: October 2, 2019

**REFERENCE: Designate October - Fire** 

**Prevention Month** 

VOTE: BOONSTRA \_\_\_ RUBENSTEIN \_\_\_ SCANLAN \_\_\_ SHANLEY \_\_\_ MADIGAN

**WHEREAS,** Fire Prevention Month is celebrated because fire is a serious public safety concern both locally and nationally; and,

**WHEREAS**, the Wyckoff Township Committee and Wyckoff Volunteer Fire Department are committed to ensuring the safety and security of all those living in and visiting the Township of Wyckoff; and,

WHEREAS, people are at greatest risk from fire in their homes, and the Wyckoff's first responders are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and fire protection education; and,

**WHEREAS**, we encourage all Wyckoff residents to have a planned, practiced home-fire escape plan, which increases the chances of survival during a home fire; and,

WHEREAS, we also encourage all residents to install smoke alarms in every sleeping room, outside each separate sleeping area, and on every level of the home, and to ensure that those devices meet the needs of those who are deaf or hearing-impaired; and,

**WHEREAS**, the Township of Wyckoff will disseminate a series of home fire prevention best practices on its' social media sites to make residents and property owners aware of fire prevention measures they can practice.

**NOW, THEREFORE, BE IT PROCLAIMED,** by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that the month of October be designated as Fire Prevention Month and all residents and property owners are encouraged to review and practice home fire prevention best practices.

#### CERTIFICATION

I, JOYCE C. SANTIMAURO, 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 OCTOBER 1, 2019.

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INTRODUCED:	SECONDED:		
MEETING DATE: October 2, 2019	REFERENCE: Authorize an Interlocal Services Agreement		
VOTE: BOONSTRA RUBENSTEIN SO	CANLAN SHANLEY MADIGAN		

**WHEREAS**, the State of New Jersey has encouraged municipalities to enter into agreements for the joint provision of local government services; and,

WHEREAS, the Township of Wyckoff and the Northwest Bergen County Utilities Authority (NWBUA) have researched the feasibility of entering into an agreement under the authority of the Interlocal Services Act for the NWBUA to provide Licensed Sewer Operator service, daily monitoring of the Township of Wyckoff's three (3) waste water stations and repair service, 24 hours a day, seven days a week, for the Township of Wyckoff, for a fee; and,

**WHEREAS**, this interlocal service was successfully and satisfactorily implemented from 2003 through 2019 and the parties desire to renew the Interlocal Services Agreement; and,

**WHEREAS**, the Chief Financial Officer has issued a Certificate of Available Funds indicating funds are available in the 2019 sewer utility budget account #19-07-55-500-554; and,

WHEREAS, in accordance with NJAC 5:30-5.5- this contract award is subject to the availability and appropriation annually of sufficient funds in succeeding years; and

WHEREAS, the Township of Wyckoff is desirous of entering into agreement with NWBUA; and,

**WHEREAS**, the Township Engineer and Public Works Manager recommend the Township Committee enter into this agreement.

**NOW THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Wyckoff that in accordance with NJSA 40:8A et. seq., (Interlocal Services Act), an Interlocal Service Agreement with the NWBUA is authorized for licensed sewer operator service, daily monitoring of the townships pump stations and repair services in accordance with the seven (7) year service agreement which is attached hereto.

**BE IT FURTHER RESOLVED**, that in accordance with NJSA 40:8A-4 a copy of this resolution and the Interlocal Services Agreement shall be available in the office of the Municipal Clerk for public inspection. Said agreement shall take effect on 11-1-2019.

#### **CERTIFICATION**

I, JOYCE C. SANTIMAURO, 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 OCTOBER 2, 2019.

JOYCE C. SANTIMAURO MUNICIPAL CLERK

#### **CERTIFICATION OF AVAILABILITY OF FUNDS**

I, DIANA MCLEOD, CHIEF FINANCIAL OFFICER OF THE TOWNSHIP OF WYCKOFF, CERTIFY THAT ADEQUATE FUNDS HAVE BEEN APPROPRIATED IN THE 2019 BUDGET ACCOUNT - #19-07-55-500-554 AND IN ACCORDANCE WITH NJAC 5::30-5.5 THIS CONTRACT IS SUBJECT TO THE AVAILABILITY AND APPROPRIATION ANNUALLY OF SUFFICIENT FUNDS IN SUCCEEDING YEARS..

DIANA MCLEOD CHIEF FINANCIAL OFFICER

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INTRODUCED:	SECONDED:
MEETING DATE: October 2, 2019	REFERENCE: Authorize Shared Service with Bergen County
VOTE: BOONSTRA RUBENSTEIN	SCANLAN SHANLEY MADIGAN
WHEREAS, the State of New Jersey encouragreements; and,	rages municipalities to pursue shared service
<b>WHEREAS</b> , the Wyckoff Volunteer Fire Department of the Swift Water R	artment has requested Bergen County provide a lescue Boat and Trailer.
	the Township Committee of the Township of rsey, that the shared service with Bergen County for Boat and Trailer is approved.
<u>CER</u>	TIFICATION
I, JOYCE C. SANTIMAURO, MUNICIPAL CI CERTIFY THE ABOVE TO BE A TRUE AND BY THE TOWNSHIP COMMITTEE ON OCT	D EXACT COPY OF A RESOLUTION ADOPTED
·	JOYCE C. SANTIMAURO MUNICIPAL CLERK

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INTRODUCED:	SECONDED:	
MEETING DATE: October 2, 2019	REFERENCE: Award of Contract – Pay to Play Compliance	
VOTE: BOONSTRA RUBENSTEIN S	CANLAN SHANLEY MADIGAN	

**WHEREAS**, the Wyckoff Police Department has a patrol vehicle with low mileage which requires a new motor and it makes prudent sense to replace the motor rather than purchase a replacement patrol vehicle; and,

WHEREAS, the Wyckoff Police Department has solicited multiple price quotations; and,

**WHEREAS**, N.J.S.A. 19:44A-20.4 et seq., requires contracts procured through price quotations that are below the municipalities bid threshold but over the Pay to Play threshold of \$17,500 to be authorized after municipalities obtain the political contributions disclosure forms and the business entity disclosure certification; and,

WHEREAS, the aforementioned documentation has been obtained and it is available for public inspection in the Municipal Clerk's office; and,

WHEREAS, an encumbrance of funds certification is attached.

**NOW, THEREFORE, BE IT RESOLVED,** by the Township Committee of the Township of Wyckoff that the Township Committee authorizes an award of a purchase order to Mahwah Automobile Center, 111 Spring Street, Ramsey, New Jersey 07446 for the purchase and installation of a new motor in Police Vehicle, 2008 Chevrolet Tahoe L.S. for the total cost of \$8,098.92.

BE IT FURTHER RESOLVED, that this contract has been awarded to this contractor based on the merits and abilities of the contractor to provide the goods or service as described herein. This contract was awarded through the alternate method pursuant N.J.S.A, 19:44A-20-4 et seq. As such, the undersigned does hereby attest that these contractors, their subsidiaries, assigned or principals controlling in excess of 10% of the company has neither made a contribution, that is reportable pursuant to the Election Law Enforcement Commission pursuant to N.J.S.A. 19-:44A-8 or 19:44A-16, in the one (1) year period preceding the award of the contract that would, pursuant to P.L. 2004, c. 19, affect its eligibility to perform this contract, nor will it make a reportable contribution during the term of these one (1) year contracts to any political party committee in the Township of Wyckoff if a member of that political party is serving in an elective public office of the Township of Wyckoff when the contract is awarded, or to any candidate committee of any person serving in an elective public office of the Township of Wyckoff when the contract is awarded.

#### **CERTIFICATION**

I, JOYCE C. SANTIMAURO, 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 OCTOBER 2, 2019.

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INTRODUCED:	SECONDED:	
MEETING DATE: October 2, 2019	REFERENCE: NJSA 54:3-21-29 Reduction of 2019 Tax Levy due to Tax Appeal Judgements	
VOTE: BOONSTRA RUBENSTEIN SO	CANLAN SHANLEY MADIGAN	
WHEREAS, N.J.S.A. 54:3-21 – 29, allows for p valuation for the taxing year, and	property owners to appeal their assessed	
WHEREAS, judgements from the County Board of Taxation and the State Tax Court have been made and received reducing the assessed value after the certification of the 2019 Tax Duplicate, and		
WHEREAS, these judgements cause a reduction in the total amount of taxes to be levied and collected in 2019,		
WHEREAS, these reductions result in a reduction to the collectable amount of the 2019 Tax Levy of \$137,730.14,		
NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Wyckoff that the Tax Collector is hereby authorized and directed to adjust 2019 taxes due for the listed properties, and		
BE IT FURTHER RESOLVED, to make the appropriate reductions to the 2019 Tax Levy for these judgements and any future judgements as received.		
CERTIF	CICATION	
I, JOYCE C. SANTIMAURO, 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 OCTOBER 2, 2019.		
	JOYCE C. SANTIMAURO	

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INTRODUCED:

SECONDED:

**MEETING DATE: October 2, 2019** 

REFERENCE: Approval of Vouchers and Authorization to Pay Bills

VOTE: BOONSTRA \_\_\_\_ MADIGAN \_\_\_ RUBENSTEIN \_\_\_ SHANLEY \_\_\_ SCANLAN \_\_\_

**WHEREAS**, the Township of Wyckoff is a municipality in the State of New Jersey operating under the authority from NJSA 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 #19-297	
INTRODUCED:	SECONDED:	
MEETING DATE: October 2, 2019	REFERENCE: Return of certain overpaid taxes, escrow monies, recreation fees, etc.	
VOTE: BOONSTRA MADIGAN	RUBENSTEINSHANLEYSCANLAN	•
BE IT RESOLVED, by the Township authorized and directed to return cer	Committee of the Township of Wyckoff that the Treasurer is herebtain monies as follows:	у

#### **BOARD OF ADJUSTMENT:**

Karen Peck, 130 Wyckoff Avenue, Wyckoff, New Jersey 07481 – Return of Escrow – Block 462/Lot 41 - \$427.80

#### **RECREATION:**

Laura Conkling, 282 Pine Street, Wyckoff, New Jersey 07481 – Football Refund - \$200.00

Jamie Russo, 1013 Westbury Drive, Matthews, NC 28104 – Summer Camp Refund - \$19.00

Julie O'Donnell, 503 Weymouth Drive, Wyckoff, New Jersey 07481 – Roller Hockey Refund - \$30.00

INTRODUCED:

SECONDED:

**MEETING DATE: October 2, 2019** 

**REFERENCE: Review of Best Practices** 

Checklist

VOTE: BOONSTRA \_\_\_ RUBENSTEIN \_\_\_ SCANLAN \_\_\_ SHANLEY \_\_\_ MADIGAN \_

WHEREAS, the State's Fiscal Year 2012 Appropriations Act or 2012 State Budget (P.L. 2011, c.85) requires the Division of Local Government Services to determine how much of each municipality's final 5% allocation of its CMPTRA and ETR reimbursement (referred to as State aid) will be disbursed based upon the results of a Best Practices Inventory to be completed by each municipality by October 30, 2019; and,

**WHEREAS**, the Best Practices Checklist was completed and submitted to the State before October 30, 2019 and was discussed at the Township Committee's October 2, 2019 Public Business Meeting; and,

**WHEREAS**, the Township Administrator and the Chief Financial Officer have certified the results of the checklist.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that they acknowledge the responses in the checklist, certified by the Township Administrator and the Chief Financial Officer, that were discussed and instruct the Municipal Clerk to certify and transmit to the Division of Local Government Services full completion of this requirement.

BE IT FURTHER RESOLVED that the public is advised that Consolidated Municipal Property Tax Relief Aid (CMPTRA) and Energy Tax Receipts (ETR) are not State aid, they are municipal taxes that were originally assessed and collected by the municipal government to fund municipal programs and services. The State took over their collection and never provided municipal governments with the full statutory distribution of ETR and CMTRA because the State retains for State use the revenue increases in those taxes. These State actions may help the State; however, they simply transfer the obligation to Wyckoff taxpayers to be funded through property taxes; and,

**BE IT FURTHER RESOLVED** that the Township of Wyckoff response to the Best Practices Checklist require the State of New Jersey to provide full funding of the remaining 5% payment.

#### CERTIFICATION

I, JOYCE C. SANTIMAURO, 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 OCTOBER 2, 2019.

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INTRODUCED:	SECONDED:	
MEETING DATE: October 2, 2019	REFERENCE: Authorize October as Domestic Violence Awareness Month	
VOTE: BOONSTRA RUBENSTEIN	SCANLAN SHANLEY MADIGAN	

WHEREAS, victims of domestic violence can be of any age, race, religion or economic status; and,

**WHEREAS,** it is estimated that each year up to 9,000,000 individuals in the United States are victims of physical violence, rape or stalking; and,

**WHEREAS**, nearly 1 in 4 women and 1 in 7 men have experienced severe physical violence by an intimate partner in their lifetimes; and,

WHEREAS, one person can make a huge difference in the life of a child or an adult victim of domestic violence, helping them find safety and making them more resilient to the effects of domestic violence; and,

**WHEREAS**, volunteers contributed over 10,000 hours a year to supplement the work of County domestic violence staff, and are often that one person who make a difference in the lives of hotline callers, abusers seeking services, and victims seeking support during medical assessment or legal proceedings; and,

**WHEREAS**, Domestic Violence Awareness Month in October provides us with a special opportunity to advance our efforts to prevent and end domestic violence and to assist all victims of it.

**NOW, THEREFORE, BE IT RESOLVED,** by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey hereby proclaim the month of October as **Domestic Violence Awareness Month.** 

#### CERTIFICATION

I, JOYCE C. SANTIMAURO, 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 OCTOBER 2, 2019.

### Knock Out Opioid Abuse Day

WHEREAS, New Jersey is in the midst of a life-threatening opioid abuse epidemic; and,

whereas, the Partnership for a Drug Free New Jersey has designated October 6, 2019 as Knock Out Opioid Abuse Day — an initiative with a dual purpose: to educate families of the additive qualities of opioid pain medicines and their link to heroin abuse rates in New Jersey, and communicate to physicians information on safer prescribing messages found in the Centers for Disease Control and Prevention guidelines for prescribing opiates, which include considering other therapies, setting realistic treatment goals with patients and discussing with patients the positives and negatives of opioids; and,

whereas, the State Senate and General Assembly jointly resolved that October 6, 2019 shall be permanently designated as Knock Out Opioid Abuse Day in New Jersey in order to raise awareness about the dangers of, and the link between, opioid abuse and heroin addiction and to educate health care providers, community leaders, state lawmakers and members of the public about opioid abuse epidemic and its effects throughout the State of New Jersey across the country; and,

**WHEREAS,** the Township of Wyckoff supports initiatives designated to raise awareness about opioid abuse in New Jersey and take steps to prevent addiction.

NOW, THEREFORE, BE IT RESOLVEDI, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that October 6, 2019, shall be recognized as "KNOCK OUT OPIOID ABUSE DAY" in the Township of Wyckoff.

homas J. Madigan, Mayor

Rudolf E. Boonstra

Melissa D. Rubenstein

Brian D. Scanlan

imothy E. Shanley

Dctober 6, 2019

#### **ORDINANCE #1888**

#### AN ORDINANCE TO AMEND CHAPTER 177 OF THE CODE OF THE TOWNSHIP OF WYCKOFF, VEHICLES AND TRAFFIC RELATED TO TRUCK ROUTES

BE IT ORDAINED by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that Chapter 177 of the Code of the Township of Wyckoff, Vehicles and Traffic, be amended as follows:

#### Section 1:

### Chapter 177-37 Schedule E: Truck Routes: In accordance with the provisions of Chapter 177-10, all trucks having a combined gross weight of vehicle plus load in excess of four (4) tons shall be excluded from all streets except the following-described streets which form a part of the system of truck routes: Name of Street: Braen Avenue Brookside Avenue Cedar Hill Avenue Crescent Avenue between Brookside Avenue and Wyckoff Avenue Franklin Avenue Godwin Avenue Goffle Road Grandview Avenue Greenwood Avenue Lafayette Avenue Main Street Mountain Avenue Newtown Road from Cedar Hill Avenue to Midland Park corporate line at New York Susquehanna and Western Railroads for a distance of 0.04 mile. Prospect Street on westerly side of road for a distance of 0.01 mile.

Russell Avenue

Sicomac Avenue

West Main Street

Wyckoff Avenue

#### Ordinance #1888 Page 2

<u>Section 2</u> – Expect as here in amended and supplemented, all other provisions of Chapter 177 of the Code of the Township of Wyckoff, Vehicles and Traffic, shall remain in full force and effect.

<u>Section 3</u> – This ordinance shall take effect upon final passage and publication according to law.