

**TOWNSHIP OF WYCKOFF  
TOWNSHIP COMMITTEE WORK SESSION MEETING  
MUNICIPAL COURT ROOM  
TUESDAY, AUGUST 7, 2018 - 7:00 P.M.**

1. 7:00 pm Work Session Meeting called to order by Mayor Brian D. Scanlan
2. Roll call of Township Committee
3. Reading of "Open Work Session" statement by Mrs. Santimauro
4. 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.
5. Update by Kerry Pflugh from the New Jersey Department of Environmental Protection to the Township Committee
5. Mayor and Municipal Clerk to sign documents
6.
  - a. Finance Committee to review and sign vouchers
  - b. Report of Township Committee
  - c. Report of Administrator
  - d. Report of Attorney
7. Recess Work Session Meeting to conduct 8:00 pm Business Meeting
8. Reconvene Work Session Meeting
9. 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**

**TOWNSHIP OF WYCKOFF  
TOWNSHIP COMMITTEE BUSINESS MEETING  
MUNICIPAL COURT ROOM  
TUESDAY, AUGUST 7, 2018 - 8:00 PM**

1. Regular Meeting of the Wyckoff Township Committee called to order by Mayor Brian D. Scanlan
2. Flag Salute
3. Invocation given by Reverend Joseph Schattauer-Paille from Advent Lutheran 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. Wyckoff Chamber of Commerce to present awards from their photo contest of views of Wyckoff.
8. Approval of the July 17, 2018 Township Committee Work Session and Regular Business meeting minutes:  
MOTION: \_\_\_\_\_ SECOND \_\_\_\_\_  
BOONSTRA\_\_ MADIGAN\_\_ RUBENSTEIN\_\_ SHANLEY\_\_ SCANLAN\_\_
9. **Consent Agenda:** All matters listed below are considered by the Township Committee to be routine in nature. There will be no separate discussion of these items. If any discussion is desired by the Township Committee, that item will be removed from the Consent Agenda and considered separately:

**I      Resolutions (Adoption of the following):**

- |         |  |
|---------|--|
| #18-228 | Renew Membership in Bergen Joint Insurance Fund                  |
| #18-229 | Release Closed Session Minutes                                   |
| #18-230 | Refund Performance Guarantee – 468 Woodbury Drive                |
| #18-231 | Refund Performance Guarantee – Lakeland Bank-<br>Driveway Surety |
| #18-232 | Payment of Bills   |
| #18-233 | Return of certain overpaid taxes, etc.                           |
| #18-234 | Recognize 28 <sup>th</sup> Anniversary of ADA Law                |
| #18-235 | Extend Supplemental Snow Plowing Contract                        |
| #18-C19 | Closed Session –NJSA 10:4-12b(5)                                 |

**II      Motions**

- a.      Memorialize the request for a tent to hold Bible Study Lectures on the lawn of the Eastern Christian Middle School from July 23-July 25, 2018.
- b.      Approval of request from Wyckoff Newcomers Club to conduct a “Trunk or Treat” event from 3:00pm to 6:00pm on Saturday October 27, 2018 for club member’s children in the Larkin House parking lot

**Following is the vote on the Consent Agenda:**

MOTION: \_\_\_\_\_ SECOND \_\_\_\_\_  
BOONSTRA\_\_ MADIGAN \_\_ RUBENSTEIN \_\_ SHANLEY \_\_ SCANLAN\_\_

**III      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**

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #18-228**

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**INTRODUCED:**

**SECONDED:**

**MEETING DATE: August 7, 2018**

**REFERENCE: Renew Membership in the  
Bergen Joint Insurance Fund Program**

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

**WHEREAS**, the Township of Wyckoff is a member of the Bergen County Municipal Joint Insurance Fund; and,

**WHEREAS**, said renewed membership terminates as of December 31, 2018 unless earlier renewed by agreement between the Township of Wyckoff and the Fund; and,

**WHEREAS**, the Township of Wyckoff desires to renew said membership.

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

1. The Township Committee of the Township of Wyckoff agrees to renew its membership in the Bergen County Municipal Joint Insurance Fund and to be subject to the Bylaws, Rules and Regulations, coverages and operating procedures thereof as presently existing or as modified from time to time by lawful act of the Fund.
2. The Mayor and Municipal Clerk shall be and hereby are authorized to execute the agreement to renew membership annexed hereto and made a part hereof and to deliver same to the Bergen County Municipal Joint Insurance Fund evidencing the Township of Wyckoff's intention to renew its membership.

\_\_\_\_\_  
Brian D. Scanlan, Mayor

**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 AUGUST 7, 2018.

\_\_\_\_\_  
JOYCE C. SANTIMAURO  
MUNICIPAL CLERK

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #18-229**

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**INTRODUCED:**

**SECONDED:**

**MEETING DATE: August 7, 2018**

**REFERENCE: Release Closed Session  
Minutes**

**VOTE: BOONSTRA \_\_\_ MADIGAN \_\_\_ RUBENSTEIN \_\_\_ SCANLAN \_\_\_ SHANLEY \_\_\_**  
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**WHEREAS**, Section 8 of the "Open Public Meetings Act" provides for the release of Closed Session Minutes at the discretion of the governing body or as soon as the issue has been resolved.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Wyckoff that the release of the following Closed Session Minutes is hereby authorized and directed:

<u>Resolution</u>	<u>Date</u>
#18-C2	January 16, 2018
#18-C4	February 6, 2018
#18-C5	February 20, 2018
#18-C8	March 20, 2018
#18-C10	April 3, 2018

Copies of said Minutes are attached hereto and made a part hereof as though set forth herein at length.

**CERTIFICATION**

I, JOYCE SANTIMAURO, MUNICIPAL CLERK OF THE TOWNSHIP OF WYCKOFF, CERTIFY THE ABOVE TO BE A TRUE AND CORRECT COPY OF A RESOLUTION ADOPTED BY THE TOWNSHIP COMMITTEE ON AUGUST 7, 2018.

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JOYCE C. SANTIMAURO  
MUNICIPAL CLERK

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #18-230**

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**INTRODUCED:**

**SECONDED:**

**MEETING DATE: August 7, 2018**

**REFERENCE: Release Performance  
Guarantee – 468 Woodbury Drive**

**BOONSTRA \_\_ MADIGAN \_\_ RUBENSTEIN \_\_ SHANLEY \_\_ SCANLAN \_\_**

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**WHEREAS**, Mrs. Jill Dutra from Dutra Excavating & Sewer Inc. for the homeowners (Mr. & Mrs. Souhlakis) residing at 468 Woodbury Drive Block 202 Lot 52 posted the following with the township clerk's office for a road opening permit on May 29, 2018:

Performance cash	\$900.00
Professional escrow	\$300.00
Performance bond	\$8,100.00

**WHEREAS**, Mrs. Dutra in a letter dated July 5, 2018 has requested the release of the performance guarantee for the road opening at 468 Woodbury Drive; and,

**WHEREAS**, the Township Engineer, Mark DiGennaro has recommended the following to be refunded:

Refund

\$650.00 Performance cash  
\$8,100.00 Performance bond

Retain

\$250.00 Maintenance cash  
\$1,000.00 Performance bond

**WHEREAS**, the Chief Financial Officer, Diana McLeod, has verified the funds.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff, County of Bergen and State of New Jersey that they hereby concur with the recommendation of the Township Engineer to refund to Dutra Excavating & Sewer Inc \$650.00 cash performance bond & \$8,100.00 performance bond. The Township will retain \$250.00 as a two (2) year cash maintenance bond & \$1,000.00 as a maintenance bond.

**BE IT FURTHER RESOLVED**, that the Municipal Clerk shall forward a copy to the Township Engineer and to Mrs. Jill Dutra, Dutra Excavating & Sewer Inc., 10 Stone Hollow Road, Montvale, NJ 07645

**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 AUGUST 7, 2018.

\_\_\_\_\_  
JOYCE C. SANTIMAURO  
MUNICIPAL CLERK

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #18-231**

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**INTRODUCED:**

**SECONDED:**

**MEETING DATE: August 7, 2018**

**REFERENCE: Release Driveway  
Striping & Driveway Ramp Bonds -  
Lakeland Bank-**

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

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**WHEREAS**, Mr. Bruce Bahoney, Brooks Builders posted a \$500.00 driveway cash bond for Lakeland Bank at 652 Wyckoff Avenue Block 236 Lots 1&2 for parking lot striping; and,

**WHEREAS**, Lakeland Bank posted a \$10,000.00 driveway cash bond "for future ramps" for Lakeland Bank at 652 Wyckoff Avenue Block 236 Lots 1&2; and,

**WHEREAS**, Mr. Lester Lucas, a Lakeland Bank representative has requested the release of the \$10,000.00 driveway cash bond and \$30,000.00 performance guarantee for the Interior Block Parking Plan from the Township Clerk and Township Engineer; and,

**WHEREAS**, in a letter (with attachments) dated July 6, 2018 which is attached as if set forth in length the Township Engineer recommends refunding the \$10,000.00 driveway cash bond to Lakeland Bank for future ramps and the \$500.00 driveway cash bond for parking lot striping. The \$30,000.00 cash contribution for the implementation of the Interior Block Parking is a condition of the Planning Board Resolution of approval dated 12/7/1998 and not addressed in this resolution; and,

**WHEREAS**, the Chief Financial Officer, Diana McLeod, has verified the funds.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff, County of Bergen and State of New Jersey that they hereby concur with the recommendation of the Township Engineer to refund the \$10,000.00 driveway cash bond to Lakeland Bank for future ramps and the \$500.00 driveway cash bond for parking lot striping; and,

**BE IT FURTHER RESOLVED**, that the Municipal Clerk shall forward a copy to the Township Engineer and to Mr. Bruce Bahoney, Brooks Builders, 840 Franklin Lakes Road, Franklin Lakes, NJ 07417 and Mr. Lester Lucas, Lakeland Bank, 250 Oak Ridge Road, Oak Ridge, NJ 07438.

**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 AUGUST 7, 2018.

\_\_\_\_\_  
JOYCE C. SANTIMAURO  
MUNICIPAL CLERK

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #18-232**

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**INTRODUCED:**

**SECONDED:**

**MEETING DATE: August 7, 2018**

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

**VOTE: BOONSTRA \_\_\_ MADIGAN \_\_\_ RUBENSTEIN \_\_\_ SHANLEY \_\_\_ SCANLAN \_\_\_**  
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**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 #18-233

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INTRODUCED:

SECONDED:

MEETING DATE: August 7, 2018

REFERENCE: Return of certain overpaid taxes,  
escrow monies, recreation fees, etc.

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

BE IT RESOLVED, by the Township Committee of the Township of Wyckoff that the Treasurer is hereby authorized and directed to return certain monies as follows:

**BOARD OF ADJUSTMENT:**

Robert & Verna Fortunato, 456 Victor Way, Wyckoff, New Jersey 07481 – Return of Escrow – Block 348/Lot 17 - \$461.20

Carol Shull, 25 Neelen Drive, Wyckoff, New Jersey 07481 – Return of Escrow – Block 319/Lot 5 - \$289.56

**PLANNING BOARD:**

339 West Shore Drive, LLC, 275 Indian Trail, Franklin Lakes, New Jersey 07417 – Return of Escrow – Block 320/Lot 78 – 339 West Shore Drive - \$165.32

William & Alexandra Bottino, 715 Laurel Lane, Wyckoff, New Jersey 07481 – Return of Escrow – Block 423/Lot 3 - \$377.29

Matthew & Amy Werner, 322 Newtown Road, Wyckoff, New Jersey 07481 – Return of Escrow – Block 354/Lot 29.01 - \$602.71

Sport Pros USA, Inc., 500 West Main Street, Wyckoff, New Jersey 07481 – Return of Escrow – Block 222/Lot 1.01 - \$275.25

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #18-234**

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**INTRODUCED:**

**SECONDED:**

**MEETING DATE: August 7, 2018**

**REFERENCE: Recognize 28<sup>th</sup> Anniversary of  
ADA Law & Establish July 26, 2018 as ADA  
Awareness Day**

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

**WHEREAS**, the Americans with Disabilities Act (ADA) was passed on July 26, 1990 to ensure the civil rights of citizens with disabilities; and,

**WHEREAS**, the Township Committee of the Township of Wyckoff in the State of New Jersey affirms the principals of equality and inclusion for persons with disabilities as set forth for the State of New Jersey and as embodied in the ADA, the laws of the State of New Jersey and ordinances of the Township of Wyckoff; and,

**WHEREAS**, the Township of Wyckoff has established its own "Access for All" committee for the purpose of addressing issues of access and awareness within the Township of Wyckoff; and,

**WHEREAS**, numerous organizations in the State of New Jersey work with citizens and communities to bring forth the promise of hope and freedom that is envisioned by the passage of the ADA; and,

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that July 26, 2018 is recognizes as the Americans with Disabilities Act Awareness Day in the Township of Wyckoff and all citizens are encouraged to support organizations who make life better and more independent for the physically handicapped individual.

**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 AUGUST 7, 2018.

\_\_\_\_\_  
JOYCE C. SANTIMAURO  
MUNICIPAL CLERK

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #18-235**

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**INTRODUCED:**

**SECONDED:**

**MEETING DATE: August 7, 2018**

**REFERENCE: Extend Supplemental Snow  
Plowing Contract**

**VOTE: BOONSTRA \_\_\_ MADIGAN \_\_\_ RUBENSTEIN \_\_\_ SCANLAN \_\_\_ SHANLEY \_\_\_**  
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**WHEREAS**, the Township Committee awarded a two (2) year contract for supplemental snow plowing services from October 4, 2016 to April 30, 2018 via resolution 2016-255; and,

**WHEREAS**, the bid specification and the aforementioned resolution of award included language which allows the Township of Wyckoff at its sole discretion to extend the contract for a two (2) year period if the contract has been provided in our efficient and effective manner; and,

**WHEREAS**, the Wyckoff Public Works Manager has recommended the contract extension due to its efficient and effective contract service; and,

**WHEREAS**, the Townships Administrator concurs with this recommendation; and,

**WHEREAS**, the Township Attorney has approved this procurement; and,

**WHEREAS**, the Chief Financial Officer has issued a certificate of available funds up to \$70,000 that are available in the 2018 Budget, Account #8-1-26-290-020 for 2018; and,

**WHEREAS**, in accordance with NJSA 40A:11-15(3) this contract is for a term not exceeding two (2) years and it is subject to the availability and appropriation annually if sufficient funds on January 1, 2019 and January 1, 2020 as required and in accordance with recently enacted regulations requiring certification of funds. The budgetary accounting encumbrance process as set forth in NJAC 5:30-5.3(c) and 5:30-5.4(b) for each fiscal year shall take the place of, and be used instead of, written certification of available funds set forth in NJAC 5:3-5.4(a).

**NOW THEREFOR BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff that a contract is hereby extended to William D. Severs Company, 17 Sunrise Drive, Hawthorne, NJ 07506 for the period April 30, 2018 through April 30, 2020, standard rate \$130.00 per hour per truck/operator and Saturday and Sunday holiday rate \$138.00 per hour per truck/operator in accordance with the bid specifications.

**BE IT FURTHER RESOLVED**, that the Municipal Clerk shall provide a certified copy of this resolution to the Public Works Manager, Accounts Payable Clerk and the CFO.

**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 AUGUST 7, 2018.

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JOYCE C. SANTIMAURO  
MUNICIPAL CLERK

**CERTIFICATE OF AVAILABLE FUNDS**

I, DIANA MCLEOD, CHIEF FINANCIAL OFFICER OF THE TOWNSHIP OF WYCKOFF, CERTIFY THAT SUFFICIENT FUNDS HAVE BEEN APPROPRIATED IN ACCOUNT #8-1-26-290-020. THIS ACCOUNT REPRESENTS THE MAXIMUM NOT TO EXCEED APPROPRIATION AS SET FORTH IN THIS RESOLUTION AND ALLOWABLE BY LAW AND IN ACCORDANCE WITH NJAC 5:30-5.5(B) SUBJECT TO THE AVAILABILITY OF FUNDS APPROPRIATED IN THE 2019 AND 2020 ANNUAL BUDGET. THE BUDGETORY ACCOUNTING ENCUMBRANCE PROCESS AS SET FORTH IN NJAC 5:30 (c) and 5:30 – 5.4(b) FOR EACH FISCAL YEAR SHALL TAKE THE PLACE OF AND BE USED INSTEAD OF, WRITTEN CERTIFICATION OF AVAILABLE FUNDS SET FORTH IN NJAC 5:30-5.4(a).

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DIANA MC LEOD  
CHIEF FINANCIAL OFFICER

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #18-C19**

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**INTRODUCED:**

**SECONDED:**

**MEETING DATE: August 7, 2018**

**REFERENCE: Closed Session –**

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

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**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:

**a. NJSA 10:4-12b(5) Acquisition of Property**

**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 August 7, 2018, hereby authorize, that an Executive Session closed to the public shall be conducted on August 7, 2018, in the 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, JOYCE C. SANTIMAURO, MUNICIPAL CLERK OF THE TOWNSHIP OF WYCKOFF HEREBY CERTIFIES THIS RESOLUTION TO BE A TRUE AND CORRECT COPY OF THE RESOLUTION AS ADOPTED BY THE WYCKOFF TOWNSHIP COMMITTEE.

\_\_\_\_\_  
JOYCE C. SANTIMAURO  
MUNICIPAL CLERK

TOWNSHIP OF WYCKOFF  
MUNICIPAL CLERK'S OFFICE

JUL 16 2018

MUNICIPAL CLERK

**SPECIAL EVENT APPLICATION**

(Maximum ten (10) day period only)

Please type or print clearly and submit original copy:

Applicant/Business Name GOSPEL HALL

Business Address 601 PROSPECT ST MIDLAND PA NJ  
Block/Lot

Business Telephone 201-852-1967 Contact/Applicant Name DAVID ZUREMA

Contact Telephone 201-852-1967 201-445-3180 Contact e-mail DAVID.ZUREMA@AOL.COM

Date of Event JULY 23-25 EXTENSION Duration of Event (Days and/or hours) 3 DAY 1 HR PER EVENING  
FROM ORIGINAL REQUEST.

APPLICANT SIGNATURE [Signature]

**REQUIRED INFORMATION:**

(Please check those which apply)

Temporary Signage:

Attach detailed drawing including dimensions, location of temporary sign and dates requested. (Maximum ten (10) day period only).

JULY 23-25 3x4  
(Specify the precise dates within the ten day period proposed to post temporary signs)

Special Activities:

Attach detailed description with specific location of special activities at above address.

Food and/or Drink:

Wyckoff Board of Health License **REQUIRED.**

Special Temporary Props:

Attach specific description of items to be used.

Tent:

Attach map detailing precise location of where the tent is proposed to be erected.

Other Requested Items:

Be specific and attach detailed list.

+++++ (To be completed by Municipal Clerk) +++++

Review by Zoning Enforcement Official

Approved:  Denied:

Review by Police Traffic Safety Officer

Approved:  Denied:

Permission obtained from Township Committee:

Approved:  Denied:

Joyce C. Santimauro, Municipal Clerk

Date: 7-17-18

*merkel approval*