

**TOWNSHIP OF WYCKOFF**  
**OPEN PUBLIC MEETINGS ACT**

**PLEASE TAKE NOTICE**, that in accordance with the Open Public Meetings Act N.J.S.A. 10:4-6 et seq., the Township Committee of the Township of Wyckoff shall conduct its 7:00 pm, Tuesday, February 6, 2024 Work Session meeting in the second floor court room at Wyckoff Town Hall, 340 Franklin Avenue, Wyckoff, NJ 07481 and the meeting will also be live-streamed via the Township of Wyckoff's YouTube channel and members of the public may attend the meeting to provide public comment.

This notice and agenda have been posted on the Township's home page Wyckoff-nj.com at the Quick Link for "Minutes & Agendas" on Friday, February 2, 2024. Please select "Township Committee" and locate the date of the meeting to view documents, such as resolutions and ordinances which are made available.

General instructions regarding access to the meeting will be posted on the Wyckoff web site's home page at [www.wyckoff-nj.com](http://www.wyckoff-nj.com) as a "News" item on Friday, February 2, 2024, by 4:30 pm.

To be notified of all future live streamed Township meetings, please create a YouTube account and subscribe to our YouTube channel, "Township of Wyckoff".

**NOTICE TO PUBLIC**

As a member of the public, participating in this public meeting, your participation will be recorded. By participating in the meeting, it is assumed your consent is given for your voice, name, address, comments, and image to be broadcast and recorded.

There may be situations when, due to technical difficulties, live streaming or the recording of a meeting may not be available. A recording of the meeting will be available immediately after the meeting concludes on the Township's YouTube channel, "Township of Wyckoff". The Township shall not be responsible for and accepts no liability if the recording technology or live video streaming technology of the meeting is unavailable.

Nancy A. Brown, RMC  
Municipal Clerk

**TOWNSHIP OF WYCKOFF  
TOWNSHIP COMMITTEE WORK SESSION MEETING  
MUNICIPAL COURT ROOM  
TUESDAY, FEBRUARY 6, 2024 - 7:00 P.M.**

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

2. **Roll call of Township Committee**

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

3. **Reading of "Open Work Session" statement by Municipal Clerk, Nancy A. Brown**

4. **Confirm Finance Committee have reviewed, and signed vouchers and that Mayor and Municipal Clerk have signed any necessary documents.**

5. **Motion to open the Ten (10) Minute Public Comment period:**

Ten Minute public comment period, two (2) minutes per speaker for public comment on any governmental issue that a member of the public feels may be of concern to the residents of the Township of Wyckoff.

Please step forward to the microphone if you wish to make a comment.

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

Motion to close the Public Comment period:

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

6. **Motion to Approve the Promotion of Officer Michael Flim to Sergeant.**

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

7. **Oath of Office for Sergeant Michael Flim.**

8. **Review of 8:00 p.m. Business Meeting Agenda – Administrator**

9. **Review of Policy Action Items – Administrator**

10. **Reports of Township Committee Members**

**11. Report of Township Attorney**

(Items 12 through 16 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.)

**12. Motion to adopt resolution #24-XX and enter a Closed Session Discussion:**

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

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

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

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

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

**15. Motion to Reconvene the Open Work Session and adopt resolution #24-XX and enter a Closed Session Discussion:**

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

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

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

**17. Adjourn**

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

**PAYMENT OF CLAIMS MAY BE PAID AT ALL WORK SESSION MEETINGS AND  
ALL TOWNSHIP COMMITTEE BUSINESS MEETINGS  
FORMAL ACTION MAY BE TAKEN AT THIS WORK SESSION**

**TOWNSHIP OF WYCKOFF  
TOWNSHIP COMMITTEE BUSINESS MEETING  
MUNICIPAL COURT ROOM  
TUESDAY, FEBRUARY 6, 2024 - 8:00 PM**

1. **Regular Meeting of the Wyckoff Township Committee called to order by Mayor Peter J. Melchionne**
2. **Flag Salute**
3. **Invocation**
4. **Reading of the “Open Public Meetings Act” statement by Municipal Clerk, Nancy A. Brown**

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

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

6. **Request motion to open the Public Comment Period:**

Public Comment period, five (5) minutes per speaker for public comment on any governmental issue that a member of the public feels may be of concern to the residents of the Township of Wyckoff.

Please step forward to the microphone if you wish to make a comment.

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

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

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

7. **Approval of the January 16, 2024 Work Session & Business meeting minutes and the January 16, 2024 Special Meeting minutes:**

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

8. **Approval of the January 29, 2024 Special Meeting minutes:**

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

- 10. Consent Agenda:** All matters listed below are considered by the Township Committee to be routine in nature. There will be no separate discussion of these items. If any discussion is desired by the Township Committee, that item will be removed from the Consent Agenda and considered separately:

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

- #24-116 Computation of Reserve for Uncollected Taxes
- #24-117 2023 Cancel Taxes as per NJSA 54:4-3.3 Tax Exempt
- #24-118 Authorize Representatives to Bergen County Communication Advisory Board
- #24-119 Bergen County Shared Service – EAP
- #24-120 Authorize Vouchers and Payment of Bills
- #24-121 Authorize Interlocal Agreement – Waldwick Well Baby Clinic
- #24-122 Release Maintenance Surety – 394 Lawrence Court
- #24-123 Authorize Application Spotted Lanternfly Reimbursement Program
- #24-124 Authorize Affordability Assistance Program Grant – Christian Health – Renovation of Evergreen Court Unit #1
- #24-125 Authorize Affordability Assistance Program Grant – Christian Health – Renovation of Evergreen Court Unit #4
- #24-126 Authorize Affordability Assistance Program Grant – Christian Health – Renovation of Evergreen Court Unit #5
- #24-127 Authorize Affordability Assistance Program Grant – Christian Health – Renovation of Evergreen Court Unit #6
- #24-128 Authorize Affordability Assistance Program Grant – Christian Health – Renovation of Evergreen Court Unit #14
- #24-129 Rejecting Bids Received for Contract #2023-15 Supply, Delivery & Installation of Brick Veneer for Pole Barn

**II Ordinances – Introduction**

**#2005 - AN ORDINANCE TO MODIFY AND SUPPLEMENT CHAPTER 108 OF THE CODE OF THE TOWNSHIP OF WYCKOFF “CONSTRUCTION CODES, UNIFORM” TO AMEND SECTION 108-3, “FEE SCHEDULE”, TO INCREASE CERTAIN FEES FOR UNIFORM CONSTRUCTION CODE PERMITS.**

**III Motions**

- A. Approve the application of Volunteer Junior Fire Fighter Kevin A. O’Neill into the Wyckoff Volunteer Fire Department, Fire Company #3 as a regular fire fighter.
- B. Approve the application of Christian Health to post a 6’ x 9’ temporary sign promoting their gift shop’s annual Flower and Gift sale. The sign would be placed on the corner of Sicomac Avenue and Christian Health Way and posted for the ten-day period beginning Friday, March 15, 2025 and will be taken down on Monday morning, March 25<sup>th</sup>.

- C. Confirm the appointment of Mr. Lawrence Berger to the Recreation Advisory Board to complete the unexpired term of Jeffrey Eischen.

Clerk: May I have a motion and a second to approve the consent agenda?

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

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

**10. Ordinances – Public Hearing / Further Consideration:**

Mayor Melchionne, I have several Ordinances for Public Hearing / Further Consideration on tonight’s agenda. The first is **ORDINANCE #2002** which is

**AN ORDINANCE TO AMEND CHAPTER 157 OF THE CODE OF THE TOWNSHIP OF WYCKOFF, SEWERS, BY REPLACING SECTION 157-62, SCHEDULE OF CHARGES, CHARGES FOR SEWER SERVICE, ESTABLISHING 2024 SEWER CHARGES FOR THE USE OF THE SANITARY SEWER SYSTEM OF THE TOWNSHIP OF WYCKOFF, BERGEN COUNTY, NEW JERSEY**

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 #2002, and all persons who wish to be heard, please state your name before making your statement. If you wish to make a comment, please step forward to the microphone.

(Public Comments are heard here.)

At the Conclusion of public comments:

COMMITTEE PERSON \_\_\_\_\_: I move that the Public Hearing on Ordinance #2002 be closed.

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

ROLL CALL VOTE

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

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #24-116**

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**INTRODUCED:**

**SECONDED:**

**MEETING DATE:** February 6, 2024

**REFERENCE:** Computation of Reserve for  
Uncollected Tax – 2024 Budget

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

**WHEREAS**, pursuant to N.J.S.A. 40A:4-41, a municipality must include an appropriation for “Reserve for Uncollected Taxes” in its annual budget where less than 100% of current tax collections may be and are anticipated; and,

**WHEREAS**, receipts from the collection of taxes levied or to be levied in the municipality and payable in the fiscal year shall be anticipated in an amount which is not in excess of the percentage of taxes levied and payable during the next preceding fiscal year which was received in cash by the last day of the preceding fiscal year; and,

**WHEREAS**, if tax appeal judgements of the county tax board pursuant to R.S. 54:3-21 et seq. and/or the State tax court pursuant to R.S. 54:48-1 et seq. result in tax reductions for the previous fiscal year, the governing body of the municipality may elect to calculate the current year reserve for uncollected taxes by reducing the certified tax levy of the prior year by the amount of the tax levy adjustments resulting from those judgements; and,

**WHEREAS**, Current Taxes – 2023 Levy of the Township’s Annual Financial Statement for the year 2023 reflects reductions due to tax appeals of \$71,591.39.00 which when reduced from the 2023 tax levy results in the 2023 tax collection rate being 99.56 percent; and,

**WHEREAS**, the election of this choice to calculate the “Reserve for Uncollected Taxes” for the 2024 Municipal Budget shall be made by resolution approved by a majority of the full membership of the governing body prior to the introduction of the 2024 Municipal Budget pursuant to N.J.S.A. 40A:4-5.

**NOW, THEREFORE, BE IT RESOLVED**, that the governing body of the Township of Wyckoff, County of Bergen, State of New Jersey elects to calculate the “Reserve for Uncollected Taxes” appropriation for the 2024 Municipal Budget by reducing the certified tax levy of the prior year by the amount of tax levy adjustments of the county tax board pursuant to R.S. 54:3-21 et seq. and State tax court pursuant to R.S. 54:48-1 et seq. in order to calculate the prior year tax collection rate.

**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 FEBRUARY 6, 2024.

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

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #24-117**

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**INTRODUCED:**

**SECONDED:**

**MEETING DATE: February 6, 2024**

**REFERENCE: 2023 Cancel Taxes as per NJSA 54:4-3.3 Tax Exempt**

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

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**WHEREAS**, N.J.S.A. 54:4-3.3 certifies the Department of Veterans Affairs to certify service connected total disability and,

**WHEREAS**, the Tax Assessor has deemed the property(ies) listed below as tax exempt status as per this certification,

**BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff, that the Tax Collector is hereby authorized and directed to cancel all taxes as indicated below as per the date of tax-exempt status certification.

<b>Block/Lot</b>	<b>Address</b>	<b>Effective date</b>
276/8	51 Leonard Dr	1/01/2023
246/9	647 Wishing Well Rd	1/01/2023
434/8	350 Smith Pl	1/01/2023

**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 FEBRUARY 6, 2024.

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



**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #24-118**

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**INTRODUCED:**

**SECONDED:**

**MEETING DATE: February 6, 2024**

**REFERENCE: Authorize Representative to  
Bergen County Communications Advisory  
Board**

**VOTE: BOONSTRA \_\_LANE \_\_MADIGAN \_\_MELCHIONNE \_\_SHANLEY \_\_**  
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**WHEREAS**, the Township of Wyckoff has entered into a shared service agreement with the County of Bergen for Police, Fire and Ambulance communication dispatch; and,

**WHEREAS**, Bergen County has established a Communications Advisory Board; and,

**WHEREAS**, David V. Murphy has recommended Lieutenant Joseph Soto, the Township of Wyckoff's representative, serve on the Bergen County Communication Advisory Board; and,

**WHEREAS**, the Township of Wyckoff Administrator concurs with this recommendation; and,

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that Lieutenant Joseph Soto is authorized to serve as the Township of Wyckoff's representative as the Bergen County Communications Advisory Board; and,

**BE IT FURTHER RESOLVED**, that the Municipal Clerk shall provide a certified copy of this resolution to Police Chief Murphy for filing of said resolution with the Bergen County Director of Communications.

**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 FEBRUARY 6, 2024.

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

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #24-119**

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**INTRODUCED:**

**SECONDED:**

**MEETING DATE:** February 6, 2024

**REFERENCE:** Authorize Shared Services Agreement with the County of Bergen Department of Health Services for Employee Assistance Program (EAP)

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

**WHEREAS**, the Uniform Shared Services and Consolidation Act, *N.J.S.A. 40A:65-1 et seq.* (the "Act"), authorizes local units of this State to enter into agreements with any other local unit or units to provide or receive any service that each local unit participating in the agreement is empowered to provide or receive in its own jurisdiction; and

**WHEREAS**, the County of Bergen Department of Health has entered into a contract with an accredited third party vendor to provide EAP services to County employees as well as municipal employees within its borders; and

**WHEREAS**, the Township of Wyckoff hereby appoints and retains the County of Bergen to provide EAP services through its contractor; and

**NOW THEREFORE BE IT RESOLVED** by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey, that the Shared Services Agreement between the Township of Wyckoff and the County of Bergen Department of Health Services' Employee Assistance Program effective for a period of one year beginning on January 1, 2024, and terminating on December 31, 2024, is hereby approved.

**BE IT FURTHER RESOLVED** that the Mayor, Township Administrator and/or Municipal Clerk are authorized to execute said Agreement.

**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 FEBRUARY 6, 2024.

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

**CERTIFICATE OF AVAILABLE FUNDS**

I, DIANA MCLEOD, CHIEF FINANCIAL OFFICER OF THE TOWNSHIP OF WYCKOFF IN ACCORDANCE WITH NJAC 5:30-5.5 (b) 2 CERTIFY THAT THIS CONTRACT AWARD WHICH WOULD TAKE PLACE ON JANUARY 1, 2024 IS SUBJECT TO THE AVAILABILITY OF FUNDS APPROPRIATED IN THE 2024 ANNUAL BUDGET (ACCOUNT #4-01-27-330-020) AND SUBSEQUENT ANNUAL BUDGETS AS REQUIRED. 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 AS 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 #24-122**

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**INTRODUCED:**

**SECONDED:**

**MEETING DATE: February 6, 2024**

**REFERENCE: Release  
Performance Guarantee  
394 Lawrence Court –  
Block 216, Lot 10.03**

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

**WHEREAS**, Mr. Guiseppe Russo, Principal of GAF Construction, LLC., 8 Lisa Court, North Haledon, NJ 07508 in a phone call dated January 22, 2024 has requested the return and close-out of escrow accounts related to the project at 394 Lawrence Court, Block 216, Lot 10.03; and

**WHEREAS**, the Township issued a road opening permit to Mr. Guiseppe Russo, Principal of GAF Construction, LLC., for site improvements and a utility trench in the roadway at 394 Lawrence Court; and

**WHEREAS**, \$7,500.00 remains held in an escrow account; and

**WHEREAS**, Township Engineer, Mr. Mark Di Gennaro has approved the release of the \$7,500.00 being held as the Township paved Lawrence Court as a part of its 2023 Road Improvement Program which removes the necessity to hold a maintenance bond; and

**WHEREAS**, Township Engineer, Mr. Mark Di Gennaro confirms that all inspections have been satisfied and that the \$7,500.00 is approved to be released and the project closed out.

**NOW, THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff, County of Bergen, and State of New Jersey that they hereby accept the recommendation of the Township Engineer, Mr. Mark Di Gennaro to release the \$7,500.00 held as Maintenance Guarantee to close out the project.

**BE IT FURTHER RESOLVED**, that the Municipal Clerk will forward a copy of this resolution to the Township Engineer, Mr. Mark Di Gennaro and to Mr. Guiseppe Russo, Principal of GAF Construction, LLC., 8 Lisa Court, North Haledon, NJ 07508.

**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 FEBRUARY 6, 2024.

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

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #24-123**

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**INTRODUCED:**

**SECONDED:**

**MEETING DATE: February 6, 2024**

**REFERENCE: Authorizing the Filing of a Grant Application with the New Jersey Department of Agriculture for a Spotted Lanternfly Reimbursement Grant**

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

**WHEREAS**, the New Jersey Department of Agriculture currently has a \$20,000.00 grant available for municipalities to perform population reduction activities, including chemical treatment activities, against the Spotted Lanternfly; and

**WHEREAS**, the grant provides for a payment of \$20,000.00 on a reimbursement basis for the time period of 2024 through 2026; and

**WHEREAS**, grant payments will be paid as a reimbursement for actual costs incurred in providing treatment services which shall include the costs for (a) spray equipment, (b) materials, and, (c) labor, as expended and submitted by the municipality; and

**WHEREAS**, it is in the best interests of the Township to apply for and, if awarded, accept this Spotted Lanternfly Reimbursement Grant from the New Jersey Department of Agriculture.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Wyckoff, in the County of Bergen, State of New Jersey, that it hereby authorizes the filing of a grant application with the New Jersey Department of Agriculture, for a Spotted Lanternfly Reimbursement Grant; and

**BE IT FURTHER RESOLVED** that in the event the Township is awarded this grant, it hereby accepts the grant and that the Mayor and Municipal Clerk, or any other Township Official as may be appropriate, are hereby authorized to execute any and all documents necessary to accept this grant from the New Jersey Department of Agriculture.

**CERTIFICATION**

I, NANCY A. BROWN, MUNICIPAL CLERK OF THE TOWNSHIP OF WYCKOFF CERTIFIES THE ATTACHED RESOLUTION TO BE A TRUE AND CORRECT COPY OF A RESOLUTION AS ADOPTED BY THE WYCKOFF TOWNSHIP COMMITTEE ON FEBRUARY 6, 2024.

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

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #24-124**

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**INTRODUCED:**

**SECONDED:**

**MEETING DATE:** February 6, 2024

**REFERENCE:** Authorizing an Affordability Assistance Program Grant with Christian Health for the Renovation of Evergreen Court Unit #1

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

**WHEREAS**, the Township Committee of the Township of Wyckoff approved the Affordability Assistance Policies and Procedures Manual (“Manual”) by Resolution No. 2023-210 on June 8, 2023; and

**WHEREAS**, the Manual permits Non-Profits/Special Needs Group to request assistance from the Township under the Affordability Assistance Program; and

**WHEREAS**, Christian Health (the “Applicant”) has requested funds from the Affordable Housing Trust Fund to support necessary renovations to deed-restricted affordable senior housing at their Wyckoff campus located at 301 Sicomac Avenue, Wyckoff, New Jersey, specifically Evergreen Court Apartment # 1; and

**WHEREAS**, Evergreen Court Apartment #1 is an Inclusionary Age Restricted Rental located on Block 443 / Lot 49.03 with 30-year Affordability Controls governed by the statutes, ordinances, rules, and regulations restricting ownership and use of the property as an Affordable Housing unit; and

**WHEREAS**, the work proposed in Evergreen Court Apartment #1 includes:

- complete kitchen renovation, including replacement of cabinets and plumbing fixtures, and new appliances; electrical and lighting upgrades, including painting, and,
- complete bathroom renovation, including replacement of shower, sink, vanity, exhaust fans, plumbing fixtures, accessories and painting, and
- the replacement of all flooring throughout the apartment and repainting; and

**WHEREAS**, the Applicant has provided a project budget request dated January 29, 2024, in the amount of \$29,016 for the project, as well as “before” photographs of the primary areas to be renovated.

**WHEREAS**, the Applicant is a non-profit/special needs group that meets the eligibility criteria as outlined in the Manual; and

**WHEREAS**, Community Grants Planning & Housing, acting as administrators of the Township’s Affordability Assistance Program, has reviewed this resolution, and the form of resolution meets with their approval; and

**WHEREAS**, the Township Administrator has reviewed the request and recommends the award of the Grant to the Applicant for \$29,016.

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

1. An Affordable Housing Assistance Program Grant to the Applicant in the amount of \$29,016 is hereby awarded for the renovations of Evergreen Court Apartment #1 in accordance with the request for funding/project budget request dated January 29, 2024.
2. 75% of the grant funds shall be provided at the time of award. The remaining 25% of the grant funds shall be tendered upon receipt of a detailed report of actual costs incurred when the project is completed, along with supporting contractor invoices, updated "after" photographs of the primary areas renovated and confirmation from the Construction Code Official that all permits required have been obtained, inspected, approved and closed out.
3. All Township fees under Chapter 108 (Construction Code, Uniform) of the Code of the Township of Wyckoff are hereby waived with regard to this project.
4. The Mayor, Municipal Clerk, and any other municipal official deemed necessary for implementing this grant are authorized to execute any required documents and agreements.
5. A copy of this Resolution shall be forwarded to the Township Administrator, Chief Financial Officer, Construction Code Official, and Community Grants Planning & Housing.

**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 FEBRUARY 6, 2024.

---

NANCY A. BROWN  
MUNICIPAL CLERK

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #24-125**

\*\*\*\*\*

**INTRODUCED:**

**SECONDED:**

**MEETING DATE: February 6, 2024**

**REFERENCE: Authorizing an Affordability Assistance Program Grant with Christian Health for the Renovation of Evergreen Court Unit #4**

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

**WHEREAS**, the Township Committee of the Township of Wyckoff approved the Affordability Assistance Policies and Procedures Manual (“Manual”) by Resolution No. 2023-210 on June 8, 2023; and

**WHEREAS**, the Manual permits Non-Profits/Special Needs Group to request assistance from the Township under the Affordability Assistance Program; and

**WHEREAS**, Christian Health (the “Applicant”) has requested funds from the Affordable Housing Trust Fund to support necessary renovations to deed-restricted affordable senior housing at their Wyckoff campus located at 301 Sicomac Avenue, Wyckoff, New Jersey, specifically Evergreen Court Apartment #4; and

**WHEREAS**, Evergreen Court Apartment #4 is an Inclusionary Age Restricted Rental located on Block 443 / Lot 49.03 with 30-year Affordability Controls governed by the statutes, ordinances, rules, and regulations restricting ownership and use of the property as an Affordable Housing unit; and

**WHEREAS**, the work proposed in Evergreen Court Apartment #4 includes:

- complete kitchen renovation, including replacement of cabinets and plumbing fixtures, and new appliances; electrical and lighting upgrades, including painting, and,
- complete bathroom renovation, including replacement of shower, sink, vanity, exhaust fans, plumbing fixtures, accessories and painting, and
- the replacement of all flooring throughout the apartment and repainting; and

**WHEREAS**, the Applicant has provided a project budget request dated January 29, 2024, in the amount of \$29,016 for the project, as well as “before” photographs of the primary areas to be renovated.

**WHEREAS**, the Applicant is a non-profit/special needs group that meets the eligibility criteria as outlined in the Manual; and

**WHEREAS**, Community Grants Planning & Housing, acting as administrators of the Township’s Affordability Assistance Program, has reviewed this resolution, and the form of resolution meets with their approval; and



**WHEREAS**, the Township Administrator has reviewed the request and recommends the award of the Grant to the Applicant for \$29,016.

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

1. An Affordable Housing Assistance Program Grant to the Applicant in the amount of \$29,016 is hereby awarded for the renovations of Evergreen Court Apartment #1 in accordance with the request for funding/project budget request dated January 29, 2024.
2. 75% of the grant funds shall be provided at the time of award. The remaining 25% of the grant funds shall be tendered upon receipt of a detailed report of actual costs incurred when the project is completed, along with supporting contractor invoices, updated "after" photographs of the primary areas renovated and confirmation from the Construction Code Official that all permits required have been obtained, inspected, approved and closed out.
3. All Township fees under Chapter 108 (Construction Code, Uniform) of the Code of the Township of Wyckoff are hereby waived with regard to this project.
4. The Mayor, Municipal Clerk, and any other municipal official deemed necessary for implementing this grant are authorized to execute any required documents and agreements.
5. A copy of this Resolution shall be forwarded to the Township Administrator, Chief Financial Officer, Construction Code Official, and Community Grants Planning & Housing.

**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 FEBRUARY 6, 2024.

---

NANCY A. BROWN  
MUNICIPAL CLERK

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #24-126**

\*\*\*\*\*

**INTRODUCED:**

**SECONDED:**

**MEETING DATE: February 6, 2024**

**REFERENCE: Authorizing an Affordability Assistance Program Grant with Christian Health for the Renovation of Evergreen Court Unit #5**

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

**WHEREAS**, the Township Committee of the Township of Wyckoff approved the Affordability Assistance Policies and Procedures Manual (“Manual”) by Resolution No. 2023-210 on June 8, 2023; and

**WHEREAS**, the Manual permits Non-Profits/Special Needs Group to request assistance from the Township under the Affordability Assistance Program; and

**WHEREAS**, Christian Health (the “Applicant”) has requested funds from the Affordable Housing Trust Fund to support necessary renovations to deed-restricted affordable senior housing at their Wyckoff campus located at 301 Sicomac Avenue, Wyckoff, New Jersey, specifically Evergreen Court Apartment #5; and

**WHEREAS**, Evergreen Court Apartment #5 is an Inclusionary Age Restricted Rental located on Block 443 / Lot 49.03 with 30-year Affordability Controls governed by the statutes, ordinances, rules, and regulations restricting ownership and use of the property as an Affordable Housing unit; and

**WHEREAS**, the work proposed in Evergreen Court Apartment #5 includes:

- complete kitchen renovation, including replacement of cabinets and plumbing fixtures, and new appliances; electrical and lighting upgrades, including painting, and,
- complete bathroom renovation, including replacement of shower, sink, vanity, exhaust fans, plumbing fixtures, accessories and painting, and
- the replacement of all flooring throughout the apartment and repainting; and

**WHEREAS**, the Applicant has provided a project budget request dated January 29, 2024, in the amount of \$29,016 for the project, as well as “before” photographs of the primary areas to be renovated.

**WHEREAS**, the Applicant is a non-profit/special needs group that meets the eligibility criteria as outlined in the Manual; and

**WHEREAS**, Community Grants Planning & Housing, acting as administrators of the Township’s Affordability Assistance Program, has reviewed this resolution, and the form of resolution meets with their approval; and

**WHEREAS**, the Township Administrator has reviewed the request and recommends the award of the Grant to the Applicant for \$29,016.

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

1. An Affordable Housing Assistance Program Grant to the Applicant in the amount of \$29,016 is hereby awarded for the renovations of Evergreen Court Apartment #1 in accordance with the request for funding/project budget request dated January 29, 2024.
2. 75% of the grant funds shall be provided at the time of award. The remaining 25% of the grant funds shall be tendered upon receipt of a detailed report of actual costs incurred when the project is completed, along with supporting contractor invoices, updated "after" photographs of the primary areas renovated and confirmation from the Construction Code Official that all permits required have been obtained, inspected, approved and closed out.
3. All Township fees under Chapter 108 (Construction Code, Uniform) of the Code of the Township of Wyckoff are hereby waived with regard to this project.
4. The Mayor, Municipal Clerk, and any other municipal official deemed necessary for implementing this grant are authorized to execute any required documents and agreements.
5. A copy of this Resolution shall be forwarded to the Township Administrator, Chief Financial Officer, Construction Code Official, and Community Grants Planning & Housing.

**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 FEBRUARY 6, 2024.

---

NANCY A. BROWN  
MUNICIPAL CLERK

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #24-127**

\*\*\*\*\*

**INTRODUCED:**

**SECONDED:**

**MEETING DATE: February 6, 2024**

**REFERENCE: Authorizing an Affordability Assistance Program Grant with Christian Health for the Renovation of Evergreen Court Unit #6**

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

**WHEREAS**, the Township Committee of the Township of Wyckoff approved the Affordability Assistance Policies and Procedures Manual (“Manual”) by Resolution No. 2023-210 on June 8, 2023; and

**WHEREAS**, the Manual permits Non-Profits/Special Needs Group to request assistance from the Township under the Affordability Assistance Program; and

**WHEREAS**, Christian Health (the “Applicant”) has requested funds from the Affordable Housing Trust Fund to support necessary renovations to deed-restricted affordable senior housing at their Wyckoff campus located at 301 Sicomac Avenue, Wyckoff, New Jersey, specifically Evergreen Court Apartment #6; and

**WHEREAS**, Evergreen Court Apartment #6 is an Inclusionary Age Restricted Rental located on Block 443 / Lot 49.03 with 30-year Affordability Controls governed by the statutes, ordinances, rules, and regulations restricting ownership and use of the property as an Affordable Housing unit; and

**WHEREAS**, the work proposed in Evergreen Court Apartment #6 includes:

- complete kitchen renovation, including replacement of cabinets and plumbing fixtures, and new appliances; electrical and lighting upgrades, including painting, and,
- complete bathroom renovation, including replacement of shower, sink, vanity, exhaust fans, plumbing fixtures, accessories and painting, and
- the replacement of all flooring throughout the apartment and repainting; and

**WHEREAS**, the Applicant has provided a project budget request dated January 29, 2024, in the amount of \$29,016 for the project, as well as “before” photographs of the primary areas to be renovated.

**WHEREAS**, the Applicant is a non-profit/special needs group that meets the eligibility criteria as outlined in the Manual; and

**WHEREAS**, Community Grants Planning & Housing, acting as administrators of the Township’s Affordability Assistance Program, has reviewed this resolution, and the form of resolution meets with their approval; and

**WHEREAS**, the Township Administrator has reviewed the request and recommends the award of the Grant to the Applicant for \$29,016.

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

1. An Affordable Housing Assistance Program Grant to the Applicant in the amount of \$29,016 is hereby awarded for the renovations of Evergreen Court Apartment #1 in accordance with the request for funding/project budget request dated January 29, 2024.
2. 75% of the grant funds shall be provided at the time of award. The remaining 25% of the grant funds shall be tendered upon receipt of a detailed report of actual costs incurred when the project is completed, along with supporting contractor invoices, updated "after" photographs of the primary areas renovated and confirmation from the Construction Code Official that all permits required have been obtained, inspected, approved and closed out.
3. All Township fees under Chapter 108 (Construction Code, Uniform) of the Code of the Township of Wyckoff are hereby waived with regard to this project.
4. The Mayor, Municipal Clerk, and any other municipal official deemed necessary for implementing this grant are authorized to execute any required documents and agreements.
5. A copy of this Resolution shall be forwarded to the Township Administrator, Chief Financial Officer, Construction Code Official, and Community Grants Planning & Housing.

**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 FEBRUARY 6, 2024.

---

NANCY A. BROWN  
MUNICIPAL CLERK

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #24-128**

\*\*\*\*\*

**INTRODUCED:**

**SECONDED:**

**MEETING DATE: February 6, 2024**

**REFERENCE: Authorizing an Affordability Assistance Program Grant with Christian Health for the Renovation of Evergreen Court Unit #14**

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

**WHEREAS**, the Township Committee of the Township of Wyckoff approved the Affordability Assistance Policies and Procedures Manual (“Manual”) by Resolution No. 2023-210 on June 8, 2023; and

**WHEREAS**, the Manual permits Non-Profits/Special Needs Group to request assistance from the Township under the Affordability Assistance Program; and

**WHEREAS**, Christian Health (the “Applicant”) has requested funds from the Affordable Housing Trust Fund to support necessary renovations to deed-restricted affordable senior housing at their Wyckoff campus located at 301 Sicomac Avenue, Wyckoff, New Jersey, specifically Evergreen Court Apartment #14; and

**WHEREAS**, Evergreen Court Apartment #14 is an Inclusionary Age Restricted Rental located on Block 443 / Lot 49.03 with 30-year Affordability Controls governed by the statutes, ordinances, rules, and regulations restricting ownership and use of the property as an Affordable Housing unit; and

**WHEREAS**, the work proposed in Evergreen Court Apartment #14 includes:

- complete kitchen renovation, including replacement of cabinets and plumbing fixtures, and new appliances; electrical and lighting upgrades, including painting, and,
- complete bathroom renovation, including replacement of shower, sink, vanity, exhaust fans, plumbing fixtures, accessories and painting, and
- the replacement of all flooring throughout the apartment and repainting; and

**WHEREAS**, the Applicant has provided a project budget request dated January 29, 2024, in the amount of \$29,016 for the project, as well as “before” photographs of the primary areas to be renovated.

**WHEREAS**, the Applicant is a non-profit/special needs group that meets the eligibility criteria as outlined in the Manual; and

**WHEREAS**, Community Grants Planning & Housing, acting as administrators of the Township’s Affordability Assistance Program, has reviewed this resolution, and the form of resolution meets with their approval; and

**WHEREAS**, the Township Administrator has reviewed the request and recommends the award of the Grant to the Applicant for \$29,016.

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

1. An Affordable Housing Assistance Program Grant to the Applicant in the amount of \$29,016 is hereby awarded for the renovations of Evergreen Court Apartment #1 in accordance with the request for funding/project budget request dated January 29, 2024.
2. 75% of the grant funds shall be provided at the time of award. The remaining 25% of the grant funds shall be tendered upon receipt of a detailed report of actual costs incurred when the project is completed, along with supporting contractor invoices, updated "after" photographs of the primary areas renovated and confirmation from the Construction Code Official that all permits required have been obtained, inspected, approved and closed out.
3. All Township fees under Chapter 108 (Construction Code, Uniform) of the Code of the Township of Wyckoff are hereby waived with regard to this project.
4. The Mayor, Municipal Clerk, and any other municipal official deemed necessary for implementing this grant are authorized to execute any required documents and agreements.
5. A copy of this Resolution shall be forwarded to the Township Administrator, Chief Financial Officer, Construction Code Official, and Community Grants Planning & Housing.

**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 FEBRUARY 6, 2024.

---

NANCY A. BROWN  
MUNICIPAL CLERK

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #24-129**

\*\*\*\*\*

**INTRODUCED:**

**SECONDED:**

**MEETING DATE: February 6, 2024**

**REFERENCE: Rejecting Bids  
Received for Contract No. 2022-15 –  
Supply, Delivery & Installation of  
Brick Veneer on Municipal Complex  
Pole Barn**

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

**WHEREAS**, on Thursday, December 21, 2023, the Township of Wyckoff received bids for Contract No. No. 2022-15 – SUPPLY, DELIVERY & INSTALLATION OF BRICK VENEER ON MUNICIPAL COMPLEX POLE BARN and four (4) bids were received; and

**WHEREAS**, upon review of the bid submissions, it was determined that changes to the bid specifications and rebid are necessary; and

**WHEREAS**, N.J.S.A. 40A:11-13.2(d) permits a contracting unit to reject all bids if the contracting unit wants to substantially revise the specifications for the goods or services.

**WHEREAS**, it is the recommendation of the Township Administrator/Qualified Purchasing Agent that the bids received for Contract No. 2023-15 be rejected and the plans and specifications revised and rebid.

**NOW THEREFORE BE IT RESOLVED** by the Township Committee of the Township of Wyckoff, in the County of Bergen, New Jersey, that the bids received for Contract No. 2023-15 are hereby rejected, in accordance with the provisions of N.J.S.A. 40A:11-13.2(d).

**BE IT FURTHER RESOLVED** that that Township Administrator/Qualified Purchasing Agent is hereby authorized to revise and rebid the contract.

**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 FEBRUARY 6, 2024.

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



TOWNSHIP OF WYCKOFF  
MUNICIPAL CLERK'S OFFICE

**SPECIAL EVENT APPLICATION**

(All Special Events are Permitted for a Maximum ten-day period)

Please type or print clearly and submit original copy with a detailed event description and any layout schematics:

Christian Health

Applicant/Business Name

301 Sicomac Avenue, Wyckoff NJ 07481

Business Address

Block/Lot

201-848-5852

Douglas A. Struyk, CEO

Business Telephone

Contact/Applicant Name

201-848-5852

dstruyk@ChristianHealthNJ.org

Contact Telephone

Contact Email Address

March 22, 2024

March 22, 2024-March 23, 2024 10 am-4 pm

Date of Event

Duration of Event (Days and/or hours)

  
Applicant Signature

**REQUIRED INFORMATION: (Check all that apply)**

**Temporary Signage**

Attach detailed drawing/art including dimensions; location(s) of temporary sign(s) and dates of the ten-day period requested. (10 days is the max. number of days for temporary signage). Specific Dates: 10 days per attached letter

SEE ATTACHED LETTER & DRAWING

**Special Activities**

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

**Food and/or Drink**

Any food or beverage vendors will REQUIRE a Wyckoff Board of Health License.

**Special Temporary Props**

Attach specific description of items to be utilized.

**Tent**

Attached map detailing the precise location of where the tent is proposed to be located. Tents larger than 900 SF will require a permit. Please contact [wyckoffbuildingsinsp@wyckoff-nj.com](mailto:wyckoffbuildingsinsp@wyckoff-nj.com) for more information on permits.

Official Use

Review by Zoning Enforcement Official

Date: 1/29/24 Approved:  Denied:

Review by Police Traffic Safety Officer

Date: 1/30/24 Approved:  Denied:

Permission Obtained from Township Committee

Date: 2/6/24 Approved:  Denied:

Nancy A. Brown, Municipal Clerk

**TOWNSHIP OF WYCKOFF  
340 FRANKLIN AVENUE  
COUNTY OF BERGEN, STATE OF NEW JERSEY**

**ORDINANCE #2002**

**AN ORDINANCE TO AMEND CHAPTER 157 OF THE CODE OF THE TOWNSHIP OF WYCKOFF, SEWERS, BY REPLACING SECTION 157-62, SCHEDULE OF CHARGES, CHARGES FOR SEWER SERVICE, ESTABLISHING 2024 SEWER CHARGES FOR THE USE OF THE SANITARY SEWER SYSTEM OF THE TOWNSHIP OF WYCKOFF, BERGEN COUNTY, NEW JERSEY**

**BE IT ORDAINED**, by the Township Committee of the Township of Wyckoff, Bergen County, New Jersey, that an Ordinance entitled "An Ordinance Providing for and Establishing Sewer Service Charges for the Use of the Sanitary Sewer System of the Township of Wyckoff, Bergen County, New Jersey," (adopted April 1, 1970, as Ordinance No. 607), be amended as follows:

**SECTION 1.** Chapter 157, Sewers, Part 2, Article XI, Section 157-62, Schedule of Charges, is hereby replaced with the following:

- A. The sewer service charge hereby established for 2024 shall be sufficient to:
- (1) cover all the charges, costs and expenses related to the sewer service, such as, but not limited to, the charges of the Northwest Bergen County Utility Authority, the charges of the Boroughs of Midland Park and Waldwick, pump stations and ejector station operation and maintenance costs, and all the costs incurred by the Township of Wyckoff in collecting its sewer service charges; and,
  - (2) create a reasonable reserve for maintenance and repairs.
- B. The sewer service charge shall be an annual charge commencing upon the date upon which a building connection is approved by the Township, and such charge shall be on the following basis and this rate shall stay in effect until subsequently modified by ordinance amendment:

<u><b>TYPE OF SERVICE</b></u>	<u><b>ANNUAL CHARGE</b></u>
A. Single Family Residential Dwelling Unit - (house, condominium, townhouse or six or more apartment units contained in same building.....	charge per unit - \$490.00
B. Two Family Residential Dwelling.....	\$558.00
plus \$2.91 per 1,000 gallons for flow in excess of 156,000 gallons.	

**ORDINANCE #2002**

2024 SEWER SERVICE CHARGES  
PAGE 2

- C. Three (3) to Five (5) Family Residential dwelling units..... charge per unit - \$268.00 each plus \$2.91 per 1,000 gallons for flow in excess of 208,000 gallons.
  
- D. Commercial.....\$490.00 plus \$2.91 per 1,000 gallons for flow in excess of 104,000 gallons.
  
- E. Combination Commercial/Residential Dwelling Unit:
  - 1. Commercial and one separate detached residential dwelling unit .....\$916.00 plus \$2.91 per 1,000 gallons for flow in excess of 145,600 gallons.
  
  - 2. Commercial with one residential dwelling unit within same structure.....\$664.00 plus \$2.91 per 1,000 gallons for flow in excess of 145,600 gallons
  
- F. Commercial(s) with two (2) to five (5) residential dwelling units.....charge per unit - \$490.00 plus \$224.00 per dwelling unit. Flow in excess of 104,000 gallons plus 41,600 gallons for each residential dwelling unit will be charged at \$2.91 per 1,000 gallons.

**SECTION 2.** Except as hereby amended, Chapter 157 is hereby ratified and reaffirmed and shall continue in full force and effect.

**SECTION 3.** The invalidity of any section or provisions of this amendment to the ordinance shall not invalidate any other sections or provisions thereof.

**SECTION 4.** This ordinance shall take effect upon passage and publication as required by law.

**TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN, STATE OF NEW JERSEY**

**ORDINANCE #2003**

**AN ORDINANCE TO AMEND AND SUPPLEMENT CHAPTER 15  
(CLAIMS APPROVAL) OF THE CODE OF THE TOWNSHIP OF  
WYCKOFF**

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

**SECTION 1.** Chapter 15 (Claims Approval) is hereby amended and supplemented in its entirety to read as follows:

**CHAPTER 15 CLAIMS APPROVAL**

**§ 15-1 Presentation of claims.**

- A. Any person claiming payment from the municipality shall present a detailed bill of items or demand, specifying particularly how the bill or demand is made up, with a certification of the party claiming payment by either original signature, signature stamp, facsimile signature or electronic signature, that the bill or demand is correct (N.J.S.A. 40A:5-16) to the Chief Financial Officer, duly certified or, in the alternative, supported by an affidavit of the claimant. Such claims shall be submitted on voucher forms provided by the Township.
- B. All claimant certification procedures shall comply with N.J.A.C. 5:30-9A.6.
- C. The Township shall, as it deems necessary and appropriate, allow payments to be made without certification by a claimant as to whether the bill or demand is correct under the following circumstances:
  - (1) When payment to the claimant is required in advance of the delivery of the following materials or services if those materials or services cannot be obtained from any other source at comparable prices, including:
    - a. For such purposes as may be permitted pursuant to N.J.S.A. 40A:5-16.2 and 16.3;
    - b. Payment obligations to the state or federal governments;
    - c. Membership in a nonprofit organization;
    - d. Educational courses;
    - e. Registration for a conference or convention sponsored by a nonprofit organization; and
    - f. Website hosting, including registration and maintenance of a domain name;
    - g. When ordering, billing, and payment transactions for goods or services are made through a computerized electronic

transaction utilizing standard electronic funds transfer technologies; and

- h. Where the claimant does not provide, as part of its normal course of business, a certification from an individual with knowledge of the transaction that a bill or demand is correct, however, the Chief Financial Officer shall have the sole discretion to require a claimant certification as the Chief Financial Officer may from time to time deem appropriate.

D. These provisions shall not apply to the reimbursement of employee expenses or payment for professional or personal services.

- a. No employee expenses shall be reimbursed unless the employee provides a detailed statement, certified in writing by the employee, along with documentation in support of each expense.
- b. For the purposes of this section, a "personal" service shall be a service provided exclusively and entirely by the individual seeking payment.

E. Claimant certification shall not be required as a condition for payment to be made for debt service or any services set forth under N.J.S.A. 40A:5-16.d.

#### **§ 15-2 Certification of receipt of materials.**

The Chief Financial Officer shall see that the written or electronic certification of the officer or duly authorized employee whom the Township Administrator has duly designated to certify that the materials have been received by or the services rendered to the Township appears on every claim.

#### **§ 15-3 Preliminary approval.**

Claims shall be presented to two Township Committeemen serving as the Finance Subcommittee of the Township Committee. If satisfied that the claims are proper and valid, the Finance Subcommittee shall sign the vouchers and present them to the governing body for formal approval at a regular meeting.

#### **§ 15-4 Approval or rejection by governing body.**

Claims shall be considered by the governing body, which shall approve the same, except that said governing body may reject any claim presented to it, stating the reason for such rejection. Any disapproved claim shall be referred back to the Chief Financial Officer with such instruction as the governing body may give at the time of disapproval.

#### **§ 15-5 Recording of claims.**

It shall be the duty of the Municipal Clerk to record all claims in the official minutes, indicating that the governing body has, by formal action, approved the same, with appropriate record as to any claims disapproved or rejected.

**§ 15-6 Indication of approval for payment.**

It shall be the duty of the Chief Financial Officer, or designee, to indicate on said claims that they have been approved for payment, with the date of approval thereof noted on the claim.

**§ 15-7 Preparation of checks.**

After the claims have been approved, the Chief Financial Officer, or designee, shall prepare the necessary checks and drafts for the payment thereof, which shall be signed by the Mayor and the Municipal Clerk and then countersigned by the Chief Financial Officer. After preparing checks or drafts for the payment of claims, the Chief Financial Officer, or designee, shall record them in proper books of account and thereafter mail or otherwise distribute the checks to the claimants.

**§ 15-8 Preparation of payrolls.**

In the case of payrolls, the appropriate department heads or such officer or employee as may be designated by the Township Administrator shall prepare the necessary payrolls for all employees, which payrolls shall be duly certified by the person authorized to certify that the services have been rendered and the amount specified is, in fact, due and owing to the employee or employees. Said payroll shall then be approved by the department head responsible therefor and presented to the Township Administrator and the governing body for approval and, after approval, shall be paid in due course.

**§ 15-9 Payroll account.**

A payroll account is hereby established, and the governing body may, by resolution, prescribe the manner in which payroll checks shall be drawn, who shall sign the same, and the dates on which payment shall be made.

**§ 15-10 Reimbursement for travel expenses.**

Any claim for reimbursement of actual and necessary traveling expenses shall be itemized and supported by receipts where available and shall be authorized by the Township Committee.

**SECTION 2.** If any section, sub-section, paragraph, sentence, or any other part of this ordinance is adjudged unconstitutional or invalid, such judgment shall not affect, impair or invalidate the remainder of this ordinance.

**SECTION 3.** All ordinances or parts of ordinances that are inconsistent with the provisions of this ordinance are hereby repealed to the extent of such inconsistency.

**SECTION 4.** This ordinance shall take effect after final adoption and publication and otherwise as provided by law.

**TOWNSHIP OF WYCKOFF  
340 FRANKLIN AVENUE  
COUNTY OF BERGEN, STATE OF NEW JERSEY**

**ORDINANCE #2004**

**AN ORDINANCE AMENDING SALARY ORDINANCE #2000 AND FIXING THE RATE OF COMPENSATION OF CERTAIN PUBLIC WORKS EMPLOYEES OF THE TOWNSHIP OF WYCKOFF**

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

**SECTION 1.** That the salaries and compensation of various paid officers and employees of the Township of Wyckoff shall be at the following rates:

<u>Department/Position</u>	<u>Salary Range</u>
Snow Removal CDL Plow/Salt Truck Driver.....	up to \$75 per hour
Snow Removal Plow Pick Up Driver.....	up to \$45 per hour
Snow Removal Shoveler.....	up to \$35 per hour

**SECTION 2.** All ordinances or parts of ordinances which are inconsistent herewith are repealed but only to the extent of said inconsistency. All other parts of Ordinance #2000 of the Township of Wyckoff not inconsistent herewith are hereby ratified and confirmed.

**SECTION 3.** The salaries recorded above shall be effective as of January 1, 2024.

**SECTION 4.** This ordinance shall take effect immediately upon final passage and publication as required by law.

**TOWNSHIP OF WYCKOFF  
340 FRANKLIN AVENUE  
COUNTY OF BERGEN, STATE OF NEW JERSEY**

**ORDINANCE #2005**

**AN ORDINANCE TO MODIFY AND SUPPLEMENT CHAPTER 108 OF THE CODE OF THE TOWNSHIP OF WYCKOFF "CONSTRUCTION CODES, UNIFORM" TO AMEND SECTION 108-3, "FEE SCHEDULE", TO INCREASE CERTAIN FEES FOR UNIFORM CONSTRUCTION CODE PERMITS.**

**BE IT ORDAINED**, by the Township Committee of the Township of Wyckoff County of Bergen, State of New Jersey, Chapter 108 is amended as follows:

**SECTION 1** Section 108-1, "Establishment of Enforcement Agency" remains unchanged.

**SECTION 2** Section 108-2, "Establishment of Board of Appeals; procedure" remains unchanged.

**SECTION 3** Section 108-3, "Fee Schedule" is amended as follows:

**SS 108-3 Fee Schedule**

- A. The fee for a construction permit shall be the sum of the subcode fees listed herein and shall be paid before the permit is issued:
- (1) Plan review fee
    - (a) New Construction. The non-refundable fee shall be 20% of the amount to be charged for the building subcode fee and is part of the total for the building subcode fee.
    - (b) Additions. The non-refundable fee shall be 20% of the amount to be charged for the building subcode fee and is part of the total for the building fee.
    - (c) Renovations, alterations, and repairs. The non-refundable fee shall be 20% of the amount to be charged for the building subcode fee and is part of the total for the building subcode fee. The Minimum fee shall be \$75.
    - (d) Roofing and siding. No plan review fee is required.
  - (2) Building subcode fees. The fee for work under the building subcode shall be as follows:
    - (a) New building and additions. Permit fees



shall be based upon the volume of the structure. Volume shall be computed in accordance with N.J.A.C. 5:23-2.28. The building permit fee shall be in an amount and rate established by the New Jersey Department of Community Affairs (NJDCA) for the per cubic foot charge of volume for buildings and structures of all use groups and types of construction as classified and defined in Article 3 of the building subcode. State of New Jersey training fees shall be in an amount and rate established by the NJDCA for the per cubic foot charge of volume of new construction in accordance with N.J.A.C. 5:23-4.19(b). The following minimum fees shall be in effect:

- [1] Principal building: \$1,100
- [2] Additions: less than 120 square feet of floor area, \$175; 121 square feet of floor area and greater, \$375.
- [3] Accessory building: \$110
- [4] Sheds greater than 100 square feet: \$150.

- (b) Renovations, alterations, decks, and repairs. The fee shall be based upon the estimated cost\* of the work. The fee shall be in the amount of \$25 per \$1,000 of estimated cost. The minimum fee shall be \$100. This fee scale shall also apply to roofing and siding.

\*NOTE: For the purpose of determining estimated cost, the applicant shall submit to the enforcing agency, if available, cost data produced by the architect or engineer of record or by the contractor. A bona fide contractor's bid, if available, shall be submitted. The enforcing agency will make the final decision regarding estimated cost. Included in the building subcode permit is a non-refundable plan review fee which is 20% of the building subcode fee.

- (c) Swimming Pools. Permit fees for inground pools shall be \$410 in addition to electric, plumbing, fire (if pool heater installed) and fence permits, as well as a certificate of occupancy fee. Above ground pools shall require a permit fee of \$100 in addition to

electric, plumbing, and fence permits, as well as a certificate of occupancy fee. Inground pools require Stormwater Management review by the Township Engineer prior to submittal of inground pool permits.

- (d) Change of contractor fee ~~\$90~~ \$100
- (e) Asbestos hazard abatement permit shall be ~~\$90~~ \$100 in accordance with NJAC 5:23-8.10(a)1, and \$14 for a certificate of occupancy following successful completion of abatement in accordance with NJAC 5:23-8.10(a)2.

(3) Plumbing subcode fees.

- (a) The fees for installation or replacement under the plumbing subcode shall be as follows:

<b>Fixture/Equipment</b>	<b>Fee</b>
Water closets	\$30 <del>\$35</del>
Urinal/bidet	\$30 <del>\$35</del>
Bathtub	\$30 <del>\$35</del>
Lavatory	\$30 <del>\$35</del>
Shower	\$30 <del>\$35</del>
Floor drain	\$30 <del>\$35</del>
Sink	\$30 <del>\$35</del>
Dishwasher	\$30 <del>\$35</del>
Drinking fountain	\$30 <del>\$35</del>
Washing machine	\$30 <del>\$40</del>
Hose bib	\$30
Generator	\$125 <del>\$150</del>
Gas piping (each device)	\$60 <del>\$90 min</del> <u>\$40 each additional device</u>
Fuel oil piping (each device)	\$60
Water heater	\$90 <del>\$95</del>
Steam boiler (each)	\$125 <del>\$150</del>
Hot water boiler (each)	\$125 <del>\$150</del>
Sewer pump	\$90 <del>\$100</del>
Interceptor/separator	\$90
Backflow preventer	\$30 <del>\$35</del>
Inground pool	\$215 <del>\$250</del>
Grease trap	\$125
Water-cooled air-conditioning or refrigeration unit	\$55
Sewer connection	\$125
Water service connection	\$90
Gas service connection	\$90
Commercial dishwasher	\$45
Water cooler	\$20

Water softener	\$90
Sewer ejector	\$65 <del>\$90</del>
Reduced-pressure backflow device	\$90
Vent stack	\$20 <del>\$25</del>
Residential A/C Unit	\$125 <del>\$130</del>
Commercial A/C Unit	\$125 <del>\$150</del>
Condensate Line	\$35
Chimney Liner (each)	\$440 <del>\$125</del>
Gas Log Set	\$90 <del>\$105</del>
Make-up Air System	\$90
Rain Sensor	\$30
Gasoline Pump/Dispenser (each)	\$250
Stacks (each)	\$30 <del>\$35</del>
Ice Maker	<del>\$35</del>
Pot Filler	<del>\$35</del>
Minimum plumbing fee	\$90 <del>\$125</del>

(b) A plan review fee of 20% is included in the plumbing subcode fees as listed in Subsection A(3)(a) above.

(c) Change of contractor fee ~~\$90~~ ~~\$100~~

(4) Demolition permits. The fee for demolition permits shall be as follows:

(a) Principal building: \$300

(b) Accessory building: \$100

(c) Shed over 100 square feet: \$100

(d) Shed 100 square feet or less: \$50

(5) Relocation of building. The fee for the removal of one building from one lot to another location on the same lot shall be in the amount of ~~\$25~~ ~~\$35~~ per \$1,000 of the estimated cost of moving, plus the estimated cost of a new foundation and all work necessary to place the building, in its completed condition, in the new location.

(6) Signs. The fee for a permit to construct a sign shall be in amount of \$30 for each side to be displayed and \$0.45 per square foot of surface area of the sign, computed on each of the sign to be displayed. This fee shall be in addition to Planning Board application fee which may be required by Chapter 186 Zoning.

(7) Fences. The fee for a permit to construct a fence up to six feet-in height shall be in the amount of ~~\$125~~ ~~\$35~~ per \$1,000 of value, or a minimum fee of \$125, which shall include the plan review fee. This fee shall be in addition to any Planning

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Board application fees which may be required by Chapter 186, Zoning. Pool fences required by the Uniform Construction Code to establish a safety barrier shall require a fee of \$150.

(8) Certification of occupancy.

(a) The fee for certificate of occupancy shall be as follows:

<b>Unit</b>	<b>Fee</b>
Each new business, industrial or residential structure	\$190
Each unit of condominiums or Townhouses	\$85
Each business establishment (all zones)	\$85
Each industrial establishment	\$85
Each change in commercial use pursuant to the Uniform Construction Code	\$85
Each adult condominium unit resale	\$85
Continued occupancy letter	\$85
Addition	\$140
Each detached garage, accessory structure	\$65
Renewal of temporary certificate of occupancy	\$270
<del>Inground swimming pool</del>	<del>\$140</del>

(b) A certificate of occupancy/approval shall only be issued if current property taxes, sewer service charges any outstanding building violation penalties are paid.

(9) Miscellaneous certifications. The fee for each request for written clarification of any sort shall be \$60. This shall include but not be limited to requests for floodplain information or the availability of sewers.

(10) Fire subcode fees.

(a) The fees under the fire subcode shall be as follows:

<b>Description</b>	<b>Fee</b>
Water supply source	<del>\$35</del> <u>\$200</u>
Method of valve supervision	<del>\$35</del> <u>\$50</u>
Local alarm supervision	<del>\$35</del> <u>\$50</u>
Central supervision	<del>\$35</del> <u>\$50</u>
Proprietary supervision	<del>\$35</del> <u>\$50</u>
Flammable liquid storage tanks	\$270

Combustible liquid storage tanks	\$160
Liquefied petroleum gas (LPG) storage tanks	\$110
Liquefied natural gas (LNG) storage tanks	\$110
Wet sprinkler heads, up to 25 heads	<del>\$85</del> <u>\$150</u>
Dry sprinkler heads, up to 25 heads	<del>\$85</del> <u>\$150</u>
Sprinkler heads:	
26 to 75 heads	<del>\$150</del> <u>\$300</u>
76 to 200 heads	<del>\$175</del> <u>\$400</u>
Each additional head over 200	\$65
Smoke detectors	<del>\$80</del> <u>\$150</u> minimum, and \$20 or each smoke detector over 8
Heat detectors, each	\$5
Kitchen hood exhaust systems, commercial (each)	\$250
Pre-engineered systems:	
CO <sub>2</sub>	<del>\$55</del> <u>\$200</u>
Halon suppression	<del>\$55</del> <u>\$200</u>
Foam suppression	<del>\$55</del> <u>\$200</u>
Dry chemical	<del>\$55</del> <u>\$200</u>
Wet chemical	<del>\$55</del> <u>\$200</u>
Gas- or oil-fired appliance (each)	\$90
Generator	<del>\$125</del> <u>\$150</u>
Pool Heater	\$125
Fireplace or wood burning stove	\$80
Gasoline pump	\$250
MPD (multiple product dispenser)	\$225
Underground storage tank removal or abandonment of tank	\$125
Standpipes:	
4-inch riser	<del>\$400</del> <u>\$300</u>
6-inch riser	<del>\$425</del> <u>\$300</u>
8-inch riser	<del>\$475</del> <u>\$300</u>
Over 8-inch riser	<del>\$225</del> <u>\$300</u>
Minimum fire subcode fee	<del>\$90</del> <u>\$125</u>

- (b) A plan review fee of 20% is included in the fire subcode fees as listed in Subsection A (10)(a) above
- (c) Change of contractor fee ~~\$90~~ \$100

(11) Electrical subcode fees.

- (a) The fees for installation or replacement under the electrical subcode shall be as follows:

Description	Fee
Fixtures, receptacles, switches 1 to 50 outlets	\$90

Each additional above 50	\$2- <del>\$3</del>
Range	\$30- <del>\$45</del>
Oven(s) <u>each</u>	\$30- <del>\$45</del>
Surface unit	\$30
Dishwasher	\$30
Garbage disposal	\$30
Dryer	\$30
Space heater/air handler	\$75
Air-conditioning unit	\$75
a. <u>Up to 75hp or kw</u>	<u>\$75</u>
b. <u>75 to 99hp or kw</u>	<u>\$125</u>
c. <u>Over 100hp or kw</u>	<u>\$450</u>
Intercom panels, each	\$30
Storable pools, spas/hot tubs	\$90
a. <u>Storable pools/spas/hot tubs</u>	<u>\$90</u>
b. <u>Above Ground Pool</u>	<u>\$195</u>
c. <u>Inground Pool</u>	<u>\$250</u>
Pool installation	\$215
Generator ( <u>includes transfer switch</u> )	\$125
a. <u>Up to 99kw</u>	<u>\$150</u>
b. <u>Over 100kw</u>	<u>\$450</u>
Automatic Transfer Switch, <u>service disconnect switch</u>	\$30
a. <u>Up to 200A</u>	<u>\$55</u>
b. <u>Over 200A to 400A</u>	<u>\$125</u>
c. <u>Over 400A to 800A</u>	<u>\$199</u>
Water heater (each)	\$90
Central heat: oil, gas or electric	\$30
Baseboard heat units	\$30
Thermostats, each	\$15- <del>\$25</del>
Heat pump, each	\$30- <del>\$45</del>
Pump(s), each	\$30
Motor control center/ subpanels	\$55
Sign, each	\$30
Light standards, each	\$25
Motors, fractional horsepower, each	\$15
Motors, all others, each	\$30
Transformers, each	\$30
a. <u>Up to 75kva</u>	<u>\$75</u>
b. <u>Up to 100kva</u>	<u>\$125</u>
<u>Prime Transformers</u>	
a. <u>Up to 200 KW</u>	<u>\$450</u>
b. <u>200 to 500 KW</u>	<u>\$350</u>
c. <u>Over 500 KW</u>	<u>\$450</u>

Service entrance	\$100
Elevator	\$160
Low Voltage Landscape Lighting	\$90
Active solar system	\$695
Annual Pool Inspection (Visual)	<del>\$75</del> <b>\$150</b>
RTU HVAC	\$85
Generator Inlet	\$45
EV Car Charger	\$45
Battery Backup (Solar)	<del>\$30</del> <b>\$45</b>
Minimum electric subcode fee	<del>\$90</del> <b>\$125</b>

(b) A plan review fee of 20% is included in the electrical subcode fee as listed in Subsection A(11)(a) above

(c) Change of Contractor fee ~~\$90~~ **\$100**.

(12) Smoke detector compliance certificate fees.

(a) Installation.

[1] Smoke detectors shall be installed in each dwelling unit, as defined in N.J.S.A. 55:13A-3 and N.J.S.A. 52:27D-196, upon the sale, rental, transfer, or lease of any dwelling unit in the Township of Wyckoff.

[2] Each dwelling unit sold, rented, leased, or transferred shall have a smoke-sensitive alarm device on each level of the structure and outside each separate sleeping area in the immediate vicinity of the bedrooms and located on or near the ceiling in accordance with National Fire Protection Association Standard No. 74-1984 for the installation, maintenance, and use of household fire-warning equipment. The installation of battery-operated smoke-sensitive alarm devices shall be accepted as meeting the requirements of this section. The smoke-sensitive device shall be tested and listed by a product certification agency recognized by the Bureau of Fire Safety.

(b) Maintenance responsibility.

[1] Sellers, transferors, lessors, buyers, transferees, and tenants of all dwelling units subject to this chapter shall be responsible for the correct installation and maintenance of smoke detectors as described herein.

[2] The owner of a rental unit shall, at the time of installation of the smoke detector and thereafter at the commencement of each tenancy, provide to the tenant at least one copy of written instructions on the operation, maintenance, and testing of the smoke detector, including the replacement of batteries in the battery-operated unit.

[3] The owner and tenant of each rental unit shall be responsible for the proper maintenance of the smoke detectors, including the replacing of batteries and repair or replacement of the unit, in accordance with the standards hereinabove set forth.

(c) Inspection and records. Upon the sale of a dwelling unit or the rental, lease or transfer of any dwelling unit, the seller, landlord, transferor, buyer, transferee, or tenant is required to obtain from the Township of Wyckoff a smoke detector certificate of compliance stating that the property is in compliance with the provisions of this chapter.

(d) Fee. Applications for smoke detector compliance certificates shall be submitted to the Chief of the Fire Prevention Bureau of the Township of Wyckoff with the application fee prepaid. Within 10 business days of the receipt of the application and fee, the designated official of the Township of Wyckoff shall inspect the premises to determine whether the same complies with the provisions of this chapter. The application fee for a certificate of smoke detector and carbon monoxide compliance (CSDCMAC), as required by N.J.A.C. 5:70-2.3, shall be based upon the amount of time remaining before the change of occupant is expected, as follows:

[1] Requests for a CSDCMAC received more than 10 business days prior to the change of occupant: \$90.

[2] Requests for a CSDCMAC received four to 10 business days prior to the change of occupant: \$145.

[3] Requests for a CSDCMAC received fewer than four business days prior to the change of occupant: \$205.

[4] There will be a reinspection fee of \$50 for each inspection visit thereafter.



(e) Penalty provision. Any person or corporation, including an officer, director or employee of a corporation, who violates any of the provisions of this subsection shall commit a violation of the Uniform Fire Safety Act and shall be subject to a fine of not more than \$500 for the first offense and not more than \$2,000 for a subsequent offense, and be enforceable by civil action in a summary manner under the Penalty Enforcement Law, N.J.S.A. 2A:58-1 et seq., with further provision that a violator who fails to pay may be imprisoned for up to six months. In case of continuing violations, each day that the violation persists shall be deemed a separate violation. In addition, the violator shall become liable to the Township of Wyckoff for the cost of suppressing any fire directly or indirectly resulting from the violation pursuant to the provisions of N.J.S.A. 52:27D-210.

(13) Elevator subcode fees. The fees for work under the elevator subcode shall be as follows:

(a) Plan review fee.

[1] Per elevator: \$280 each.

[2] Dumbwaiter: \$140 each.

[3] Stairway chair lift, inclined and vertical wheelchair lift and man lift: \$160.

(b) Construction inspection for Subsection **A(13)(a)**: \$240 each.

(c) Inspections.

[1] The fee for the six-month routine inspection of elevator devices shall be as follows:

[a] Traction and winding drum elevators (one to 10 floors): \$225

[b] Hydraulic elevators: \$165

[c] Roped hydraulic elevators: \$225

[2] The fee for the one-year periodic inspection and witnessing of tests of elevator devices, which shall include a six-month routine inspection, shall be as follows:

[a] Traction and winding drum elevators (one to 10 floors): \$325

[b] Hydraulic elevators: \$235

[c] Roped hydraulic elevators: \$325

[d] Dumbwaiters: \$195

[e] Man lifts, stairway chair lifts, inclined and vertical wheelchair lifts: \$195

[f] Other (each): \$110

[3] The fee for the three-year or five-year inspection of elevator devices shall be as follows:

[a] One to 10 floors (five-year inspection): \$550

(d) For renovation or alteration, per \$1,000 or fraction thereof of the estimated cost of work: \$20 each.

(14) Mechanical subcode fees.

(a) The fees for installation or replacement under the mechanical subcode shall be as follows:

Description	Fee
Water heater (new/replacement) each	\$90 <del>\$95</del>
Gas piping (each device)	\$60 <del>\$90 min</del>
	<del>\$40 each additional device</del>
Fuel oil piping (each device)	\$60
Steam Boiler	\$125 <del>\$150</del>
Hot Water Boiler	\$125 <del>\$150</del>
Furnace	\$125 <del>\$150</del>
HVAC (including RTU)	\$125 <del>\$150</del>
Generator	\$125 <del>\$150</del>
Fireplace	\$80
Tank Install	\$110
Minimum fee	\$90 <del>\$125</del>
<u>Change of Contractor fee \$100</u>	

B. The Construction Official shall, with the advice of the subcode officials, prepare and submit to the Township Committee biannually a report recommending a fee schedule based on the operating expenses of the agency and any other expenses of the municipality fairly attributable to the enforcement of the State Uniform Construction Code Act.

C. Surcharge fees.

(1) In order to provide for the training, certification and technical support programs required by the Uniform Construction Code Act and the regulations,<sup>[3]</sup> the enforcing agency shall collect, in addition to the fees specified above, a surcharge fee of \$0.0006 per cubic foot of volume of new construction. Said surcharge fee shall be remitted to the Bureau of Housing Inspection, Department of Community Affairs, on a quarterly basis for the fiscal quarters

ending September 30, December 31, March 31 and June 30, and not later than one month next succeeding the end of the quarter for which it is due. In the fiscal year in which the regulations first become effective, said fee shall be collected and remitted for the third and fourth quarters only.

(2) The enforcing agency shall report annually at the end of each fiscal year to the Bureau of Housing Inspection, and not later than July 31, the total amount of the surcharge fee collected in the fiscal year. In the fiscal year in which the regulations first become effective, said report shall be for the third and fourth quarters only.

**SECTION 4** – Section 108-4, “Violations and Penalties” remains unchanged.

**SECTION 5** – Section 108-5, “Interpretations of Powers” remains unchanged.

**SECTION 6** – Except as herein amended and supplemented, all other provisions of Chapter 108 of the Code of the Township of Wyckoff, “Construction Codes, Uniform”, remain in full force and effect.

**SECTION 7** – This Ordinance shall take effect immediately upon final passage and publication as required by law.