

**Robert J. Shannon, Jr.
Township Administrator**

TO: Township Committee
FROM: Robert J. Shannon, Jr. Township Administrator
DATE: December 17, 2021
RE: ***REPORT OF IMPROVEMENTS ACHIEVED AND
SUCCESSFUL ACTIVITIES IN 2021***

The Township Committee form of government requires actions and programs to be authorized by the Township Committee and delivered by staff. The following improvements are reflective of that team effort.

Again, I wish to thank the Township Committee, both current and past governing bodies for the privilege to serve the residents and tax payers of Wyckoff for 37 years

In the fullness of time since much of my focus has been devoted to serving as a resource for the successor Administrator, the Annual Report is presented as an accumulation of the achievements reported in the Township Committee Newsletter.

MOUNTAIN AVE. WAS IMPROVED WITH NEW PAVING

- The DPW replaced the drainage culvert under Mountain Ave.

PLANNING BOARD ADOPTED THE UPDATED STORMWATER MANAGEMENT PLAN ON NOVEMBER 10, 2021

The Planning Board conducted a public hearing and approved the updated Stormwater Management Plan (SWMP) at its' November monthly meeting.
(The SWMP is considered an element of the Master Plan, and as such, must be updated for the latest NJDEP mandated rules or re-examined every 10- years)

JIF DIVIDEND RECEIVED

A \$10,637 dividend from JIF was issued. It will be applied to decrease the 2022 insurance costs. Since joining JIF, the Township's risk management efforts have resulted in \$746,808 of dividends received which were appropriated to decrease each succeeding years insurance cost.

JIF MANUALS DISTRIBUTED IN 2021

- Employee Personnel Manual Updated and Distributed
- Manual for volunteers (this includes- volunteers appointed by the Township Committee to Boards and Commissions, and volunteer coaches, and volunteer firefighters was issued.

THE GENERAL ELECTION BALLOT INCLUDED A VOTER QUESTION TO EXTEND THE MUNICIPAL OPEN SPACE TAX AND WAS APPROVED BY THE VOTERS

- Voters on November 2, 2021, approved the Municipal Open Space Tax for 5 more years.

BEST PRACTICE INVENTORY

Chief Financial Officer, Diana McLeod, advised that the Township submitted the State of New Jersey “Best Practices” inventory prior to the required due date securing 100% of our 2021 State Aid Allotment with a score of 22.5 (above the minimum required score of 15).

POLICE RE-ACCREDITATION ACHIEVED FOR A SECOND THREE YEAR PERIOD

Police Chief David V. Murphy reported that on October 28, 2021, the NJ Police Accreditation Commission on Thursday approved the Wyckoff Police Dept. Accreditation for another 3 years. This accreditation is the top standard in NJ that signifies to the public and taxpayers that a police dept. is professionally trained and follows the best practices.

This accreditation certifies that our Police Department follows the current Attorney General rules and our professional Police Officers have been trained in the best practices of police procedures, such as, de-escalation of situations, proper use of tasers as an alternative to the use of deadly force, and domestic violence situations.

Thank you to the officers and leaders of the Wyckoff Police Department for their commitment to excellence.

GRANT REIMBURSEMENT SUBMITTED & RECEIVED

The Township completed the detailed request for grant reimbursement for the latest grant (\$81,000 grant) that contributed to the ongoing development of the Russell Farm Community Park. A final Bergen County Open Space Park Improvement grant is pending, and that grant, when approved, will complete the “easy on the knees” flexi- pavement walking path that hugs the perimeter of the park. This grant signifies that the original grant obtained the property and the 6 subsequent were used to develop the park into the passive recreation open space amenity that is enjoyed daily.

A SECTION OF WYCKOFF AVE. PAVED

A section of Wyckoff Ave. from Russell Ave. to Meer Ave was paved this November by Bergen County's Contractor. Wyckoff Avenue is a Bergen County cross county truck route and it is under the jurisdiction of Bergen County.

NOTE:

1. Thanks are due to Mark Di Gennaro. Mark designed, managed, and inspected the recent ADA compliant curb ramp construction in this area. Bergen County would not have paved this road unless Wyckoff reconstructed the curb ramps to the latest NJDOT design standards.
2. Thanks to Traffic Safety Sergeant Brian Zivkovich who ensured access to the commuter lot during the work and visited homes to provide information on how to access their "one access road" (aka dead-end roads) within the work area.

FALL SHRED FEST SUCCESSFULLY CONDUCTED

- * On Friday, October 15, 2021, 9:00 a.m.- 11:30 a.m. the Fall Shred Fest was held at the Wyckoff Community Park.
- * This was a free personal paper shredding event. Styrofoam recycling and drug drop-off also took place.
- * 346 cars, 2 walkers, and 1 cyclist participated totaling 10,080 lbs. paper.
- * 13 cubic ft. truck was filled twice with Styrofoam.
- * Police Drug Takeback resulted in 46 lbs. recovered.

THROUGH THE USE OF A PROJECT TEAM, THE TOWNSHIP SUCCESSFULLY COMPLETED A CYBERSECURITY APPLICATION FOR INSURANCE COVERAGE IN 2022

- The project team met every other week and developed policies.
- "Knowbe4" Cybersecurity awareness training was implemented.
- Multifactor access was established as well as other best practices.

ONLINE CONVENIENT DOG AND CAT LICENSING UNVEILED IN DECEMBER 2021

TOWNSHIP COMMITTEE AND BOARD OF HEALTH ADOPTED 12 ORDINANCES IN 2021 THAT RAISED MOST USER-FEES

TOWNSHIP'S SAFETY COMMITTEE COMPLETED THE 2021 SAFETY IMPROVEMENT PROGRAM (SIP), ACHIEVED ANOTHER TOP SAFETY AWARD, AND WILL RECEIVE A GRANT IN MARCH 2022 FOR THEIR SAFETY EFFORTS IN 2021

THE FOLLOWING MUNICIPAL ROADS WERE PAVED IN 2021

- * Albemarle, #762 to Steinhauser Lane
- * Alex Court
- * Amherst Street
- * Andover Street
- * Auburn Street
- * Bohny Drive 80x80
- * Briarwood Drive
- * Carlton Road #456 to Covington Place
- * Colona Street
- * Dale Avenue
- * Edward Street
- * Fairfield Road Concord Place to Carlton Road
- * Frost Court
- * Holly Drive
- * Joan Place
- * Leonard Drive
- * Mills Place
- * Old Woods Road 80x80
- * Parmley Street
- * Snyder Road
- * Sunset Blvd - Van Houten Ave to Pathway Manor and Pathway Manor to Wyckoff Avenue
- * Village Place
- * West Shore Drive – Wyckoff Avenue to Pathway Manor
- * Weymouth Drive – #488 to Concord Place; Concord Place to #459 CBS; 459 to Carlton Road
- * Yale Avenue – Cornell Street to dead end

TWO (2) COMPETITIVE TREE SERVICE BIDS AWARDED IN 2021

Christine Watson managed two Tree Service Bids which resulted in very competitive prices for **46** dead/tree removals, **68** tree trimmings, and **40** stump removals.

845 OPRA REQUESTS WERE SERVICED IN 2021

2017	665
2018	659
2019	612
2020	799

DANIELS LAW WAS IMPLEMENTED IN 2021

COMMUNITY SAFETY IMPROVEMENT AT THE INTERSECTION OF WYCKOFF AVENUE AND NEWTOWN ROAD ACHIEVED IN 2021

A team comprised of the Township Engineer, Traffic Safety Sergeant, and DPW Staff allowed the school crosswalk to remain on Wyckoff Ave. at Newtown Rd. Special thanks to the residents of 221 Wyckoff Ave. that allowed the DPW to remove bushes at the apex of the intersection which significantly improved motorist sight visibility at this location.

ORANGE AND ROCKLAND PAVED SECTIONS OF THREE BERGEN COUNTY ROADS WHERE THEY PREVIOUSLY CONSTRUCTED UNDERGROUND STORM HARDENING ELECTRICAL LINES IN THE FALL 2020/WINTER 2021

Bergen County permitted Orange & Rockland to pave one (1) lane of traffic and some sections of their road and the trench area in other sections of the road.

The route of this project was from Allendale into Wyckoff on Brookside Ave. right onto crescent Ave., and then left onto Wyckoff Ave. to a utility pole at the entrance of the YMCA at 691 Wyckoff Ave.

Orange and Rockland Government Manager, Kate Wysokowski advised that the storm hardening improvement is now completely finished, and the electric system is energized. An improvement in electric power distribution from the Orange and Rockland facility in Allendale is expected during future storms.

SICOMAC AVENUE PAVED FROM BIRCHWOOD DRIVE TO HAWTHORNE

In June this section of Sicomac Avenue was paved after the ADA curb ramps were constructed to the new NJDOT standards (In 2020 the section of Sicomac Ave. from Birchwood Drive to Franklin Lakes was paved.)

PROTECTIONS FOR EMPLOYEES AND THE TOWNSHIP FROM FIRST AMENDMENT AUDITS/ACTIVITIES IMPLEMENTED AND ACHIEVED THIS WEEK

A risk management precaution was implemented to protect employees and the taxpayers from individuals looking to invoke litigation against the Township.

With the Township Committee's adoption of Ordinance #1893, and the DPW's construction of Dutch-door service windows and employees guide sheets to place under their desk calendars, reasonable and rational precautions have been completed.

PUBLIC LIBRARY CELEBRATES 100 YEARS OF SERVICE TO THE COMMUNITY IN 2021

Events and activities were provided all year to celebrate 100 years of service.

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) REIMBURSEMENT OBTAINED

The Larkin House Senior Center's energy efficient window replacement project funded by the grant is completed and the grant funds were received.

MILITARY TRIBUTE BANNERS ADORN WYCKOFF ROADS FOR MEMORIAL DAY OBSERVATION & PARADE

The Military Tribute Banners were the new special ingredient to this year's "Remembrance and Recollection" of our heroes. The DPW affixed the banners to the decorative streetlight poles.

BERGEN COUNTY CONSTRUCTS TWO (2) STORM SEWER INLETS ON WYCKOFF AVENUE BETWEEN SUNSET BLVD. AND MARTOM RD.

Bergen County constructed the two (2) inlets and underground connection requested by the Township Engineer to address a drainage issue in this area.

RUSSELL FARMS COMMUNITY PARK (RFCP) IMPROVEMENTS COMPLETED AND FINAL GRANT APPLICATION SUBMITTED

Since the RFCP was purchased with a Bergen County Open Space Grant, The Township has used five grants to construct park amenities. In 2021, with the use of a 5th grant, the construction of a playground for children ages one to six and the construction of the flexi-pave easy on the knees pavement for the walking section around the perimeter of the park.

A sixth Bergen County Open Space Grant application was submitted to complete the walking path with the Flexi-Pave material.

THE TOWNSHIP COMMITTEE RE-NAMED HIGH STREET TO DANA HANNAN WAY. DANA IS THE WYCKOFF/FDNY FIREFIGHTER WHO WAS LOST ON 9/11 IN THE TERRORIST ATTACK ON THE WORLD TRADE CENTER IN NEW YORK CITY.

MAPLE DRIVE WAS RENAMED MCNAMARA LANE FOR FORMER MAYOR/STATE SENATOR HENRY P. MCNAMARA WHO WAS THE LONGTIME CHAIR OF THE SENATE ENVIRONMENTAL PROTECTION COMMITTEE. IT ALSO REMOVED THE EMERGENCY RESPONSE CONFUSION BETWEEN MAPLE AVE. AND MAPLE DRIVE.

CHARLES AVE. COMPOST FACILITY APPROVED IN 2021

The BCUA and NJDEP re-approved the facility for inclusion in the Bergen County Solid Waste Management Plan. The Township held this permit since 1969. In recent years when the NJDEP Commissioner made the NJDEP a revenue producing agency, the Township pays \$21,000 a year to the NJDEP to compost its leaves and brush as it did since 1969.

TOWNSHIP ATTORNEY ROBERT LANDEL, OBTAINED COURT APPROVAL FOR THE TOWNSHIP'S FAIR SHARE AND HOUSING ELEMENT PLAN.

THE DPW RENOVATED THE WOMEN'S FIRST FLOOR RESTROOM IN TOWN HALL

UCC DEPARTMENT BEGINS THE PROCESS TO AUTOMATE THE UCC APPLICATION AND PERMIT PROCESS

At the end of the year, the staff was training on the new system which will soon be available to the public.

THE MOUNTAIN AVENUE SEWER PUMP STATION AND WAYFAIR CIRCLE SEWER EJECTOR STATION WERE UPGRADED IN 2021.

New technology and new parts were used to upgrade both sanitary sewer stations.

THE NJ LEAGUE OF MUNICIPALITIES MAGAZINE RECOGNIZES WYCKOFF

Wyckoff was awarded Best Special Innovative Media for its public information in the statewide competition.

POLICE DEPARTMENT TAKES DELIVERY ON ONE HYBRID POLICE VEHICLE

MAPLE LAKE ACQUISITIONS MOVES CLOSER TOWARDS COMPLETION

The acquisition of 21 acres of the 26-acre tract known as the former Maple Lake property has been included in the filing of deeds before the end of the year. The transaction with a Bergen County Open Space Park acquisition grant remains to be completed.