

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, DECEMBER 20, 2022

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE BUSINESS MEETING
MUNICIPAL COURT ROOM
TUESDAY, DECEMBER 20, 2022 - 8:00 PM

1. Regular Meeting of the Wyckoff Township Committee called to order by Mayor Rudolf E. Boonstra
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:

MADIGAN YES MELCHIONNE YES
SHANLEY YES BOONSTRA YES

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 or call 201-891-7000, ext. #2220 if you wish to make a comment.

MOTION: SHANLEY SECOND MADIGAN
MADIGAN YES MELCHIONNE YES
SHANLEY YES BOONSTRA YES

Request motion to close the Public Comment Period:

MOTION: SHANLEY SECOND MADIGAN
MADIGAN YES MELCHIONNE YES
SHANLEY YES BOONSTRA YES

7. Approval of the December 6, 2022 Township Committee Work Session and Regular Business meeting minutes:

MOTION: SHANLEY SECOND MADIGAN
MADIGAN YES MELCHIONNE ABSTAIN
SHANLEY YES BOONSTRA YES

8. Approval of the December 13, 2022 Special Meeting minutes:

MOTION: SHANLEY SECOND MADIGAN
MADIGAN YES MELCHIONNE YES
SHANLEY YES BOONSTRA YES

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.

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I Resolutions (Adoption of the following):

- | | |
|---------|---|
| #22-283 | Authorize Towing Licenses |
| #22-284 | Authorize Shared Service – Sewer Cleaning |
| #22-285 | Authorize Shared Service – Sewer TV Inspection |
| #22-286 | Endorse Hope Christian Services Grant Proposal |
| #22-287 | Approval of Vouchers & Authorization to Pay Bills |
| #22-288 | Return of Certain Overpaid Taxes, Fees, etc. |
| #22-289 | Budget Transfers |
| #22-290 | Renew Shared Service with Bergen County – Health Services |
| #22-291 | Extending Contract Solid Waste Collection and Transportation to Approved Disposal Facility Service and Recycling Collection and Transportation to Approved Recycling Market Service |
| #22-C11 | Closed Session – Contract Negotiations |

II Ordinances – Introduction

NONE

III Motions

NONE

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:	SHANLEY	SECOND	MADIGAN
MADIGAN	YES	MELCHIONNE	YES
SHANLEY	YES	BOONSTRA	YES

10. Ordinances – Public Hearing / Further Consideration:

Mayor Boonstra, I have an Ordinance for Public Hearing / Further Consideration on tonight's agenda. It is **Ordinance #1972** which is

AN ORDINANCE TO PROVIDE FOR AND DETERMINE THE RATE OF COMPENSATION FOR EMPLOYEES OF THE PUBLIC WORKS DEPARTMENT OF THE TOWNSHIP OF WYCKOFF, AND THE METHOD OF PAYMENT OF SUCH COMPENSATION FOR THE YEAR 2023.

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.

COMMITTEE PERSON SHANLEY : I move the Ordinance on second reading by Title only.

COMMITTEE PERSON MADIGAN : Seconded.

ROLL CALL VOTE

MADIGAN	YES	MELCHIONNE	YES
SHANLEY	YES	BOONSTRA	YES

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CHAIRPERSON: This is the time and place for the Public Hearing on Ordinance #1972, and all persons who wish to be heard, please state your name and address before making your statement. If you wish to comment, please dial 201-891-7000, ext. #2220, or step to the microphone.

(Public Comments are heard here.)

At the Conclusion of public comments:

COMMITTEE PERSON SHANLEY: I move that the Public Hearing on Ordinance #1972 be closed.

COMMITTEE PERSON MADIGAN: Seconded

ROLL CALL VOTE

MADIGAN YES MELCHIONNE YES
SHANLEY YES BOONSTRA YES

MUNICIPAL CLERK: BE IT RESOLVED, by the Township Committee of the Township of Wyckoff that Ordinance #1972, after public hearing and further consideration is hereby adopted, and the Municipal Clerk is hereby authorized and directed to publish the Notice of Final Passage of said Ordinance in the official newspaper for the Township as provided by law.

COMMITTEE PERSON SHANLEY: I move the resolution.

COMMITTEE PERSON MADIGAN: Seconded.

ROLL CALL VOTE

MADIGAN YES MELCHIONNE YES
SHANLEY YES BOONSTRA YES

11. Recess to January 1, 2023 11:30 am Sine Die Meeting

Chair: May I have a motion and a second to recess the Business Meeting?

MOTION: SHANLEY SECOND MADIGAN
MADIGAN YES MELCHIONNE YES
SHANLEY YES BOONSTRA YES

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
TOWNSHIP COMMITTEE OPEN WORK SESSION MEETING
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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, December 20, 2022 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 or call 201-891-7000, ext. #2220 should they wish to provide public comment during the public comment period.

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

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Nancy A. Brown
Municipal Clerk

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Mayor Rudolf E. Boonstra opened the Open Work Session Meeting at 7:00 p.m. in the second-floor municipal court room.

Present: Mayor Rudolf E. Boonstra, Township Committee Thomas J. Madigan and Timothy E. Shanley

Also Present: Township Administrator Matthew A. Cavallo, Municipal Clerk Nancy A. Brown and Township Attorney Robert E. Landel

Absent: Peter J. Melchionne

Nancy Brown, Municipal Clerk read the Open Public Work Session statement: "This Open Public Work Session Meeting of the Wyckoff Township Committee is now in session. In accordance with the Open Public Meetings Act, notice of this meeting appears on our Annual Schedule of meetings. A copy of said Annual Schedule has been posted on the Bulletin Board in Memorial Town Hall; a copy has been filed with the Municipal Clerk, The Record, The Ridgewood News and the North Jersey Herald News – all newspapers having general circulation throughout the Township of Wyckoff. At least 48 hours prior to this meeting the Agenda thereof was similarly posted, filed and e-mailed to said newspapers. The Agenda with the resolutions and ordinances to be considered was posted on the Township's website at "Minutes & Agendas" on the Friday prior to this evening's meeting."

It was confirmed that the Finance Committee has reviewed and signed vouchers, and that the Mayor and Municipal Clerk have signed any necessary documents.

Mayor Boonstra opened the meeting for the ten (10) 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 call 201-891-7000, ext. 2220 if you wish to make a public comment at this time. Motion from Committeeman Shanley, seconded by Committeeman Madigan, all voting yes to open the ten (10) minute public comment period.

There was no public comment.

Committeeman Shanley motioned to close the public comment period, seconded by Committeeman Madigan with an affirmative voice vote.

Administrator's Report:

1. On tonight's agenda, there is a negotiated 2-month extension to the current contract for the collection and transportation of Solid Waste and Recycling.
2. This upcoming Monday, the Township will be going out to bid on six (6) different bids that will open up on December 22.
 - a. Animal Control Services
 - b. Shade Tree Removal
 - c. 4 Camps for Recreation
3. The 2023 Municipal Calendars are at the printer. They should be in the residents' mailboxes by the end of the month. A PDF version of the calendar will be posted to the municipal website.
4. The DPW Leaf Crews are in the third and final round of leaf collection. If they have already been to the area in which you live this round, you will need to pack up your leaves and bring them to the Recycling Center.

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5. Mr. Cavallo thanked all who attended the annual Hannukah Menorah Lighting this past Sunday.
6. The 2023 Animal Licensing Program has begun. The Annual Free Rabies Prevention Program will be on Saturday, March 18, 2023. Helpful directions can be found on our website. If you previously registered your pet and did not receive an email from us, check your spam for an email from noreply@wyckoff-nj.com.
7. Town Hall will be closed on Monday 12/26 and Monday 1/3.
8. Parking Permits for 2023 can be renewed at the Municipal Clerk's Office.
9. Happy Hannukah, Merry Christmas and Happy New Year to everyone.

Township Committee Reports:

Peter Melchionne:

1. The DPW is now completing the final round of leaf collection. They're heading to districts five and six tomorrow. I just want to thank the DPW for doing a great job this year. I know it wasn't easy with the leaves falling all at once and also falling early this year. I still think the DPW Crews did another outstanding job.
2. I was able to attend the Toys for Tots Train last weekend and there was a great turnout. There were a lot of gifts donated from Wyckoff placed on that train.
3. Lastly, I just want to report on the Environmental Commission. We had the Junior Commissioners Project presentations last night at the Library. and Eve Nevelo's project was the Green Fair that she hosted on November 19th at the Library, for which there was a great turnout. The other Junior Commissioners had their projects on display at the Green Fair along with different community organizations. There was a beekeeper there, a booth with information about spotted lantern flies and different tables about pollinators and recycling. Justin Sullivan's Junior Commissioner project was focused on the importance of trees, including saving trees and replanting trees. Sebastian Dash did his project on pollinators and the importance of preserving and keeping pollinators in our environment, not only in Wyckoff, but also in New Jersey, and around the country as pollinators are very important to our food supply.
4. I want to wish everyone a Merry Christmas, Happy Hanukkah, and a Happy New Year. I will see everyone on January 1st.

Thomas Madigan:

1. I attended the K-8 Board of Education meeting two weeks ago. This was the last meeting for both Dan McHugh and Tim Murtha who have served the board for six years. The board plans to reorganize on January 3, with their newly elected members.
2. The Menorah Lighting was Sunday, December 18th. The celebration was very well done and there were a lot of people in attendance. I they just want to say Happy Hanukkah to all.

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3. I also want to thank our Wyckoff Volunteer Fire Department. All three (3) fire companies traveled through town with Santa on Sunday night, December 18th. They were out on the fire trucks in all the neighborhoods in town. It was a lot of fun. A lot of kids, a lot of families - Santa was kept busy. It just brings back fond memories of when they used to come to my house each year when my children were young. We always had a neighborhood holiday party that Sunday and it was just a great night. Thank you to the Wyckoff Volunteer Fire Department for taking the time to bring joy to others.
4. I do want to wish you all a joyous holiday season. Merry Christmas and Happy New Year.

Timothy Shanley:

1. I have to agree that the Menorah Lighting was a very good event on Sunday. I want to wish our Jewish Community a Happy Hanukkah. It was a well-attended celebration, and it hasn't been that well attended since before the pandemic. It was good to see that.
2. The Zoning Board of Adjustment met, but there were no applications that were ready for hearing so most of them got moved over to the January meeting. The only action that's worth reporting is they gave Christian Health another extension for a generator that they need to install.
3. The Recreation Advisory Board met but there's really nothing to report from the meeting. I do want to thank Sue Buchanan who served on the Recreation Board for a long time but gave her resignation recently. Thank you to Sue Buchanan for all her years of service to our community.

Mayor Boonstra:

- 1 I too attended the Toys for Tots, Marine Corps Train arrival in Wyckoff. It was well attended, and they had a lot of donated toys. Our community was very generous. I'd like to offer a special thanks to the local Volunteer Fire Department for all their help, thanks to the Marine Corps. There was also a group of young cadets in attendance. They were in fatigue green uniforms, and I learned that they were Sea Cadets. It was very interesting to see and meet these young cadets. They ranged from 7th grade to 11th grade, and they were from all over the area. I spent some time talking to the group's advisor/leader. The group was from Picatinny Arsenal, and anyone can join. They were really a very nice, well organized, helpful group of young people.
2. On December 18th, I too attended the Menorah Lighting Celebration. It was full of energy and full of happiness and a great event to be at. As Tim stated, this is the best crowd we've had since before the pandemic hit. It was very good to be there with Rabbi Kaplan and he always lightens things up and makes it a joyous occasion.
3. On Sunday, December 11th, I attended the Northwest Bergen Mayor's Dinner Meeting at the Brick House. It was the final meeting for the Mayor from Upper Saddle River who joined us even though she has left office. Mayor Susan Knudsen from Ridgewood joined us, she will be leaving office at the end of the year. I will be leaving the office of Mayor, so it was also my last meeting with that group, and it was very good dinner.

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4. The Planning Board met on December 14th, and we had a public hearing on the Historic Element for our Master Plan. Bridgette Bogert, our Municipal Planner, gave a presentation. We had a public hearing, and the Planning Board adopted the Historic Element for the fourteen (14) historic buildings as an Element of our Master Plan.

Mr. Cavallo, it is my understanding that this governing body does not have to take any action on this change to the Master Plan. Do I have that correctly?

Administrator Cavallo:
"That is correct. However, in January we will have two (2) ordinances that we need to re-adopt so that they are adopted in the right order. We'll need to re-adopt Ordinances #1875 & #1876. We plan to introduce them at our second meeting in January for adoption at the first meeting in February.

Mayor Boonstra:
Okay, thank you.
5. On the 9th of December, Matt and I attended a meeting in Glen Rock with representatives from Glen Rock and Midland Park regarding Ridgewood Water's lead pipe replacement program. Mr. Cavallo was very helpful with suggestions and notes and kept the meeting moving. We are in a good position of only having less than fifteen (15) lead lines that must be replaced. Midland Park, Glen Rock, and Ridgewood have many, many more than Wyckoff. All the towns are going to continue looking into how this improvement is going to be financed. The water utility cannot levy taxes to pay for it. As a result, they're looking for municipalities to do it and the financing in this situation gets complicated.
6. On December 8th, I attended the Board of Health Meeting which was uneventful. To Mr. Cavallo's earlier point, the new contract for Health Services with Bergen County was discussed and unanimously supported by the members of Board of Health in attendance that night. The board is very happy with our current representative from the county. It's working out very well now.
7. Tomorrow, I have a Library Board Meeting, which will be the last Library Board meeting of the year. It's been fun sitting in on Library Board meetings for a year and I'll miss that.
8. I was over on Main Street today to observe Supor Trucking and my buddy Tony Polizzi. I watched them move a huge transformer off a rail car and onto a flatbed trailer. This is the third time they've done that here. It's quite an operation. If I was ever going to be in a foxhole, I'd want Tony Polizzi with me. The previous two transformers went up to Rockland County, but this one is going to Fair Lawn. Evidently, some big transformer burned down in Fair Lawn and must be replaced.
9. I want to wish everyone a Merry Christmas, Happy New Year, & Happy Hanukkah and I want to thank you for selecting me to be Mayor this year. It's an honor to be the Mayor of your hometown and I've enjoyed being Mayor in 2022. Thank you for all of your confidence.
10. While we are thanking board members, I want to thank Jean Hildebrand, and Jim Abma Sr. for all the years that they served on the Zabriskie House Board of Trustees. I appreciate all the effort and all the open houses and everything they put into being stewards of the Zabriskie House over the last probably 15-20 years. I really want to thank them.

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Township Attorney Report:

1. I'd like to confirm with Mr. Cavallo that the check was received for Maple Lake. Mr. Cavallo: "Yes! It's all deposited!

- That's such good news! The purchase of Maple Lake and the grant process got started back in 2015. My office started working on the return of the monies months ago. I want to thank you again, Mr. Cavallo. With just one email you were able to make it happen.

2. I also want to say just a quick thank you to Sue Buchanan for serving on the Recreation Advisory Board. She was really instrumental in the Pulis Field project. She was on the Pulis Field Committee and I always thought the turning point was the October Fest Fundraising Event that she and her family put together to raise money for the turf fields at Pulis. She is a really smart, generous individual. We were pretty lucky to have her for as long as we did.

3. Happy Holidays. Rudy, thank you for serving as Mayor for the last year. Mayor Boonstra stated it was a great honor to serve.

Motion to enter a Closed Session Discussion in accordance with Resolution #22-C11 from the Open Public Work Session Meeting at 7:21 p.m.:

MOTION: SHANLEY SECOND MADIGAN
BOONSTRA YES MADIGAN YES MELCHIONNE YES SHANLEY YES
Resolution: Adoption of the following:

#22-C11 Closed Session Discussion

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

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

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

N.J.S.A. 10:4-12b (4) – Contract Negotiations

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 December 20, 2022, meeting, hereby authorize, that an Executive Session closed to the public shall be conducted on December 20, 2022, in the Municipal Court Room at Town Hall, 340 Franklin Avenue, Wyckoff, New Jersey 07481, for the discussion of matters relating to the specific items designated above.

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

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Motion to exit the Closed Session Discussion and re-enter the Work Session Meeting at 8:04 p.m.:

MOTION: SHANLEY SECOND MADIGAN
BOONSTRA YES MADIGAN YES MELCHIONNE YES
SHANLEY YES

Adjourn the Open Work Session Meeting at 8:04 p.m.

MOTION: SHANLEY SECOND MADIGAN
MADIGAN YES MELCHIONNE YES SHANLEY YES
BOONSTRA YES



Rudolf E. Boonstra
Mayor



Nancy A. Brown
Municipal Clerk

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
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Meeting Called to Order

Mayor Rudolf E. Boonstra called the regular meeting of the Wyckoff Township Committee in the Municipal Court Room to order at 8:00 pm.

Flag Salute

The Township Committee proceeded with the Pledge of Allegiance led by Mayor Rudolf E. Boonstra.

Invocation

The Invocation was offered by Mayor Rudolf E. Boonstra.

RE: Township Committee Meeting of Tuesday, December 20, 2022 7:00 p.m. Work Session and 8:00 p.m. Business Meetings will be livestreamed, and public comments will be available telephonically.

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"This is an association of doctors who are warning against cannabis and marijuana and are dedicated to educating the public on marijuana. I will read what they have to say. They call themselves the International Academy on the Science and Impact of Cannabis."

"It's a medical organization of doctors who educate on marijuana based on the scientific and medical literature. IASIC is a non-partisan, non-political group created to facilitate informed decisions when considering cannabis policy and law. It is our conclusion based on review of the scientific evidence that public health effects of commercial cannabis on American health are harmful. These growing negative impacts further strain health care and addiction treatment resources to an extent that are surpasses taxation revenues."

Evidence: Thousands of peer reviewed medical articles have been published on the harms of cannabis and marijuana. Reviews of medical benefits of cannabis published in highly ranked journals reveal only limited benefits for a few conditions, and generally do not consider long term consequences including:

- Emergency Department Visits (I am an ex-ER nurse and I know that firsthand. I worked at Valley).
- Psychosis
- Suicide
- Brain development
- Neonatal Exposure
- Opioid Use
- Traffic Fatalities
- High potency, Problematic and Youth Use
- Cannabis Hyperemesis Syndrome (that means terrible vomiting).
- Heart and Lung Disease
- Testicular Cancer

Conclusions: We recognize that there are many sides of the marijuana debate, and we call it attention to the growing science on the public health risk. Tobacco was promoted as relatively harmless before nicotine addiction became ubiquitous and the link to lung cancer was proven. The opioid industry marketed is drugs as non-addictive and safe in the early 1990's, and we are still paying the price. Let's learn from our historical mistakes and not repeat them with marijuana. Drug addiction and death have increased during the COVID-19 pandemic."

"I'm so thrilled about this informational piece and that the language is clear. It's in everybody's language and they say addiction is one of the major public health problems. This Doctors Medical Society suggests a warning label. And so that's as plain as it could be."

"Permitting any kind of an establishment of an agency in our town that would support cannabis use in any way would be saying that this is okay. To do that, in my mind, has no benefit whatsoever. It will harm everyone. I feel very strongly about this."

"I have one serious issue though, before the end of the year, to burden you with. A couple of the people in my community brought something to my attention. Generally speaking, I have been sharing with you how I am worried about how the look of the back area of our development and what a big job that is for the Public Works Department."

"One gentleman who's a very thoughtful man, said that he keeps looking at that back wooded area and worrying about some kind of a lightning strike or something and all of that falling timber catching fire."

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Attorney Landel:

"I can tell you it's the policy of this Township Committee that when we planned for that berm, there was never an intention to weed it or maintain it. We wanted it to be overgrown and in a wild state so that it can provide that type of screening."

Mr. Tuomey:

"I find that very interesting. I didn't know that. When it was originally installed it looked beautiful. It didn't have all the weeds. I mean, you can't even see the beautiful trees now due to the weeds. But what you're telling me is that you did what you set out to do and provided screening from the parking lot activity at the YMCA."

Mayor Boonstra:

"Now if that's creating other problems, that's a different story. As Mr. Landel indicated, that was the intention - that it would be wild and very lush and a great screening. We had it completed that way because the residents there were very concerned about lights in their back windows and their porches. So that's why that was purposely put in that way."

"The falling timber you're probably referring to is not located in the berm that was built between the parking lot, but the woods even beyond that. There is there's a lot of fallen trees back in the wooded area. But the woods are just a natural area. We don't touch the trees; we don't weed in that area. We don't cut it. We don't prune the trees."

Administrator Cavallo:

"Perhaps we should have someone from the Shade Tree Commission go and take a look at the trees."

Mrs. Tuomey:

"That would be wonderful. This resident is worried about fire, specifically."

Mayor Boonstra:

"We have lighting tree strikes all the time. It hits the ground and dissipates it doesn't usually cause a fire danger."

Committeeman Shanley made a motion to close the meeting for Public Comment; Seconded by Committeeman Madigan. All voted in favor.

With an affirmative vote, the motion is approved.

Approval of the December 6, 2022 Township Committee Work Session and Regular Business meeting minutes:

MOTION: SHANLEY SECOND MADIGAN
MADIGAN YES MELCHIONNE ABSTAIN
SHANLEY YES BOONSTRA YES

Approval of the December 13, 2022 Special Meeting minutes:

MOTION: SHANLEY SECOND MADIGAN
MADIGAN YES MELCHIONNE YES
SHANLEY YES BOONSTRA YES

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
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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):

#22-283 Authorize Towing Licenses

WHEREAS, the Township Committee of the Township of Wyckoff adopted Ordinance #1606 establishing towing procedures; and,

WHEREAS, two (2) vendors submitted an application for a license to provide towing services for the Wyckoff Police Department during calendar year 2023; and,

WHEREAS, the Wyckoff Police Department has diligently reviewed the applications and inspected the applicants' equipment and storage yards to complete a thorough and complete examination of the applications; and,

WHEREAS, the Township of Wyckoff's Municipal Risk Consultant has approved the applicant's certificate of insurance to verify compliance with Section 15 of Ordinance #1606, however, the Police Chief shall ensure all certificates which expire before the end of the year are renewed; and,

WHEREAS, the Wyckoff Police Chief has provided the attached report dated December 7, 2022, recommending City Wide Towing and All Points Auto & Towing to perform towing services for the Wyckoff Police Department in 2023 subject to the payment of an annual license fee provided in Section 8 of Ordinance #1606.

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 has carefully considered and accepts the report of the Wyckoff Police Chief dated December 7, 2022, attached as if set forth at length.
2. The Township Committee authorizes the issuance of a license in rotation for calendar year 2023 to:
 - City Wide Towing, 131 Goffle Road, Hawthorne, NJ 07506 and at 205 Chestnut Street, Ridgewood, NJ 07450
 - All Points Auto and Towing, 145-A Hopper Ave, Waldwick, NJ 07463

to perform towing services in the Township of Wyckoff in accordance with Ordinance #1606 in calendar year 2023.

3. The Township Committee instructs the Police Department to ensure that the aforementioned authorized towing entities provide current certificate of insurances and if any expire during calendar year 2022, which are not replaced, that they immediately be removed from the list of authorized towers.

BE IT FURTHER RESOLVED by the Township Committee that the Wyckoff Chief of Police is designated to enforce the provisions of Ordinance #1606 and the Wyckoff Chief of Police or his designee with the approval of the Chief of Police is authorized to issue supplementary rules and regulations to implement

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the purposes established by the Township Committee with the adoption of Ordinance #1606.

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WYCKOFF POLICE DEPARTMENT

Scott Plaza
Wyckoff, New Jersey 07481

David V Murphy
Chief of Police

TO: Chief David Murphy
FROM: Sergeant Brian Zivkovich
SUBJECT: 2023 Towing License Approval
DATE: December 7, 2022

During the open enrollment period, October 1 to October 31, 2022, the Wyckoff Police Department received two (2) applications for towing services for the calendar year of 2023:

1. All Points Towing
2. City Wide Towing

All two towing applicants have met the standards set forth in Township Ordinance: Chapter 175: Towers and Towing. I recommend the two applicants become licensed towers for the Township of Wyckoff for the calendar year 2023.

Attachments: 2023: WPD Towing Rotation

Sgt. Brian Zivkovich #228
Sgt. Brian Zivkovich #228

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WYCKOFF POLICE DEPARTMENT

Scott Plaza
Wyckoff, New Jersey 07481

David V Murphy
Chief of Police

2023 TOWING ROTATION

1. ALL POINTS TOWING
145 Hopper Avenue
Waldwick, New Jersey 07463

Primary: 201-678-3040
Secondary: 201-522-2175

January	March	May	July	September	November
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2. CITY WIDE TOWING

131 Goffle Road or 205 Chesnut Street
Hawthorne, NJ 07506 Ridgewood, NJ

Primary: 201-796-7732

February	April	June	August	October	December
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TOWNSHIP OF WYCKOFF
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#22-284 Authorized Shared Service – Sewer Cleaning

WHEREAS, the Township of Wyckoff participates in the Northwest Bergen Shared Services Program of the Northwest Bergen County Cooperative Pricing Systems; and,

WHEREAS, the Township of Wyckoff already participates in shared services with the Northwest Bergen County Utilities Authority for street sweeper and sewer pump station maintenance and repair; and,

WHEREAS, the Interlocal Services Act, N.J.S.A. 40:8A-1 et seq., permits, authorizes and encourages public bodies such as counties, municipalities and school districts to enter into agreements with each other to contract for the provision of any service which the parties to such agreement are empowered to render under within its own jurisdiction, whether administrative, educational, instructional or otherwise; and,

WHEREAS, the County of Bergen has the ability to provide sanitary sewer cleaning as a shared service; and,

WHEREAS, the Township Engineer of the Township of Wyckoff recommends participation in the Interlocal Services Program where Northwest Bergen will provide their sewer cleaning service for a fee on an “as requested” basis to participating municipalities as described in the shared services agreement.

WHEREAS, the Chief Financial Officer in accordance with NJAC 5:30-5.5(d)2 certifies that this contract extension is subject to the availability and appropriation annually of sufficient funds in future years; 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 Service Agreement for sanitary sewer cleaning services on an “as requested” basis is approved.

BE IT FURTHER RESOLVED, that the Municipal Clerk shall provide a copy of this resolution to the Township Engineer, Department of Public Works Manager and Accounts Payable Control Clerk.

CERTIFICATION OF AVAILABLE FUNDS

I, DIANA MCLEOD, CHIEF FINANCIAL OFFICER FOR THE TOWNSHIP OF WYCKOFF, HEREBY CERTIFIES THAT THIS CONTRACT IS SUBJECT TO THE TOWNSHIP COMMITTEE AUTHORIZING ADEQUATE APPROPRIATION IN 2023 & 2024 SEWER UTILITY BUDGET ANTICIPATED AT \$6,000 EACH YEAR.

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SHARED SERVICES AGREEMENT – SANITARY SEWER CLEANING

THIS AGREEMENT, made this 20th day of December 20 22, between Township of Wyckoff (hereinafter referred to as “Municipality”), a municipal corporation of the State of New Jersey maintaining offices at 340 Franklin Avenue, Wyckoff New Jersey and the **NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY** (hereinafter referred to as “NBCUA”), maintaining offices at 30 Wyckoff Avenue, Waldwick, New Jersey.

WITNESSETH:

WHEREAS, the State of New Jersey encourages local units to enter into agreements for the joint provision of services; and

WHEREAS, the Uniform Shared Services and Consolidation Act (N.J.S.A. 40A:65-1 et. seq.) promotes the broad use of shared services as a technique to reduce local expenses funded by property taxpayers; and

WHEREAS, the Uniform Shared Services and Consolidation Act (N.J.S.A. 40A:65-1 et. seq.) allows for any local unit to enter into an agreement with any other local unit or units to provide or receive any services that each local unit participating in the agreement is empowered to provide or receive within its own jurisdiction; and

WHEREAS, the Municipality and NBCUA wish to enter into an Agreement whereby NBCUA will provide jet cleaning services to the Municipality for sanitary sewer systems, or other systems as applicable, in the years 2023 and 2024; and

WHEREAS, the within Agreement has been duly authorized by appropriate resolutions of the Municipality and NBCUA.

NOW, THEREFORE, IT IS AGREED by and between the parties hereto as follows:

1. This Agreement will be in effect for the 2023 and 2024 calendar years. NBCUA will provide jet cleaning services on an as needed basis for the Municipality.
2. The Municipality will pay to the NBCUA:
 - a) Sewer/Storm Jet Cleaning – a per foot price of sixty-five cents (\$0.65) in year 2023 and a per foot price of sixty-eight cents (\$0.68) in year 2024.
 - b) Pump Stations Cleaning and Storm Draining Vacuuming – current hourly rate for labor (*contact NBCUA*).

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3. Payment shall be made by the Municipality to the NBCUA upon completion of the work and certification by the Municipality that the work has been completed in a satisfactory manner.
4. All solid waste material harvested as a result of the jet cleaning will be collected and disposed of by NBCUA at no additional costs. All water, when possible, shall be decanted off into the nearest sanitary manhole. Exceptions to this requirement are any materials that are classified hazardous in nature and/or any material that cannot be disposed of in an ordinary and typical way (i.e. landfill). If material is found to be "exceptional" in nature, NBCUA will charge the Municipality direct costs for disposal of said material.
5. Each party will maintain and operate insurance coverages through the Joint Insurance Fund or other source in connection with workers' compensation, automobile liability, general liability and other coverage.
6. Municipality assumes all liability for, and agrees to, indemnify and hold the NBCUA and its agents, servants, employees, guests, licensees and invitees, harmless against any and all claims, losses, damages, injuries and expenses, arising out of, resulting from, or incurred in connection with any acts or omissions by the Municipality, its agents, servants or employees.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals, this month, day, and year above written:

ATTEST:

MUNICIPALITY

Nancy A. P...
Municipal Clerk
Date: 12-18-22

[Signature]
MAYOR

ATTEST:

NORTHWEST BERGEN COUNTY
UTILITIES AUTHORITY

Date:

EXECUTIVE DIRECTOR

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
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#22-285 Authorize Shared Service – Sewer TV Inspection

WHEREAS, the Township of Wyckoff participates in the Northwest Bergen Shared Services Program of the Northwest Bergen County Cooperative Pricing Systems; and,

WHEREAS, the Township of Wyckoff already participates in shared services with the Northwest Bergen County Utilities Authority for: sewer pump station maintenance, and sewer jet cleaning truck services; and,

WHEREAS, the Interlocal Services Act, N.J.S.A. 40:8A-1 et seq., permits, authorizes and encourages public bodies such as counties, municipalities and school districts to enter into agreements with each other to contract for the provision of any service which the parties to such agreement are empowered to render under within its own jurisdiction, whether administrative, educational, instructional or otherwise; and,

WHEREAS, the County of Bergen has purchased a Sewer TV Inspection Truck for the benefit of the municipalities that participate in Northwest Bergen Shared Services, recognizing the need, cost effectiveness and savings regarding said group use and utilization of said Sewer TV inspection and jet cleaning truck; and,

WHEREAS, the Township Engineer of the Township of Wyckoff recommends participation in the Shared Services Program where Northwest Bergen Utilities Authority will provide their sewer TV inspection and Jet Cleaning service for a fee on an as requested basis to participating municipalities as described in the shared services agreement.

WHEREAS, the Chief Financial Officer in accordance with NJAC 5:30-5.5(d)2 certifies that this contract extension is subject to the availability and appropriation annually of sufficient funds in future years; 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 Service Agreements for the use sewer TV inspection and jet cleaning truck is authorized and the agreement can be executed by the Mayor and Municipal Clerk.

BE IT FURTHER RESOLVED, that the Municipal Clerk shall provide a copy of this resolution to the Township Engineer, Department of Public Works Manager and Accounts Payable Control Clerk and the Chief Financial Officer.

CERTIFICATION OF AVAILABLE FUNDS

I, DIANA MCLEOD, CHIEF FINANCIAL OFFICER FOR THE TOWNSHIP OF WYCKOFF, HEREBY CERTIFIES THAT THIS CONTRACT IS SUBJECT TO THE TOWNSHIP COMMITTEE AUTHORIZING ADEQUATE APPROPRIATION IN 2023 & 2024 SEWER UTILITY BUDGET ANTICIPATED AT \$6,000 EACH YEAR.

TOWNSHIP OF WYCKOFF
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SHARED SERVICES AGREEMENT – TV INSPECTION

THIS AGREEMENT, made this 20th day of December 20 22, between Township of Wyckoff (hereinafter referred to as “Municipality”), a municipal corporation of the State of New Jersey maintaining offices at 340 Franklin Avenue, Wyckoff New Jersey and the **NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY** (hereinafter referred to as “NBCUA”), maintaining offices at 30 Wyckoff Avenue, Waldwick, New Jersey.

WITNESSETH:

WHEREAS, the State of New Jersey encourages local units to enter into agreements for the joint provision of services; and

WHEREAS, the Uniform Shared Services and Consolidation Act (N.J.S.A. 40A:65-1 et. seq.) promotes the broad use of shared services as a technique to reduce local expenses funded by property taxpayers; and

WHEREAS, the Uniform Shared Services and Consolidation Act (N.J.S.A. 40A:65-1 et. seq.) allows for any local unit to enter into an agreement with any other local unit or units to provide or receive any services that each local unit participating in the agreement is empowered to provide or receive within its own jurisdiction; and

WHEREAS, the Municipality and NBCUA wish to enter into an Agreement whereby NBCUA will provide TV Inspection services for sanitary sewer systems, or other systems, to the Municipality for the years 2023 and 2024; and

WHEREAS, the within Agreement has been duly authorized by appropriate resolutions of the Municipality and NBCUA.

NOW, THEREFORE, IT IS AGREED by and between the parties hereto as follows:

1. This Agreement will be in effect for the 2023 and 2024 calendar years. NBCUA will provide TV Inspection services as set forth in Purchase Order(s) or other written authorization to be issued by the Municipality.
2. The Municipality will pay to the NBCUA a per foot price of eighty-nine cents (\$0.89) in year 2023 and a per foot price of ninety-two cents (\$0.92) in year 2024, with a minimum payment of five hundred dollars (\$500) for each day of inspection in the years 2023 and 2024.

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3. Prior to initiating the inspection, the Municipality will certify that the line to be inspected has been cleaned and is available for inspection. Should it become apparent during the inspection that the work cannot continue due to an accumulation of material in the system or other restriction, the inspection will be discontinued and the Municipality will be billed for the work completed or the minimum payment defined above, whichever is greater.
4. The Municipality shall provide the required traffic control to ensure the safe operation of the TV Inspection equipment within the Municipality.
5. Payment shall be made to NBCUA upon completion of the work and certification by the Municipality that the work has been completed in a satisfactory manner.
6. Each party will maintain insurance coverage through the Joint Insurance Fund or other source in connection with workers' compensation, automobile liability, general liability and other coverage.
7. Municipality assumes all liability for, and agrees to indemnify and hold the NBCUA and its agents, servants, employees, guests, licensees and invitees, harmless against any and all claims, losses, damages, injuries and expenses, arising out of, resulting from, or incurred in connection with any acts or omissions by the Municipality, its agents, servants or employees.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals, this month, day, and year above written:

ATTEST:

Nancy A. Brown
Municipal Clerk

MUNICIPALITY

Randy Horvath
MAYOR

ATTEST:

NORTHWEST BERGEN COUNTY
UTILITIES AUTHORITY

EXECUTIVE DIRECTOR

TOWNSHIP OF WYCKOFF
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#22-286 Endorse Hope Christian Services Grant Proposal

WHEREAS, a Bergen County Community Development grant of One Hundred Thirty Four Thousand, Five Hundred Fifty Seven Dollars (\$134,557.00) has been proposed by Hope Christian Services for Dedicated ADA Van Route and Building Drop Off in the municipality of Wyckoff, and

WHEREAS, pursuant to the State Interlocal Services Act, Community Development funds may not be spent in a municipality without authorization by the Governing Body, and

WHEREAS, the aforesaid project is in the best interest of the people of Wyckoff, and

WHEREAS, this resolution does not obligate the financial resources of the municipality and is intended solely to expedite expenditure of the aforesaid Community Development funds.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey, hereby confirms endorsement of the aforesaid project, and

BE IT FURTHER RESOLVED, that a copy of this resolution shall be sent to the Director of the Bergen County Community Development Program so that implementation of the aforesaid project may be expedited.

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CHRISTIAN SERVICES
MUNICIPALITY RESOLUTION

December 12, 2022

WHEREAS, A Bergen County Community Development Grant of \$134,557.00 has been proposed by the **Hope Christian Services** for, **Dedicated ADA Van Route & Building Drop Off** in the municipality of **Wyckoff**, and

WHEREAS, pursuant to the State Interlocal Services Act, Community Development funds may not be spent in a municipality without authorization by the Governing Body, and

WHEREAS, the aforesaid project is in the best interest of the people of **Wyckoff**, and

WHEREAS, this resolution does not obligate the financial resources of the municipality and is intended solely to expedite the expenditures of the aforesaid CD funds.

NOW THEREFORE, BE IT RESOLVED that the Governing Body of **Wyckoff** hereby confirms endorsement of the aforesaid project, and

BE IT FURTHER RESOLVED, that a copy of this resolution shall be sent to the Director of the Bergen County Community Development Program so that implementation of the aforesaid project may be expedited.

📍 700 Mountain Avenue
Find us on
Wyckoff, NJ 07481

☎ 201.848.8005

📍 HopeChristian.org



TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
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#22-287 Approval of Vouchers & Authorization to Pay Bills

WHEREAS, the Township of Wyckoff is a municipality in the State of New Jersey operating under the authority from N.J.S.A. 40A:63-1 et seq; and,

WHEREAS, the Township of Wyckoff has received vouchers in claim for payment of materials supplied and/or services rendered; and,

WHEREAS, the said vouchers have been reviewed and the amount indicated on each voucher has been determined to be due and owing; and,

WHEREAS, the Township Committee has a practice of each Township Committee member participating in the reviewing and signing of vouchers; and,

WHEREAS, the vouchers which comprise this bill list have been reviewed and signed by two (2) Township Committee members and they have found them to in order; and,

WHEREAS, the Township Treasurer has certified that sufficient funds are available for payment of said vouchers.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Wyckoff that the action of the said Finance Committee be approved; and, that the payments of these bills are hereby authorized and the Chief Financial Officer is directed to issue checks for their payments as listed on the bill list attached to this date's meeting minutes and covered by checks no. 20504 – 20516 Payroll A/C, Direct Deposit Vouchers no. 17789 - 17873, Library Payroll check nos. 1687 - 1690, Library Direct Deposit Vouchers no. 7493 - 7518, Claims Wire nos. 221204 – 221208 and Claims check nos. 089267 - 089362.

#22-288 Return of Certain Overpaid Taxes, Fees, etc.

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:

TAX REFUND:

Douglas M. Standriff, Esq., 25 E. Spring Valley Road, Ste. 330, Maywood, New Jersey 07607 – State Tax Court Judgement – Block 411/Lot 2.03 – 548 Farview Avenue - \$4,171.50

Anthony J. Graceffo, Esq., 302 Union Street, Hackensack, New Jersey 07601 – State Tax Court Reduction – Block 346/Lot 8.03 – 453 Wyckoff Avenue - \$1,038.24

Spiotti & Associates, P.O. Box 30, Midland Park, New Jersey 07432 – State Tax Court Judgements – See attached list - \$20,825.02

Blau & Blau, 223 Mountain Avenue, P.O. Box 50, Springfield, New Jersey 07081 – State Tax Court Reduction – Block 252/Lot 3 – 372 Franklin Avenue - \$6,308.98

Kenneth Konner, 144 Ravine Avenue, Wyckoff, New Jersey 07481 – Refund of tax overpayment – Block 483/Lot 50 - \$250.00

RECREATION:

Kara Gunza, 727 Mountain Avenue, Wyckoff, New Jersey 07481 – Basketball Refund – \$82.00

Cynthia Caruso, 501 Alexis Court, Franklin Lakes, New Jersey 07417 – Wrestling Refund - \$100.00

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TOWNSHIP OF WYCKOFF

SCOTT PLAZA • WYCKOFF, NJ 07481-1907
201-891-7000 • FAX 201-891-9359

S H I P T O	Township Of Wyckoff 340 Franklin Avenue Scott Plaza Wyckoff NJ 07481
V E N D O R	Spiootti and Associates Attorney Trust Account PO Box 30 Midland Park, NJ 07432

RTA00643

AFTER COMPLETION OF THIS ORDER, PLEASE SIGN THE VOUCHER COPY AND RETURN WITH YOUR INVOICE TO: FINANCE OFFICE, TOWNSHIP OF WYCKOFF, SCOTT PLAZA, WYCKOFF, NJ 07481-1907

QUANTITY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
	State Tax Court Judgments October 2022			
	Christopher 248 Barnstable Dr 2018 \$2,808.43 2019 \$2,852.56 2020 \$2,891.96	2-01-99-270-000	\$8,552.95	#22-288 12-20-22
	Schutz 769 Hickory Hill 2013 \$1,282.88 2014 \$1,309.28	2-01-99-270-000	\$2,592.16	
	Thomas 445 Glendale Rd 2013 \$ 928.34 2014 \$ 947.44	2-01-99-270-000	\$1,875.78	
	Selvaggi 728 Fredrick Ct 2016 \$1,515.50 2017 \$1,540.00 2018 \$1,559.25 2019 \$1,583.75 2020 \$1,605.63	2-01-99-270-000	\$7,804.13	
				\$20,825.02

RECEIVED
DEC - 9 2022

CLAIMANT'S CERTIFICATION DECLARATION I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; and that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is just, legal and owing; and that the amount charged is a reasonable one. X	DATE DEC - 9 2022	PAYMENT AUTHORIZED \$20,825.02	CHECK NUMBER	DATE
VENDOR'S SIGNATURE <i>[Signature]</i>	OFFICIAL POSITION Treasurer	COMMITTEE PERSON <i>[Signature]</i>	COMMITTEE PERSON <i>[Signature]</i>	COMMITTEE PERSON <i>[Signature]</i>
TAX ID, OR SOCIAL SECURITY NO. 12-3456789	DATE 12-20-22	NO ORDER FOR DELIVERY REQUIRED I certify that the articles above have been received, the services rendered, and the delivery is completed.		
THE SIGNATURE CERTIFIES VENDOR'S ACCEPTANCE OF THE PURCHASE ORDER WITH PURCHASE & PAYMENT POLICY TERMS & CONDITIONS ON REVERSE SIDE.		PURCHASING AGENT <i>[Signature]</i>		
		CERTIFIED FUNDS AVAILABLE/TREASURER <i>[Signature]</i>		

TOWNSHIP OF WYCKOFF
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#22-289 Budget Transfers

Whereas NJSA 40A:4-58 permits transfers of funds during the last two (2) months of the fiscal year,

Now therefore be it Resolved by the Township Committee of the Township of Wyckoff that the transfer of the following funds is hereby authorized and directed

<u>From:</u>			
Administration	20-100-010	SW	25,000
Clerk	20-120-010	SW	5,000
Tax Collector	20-145-020	OE	5,000
Tax Assessor	20-150-010	SW	15,000
UCC	22-195-010	SW	1,000
Health Benefits	23-220-000	OE	51,500
Inspection Vehicle	26-318-020	OE	1,000
Fire Hydrants	31-448-000	OE	6000
			<u>109,500</u>

To:

Legal	20-155-020	OE	35,000
UCC	22-195-020	OE	1,000
Bldg & Grounds	26-310-020	OE	20,000
DPW Vehicle	26-315-020	OE	7,000
Police Vehicle	26-316-020		3,000
Fire Vehicle	26-317-020		3,000
Park Maintenance	28-375-020	OE	5,000
Street Lighting	31-435-000	OE	20,000
Natural Gas	31-446-000	OE	3,500
Gasoline	31-460-000	OE	12,000

109,500

#22-290 Renew Shared Service with Bergen County – Health Services
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 been providing public health services to the Township for many years and has provided the Board of Health with a four-year proposal which the Wyckoff Board of Health has found to be advantageous to the Township; and

WHEREAS, the Wyckoff Board of Health, at their December 8, 2022, regular meeting, approved the renewal of the Shared Services Agreement for a period of four years beginning on January 1, 2023, and terminating on December 31, 2026, at the following terms:

- 2023 – 2% increase from 2022
- 2024 – 1.75% increase from 2023
- 2025 – 1.75% increase from 2024, and
- 2026 – 1.5% increase from 2025; and

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WHEREAS, the Township Committee, concurring with the Board of Health, finds that it is in the best interest of the Township to renew the Shared Services Agreement.

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 on behalf of the Wyckoff Board of Health and the County of Bergen Department of Health Services for a period of four years beginning on January 1, 2023, and terminating on December 31, 2026, is hereby approved.

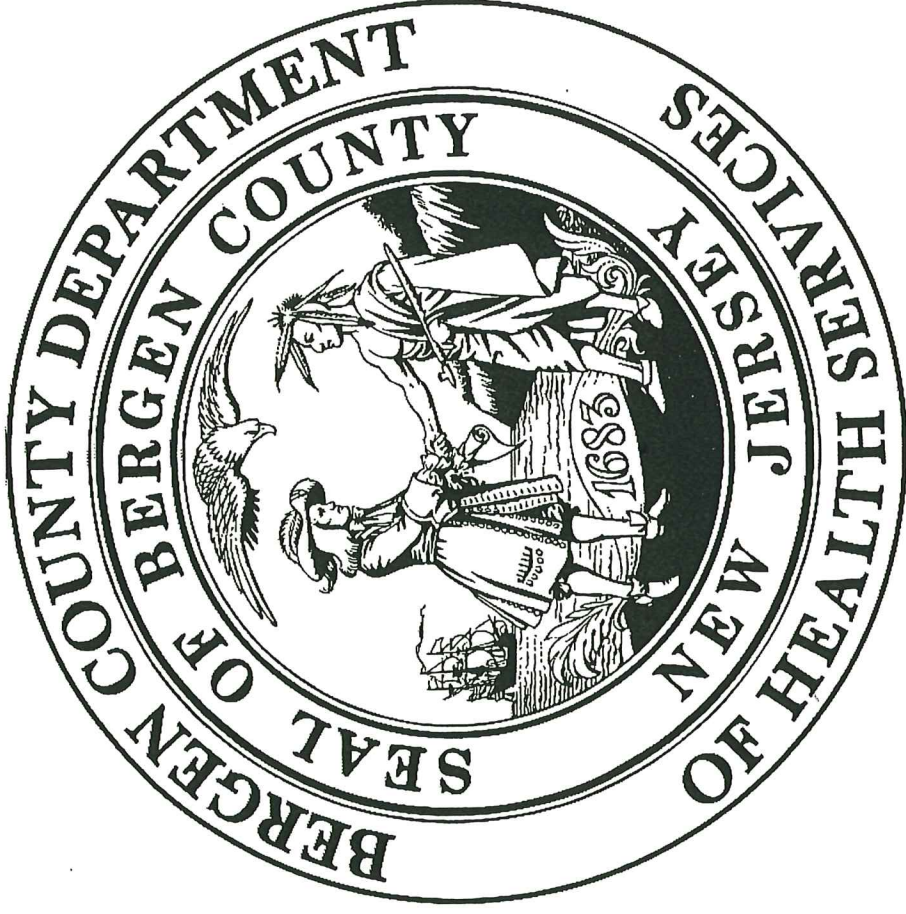
BE IT FURTHER RESOLVED that the Mayor, Chairman of the Board of Health, Municipal Clerk, and Secretary of the Board of Health are authorized to execute said Agreement.

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, 2023 IS SUBJECT TO THE AVAILABILITY OF FUNDS APPROPRIATED IN THE 2023 ANNUAL BUDGET (ACCOUNT #3-01-27-330-029) AND SUBSEQUENT ANNUAL BUDGETS AS REQUIRED. THE BUDGETARY 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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**BERGEN COUNTY
DEPARTMENT OF HEALTH SERVICES**

**PUBLIC HEALTH SHARED SERVICES AGREEMENT
with**

Township of Wyckoff

Approved by Bergen County Resolution No. _____, dated _____.

Approved by Municipal Resolution No. 22-250 dated 12-20-22

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SHARED SERVICE AGREEMENT

This Shared Services Agreement is made on this 1st day of January 2023 by and between the:

COUNTY OF BERGEN, a body politic and corporate of the State of New Jersey, with administrative offices at One Bergen County Plaza, Hackensack, New Jersey 07601-7076, (hereinafter referred to as the "COUNTY"); and

Township of Wyckoff a municipal corporation of the State of New Jersey, (hereinafter referred to as the "MUNICIPALITY"), located at 340 Franklin Avenue Wyckoff, NJ 07481-2060;

(Both collectively known as "the Parties").

WITNESSETH:

WHEREAS, the Uniform Shared Services and Consolidation Act (N.J.S.A. 40A:65-1 *et seq.*,) promotes the broad use of Shared Services to reduce local expenses funded by property tax payers; and

WHEREAS, the Bergen County Department of Health Services (hereinafter, referred to as "BCDHS") coordinates and assures the preservation, protection and promotion of essential public health services and seeks to assist municipalities with their public health obligations for services; and

WHEREAS, MUNICIPALITY desires to contract with the COUNTY for the furnishing of health services of a technical and professional nature by the BCDHS pursuant to the Local Health Services Act (N.J.S.A. 26:3A2-1 *et seq.*), and as further specified herein; and

WHEREAS, MUNICIPALITY adopted Resolution No. _____, dated, _____, authorizing its designee to enter into this agreement with the Bergen County Department of Health Services for the services set forth herein; and

NOW THEREFORE, in consideration of the promises, covenants, terms and conditions hereinafter set forth, the Parties agree that the COUNTY will provide the MUNICIPALITY with public health services specified herein below and that the MUNICIPALITY will pay to the COUNTY for the specified public health services during the term of this Agreement.

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1. Available Bergen County Public Health Services:

The COUNTY will provide one or more of the following public health services modules to the MUNICIPALITY as selected by the MUNICIPALITY. MUNICIPALITY shall enter into this Shared Service Agreement with the COUNTY by selecting one or more of the offered public health services modules. A list of the available modules for the available public health services and a description are included in the Schedule "A" attached hereto and made a part hereof. MUNICIPALITY shall select which services are to be provided by the COUNTY, designating selected services. Available BCDHS services include the following:

- a. Public Health Infrastructure Administration and Health Officer Coverage, including Public Health Nursing, Health Promotion and Education, Registered Environmental Health Specialist Services
- b. Septic and Well Inspection and Monitoring Services.
- c. Animal Control Program Services.

2. Term of Agreement and Termination:

- a. Term: MUNICIPALITY shall select one of two options for length of term: a term of **two (2) years** or a term of **four (4) years**. Both options will begin on January 1, 2023. If this agreement is executed after that date, the cost for that year will be prorated to reflect the shortened term. MUNICIPALITY shall specify the selected modules attached hereto and made a part hereof.
- b. Termination: Either Party to this Agreement shall have the right to terminate this Agreement by providing a Notice of Termination, in writing, to the other Party one hundred and twenty (120) days prior to the termination date of delivery to the other Party.

3. Fees:

- a. MUNICIPALITY agrees to pay fees to the COUNTY in accordance with the fee schedule attached hereto as Schedule "B." The COUNTY will provide MUNICIPALITY with invoices for fixed payments on a semi-annual basis, with MUNICIPALITY required to provide the first payment no later than May 15th covering the months of January through June and a second payment due no later than November 30th covering the months of July through December.
- b. For fees based upon hourly rates or per unit service charges, the COUNTY will provide MUNICIPALITY with invoices three times each year. The first payment from the MUNICIPALITY shall be due no later than June 15th. The second payment shall be due no later than November 30th. The final payment shall be

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due no later than February 15th of the subsequent year.

4. COUNTY Obligations:

The COUNTY agrees to provide all public health services selected by MUNICIPALITY as described in Section B.4 Fee Schedules and as selected by MUNICIPALITY.

5. MUNICIPALITY Obligations:

If the MUNICIPALITY selects a BCDHS service requiring notification of health emergency events to any state agency, the MUNICIPALITY'S health staff/contracted vendors shall be responsible for the timely notification and communication of all emergencies, (e.g., communicable disease, disaster information, public health emergencies) and related information directly to the BCDHS Health Officer or designee and comply with any request for written reports by the BCDHS Health Officer in order to assure best practices and consistency and continuity of services.

Similarly, the MUNICIPALITY's health staff/contracted vendors shall be responsible for communicating (via phone, fax, and/or e-mail), documenting, and reporting to the COUNTY all public health activities conducted by them. They are also required to maintain complete confidentiality on any interventions.

6. Hold Harmless:

The MUNICIPALITY shall defend, indemnify, protect and save harmless the COUNTY and its officers, agents, servants, and employees from and against any and all suits, claims, demands or damages of any kind or nature, arising out of, or claimed to arise out of, any act, error or omission of the MUNICIPALITY, its consultants, contractors, agents, servants and employees including, but not limited to, expenditures for investigation, legal defense, settlement and/or judgment. Any health-related function or activity not within the scope of the Health Officer license shall be the sole responsibility of the MUNICIPALITY and the MUNICIPALITY shall indemnify and hold harmless the COUNTY from any such activity.

The MUNICIPALITY shall be responsible for and shall indemnify COUNTY and its employees for all costs, injuries, or damages, suffered by any COUNTY employee while performing his/her duties as a COUNTY employee on behalf of the MUNICIPALITY pursuant to the terms and conditions of this Agreement. This indemnification shall also apply to any damages suffered to any COUNTY property or equipment while in use under the terms and conditions of this Agreement. Any damages or injuries suffered by COUNTY employees or COUNTY property caused solely by the negligence of the COUNTY employee shall be the sole responsibility of the COUNTY.

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7. Miscellaneous:

- a. Entire Agreement. This Agreement, including any Schedules, Appendices and Addenda and replaces any and all prior discussions, understandings, representations, statements, negotiations and prior agreements or understandings between the Parties, whether oral or written. The Parties acknowledge and agree that they have not made any representations, including the execution and delivery hereof, except such representations as are specifically set forth herein.
- b. Force Majeure. Neither Party shall be liable for any failure or delay in the performance of its respective obligations hereunder if and to the extent that such delay or failure is due to a cause or circumstance beyond the reasonable control of such Party, including, without limitation, fire, flood, earthquake, hurricane, tornado, "Acts of God," epidemics, war (declared or not), riots, disturbances, terrorism, embargos, strikes, lockouts, shutdowns, slowdowns, or acts of public authority.
- c. General Law. This Agreement shall be construed and enforced in accordance with the laws of the State of New Jersey, including the New Jersey Tort Claim Act, N.J.S.A. 59:1-2 *et seq.*, and the New Jersey Contractual Liability Act, N.J.S.A. 59:13 *et seq.* without regard to its conflict of law principles. All disputes arising out of this Agreement shall be resolved in the Courts of the State of New Jersey.
- d. No Waiver. The failure of either Party at any time to require performance by the other Party of any provision of this Agreement shall in no way affect the right to require such performance at any time thereafter, nor shall the waiver by either Party of a breach waive any succeeding breach of such provision or waive the enforcement of the provision itself.
- e. No Third-Party Beneficiaries. Nothing contained herein shall be construed so as to create rights in any third party
- f. Notices. Notices required or permitted to be given under this Agreement shall be made to the Parties at the following addresses and shall be presumed to have been received by the other Party (i) three (3) days after mailing by the Party when notices are sent by First Class Mail, postage prepaid; (ii) on receipt (if sent via facsimile or electronic mail with a confirmed transmission report/delivery receipt); or (iii) upon receipt (if sent by hand delivery or courier service) as follows:

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If to COUNTY:

Director/Health Officer
Bergen County Department of Health Services
One Bergen County Plaza, 4th Floor
Hackensack, New Jersey 07601

With a copy to:

Bergen County Counsel
County of Bergen
One Bergen County Plaza – Room 580
Hackensack, New Jersey 07601

If to the MUNICIPALITY:

CLERK, Township of Wyckoff
340 Franklin Avenue
Wyckoff, NJ 07481-2060

- g. Non-Discrimination. The Services provided by the COUNTY hereunder shall be in compliance with applicable laws prohibiting discrimination on any basis.
- h. Employee Reconciliation. No employees are intended to be transferred from MUNICIPALITY to COUNTY, or from COUNTY to MUNICIPALITY, pursuant to this Agreement, and the COUNTY will not accept transfer of any employees from MUNICIPALITY to COUNTY by virtue of this Agreement. If a reconciliation plan is required by N.J.S.A. 40A:65-11, it shall be MUNICIPALITY's responsibility to prepare such plan, and, if required, to file same with the Civil Service Commission prior to commencement of services under this Agreement. In such case, COUNTY will cooperate with MUNICIPALITY in the preparation and filing of the plan.
- i. Mandatory Mediation. In the event of a dispute, whether technical or otherwise, the objecting Party must request non-binding mediation and the non-objection Party must participate in the mediation. The costs of the mediator shall be borne equally by the Parties. The mediator shall be a retired Judge of the Superior Court of New Jersey or other professional mutually acceptable to the Parties and who has no current or on-going relationship to either Party. The mediator shall have full discretion as to the conduct of the mediation. Each Party shall participate in the mediator's program to resolve the dispute until and unless the Parties reach agreement with respect to the disputed matter or one Party determines in its sole discretion that its interests are not being served by the mediation.

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- j. Non-Binding Effect. Mediation is intended to assist the Parties in resolving disputes over the correct interpretation of this Agreement. No mediator shall be empowered to render a binding decision.
- k. Judicial Proceedings. Upon the conclusion of mediation, either Party may commence judicial legal proceedings in the appropriate division of the Superior Court of New Jersey venued in Bergen County.
- l. Temporary Injunctive Relief. Notwithstanding the foregoing, nothing herein shall prevent a Party from seeking temporary injunctive relief to prevent irreparable harm in the appropriate division of the Superior Court of New Jersey venued in Bergen County.
- m. Payment Pending Dispute. In the event of any dispute as to the amount to be paid, the full amount shall be paid; but if through subsequent negotiation, arbitration or litigation the amount due shall be determined, agreed or adjudicated to be less than was actually so paid, then the COUNTY shall forthwith repay the excess.

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Instructions: MUNICIPALITY must fill out and return page 9 (Municipal Designation of Selected Public Health Services and Designation of Selected Agreement Term) and page 10 (Signatures) for Agreement to be properly executed.

MUNICIPAL DESIGNATION OF SELECTED PUBLIC HEALTH SERVICES

MUNICIPALITY hereby agrees to retain the COUNTY to perform and provide the following Public Health Services:

- a. ☒ PUBLIC HEALTH OFFICER WITH NURSING, HEALTH PROMOTION & EDUCATION, REGISTERED ENVIRONMENTAL HEALTH SPECIALIST SERVICE
- b. _____ SEPTIC/WELL SERVICES
- c. _____ ANIMAL CONTROL

DESIGNATION OF SELECTED AGREEMENT TERM

MUNICIPALITY hereby designates the accepted Agreement Term

☒ _____ FOUR (4) YEAR TIME FRAME AGREEMENT

OR

_____ TWO (2) YEAR TIME FRAME AGREEMENT

SELECTION MUST BE COMPLETED FOR AGREEMENT TO BE PROPERLY EXECUTED.

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SIGNATURES:

IN WITNESS WHEREOF, the County of Bergen, and Township of Wyckoff have caused this Agreement to be signed and their respective seals to be hereunto affixed, pursuant to duly adopted resolutions of their governing bodies, passed for that purpose.

(PLEASE PLACE MUNICIPALITY SEAL OVER ATTESTING SIGNATURE)

ATTESTING SIGNATURE:

By: Nancy A. Brown

PRINTED: Nancy A. Brown

Title: Municipal Clerk

Date: 12-21-22

MUNICIPALITY AUTHORIZING SIGNATURE:

By: Rudolf E. Boonstra

PRINTED: Rudolf E. Boonstra

Title: Mayor

Date: December 20, 2022

ATTESTING SIGNATURE:

By: _____

PRINTED: _____

Title: _____

Date: _____

COUNTY OF BERGEN:

By: _____
James J. Tedesco, III, County Executive
or

Thomas J. Duch, Esq. County Administrator/
County Counsel

Date: _____

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SECTION A
AVAILABLE PUBLIC HEALTH SERVICES AND DESCRIPTION

Option 1: PUBLIC HEALTH INFRASTRUCTURE ADMINISTRATION AND HEALTH OFFICER COVERAGE INCLUDING PUBLIC HEALTH NURSING, HEALTH PROMOTION AND EDUCATION, REGISTERED ENVIRONMENTAL HEALTH SPECIALIST SERVICES

PUBLIC HEALTH INFRASTRUCTURE

The MUNICIPALITY shall appoint the BCDHS Health Officer as its Municipal Health Officer. By contracting with the COUNTY for Health Officer and Administrative Services, BCDHS will be the Public Health Agency for the MUNICIPALITY as required by the Public Health Practice Standards of Performance for Local Boards of Health in New Jersey, N.J.A.C. 8:52.

The BCDHS Health Officer shall be the enforcement agent of the MUNICIPALITY for the Sanitary Laws of the State and for Ordinances that are appropriately reviewed by the BCDHS Health Officer prior to their effective date and within the scope and purview of the BCDHS Health Officer's license.

The BCDHS Health Officer shall direct and supervise all public health activities and employees engaged in public health activities of the MUNICIPALITY pursuant to N.J.A.C. 8:52.

The BCDHS Health Officer is responsible for coordination and/or administration of Planning, Epidemiology, Nursing, Health Promotion and Education, Registered Environmental Health Specialist (REHS), Communicable Disease Control. BCDHS Health Officer oversight includes oversight of public health services provided by municipal employees, e.g. Public Health Nurse, REHS, Health Promotion and Education which are provided under the Health Officer's license as defined in N.J.A.C. 8:52 et seq. This oversight includes promulgation of best practices, reports as requested, on-site field assessments, and participation in technical/clinical trainings. This oversight shall not include administrative or disciplinary oversight of municipal employees.

In addition, BCDHS Health Officer oversight includes any municipal contracted services which are operated under the Health Officer's license as defined in N.J.A.C. 8:52 et seq.;

All Agreements with the COUNTY for Health Officer services include REHS staff, a Health Promotion and Education Program representative, and Public Health Nursing Oversight, as defined in N.J.A.C. 8:52 et seq.

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The COUNTY shall perform the services set forth under Chapter N.J.A.C. 8:52 as listed below.
Public Health Officer shall perform, be responsible for and oversee:

- a. Communicable Disease Reportable Surveillance System
- b. School Immunization Auditing
- c. Adult Health Consultation
- d. Nursing Oversight Supervision- Local Health Departments, Public Health Nurses
- e. Vaccinations
- f. Childhood Blood Lead Case Management
- g. Health Promotion and Education
- h. State mandated public health inspections and investigations

Information about each service covered by the election of Option 1 for Health Officer, Public Health Nursing, Health Promotion & Education, and REHS Services can be found below.

PUBLIC HEALTH NURSING OVERSIGHT

Public Health Nursing activities include childhood elevated blood lead levels, adult wellness programs, school immunization audits and communicable disease prevention, and vaccinations.

Included in Public Health Nursing oversight are the services of specially trained nurses. These professionals work in the field with the local nurse and/or agency nurse assigned, to advise the Board of Health and/or governing body on issues of quality assurance and accountability of services.

- a. Communicable Disease Reportable Surveillance System: Public health nursing services consistent with N.J.A.C. 8:52 et seq.; include participating in Communicable Disease Reporting System, clinical surveillance, case identification and assurance of treatment. Conduct investigations, disseminate and exchange information relative to outbreaks of disease with physicians, hospitals, boards of education and other responsible health agencies as appropriate.
- b. School Immunization Auditing: Assist all schools in implementing and enforcing the immunization requirements contained in Chapter 14 of the State Sanitary Code N.J.A.C. 8:57-4 et seq., by providing immunization services and conducting periodic surveys and annual record audits.
- c. Adult Health Consultation Program: Adult consultation hours are established by mutual agreement with the MUNICIPALITY. Services include: health history evaluation; blood pressure measurement; height and weight measurement; referral and follow-up; and confidential consultation with a Public Health Nurse.

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- d. Nursing Oversight Supervision: Whether the MUNICIPALITY chooses to provide their own municipal nurse for public health nursing functions, BCDHS will include nursing service as well as assistance with care plans, communicable disease reporting and investigation, and on-site meetings.

If MUNICIPALITY or local Board of Health contracts with a nursing agency, contracted vendor or employs a municipal nurse, it is the responsibility of the local Board of Health to ensure that the vendor or employee provide all public health nursing services as articulated in N.J.A.C. 8:52 et seq. including all of the oversight noted in the above paragraph.

Vendor agencies will comply with all public health nursing reporting criteria including Communicable Disease Reporting Surveillance System (CDRSS), monthly activity reports, and any other reports determined by the Health Officer as necessary to assure compliance with standard public health practice and appropriate communication of health conditions.

- e. Vaccination: BCDHS will assist with vaccinations as needs necessitate within our communities.

- f. Childhood Lead: The BCDHS shall provide case management oversight to all children and their families with high levels of lead. Will provide education in nutrition, preventive measures, exposure, effects of lead in blood and treatment.

Public Health nursing is practiced under the Bergen County Health Officer license; therefore, any vendor or employee shall submit reports as requested by the Health Officer, BCDHS Director of Nursing, or his/her designee and be subject to monitoring and review by the Health Officer and or their designee to ensure appropriate and comprehensive public health services. Any vendor contract or job description for public health nursing will be reviewed by the Health Officer to ensure an appropriate level and scope of service.

HEALTH PROMOTION AND EDUCATION SERVICES

All agreements with the County of Bergen for Health Officer Services also include Health Promotion and Education, as defined in N.J.A.C. 8:52 et seq. This service includes any combination of Health Promotion and Education and related activities which are designed to facilitate behavioral and environmental adaptations to protect or improve health using audio, visual, and print materials to support program initiatives.

- g. The Health Promotion and Health Education service shall provide a comprehensive health promotion and education program which is overseen by a Health Education team. All services provided will be in accordance with N.J.A.C 8:52-3.2 (a).

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The Office of Health Promotion and Education offers numerous science-based educational programs to improve the quality of life by promoting nutrition, physical activity, clinical preventive screenings, and creates tools and resources to help individuals make healthy choices.

The Office of Health Promotion and Education will visit the local health department office to communicate current public health issues being addressed by the Department of Health Services. Health education programs are then prepared and conducted by Certified Health Education Specialists (CHES) on these topics. The COUNTY health programs on these local health issues and concerns are available to residents for in-person and virtual presentations, at community events and in coordination with community organizations and school programs. Programs are supported by health education literature and program materials. In addition to current public health issues, a variety of ongoing, reoccurring issues and reinforcement for general populous topics.

Assistance with health promotion resources and consultation with a health educator upon request. Health resources, including online sources, are made available to all residents.

Response to public health emergencies in the form of health education literature and/or press releases are also available.

REGISTERED ENVIRONMENTAL HEALTH SPECIALIST (REHS) SERVICES

A team of licensed REHS' shall be provided to the MUNICIPALITY. These teams shall perform all State mandated public health inspections and investigations as set forth in the State Sanitary Code. This includes coverage for all reported public health related emergencies 24/7, 365 days per year. Enforcement actions taken by the COUNTY for violations of public health regulations that require a municipal court appearance shall be attended by REHS. The Health Officer or his/her designee shall attend Board of Health meetings held by the MUNICIPALITY.

- h. REHS oversight services include consultations and trainings with the local REHS and other public health municipal employees. These trainings will provide educational opportunities, quality assurance, and accountability of services.

The COUNTY shall inspect on behalf of the MUNICIPALITY delegated facilities regulated by the State Sanitary Code and other relevant State public health laws and codes. REHS services shall be limited to conducting public health compliance and enforcement (C&E) inspections of regulated facilities. The frequency and number of all C&E inspections performed shall be at the sole discretion of the Health Officer or his/her designee.

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REHS public health compliance and enforcement inspections shall be limited to the following:

- a. Sanitary Operation of Kennels, Pet Shops, Shelters, and Pounds (N.J.A.C. 8:23A-1.1 through 1.12)
- b. Sanitation in Retail Food Establishments and Food and Beverage Vending Machines (N.J.A.C. 8:24)
- c. New Jersey Youth Camp Safety Standards (N.J.A.C. 8:25)
- d. Public Recreational Bathing (N.J.A.C. 8:26)
- e. Body Art Procedures (N.J.A.C. 8:27)
- f. Tanning Facilities (N.J.A.C. 8:28)
- g. Child Care Centers (N.J.A.C. 10:122-5.2; 7.7; 7.8)

The COUNTY shall investigate all reports of public health nuisances and complaints, animal bites, investigate foodborne, airborne, waterborne, and other suspected disease outbreaks as required by N.J.A.C. 8:52.

Public health investigations shall be limited to the following:

- a. Animal bites (N.J.S.A. 26:4-82; 83; 84; 85)
- b. Public Health Nuisance Code ordinances
- c. Public health complaints
- d. Reportable foodborne illness and suspected disease outbreaks

The COUNTY shall provide the MUNICIPALITY with report(s) related to any public health inspection(s) or investigation(s) conducted herein. The Municipality shall be solely responsible for maintaining files for these reports in accordance with all applicable laws and regulations. Upon request, the MUNICIPALITY shall immediately provide the COUNTY with a courtesy copy of any and all files pertaining to public health inspection(s) and/or investigation(s).

State Sanitary Code inspection and investigation services are practiced under the Health Officer's license; therefore, any contracted REHS vendor or municipal employee shall submit reports as requested by the Health Officer or his/her designee and are subject to monitoring and review by the Health Officer or his/her designee to ensure appropriate and comprehensive public health services are being provided to the MUNICIPALITY.

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SECTION A
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Option 2: SEPTIC AND WELL SERVICES

The MUNICIPALITY shall pay the COUNTY an hourly rate for all septic and well service(s) rendered. Hourly rates for Septic and Well services are contained in Section B.5.

COUNTY Services included:

- a. Septic system plan reviews
- b. On-site soil evaluations (septic systems)
- c. Septic system inspections
- d. Septic system complaint investigations
- e. Realty transfer reviews (septic systems)
- f. File reviews – building department applications (septic systems)
- g. Well plan reviews
- h. Well inspections
- i. Well permit reviews
- j. Well records reviews
- k. Analytical laboratory and PWTA report reviews
- l. Legal actions
- m. Consultations – septic and well (public/contractors/private)

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Option 3: ANIMAL CONTROL SERVICES

This Agreement meets the mandatory municipal compliance for Animal Control including applicable sections of N.J.S.A. 4:19, N.J.A.C. 8:23A, N.J.A.C. 8-52 and N.J.A.C. 8:57. Animal Program services will be provided at the Bergen County Animal Shelter and Adoption Center (BCASAC), 100 United Lane, Teterboro, NJ 07608.

Mandated Services: Animal regulatory control compliance:

- a. All stray animal patrol and response done by State Certified Animal Control Officers
- b. Stray animal housing and care
- c. Rabies control including free vaccination clinics
- d. Specimen preparation and arrangement of transportation to NJPHEAL (New Jersey Public Health Environmental and Agricultural Laboratory)
- e. Rabies specimen preparation for testing in human exposure cases
- f. Confinement services for stray and owned animals involved in bite cases
- g. Animal Control-related humane euthanasia services
- h. Emergency Veterinarian services for sick or injured domestic stray animals. This practice exceeds the basic care (alleviate pain and suffering) required under N.J.A.C. 8:23A-1.9.

The BCASAC provides comprehensive full-time veterinary care to sick or injured domestic animals entering the shelter at no additional cost to the MUNICIPALITY.

COUNTY Animal Control Services included with this Agreement:

- a. Animal control officer available 24/7, 365 days per year
- b. Impoundment of stray domestic animals not limited to public property
- c. Animal mobile adoption/community education services
- d. Rabies vaccination clinic/ State rabies vaccine distribution program
- e. Wildlife rescue including injured animals and orphaned juveniles
- f. Electronic records maintained for lost and found animals
- g. Emergency management when disaster response is requested
- h. Comprehensive follow up for rabies control and human exposure, including County REHS staff, County nursing staff, and County Health Officer
- i. Dead on Arrival (DOA) carcass removal from all municipal public areas
- j. Deer carcass removal from all public and private property at no additional cost to residents
- k. Comprehensive feral cat trap, neuter and release (TNR) program subject to locally managed feral cat colonies.

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Resident Services Available: (fee based, visit www.co.bergen.nj.us)

- a. Respite animal housing and care in cases of eviction, hospitalization, incarceration, limited to 10 days and subject to availability
- b. Surrender of domestic animals, subject to availability
- c. Reclaim: Pet retrieval by owner (with appropriate documentation)
- d. Impoundment of domestic animals per State regulations, Humane Law Enforcement Officer (HLEO) authorization/charges, and/or court ordered
- e. Low-cost routine vaccinations (cats and dogs), as availability permits
- f. Pet Microchipping (cats and dogs)
- g. Proper and legal disposition of remains of deceased animals
- h. Limited services for wildlife assistance on private property: typically, a single animal within a garage, yard or accessible living area of the home. Residents with infestation of rodents, bees, squirrels, raccoons, etc., will need to contract with a private pest control company. The ACO reserves the right to evaluate the situation to determine if it is within the scope of services.

Service Availability / Hours of Operation:

The BCASAC is open to the public in excess of the state minimum of two (2) hours per day. Residents seeking adoption or reclaim information should be directed to the Bergen County Animal Shelter and Adoption Center, 100 United Lane, Teterboro, NJ, (201) 229-4600.

Animal Control staff is available 24 hours per day / seven (7) days a week. All requests for immediate Animal Control Officer Response should be routed through the municipal Police Department to the Bergen County Public Safety Dispatch Center (201-785-8505). Non-emergency requests and resident inquiries should be directed to the COUNTY Animal Control division's office at (201) 229-4616.

Deer Carcass Removal:

- a. County and Municipal Roads, Private Property: COUNTY will provide deer carcass removal service on all County, Municipal and private properties within the MUNICIPALITY. The carcasses shall be removed by a NJDEP licensed transporter within 72 business hours and taken to a disposal facility licensed to receive carcasses. Requests for this service are initiated by the municipal police department by sending a completed deer carcass removal form to Animal Control at deercarcassremoval@co.bergen.nj.us. Those municipalities not contracting for Animal Control Services with the BCDHS will have to secure their own agreement for deer carcass removal on municipal roads.
Note: this form can be obtained by emailing a request to deercarcassremoval@co.bergen.nj.us.
- b. State Roads: Deer carcass removal from state roads within the municipality must be arranged through the N.J. D.O.T. by fax at (609) 588-2511, by phone at 1-609-588-6211, or via the website at: <http://www.state.nj.us/transportation/commuter/potholeform.shtml>

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Handling of Strays: Strays are accepted from MUNICIPALITY, regardless of whether they are brought into the Animal Shelter facility by the Animal Control Officer or the public. They may be dropped off during normal Animal Shelter hours.

Wildlife: Animal Control will provide educational guidance to residents for wildlife/pest control concerns on private property. Services beyond the scope of the capabilities of the animal control services shall be referred to private vendors at the choice of the owner.

Adoption: All animals are evaluated, medically and behaviorally, for adoption or rescue placement. Bergen County has adopted a no-kill resolution committed to not euthanizing animals due to lack of space, breed, age, and length of stay or cost of treatment. Comprehensive efforts are made to provide for the adoption of all eligible animals. All adoption and reclaims are handled at the Bergen County Animal Shelter and Adoption Center, 100 United Lane, Teterboro, NJ 07608. Special hours have been designated for adoption and are listed on the website: <http://www.co.bergen.nj.us/shelter>

Field Operations: The Bergen County Department of Health Services is approved and registered by the NJ Department of Environmental Protection (NJDEP) to collect, transport and dispose of solid waste (animal carcasses) N.J.A.C. 7:26-3.2(a) and N.J.A.C. 7:26-3.2 (a)2.

Animal Control maintains fully equipped, temperature-controlled, State compliant vehicles; N.J.A.C. 8:23 A-1.12 All BCDHS Animal Control vehicles display the required NJDEP decal, the NJDEP Solid Waste Registration and carry the required Registration Certificate in the vehicle cab N.J.A.C. 7:26-3.4 (h). Each animal control officer carries a cell phone and police radio for immediate consultation. During all hours, Municipal Police or Health Department officials, using the County Communication System at (201) 785-8505, may reach an Animal Control Officer to expedite response time.

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**SCHEDULE B
AGREEMENT FEE SCHEDULE**

MUNICIPALITY agrees to pay fees required for the optional services selected by the MUNICIPALITY. These fees include charges based on the population of a MUNICIPALITY, fees charged on the number of establishments within MUNICIPALITY, fees based on the number of required inspections and fees based on the amount of time expended by employees of the MUNICIPALITY. Specific fees for Health Services Options and for specific services included in a selected option are set forth in a Fee Schedule attached hereto. Fees set forth in the Schedule are applied in the following manner:

Option 1. PUBLIC HEALTH OFFICER WITH NURSING, HEALTH PROMOTION AND EDUCATION, REGISTERED ENVIRONMENTAL HEALTH SPECIALIST SERVICES

MUNICIPALITY agrees to provide financial compensation to the COUNTY for Public Health Officer, Public Health Nursing oversight and Health Promotion and Education on a per resident basis, as set forth in the attached payment fee schedule rate scale, based on the 2020 US Census report. Required Public Health Officer, Nursing and Health Promotion and Education set forth on the fee schedule are payable as outlined in the 2 and 4 year fee schedule attachments for such services. MUNICIPALITY agrees to pay percentage increases in the schedule for subsequent agreement years as set forth on the attached fee schedule.

If the population of the MUNICIPALITY is less than 5,000 residents, the MUNICIPALITY agrees to pay percentage increases in the flat fee charge for subsequent Agreement years as set forth on the attached fee schedule.

Required Registered Environmental Health Specialist Services set forth on the fee schedule are payable as outlined in the 2 and 4 year fee schedule attachments for REHS services. MUNICIPALITY agrees to pay percentage increases in the schedule for subsequent agreement years as set forth on the attached fee schedule.

Option 2. SEPTIC/WELL SERVICES

Services provided pursuant to this option on an hourly basis for all time expended by any COUNTY employee providing Septic/Well Health Services. The COUNTY shall include a description of the Well/Septic service provided on all invoices requiring hourly payments for this service. Septic/Well Services set forth on the fee schedule are payable as outlined in the 2 and 4 year fee schedule attachments for Septic/Well services. MUNICIPALITY agrees to pay percentage increases in the schedule for subsequent agreement years as set forth on the attached fee schedule

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Option 3. ANIMAL CONTROL SERVICES

If the MUNICIPALITY selects the Animal Control Option, MUNICIPALITY shall pay for Animal Control on a per resident basis, as set forth in the attached fee schedule. Animal Control Services set forth on the fee schedule are payable as outlined in the 2 and 4 year fee schedule attachments for Animal Control services. MUNICIPALITY agrees to pay percentage increases in the schedule for subsequent agreement years as set forth on the attached fee schedule.

If the population of the MUNICIPALITY is less than 5,000 residents, MUNICIPALITY agrees to pay percentage increases as set forth in the attached fee schedule for subsequent agreement years as set forth on the attached fee schedule.

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SECTION B. AGREEMENT FEE SCHEDULES

4 YEAR AGREEMENT FEE SCHEDULE

SERVICE	2022 - current rates	2023 - 2% increase	2024 1.75% increase	2025 - 1.75% increase	2026 1.5% increase
a. Health Officer (Census Base)	\$1.42	\$1.45	\$1.47	\$1.50	\$1.52
Low Population HO Rate (below 5,000)	\$7,300.00	\$7,446.00	\$7,576.31	\$7,708.89	\$7,824.52
REHS - PER INSPECTION					
Retail Food Establishment Risk 1	\$71.50	\$72.93	\$74.21	\$75.50	\$76.64
Retail Food Establishment Risk 2	\$107.26	\$109.41	\$111.32	\$113.27	\$114.97
Retail Food Establishment Risk 3	\$214.52	\$218.81	\$222.64	\$226.54	\$229.93
Retail Food Establishment Risk 4	\$143.01	\$145.87	\$148.42	\$151.02	\$153.29
Public Recreational Bathing	\$214.52	\$218.81	\$222.64	\$226.54	\$229.93
Child Care Center	\$107.26	\$109.41	\$111.32	\$113.27	\$114.97
Kennel, Pet Shop, Shelter/Pound	\$143.01	\$145.87	\$148.42	\$151.02	\$153.29
Youth Camp	\$143.01	\$145.87	\$148.42	\$151.02	\$153.29
Tanning & Body Art Facility Inspections	\$143.01	\$145.87	\$148.42	\$151.02	\$153.29
REHS - ANNUAL FEE					
Complaints	\$143.01	\$145.87	\$148.42	\$151.02	\$153.29
Animal Bites	\$178.78	\$182.36	\$185.55	\$188.79	\$191.63
REHS - FLAT RATE FEE					
Administration Fee	\$3,575.00	\$3,646.50	\$3,710.31	\$3,775.24	\$3,831.87
Disease	\$391.18	\$399.00	\$405.99	\$413.09	\$419.29
RFE Plan Reviews	\$391.18	\$399.00	\$405.99	\$413.09	\$419.29
Temporary Food Event	\$391.18	\$399.00	\$405.99	\$413.09	\$419.29
b. Septic/Well (Hourly Base)	\$77.86	\$79.42	\$80.81	\$82.22	\$83.45
c. Animal Control (Census Base)	\$1.52	\$1.55	\$1.58	\$1.61	\$1.63

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2 YEAR AGREEMENT FEE SCHEDULE

Renewal thereafter will continue with a 2% annual increase

SERVICE	2022 - current rates	2023 - 2% increase	2024 2.5% increase
a. Health Officer (Census Base)	\$1.42	\$1.45	\$1.48
Low Population HO Rate (below 5,000)	\$7,300.00	\$7,446.00	\$7,632.15
REHS -PER INSPECTION			
Retail Food Establishment Risk 1	\$71.50	\$72.93	\$74.75
Retail Food Establishment Risk 2	\$107.26	\$109.41	\$112.14
Retail Food Establishment Risk 3	\$214.52	\$218.81	\$224.28
Retail Food Establishment Risk 4	\$143.01	\$145.87	\$149.52
Public Recreational Bathing	\$214.52	\$218.81	\$224.28
Child Care Center	\$107.26	\$109.41	\$112.14
Kennel, Pet Shop, Shelter/Pound	\$143.01	\$145.87	\$149.52
Youth Camp	\$143.01	\$145.87	\$149.52
Tanning & Body Art Facility Inspections	\$143.01	\$145.87	\$149.52
REHS - ANNUAL FEE			
Public Health Nuisance Complaints	\$143.01	\$145.87	\$149.52
Animal Bites	\$178.78	\$182.36	\$186.91
REHS - FLAT RATE FEE			
Administration Fee	\$3,575.00	\$3,646.50	\$3,737.66
Foodborne & Communicable Disease	\$391.18	\$399.00	\$408.98
RFE Plan Reviews	\$391.18	\$399.00	\$408.98
Temporary Food Event	\$391.18	\$399.00	\$408.98
b. Septic/Well (Hourly Base)	\$77.86	\$79.42	\$81.40
c. Animal Control (Census Base)	\$1.52	\$1.55	\$1.59

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MUNICIPALITY CENSUS

Municipalities	2010 Census per US Census Report	2020 Census per US Census Report	INCREASE/ DECREASE
Bergen County			
Allendale Borough	6,505	6,848	5.27%
Alpine Borough	1,849	1,762	-4.71%
Bergenfield Borough	26,764	28,321	5.82%
Bogota Borough	8,187	8,778	7.22%
Carlstadt Borough	6,127	6,372	4.00%
Cliffside Park Borough	23,594	25,693	8.90%
Closter Borough	8,373	8,594	2.64%
Cresskill Borough	8,573	9,155	6.79%
Demarest Borough	4,881	4,981	2.05%
Dumont Borough	17,479	17,863	2.20%
East Rutherford Borough	8,913	10,022	12.44%
Edgewater Borough	11,513	14,336	24.52%
Elmwood Park Borough	19,403	21,422	10.41%
Emerson Borough	7,401	7,290	-1.50%
Englewood, City	27,147	29,308	7.96%
Englewood Cliffs Borough	5,281	5,342	1.16%
Fair Lawn Borough	32,457	34,927	7.61%
Fairview Borough	13,835	15,025	8.60%
Fort Lee Borough	35,345	40,191	13.71%
Franklin Lakes Borough	10,590	11,079	4.62%
Garfield city	30,487	32,655	7.11%
Glen Rock Borough	11,601	12,133	4.59%
Hackensack, City	43,010	46,030	7.02%
Harrington Park Borough	4,664	4,741	1.65%
Hasbrouck Heights Borough	11,842	12,125	2.39%
Haworth Borough	3,382	3,343	-1.15%
Hillsdale Borough	10,219	10,143	-0.74%
Ho-Ho-Kus Borough	4,078	4,258	4.41%
Leonia Borough	8,937	9,304	4.11%
Little Ferry Borough	10,626	10,987	3.40%
Lodi Borough	24,136	26,206	8.58%
Lyndhurst Township	20,554	22,519	9.56%
Mahwah Township	25,890	25,487	-1.56%
Maywood Borough	9,555	10,080	5.49%
Midland Park Borough	7,128	7,014	-1.60%
Montvale Borough	7,844	8,436	7.55%
Moonachie Borough	2,708	3,133	15.69%

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MUNICIPALITY CENSUS

Municipalities	2010 Census per US Census Report	2020 Census per US Census Report	INCREASE/ DECREASE
Bergen County			
New Milford Borough	16,341	16,923	3.56%
North Arlington Borough	15,392	16,457	6.92%
Northvale Borough	4,640	4,761	2.61%
Norwood Borough	5,711	5,641	-1.23%
Oakland Borough	12,754	12,748	-0.05%
Old Tappan Borough	5,750	5,888	2.40%
Oradell Borough	7,978	8,244	3.33%
Palisades Park Borough	19,622	20,292	3.41%
Paramus Borough	26,342	26,698	1.35%
Park Ridge Borough	8,645	8,883	2.75%
Ramsey Borough	14,473	14,798	2.25%
Ridgefield Borough	11,032	11,501	4.25%
Ridgefield Park Village	12,729	13,224	3.89%
Ridgewood Village	24,958	25,979	4.09%
River Edge Borough	11,340	12,049	6.25%
River Vale Township	9,659	9,909	2.59%
Rochelle Park Township	5,530	5,814	5.14%
Rockleigh Borough	531	407	-23.35%
Rutherford Borough	18,061	18,834	4.28%
Saddle Brook Township	13,659	14,294	4.65%
Saddle River Borough	3,152	3,372	6.98%
South Hackensack Township	2,378	2,701	13.58%
Teaneck Township	39,776	41,246	3.70%
Tenafly Borough	14,488	15,409	6.36%
Teterboro Borough	67	61	-8.96%
Upper Saddle River Borough	8,208	8,353	1.77%
Waldwick Borough	9,625	10,058	4.50%
Wallington Borough	11,335	11,868	4.70%
Washington Township	9,102	9,285	2.01%
Westwood Borough	10,908	11,282	3.43%
Woodcliff Lake Borough	5,730	6,128	6.95%
Wood-Ridge Borough	7,626	10,137	32.93%
Wyckoff Township	16,696	16,585	-0.66%
TOTAL	905,116	955,732	5.59%
Out of BERGEN COUNTY			
East Newark	2406	2594	7.81%
Harrison	13620	19450	42.80%
Kearny	40684	41999	3.23%
TOTAL	56710	64043	12.93%

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REHS Pricing Worksheet Instructions

Enclosed is a pricing worksheet to help you in determining the anticipated yearly cost to contract for *Direct Registered Environmental Health Specialist (REHS) Services Coverage* with the Bergen County Department of Health Services.

The information required to complete this pricing worksheet can be obtained from your local licensing department or local Board of Health. All businesses and facilities located within your municipality listed below are required to be licensed.

REHS – PER INSPECTION FEES

Retail Food Establishment Inspections (RFE)

- *Risk Type 1 RFEs* require one (1) inspection per year. Multiply the total number of licensed *Risk Type 1* establishments located within your municipality by one (1). This total is the amount of inspections to be used on the pricing worksheet.
- *Risk Type 2 RFEs* require one (1) inspection per year. Multiply the total number of licensed *Risk Type 2* establishments located within your municipality by one (1). This total is the amount of inspections to be used on the pricing worksheet.
- *Risk Type 3 RFEs* require two (2) inspections per year. Multiply the total number of licensed *Risk Type 3* establishments located within your municipality by two (2). This total is the amount of inspections to be used on the pricing worksheet.
- *Risk Type 4 RFEs* require two (2) inspections per year. Multiply the total number of licensed *Risk Type 4* establishments located within your municipality by two (2). This total is the amount of inspections to be used on the pricing worksheet.

Public Recreational Bathing Inspections

- *Public Recreational Bathing* facilities require two (2) inspections per year. Multiply the total number of licensed *Public Recreational Bathing* facilities located within your municipality by two (2). This total is the amount of inspections to be used on the pricing worksheet.

Child Care Center Inspections

- *Child Care Centers* require one (1) inspection per year. Multiply the total number of licensed *Child Care Centers* located within your municipality by one (1). This total is the amount of inspections to be used on the pricing worksheet.

Kennel, Pet Shop, Shelter/Pound Inspections

- *Kennels, Pet Shops, Shelters/Pounds* require one (1) inspection per year. Multiply the total number of licensed *Kennel, Pet Shop, Shelter/Pound* facilities located within your municipality by one (1). This total is the amount of inspections to be used on the pricing worksheet.

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Youth Camp Inspections

- *Youth Camps* require one (1) pre-operational inspection per year. Multiply the number of New Jersey State licensed *Youth Camps* located within your municipality by one (1). This total is the amount of inspections to be used on the pricing worksheet.

Tanning & Body Art Facility Inspections

- *Tanning & Body Art* facilities require one (1) inspection per year. Multiply the total number of licensed Tanning & Body Art facilities located within your municipality by one (1). This total is the amount of inspections to be used on the pricing worksheet.

REHS – ANNUAL FEES

Public Health Nuisance Complaints

- Take the previous 2-year average of the total amount of *Public Health Nuisance Complaint* investigations reported. This total is the amount of investigations to be used on the pricing worksheet.

Animal Bites

- Take the previous 2-year average of the total amount of *Animal Bites* reported. This total is the amount of investigations to be used on the pricing worksheet.

REHS – FLAT RATE FEES

- Food Borne and Communicable Disease Investigation(s)
- Administration
- Retail Food Establishment Plan Review(s)
- Temporary Food Event(s)

Once the total numbers of inspections and investigations have been determined for each individual category, the totals are to then be multiplied by the fee amounts listed on the worksheet for their respective category. Finally, add the totals for each category together for the *Total Yearly Cost of REHS Contracted Services* for your municipality.

Questions?

Please contact Thomas Longo, Program Coordinator at (201) 634-2783.

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REHS Pricing Worksheet:

Retail Food Establishment Inspections (RFE):			<u>FEE</u>	<u>TOTAL</u>
Risk Type 1:	___ # Facilities x 1=	___	X	=
Risk Type 2:	___ # Facilities x 1=	___	X	=
Risk Type 3:	___ # Facilities x 2=	___	X	=
Risk Type 4:	___ # Facilities x 2=	___	X	=

Temporary Food Event Inspections

Yearly Flat Rate	___ =	___
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RFE Plan Reviews

Yearly Flat Rate	___ =	___
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Public Recreational Bathing Inspections

___ # Facilities x 2=	X	___ =	___
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Child Care Center Inspections

___ # Facilities x 1=	X	___ =	___
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Kennel, Pet Shop, Shelter/Pound Inspections

___ # Facilities x 1=	X	___ =	___
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Youth Camp Inspections

___ # Facilities x 1=	X	___ =	___
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Tanning & Body Art Facility Inspections

___ # Facilities x 1= ___ X ___ = ___

Public Health Nuisance Complaints (2-year average)

___ # Investigations X ___ = ___

Animal Bites (2-year average)

___ # Investigations X ___ = ___

Foodborne & Communicable Disease Investigations

Yearly Flat Rate ___ = ___

Administration (Court, Board Meetings, OPRA Review, etc.)

Yearly Flat Rate ___ = ___

Total Estimated Yearly Cost of REHS Contracted Services = \$ ___

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#22-291	<u>Extending</u>	<u>Contract</u>	<u>Solid</u>	<u>Waste</u>	<u>Collection</u>	<u>and</u>
	<u>Transportation to Approved Disposal Facility Service and</u>					
	<u>Recycling</u>	<u>Collection</u>	<u>and</u>	<u>Transportation</u>	<u>to</u>	<u>Approved</u>
	<u>Recycling Market Service</u>					

WHEREAS, on October 17, 2017, the Township of Wyckoff entered into an agreement with Gaeta Recycling Co., Inc. (hereinafter “Gaeta”) for the collection and transportation of Solid Waste and Vegetative Waste for a term beginning January 1, 2018, and ending December 31, 2022; and

WHEREAS, on November 7, 2017, the Township of Wyckoff entered into an agreement with Gaeta Recycling Co., Inc. for the collection and transportation of Recyclable Material for a term beginning January 1, 2018, and ending December 31, 2022; and

WHEREAS, on Thursday, September 29, 2022, the Township of Wyckoff received bids for Contract No. 2022-08 – CURBSIDE COLLECTION OF SOLID WASTE, RECYCLABLE MATERIALS, AND VEGETATIVE WASTE; and

WHEREAS, only one (1) bid was received for Contract No. 2022-08 from Gaeta Recycling Co, Inc.; and

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

WHEREAS, on November 1, 2022, the Township Committee adopted Resolution No. 22-267 rejecting Contract No. 2022-08 – CURBSIDE COLLECTION OF SOLID WASTE, RECYCLABLE MATERIALS, AND VEGETATIVE WASTE – and authorizing rebid of Contract No. 2022-08; and

WHEREAS, on Thursday, December 1, 2022, the Township of Wyckoff received bids for Contract No. 2022-08A – CURBSIDE COLLECTION OF SOLID WASTE, RECYCLABLE MATERIALS, AND VEGETATIVE WASTE – REBID #1; and

WHEREAS, only one (1) bid was received for Contract No. 2022-08A from Gaeta Recycling Co, Inc.; and

WHEREAS, the Township is currently reviewing the bids submitted for Contract No. 2022-08A and does not expect an award recommendation prior to the expiration of the above referenced contracts; and

WHEREAS, *N.J.S.A. 40A:11-15* permits that “a contract may be extended by mutual agreement of the parties to the contract when a contracting unit has commenced rebidding prior to the time the contract expires or when the awarding of a contract is pending at the time the contract expires”; and

WHEREAS, the Township and Gaeta have reached an agreement for the terms of a two-month extension of the existing contracts beginning on January 1, 2023, through February 28, 2023, or until a successor agreement with Gaeta is awarded, wherever is sooner at the following terms:

Solid waste collection and transportation services: \$75,000 per month
Curbside recycling collection and transportation services: \$40,000 per month; and

WHEREAS, Gaeta has agreed to post a Performance Bond for the extension in the amount of one hundred percent (100%) of the acceptable bid, \$230,000, as security for the faithful performance of this contract extension; and

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WHEREAS, Gaeta has agreed to provide the required Certificates of Insurance as determined by the Township's Risk Manager for the performance of this contract extension; and

WHEREAS, funding for this contract is contingent on funds being made available in Account Nos. 3-01-26-305-020, 3-01-26-306-020, or any other account deemed appropriate by the Chief Financial Officer or her designee upon adoption of the 2023 Temporary Budget on January 1, 2023.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Wyckoff, in the County of Bergen, State of New Jersey, that the contracts for collection and transportation of Solid Waste and Curbside Recycling, which are due to terminate on December 31, 2022, are hereby extended beginning on January 1, 2023, through February 28, 2023, or until a successor agreement with Gaeta is awarded, wherever is sooner at the following terms: Solid waste collection and transportation services: \$75,000 per month
Curbside recycling collection and transportation services: \$40,000 per month.

BE IT FURTHER RESOLVED that this expenditure shall be charged to Account Nos. 3-01-26-305-020, 3-01-26-306-020, or any other account deemed appropriate by the Chief Financial Officer or her designee, and the availability of funds shall be certified by the Chief Financial Officer upon adoption of the 2023 Temporary Budget.

BE IT FURTHER RESOLVED that the Mayor and the Municipal Clerk are hereby directed to execute a form or agreement acceptable to the Township Administrator/Qualified Purchasing Agent and approved by the Township Attorney to memorialize the contract extension.

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, 2023 IS SUBJECT TO THE AVAILABILITY OF FUNDS APPROPRIATED IN THE 2023 ANNUAL BUDGET (ACCOUNT #3-01-26-305-020 & 26-306-020) AND SUBSEQUENT ANNUAL BUDGETS AS REQUIRED. THE BUDGETARY 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).

II Ordinances – Introduction

NONE

III Motions

NONE

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:	SHANLEY	SECOND	MADIGAN
MADIGAN	YES	MELCHIONNE	YES
SHANLEY	YES	BOONSTRA	YES

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With an affirmative vote, the motion is approved.

Ordinances – Public Hearing / Further Consideration:

Mayor Boonstra, I have an Ordinance for Public Hearing / Further Consideration on tonight's agenda. It is **Ordinance #1972** which is

AN ORDINANCE TO PROVIDE FOR AND DETERMINE THE RATE OF COMPENSATION FOR EMPLOYEES OF THE PUBLIC WORKS DEPARTMENT OF THE TOWNSHIP OF WYCKOFF, AND THE METHOD OF PAYMENT OF SUCH COMPENSATION FOR THE YEAR 2023.

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.

COMMITTEE PERSON SHANLEY : I move the Ordinance on second reading by Title only.

COMMITTEE PERSON MADIGAN : Seconded.

ROLL CALL VOTE

MADIGAN YES MELCHIONNE YES
SHANLEY YES BOONSTRA YES

With an affirmative vote, the motion is approved

CHAIRPERSON: This is the time and place for the Public Hearing on Ordinance #1972, and all persons who wish to be heard, please state your name and address before making your statement. If you wish to comment, please dial 201-891-7000, ext. #2220, or step to the microphone.

There being no callers after several minutes had passed, Mayor Boonstra requested a motion to close the public comment period

At the Conclusion of public comments:

COMMITTEE PERSON SHANLEY : I move that the Public Hearing on Ordinance #1972 be closed.

COMMITTEE PERSON MADIGAN : Seconded

ROLL CALL VOTE

MADIGAN YES MELCHIONNE YES
SHANLEY YES BOONSTRA YES

With an affirmative vote, the motion is approved

MUNICIPAL CLERK: BE IT RESOLVED, by the Township Committee of the Township of Wyckoff that Ordinance #1972, after public hearing and further consideration is hereby adopted, and the Municipal Clerk is hereby authorized and directed to publish the Notice of Final Passage of said Ordinance in the official newspaper for the Township as provided by law.

COMMITTEE PERSON SHANLEY : I move the resolution.

COMMITTEE PERSON MADIGAN : Seconded.

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ROLL CALL VOTE

MADIGAN YES MELCHIONNE YES
SHANLEY YES BOONSTRA YES

With an affirmative vote, the motion is approved.

TOWNSHIP OF WYCKOFF
ORDINANCE #1972

AN ORDINANCE TO PROVIDE FOR AND DETERMINE THE RATE OF COMPENSATION FOR EMPLOYEES OF THE PUBLIC WORKS DEPARTMENT OF THE TOWNSHIP OF WYCKOFF, AND THE METHOD OF PAYMENT OF SUCH COMPENSATION FOR THE YEAR 2023.

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

Section 1A. The rate of compensation of the Public Works Department of the Township of Wyckoff for the year 2023 whose compensation shall be on an annual basis and shall be paid semi-monthly is as follows:

Lead Laborer.....	85,517
Step 8	76,050
Step 7	69,962
Step 6	63,873
Step 5	60,934
Step 4	57,993
Step 3	55,054
Step 2	52,178
Step 1	49,177
Probationary year 2.....	42,000
Probationary year 1.....	40,200

Section 1B. The rate of compensation for Public Works Department staff of the Township of Wyckoff for the year 2023 for the below listed positions and whose compensation shall be on an annual basis and shall be paid semi-monthly is as follows:

Public Works Foreman.....	Up to \$5,200
Snow Lead	Up to \$100/week

Section 2.

Longevity compensation is not provided for employees hired on or after January 1, 1994.

Section 3. Each member of the Department of Public Works shall receive a reimbursement up to \$175 toward the purchase of work boots and up to \$130 for clothing.

Section 4. There may be paid to Public Works Department employees authorized standby time at the rate of \$138 per week.

Section 5. There may be paid to the employee provided the assignment of mechanic, \$2,000.00 for this yearly assignment.

Section 6. There may be paid to the employee certified as a New Jersey licensed electrician \$2,000.00 for this yearly assignment.

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Section 7. Employees authorized overtime shall be paid an hourly wage equal to one and one half (1-1/2) time, after working 40 hours. To compute the base hourly rate of an employee for overtime or other purposes, the employee's yearly base salary, shall be divided by 2080 hours.

Section 8. Annual vacation with pay is authorized in accordance with the collective bargaining agreement.

Section 9. Department of Public Works full time regular employees shall receive twelve (12) paid holidays.

Section 10. All salaries and compensation provided for herein shall be effective as of January 1, 2023.

Section 11.
Public works employees shall continue to make contributions towards the cost of health care benefits as mandated by law as per Chapter 78 or such laws as may be enacted during the term of the contract.

Section 12.
Each public works employee shall receive up to \$150 towards the purchase of eyeglasses as determined by the Township Administrator.

Section 13. If any section or part of this ordinance shall be adjudged invalid, such adjudication shall apply only to such section or part, and the remainder of the ordinance shall be deemed valid and effective.

Section 14. This ordinance shall take effect after final passage and publication as required by law.

Meeting was recessed at 8:27pm

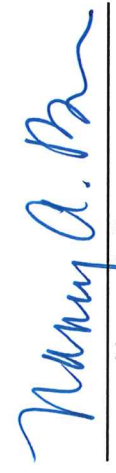
Chair: May I have a motion and a second to recess the Business Meeting?

MOTION: SHANLEY SECOND MADIGAN
MADIGAN YES MELCHIONNE YES
SHANLEY YES BOONSTRA YES

With an affirmative vote, the motion is approved.



Mayor, Rudolf E. Boonstra



Nancy A. Brown
Municipal Clerk

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TOWNSHIP OF WYCKOFF
INTER-OFFICE MEMORANDUM

TO: Nancy Brown, Municipal Clerk

FROM: Maureen Mitchell

DATE: December 19, 2022

RECOMMENDATION TO THE TOWNSHIP COMMITTEE:
ADOPTION OF THE HISTORIC PRESERVATION ELEMENT TO THE MASTER PLAN

In accordance with Municipal Land Use Law 40:55D-28(10), the Planning Board may take official action to amend the Master Plan by adopting an Historic Preservation Plan Element: (a) indicating the location and significance of historic sites and districts; (b) identifying the standards used to assess worthiness for historic site or district identification; (c) analyzing the impact of each component and element of the Master Plan on the preservation of historic sites and districts.

At the December 14, 2022 meeting, the Planning Board members voted unanimously, with a vote of eight (8) to zero (0), to recommend to the Township Committee the inclusion of the Historic Preservation Element in the Master Plan, and the readoption of Ordinances #1875 and #1876.