

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MARCH 5, 2024**

**TOWNSHIP OF WYCKOFF
OPEN PUBLIC MEETINGS ACT**

PLEASE TAKE NOTICE, that in accordance with the Open Public Meetings Act N.J.S.A. 10:4-6 et seq., the Township Committee of the Township of Wyckoff shall conduct its 7:00 pm, Tuesday, March 5, 2024 Work Session meeting in the second floor court room at Wyckoff Town Hall, 340 Franklin Avenue, Wyckoff, NJ 07481 and the meeting will also be live-streamed via the Township of Wyckoff's YouTube channel and members of the public may attend the meeting to provide public comment. This notice and agenda have been posted on the Township's home page Wyckoff-nj.com at the Quick Link for "Minutes & Agendas" on Friday, March 1, 2024. Please select "Township Committee" and locate the date of the meeting to view documents, such as resolutions and ordinances which are made available.

General instructions regarding access to the meeting will be posted on the Wyckoff web site's home page at wyckoffnj.gov as a "News" item on Friday, March 1, 2024, by 4:30 pm.

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

NOTICE TO PUBLIC

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

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Nancy A. Brown, RMC
Township Clerk

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TUESDAY, MARCH 5, 2024

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE BUSINESS MEETING
MUNICIPAL COURT ROOM
TUESDAY, MARCH 5, 2024 - 8:00 PM

1. Regular Meeting of the Wyckoff Township Committee called to order by Mayor Peter J. Melchionne

2. Flag Salute

3. Invocation by Brian Neville, Grace United Methodist Church

3. Reading of the “Open Public Meetings Act” statement by Municipal Clerk, Nancy A. Brown

5. Roll Call of the Township Committee Members Present:

BOONSTRA YES LANE YES MADIGAN YES
SHANLEY YES MELCHIONNE 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 if you wish to make a comment.

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

- Request motion to close the Public Comment Period:

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

7. Approval of the February 20, 2024 Work Session & Business meeting minutes.

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

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

I Resolutions (Adoption of the following):

- | | |
|---------|--|
| #24-138 | Cancellation of Sewer Billing, Block 506, Lot 32.01 |
| #24-139 | Budget Transfers |
| #24-140 | Authorization of Vouchers and Payment of Bills |
| #24-141 | Awarding a Contract to Solutions Architecture, LLC. for Municipal Building Roof Replacement Services |

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II Ordinances – Introduction

NONE

III Motions

- A. Approve Wyckoff Reformed Church's Fish & Chips Takeaway fundraiser planned for Thursday, May 9, 2024 from 5pm to 8pm.
A food truck vendor will provide the food, obtain a food handler's license and an inspection will take place by our Fire Inspector.
- B. Approve the application of Shawn Kukol as a volunteer for the Wyckoff Volunteer Fire Department, Fire Company #2, as a regular firefighter.
- C. Approve Temple Beth Rishon's Indoor Purim Carnival event planned for Sunday, March 24th from 11am to 1pm with a temporary 3' x 8' banner sign to promote the event placed on the lawn from March 14th to the 24th.
- D. Approve Eid Committee of New Jersey's Ramadan event planned for Thursday, March 14, 2024 at 5:30 pm in the front of Town Hall
- E. Confirm the appointment of Ms. Christine Brenner to the Environmental Commission to complete an unexpired term set to end December 31, 2026.

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

9. Ordinances – Public Hearing / Further Consideration:

NONE

10. Adjourn

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

MOTION: BOONSTRA SECOND SHANLEY
BOONSTRA YES LANE YES MADIGAN YES
SHANLEY YES MELCHIONNE 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
SECOND FLOOR MUNICIPAL COURT ROOM
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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, February 6, 2024 Work Session meeting in the second floor court room at Wyckoff Town Hall, 340 Franklin Avenue, Wyckoff, NJ 07481 and the meeting will also be live-streamed via the Township of Wyckoff's YouTube channel and members of the public may attend the meeting to provide public comment.

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

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Nancy A. Brown, RMC
Municipal Clerk

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Mayor Peter J. Melchionne opened the Open Work Session Meeting at 7:00 p.m. in the second-floor municipal court room.

Nancy A. 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."*

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

Also Present: Township Administrator Matthew A. Cavallo, Township Attorney David Becker, Esq., and Nancy A. Brown, Municipal Clerk

Absent: None

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 Peter J. Melchionne 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. Motion from Committeeman Lane, seconded by Committeeman Shanley, all voting yes to open the ten (10) minute public comment period. With an affirmative vote the motion was approved.

Jerry Goetting

Mr. Goetting began by asking several questions related to the time limits set for public comment at the Work Session and the Business Meeting. Mayor Melchionne responded, telling him that the time limits are clearly spelled out on each agenda and that the time limits in question have been our policy for a long time.

Mayor Melchionne told Mr. Goetting that this was the public comment section of the meeting and not a question-and-answer session. He also advised Mr. Goetting that if he had further questions, he should leave them with Clerk Nancy Brown or Administrator Matthew Cavallo, and we would get back to him with answers.

Mr. Boonstra also chimed in to say that the time limits are permissible under the Open Public Meetings Act and any governing body can set whatever time limits they feel are reasonable. He also said that it has been the same time limits going back as long as he can remember and that if someone wanted the time limits to be changed, they could petition the Township Committee to change them.

Mr. Goetting moved on to his second topic, which was the authorization to spend \$2,280,000 on a fire engine. He wanted to know when the ordinance was passed and if it was properly noticed.

Administrator Cavallo replied that it would have been published on the Friday after the meeting at which it was adopted, but that we didn't have exact dates readily available, and he would get that information to Mr. Goetting tomorrow.

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Mr. Goetting said that he thought it would be a proposed or anticipated bond, but not a bond yet.

Administrator Cavallo replied that the ordinance does two things. It authorizes the expenditure. It creates the appropriation. The ordinance also authorizes us to issue bonds or notes to finance the cost in the future if we need to. Because the ladder truck has a two-and-a-half-year delivery, we're not going out for debt on it until we get closer to the delivery date, which will be sometime in 2026.

Mr. Goetting asked if the fire engine had been ordered, to which Mr. Cavallo replied that it had.

Mr. Goetting then asked another series of questions about the age of our current fire engine (he meant the tower ladder) and how many times it had been raised in the year 2023.

Administrator Cavallo advised that we don't keep records of how many times the ladder gets raised itself but that the fire department has to keep record of how many times the ladder responds to a call but not how many times it's actually deployed on a fire scene. Mr. Cavallo said that he would get the data from the Fire Department for Mr. Goetting.

Mr. Goetting said that he wanted to add to his comments that he doesn't understand why we need a new fire engine. The current one is only 20 years old. He then made reference to the fact that Rudy Boonstra has been working for the town council and school board and everything for over 30 years. Mr. Boonstra is still around. Why can't the fire engine continue to be utilized?

Administrator Cavallo responded, just to clarify, this isn't a fire engine. It's our ladder truck. It does not have a pump on it, which would classify it as an engine. To answer your question as to why it needs to be replaced. The fire department follows standards set by the National Fire Protection Agency, specifically NFPA 1911, which says that first line fire apparatus has a useful life of 20 years. The National Fire Protection Agency is the agency that rates municipalities and their fire departments for insurance purposes, which, in turn, is a factor in setting the rate for homeowners' insurance.

Mr. Goetting then brought up the fact that if you look around in our area, he can see other ladder trucks within eight miles of Wyckoff. There are about seven trucks nearby. So that means that they are no further away than eight miles, so why did we need a new one? Why can't ours keep going for another 10 years?

Mayor Melchionne responded that when there's a fire in your house, you want a ladder truck responding from Wyckoff that will be there in three minutes instead of maybe 12 minutes. It could be the difference between life and death.

Committeeman Shanley interjected to say that if there's a fire at one of our schools, he wants the Wyckoff ladder truck going to that school that might be on fire.

Mr. Goetting said that later he plans to make another comment. He said that he thinks the volunteers are wonderful, and they should be, but that he's not contributing this year. He thinks that they're overdoing it with this expenditure, and he thinks there are ways to get around having to abide by the insurance rules that we're referring to. He said that having some guys sitting in an office somewhere and telling us how to run our town doesn't work for him. He urged the Township Committee to think outside of the box, telling them that they can't keep going along with what everybody is doing. It's not necessarily correct. And that's his opinion. Thank you.

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Committeeman Shanley made a motion to close the public comment period, seconded by Committeeman Lane. All voted in favor. With an affirmative vote the motion was approved.

Administrator's Review of the 8:00 p.m. Business Meeting:

Review of the February 20, 2024 Business Meeting Agenda:

Matthew Cavallo:

1. Just a few resolutions appear on tonight's Business Meeting agenda. Of note is #24-139 for Budget Transfers and #24-141 which Awards a Contract to Solutions Architecture for the preliminary assessment of the work required to replace the roof on Town Hall.
2. There are no Ordinances for Introduction tonight.
3. There are five motions which I will leave to Clerk Brown to read later.

Administrator's Report:

Matthew Cavallo:

1. Congrats to Wyckoff Volunteer Fire Company #1 on their achievement in winning this years Inspection. As a firefighter myself, I am amazed to see the effort that goes into preparing for the inspection and I would be remis to not recognize all the fire companies for their hard work that went into getting ready for this years inspection.
2. We submitted the NJLPS Distracted Driving Crackdown Campaign application on behalf of the Wyckoff Police Department. We applied for 100 hours of PD overtime at \$70/hr, totaling \$7,000.00. If awarded, we will be notified before the campaign is expected to run from April 1st – April 30th.
3. We submitted for the NJDCA Local Recreation Improvement Grant (LRIG) application. We applied for outdoor fitness equipment, concrete footings, surface materials, etc. to be installed at Russell Farms Community Park, with a total grant request of \$100,000.
4. We are currently working on several grants:
 - a. FEMA Assistance for Firefighters Grant (AGF) for portable radios for the number of seat riding positions across all trucks in the Fire Department fleet. This grant is due this Friday.
 - b. Bergen County Open Space Grant
 - c. ANJEC Open Space Grant
 - d. New Jersey Urban and Community Forestry (NJUCF) Green Communities Grant – the purpose of the program is to support the development of a Community Forestry Management Plan (CFMP), which is a proactive five-year management plan for the Township shade trees. Once we have this plan, we can apply for other opportunities.

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- e. NJBPU Community Energy Plan Grant (CEPG) application – this is a planning grant which provides up to \$25K for municipalities to identify and plan energy initiatives for the community which opens up the opportunity to apply for the larger Community Energy Plan Implementation (CEPI) grant which can be applied for up to \$250,000 towards implanting the clean energy projects.
5. The Heart Health and Black History Month flags which were displayed during the month of February have now been taken down and we are now displaying a flag for the month of March commemorating Women's History Month.
6. Staff is busy working on the 'new' 2024 Summer Newsletter. This newsletter will be issued in June in lieu of the Spring and Fall Newsletters.
7. Curbing and right of way tree work for the Grandview Avenue Improvement Project will begin on Thursday (weather permitting). Work will take place between 9am and 3pm to accommodate Coolidge School travel.
8. The County of Bergen Operations Division has advised us that Brookside Avenue from Crescent Avenue to Allendale Line, Franklin Avenue from Main Street to Waldwick Line, Godwin Avenue from Franklin Avenue to Wyckoff Avenue, Godwin Avenue from Franklin Avenue to Midland Park Line, Wyckoff Avenue from Goffle Road to Lafayette Avenue, Wyckoff Avenue from Russell Avenue to Godwin Avenue and Wyckoff Avenue from Godwin Avenue to Mahwah Line are scheduled to be resurfaced in 2025/2026
9. Once awarded tonight, the Architect will be here at the end of the week (also weather permitting) to map/sketch the roof so we can quickly move forward with drafting the plans to go out to bid for the replacement of the roof which is in dire need of replacement. Solutions Architecture has significant experience with slate roof replacements, and while it is more expensive than a traditional asphalt shingle roof, it will last significantly longer if the cost can be accommodated. As such, we requested a budgetary analysis for both asphalt and slate replacement in kind as part of this work.
10. The Architect, Solutions Architecture, has also scheduled the beginning meetings of the police department programming study.
11. WiFi access at the Larkin House, which failed, has been repaired.
12. The 2023 Annual Financial Statement was signed off by the Auditor and submitted to the Division.
13. 2024 Tax Assessment Cards have been mailed. 2024 tax appeal deadline is April 1.
14. The OSHA 300 Forms are now posted in all buildings and will be taken down April 1.
15. New Labor Law Posters have been posted in each building and electronic versions will be posted on the Township website this week.

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16. Several letters have been received from residents at Spring Meadow asking the Township to consider a crosswalk across Wyckoff Avenue near Spring Meadow Drive. The installation of a crosswalk, particularly at the location mentioned near Spring Meadow Drive, requires thorough evaluation to ensure it meets the strict criteria set forth in the Manual on Uniform Traffic Control Devices (MUTCD). Safety is our paramount concern. Unfortunately, due to the specific challenges posed by the geography and topography of Wyckoff Avenue—including the necessity of a clear line of sight of 350 feet in both directions—establishing a crosswalk at the desired location has been deemed unsafe and unfeasible. We have turned our investigations to the potential for a crosswalk across Wyckoff Avenue, positioned approximately 75 feet north of Greenwood Avenue's northerly corner. Again, sight distance is an issue along with the proximity to Greenwood Avenue, which could potentially confuse motorists and disrupt traffic flow, thereby compromising safety. The ultimate decision on any potential crosswalk installation rests with the County Engineer.

I also want to clarify that the Township does not install sidewalks; such is the responsibility of the private property owners. Should sidewalk and curb-cut improvements be necessary, the financial responsibility would need to be ironed out with the property owners.

Finally, the County has previously installed a **NO PEDESTRIAN CROSSING** sign near Spring Meadow Drive on Wyckoff Avenue, highlighting the recognized dangers of a pedestrian crossing in that area. At this time, the Township encourages people to abide by the signage as the crossing at that location is not safe and unfortunately due to lack of sidewalks in the area, we are not in a position to recommend any safe pedestrian crossing routes from Spring Meadow across Wyckoff Avenue at this time.

17. NJDCA has announced awards for the American Rescue Plan Firefighter Grant (ARPFEG) that we applied for in December. The Wyckoff Fire Department was awarded a grant in the amount of \$56,000 to support the purchase of spare sets of structural personal protective equipment (fire gear). Last year we received a grant for the gear washing equipment and with this grant, while the gear is being washed, we will have spare sets of gear to protect our firefighters!

Township Committee Reports:

Rudy Boonstra:

1. Last Monday the Environment Committee met and it's going to be a busy Spring. I'll throw out some dates, but I'll remind everyone as the dates get closer. The composting event will be at Russell Farms Park on April 6. That will be before our next meeting. The film festival will be on April 18. The Commission decided to change it from the flow festival because Wyckoff does most of the work anyway and we're just going to call it the environmental doing festival. And they work hard on it. JR Frank is working on it with his architectural group and but I'll remind you that as it gets closer, Arbor Day is April 26. A team up to tidy up days April 27. And the shred Fest and Styrofoam collection is May 4. The Commission is working on a grants from ANJEC and PSE&G. I think that's all for Environmental.

2. On Tuesday the 27th I attend, with Tom Madigan, the Chamber of Commerce meeting. I again along with Tom Madigan attended the Flow Follies rehearsals that week and the Flow Follies production on Friday and Sunday.

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3. I attended the fire department inspections at the several fire houses and the fire department awards dinner Friday night. Congratulations to company one on winning the contest and thank you to the judges who did an excellent job. Thank you for all the firefighters who worked on it obviously, but especially the judges who represented surrounding fire departments in judging to ask some really good questions I overheard and watched some of the interaction between them and our firefighters and they were impressed by the answers they got quite honestly so it was it was really a good exercise as it always is. I mean, I've been watching it, watching it for 55 years and it's always a good exercise to go through and it's correct. Not many fire departments, if any do it as we as we do it.
4. We're working just everyone knows on his or Zabriskie House trustee change we're going to someone may be stepping off and will be replaced by someone else. I'll get back to you on that when it happens.
5. I think I mentioned last month or last meeting that it's been confirmed now the early voting will be in the Shotmeyer Room at the library no longer in the Larkin House. We've got to get the word out there because people invariably will go to Larkin house expecting to do early voting. So, we need to get the word out there.
6. We continue to work, Nancy and I and Matt, are working with the Board of Elections to actually improve the voting process and a couple of our voting locations where it was short of outlets and things like that. We're working on that. so it'll be improved because it's going to be a busy election year this year obviously. And we're trying to improve it for our residents as much as possible and keep it as smooth as possible.
7. We're working on the crossing on Wyckoff Ave near Spring Meadow. As Matt mentioned Scott Fisher and I were the original subcommittee. Scott is no longer here so Tom is joining me on the subcommittee. And we're putting our team back together and we hope to meet maybe with some residents if they're interested in getting some updates when we get up but Matt's points were right on target.
8. I think that's it. Keep Mark DiGennaro and his family and your prayers. Mark's Father-In-Law passed away I guess yesterday, and the family is going through that difficult time he lived in Italy and just keep the family in your prayers.

Thomas Madigan:

1. A few things and Lieutenant Soto and Lieutenant Kasak along with Detectives Ragguci & DeMaio had a comprehensive presentation along with a very informative Q&A with the seniors Larkin House last week. It was very well attended. And they did a great job reaching out to all our seniors, particularly with the many questions and answers and talked about different things to be careful of. Chief Dave Murphy was also there and warmly recognized for his leadership, not only of the department, but also being President of the Bergen County Police Chiefs Association.
2. I actually went to the firefighter's inspection last Friday evening, Company One of the Two, Company Three. I want to congratulate and thank all our firefighters for the many contributions to all our neighbors here in town and in the mutual aid that they participate in their participation in the inspection and the prep really showed to go above and beyond and happy to be invited and celebrate along with them at the dinner on Saturday night, which was well attended. And I'll note that Rudy Boonstra was recognized for 55 years as a

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volunteer firefighter at Company Three. Rudy, thank you again for your many years of service.

Rudy: And they're within why's why we need to do a ladder truck because you can't do 55 years later what you did 55 years ago. Anyway, sorry to interrupt.

3. I attended participate in Flow Follies over the weekend again with Rudy Boonstra and the mayor of Oakland. We had a good time doing it, reached out Rudy and I have many years' of experience volunteering as board members, as members of the township committee. And we're happy to do it all the proceeds go to high school seniors, and they've been doing Flow follies for 38 years and congratulations to all those folks, which they would've been a little higher attendance. We're going to do something more to promote a very good show, very nice show.

Roger Lane:

1. What I am finding is as it goes down the line report can become shorter because a lot of it is redundant. This is where I usually go with the lines under the Department of Public Works. Please check the Wyckoff website. There'll be spring clean updates that will be announced. I think hopefully, fingers crossed, we're done with any snow. But along that line, the department is proactively going around and repairing areas where the asphalt berm was hit by a plow and it's not very sturdy. So, wherever that happened, they're proactively going to repair that if there was any additional lawn damage, they're also trying to do the best they can repairing that as well. They are trying to get ahead of it. The only comment I'd make and it's probably the wrong time of year to remind residents, but the more you can put snow markers out the easier it is for those that are manning that equipment not to damage your lawn or any of the asphalt berms that are there or curbing that may exist in some places. I urge residents to always try to use those snow markers.
2. Matt has already commented on work that's going to happen on Grandview. I know our DPW will be involved with that. It's going to start with tree work from what I understand. Really good news that they're going to try to stay away from Coolidge school where I pick up some kids, so I understand what happens with traffic at that point in the day.
3. There'll be a Rabies Clinic. How the Department of Public Works on Saturday, March 16th From 1 to 3pm.
4. I would like to make just a few quick comments about the fire inspection. It was my first as a member of the Township Committee and it was extremely impressive. There were a couple of guys that have the same accent as Tom Madigan that came down from Massachusetts, and they have come down for a couple of years now to observe. I'll just give you one quote from one of the guys, who was a former police chief. The other was an active fireman up in Massachusetts. That active fireman said that he has visited well in excess of 100 fire departments. He said that he's traveled the world and he's visited fire departments in nine different countries. He has never ever seen a department with the enthusiasm, the preparation, the camaraderie that they have as a team and the appropriate equipment they have to go out and save people's lives as Wyckoff Fire Department. So, kudos to our department. Rudy, kudos to you when you were recognized for 55 years. And Tim I guess you'll repeat some of that.

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Timothy Shanley:

1. Thanks, my Fire Commissioner report is a little redundant, but I enjoyed seeing Fire One, Two and Three participate in those inspections. And, you know, the firefighters that came down from Massachusetts came down because they knew they'd be looking at one of the best fire departments responding to a fire inspection. They wanted to learn more from it. And it just shows you that our fire department is one of the best in the nation, not just the state. We're well protected from any kind of fire emergencies in Wyckoff. They're volunteers. Please recognize that anybody who serves in Fire One, Two or Three is doing so for the safety of all residents and anybody visiting Wyckoff. They respond to car accidents, they respond to fires, they respond to smoke alarms going off, but they're doing it to protect everybody. Just because they may be getting a new fire truck doesn't mean you shouldn't support them. They need our support because that fire ladder truck; it's approaching the end of its useful life. We have to make sure they have the equipment to do their job, which is a volunteer job.

I want to say congratulations to Company One on winning the fire inspection. They did a great job, but all three fire departments, one, two and three, did great during the inspections. I'm very pleased to see the young firefighters - women and men, answering these questions asked by the fire inspectors. They've learned so much from those elder members of the department. They have acted like teachers and taught them very well. They answered the questions of these inspectors intelligently. It was a pleasure to go to their dinner the other night.

2. The Ramapo Indian Hills board met they approved the hiring of the new Ramapo football coach. His name's Nick Guttuso, he's known as "Coach Guts" because he's a Ramapo graduate. He graduated and he coached under Coach Gibbs, as an assistant. He's already met with the players of Ramapo that are going to be playing again, and they're all very happy. So, I think it's a good hire.

The Ramapo boys' basketball team is now in the state semifinals against Colonia. They're playing in the semifinals at Bloomfield High School at 4:30 on Wednesday. This is the second year in a row they're in the semifinals against Colonia. Last year they had to go to Phillipsburg when they played Colonia this time it's a little closer in Bloomfield. So, I want to wish them the best of luck. If they win that they're in the finals and I hear the finals are not going to be at Rutgers this year. It's going to be somewhere down in Toms River. Best of luck to them. Unfortunately, the girls lost in the state sectionals to Old Tapan so they're out of it but they had a very successful year. I believe they were 24 and 4, so they still had a very successful year.

3. Lastly, the design review board is going to meet next week on the 14th. Maureen did a good job of getting dates that pretty much all of them are going to be able to be there because they're going to have to choose a chairperson to chair the meeting. And then you know, because they haven't had a meeting in a long time, so I'm looking forward to seeing them perform this this is going to be on that property on Wyckoff Avenue across from the shopping center there. They started removing the siding on it and they got a stop work order on that because they said wait a minute, you got to go before the design review. So, I forgot the address on it.

Rudy: Yeah, the one right here by one of those old homes there?

Tim: Yeah, but it's a business. It's like, well, they're mostly it's a business but it's across the street. You'll see some of the siding is off. Okay, and I think Tom so, I

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE OPEN WORK SESSION MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
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think Tom I had to go over there and say you got to stop this is you gotta you can't do any further work.

Matt: Just to clarify for the public. We're talking about Tom Gensheimer not Tom Madigan.

Tim: Yes. I'm assuming it's time because Tom's gonna be in that meeting. So because, you know, so I know Maureen's getting pressured because they want to continue the work, but they can't do it until the design review board meetings. And that'll be next week.

Matt: Mr. Mayor, I can go back for one second.

Peter: Yes.

Matt: This is just hot off the presses. The NJDCA announced their awards for their American Rescue Plan Firefighter Grant that we applied for back in December, and the Wyckoff Fire Department has been awarded \$56,000 to support the purchase of spare structural firefighting PPE. As you recall last year, we received about \$70,000 for the purchase of the washer dryer. So now this will support our in our efforts to make sure that our turnout gear is always clear of carcinogens and other cancer causing materials. So, while the gear is being washed and dried, we have spare sets for the firefighters.

Peter: Excellent, great thank you.

Mayor Peter Melchionne:

1. I along with the township committee that attended the inspections last Friday night, though he's very impressive to see. See all three companies the hard work they put in and the knowledge that they have about firefighting. Then I also attended the dinner the following night, and that was another great night and congrats Rudy for your 55 years of service and everyone else that also received their service awards.
2. Lastly, while I have is next Wednesday, is one of my favorite kickoff meetings and that's the Memorial Day Parade Committee meeting, I may not be able to attend, I believe the Planning Board is that night also. But it's always everyone's heard this over the last few years more of the parades always one of my favorite days here in town. Dave, have anything for us tonight?

Township Attorney Report – David Becker, Esq.:

You may recall from the last meeting I mentioned that the BCUSA had increased the service fee they pass on to Gaeta Recycling, our collection carrier. I was able to speak with the attorney for Gaeta. I know Matt's been working on this issue as well. The WOLF Group (Wyckoff, Oakland, and Franklin Lakes) will split the increase with the carrier, Gaeta, in the current year 2024; while the WOLF Group will pay the entire increase for the remainder of the contract (years 2025 – 2027).

Matt: Rough savings for us will be about if our tonnage is on par which it has been for the last six or seven years, our total increase would have been about \$12,000.00 which will be paid to the BCUA. So, our savings will be \$5,500.00. And again, we'll be paying the full boat as a pastor to the BCA so that I'll prepare us a change order to that contract for our next meeting.

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Rudy: Dave, just one more quick thing we're appointing someone, as was mentioned, to the Environmental Commission tonight. And Pete and I interviewed the applicant this morning and everything was fine.

Mayor Melchionne asked for a motion to close the Work Session:

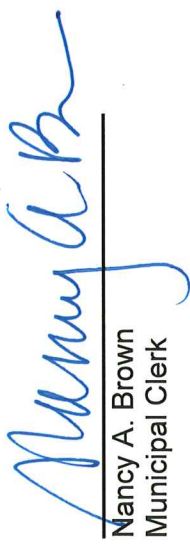
Mr. Shanley made a motion to close the Work Session, seconded by Mr. Boonstra. All voted in favor. With an affirmative vote, the motion was approved.

During the course of this meeting, there were between 3 and 5 viewers watching live on YouTube.

The Open Work Session Meeting was Adjourned at 7:10 p.m.



Peter J. Melchionne
Mayor



Nancy A. Brown
Municipal Clerk

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

Mayor Peter J. Melchionne 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 Peter J. Melchionne.

Invocation

The Invocation was offered by Brian Nevill, Grace United Methodist Church.

RE: Township Committee Meeting of Tuesday, March 5, 2024, 7:00 p.m. Work Session and 8:00 p.m. Business Meetings will be livestreamed, members of the public are invited to attend the meeting to share public comments.

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, January 16, 2024 Work Session meeting in the second floor court room at Wyckoff Town Hall, 340 Franklin Avenue, Wyckoff, NJ 07481 and the meeting will also be live-streamed via the Township of Wyckoff's YouTube channel and members of the public may attend the meeting to provide public comment.

This notice and agenda have been posted on the Township's home page Wyckoff-nj.com at the Quick Link for "Minutes & Agendas" on Friday, December 15, 2023. Please select "Township Committee" and locate the date of the meeting to view documents, such as resolutions and ordinances which are made available.

General instructions regarding access to the meeting will be posted on the Wyckoff web site's home page at www.wyckoff-nj.com as a "News" item on Friday, January 12, 2024, by 4:30 pm.

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

NOTICE TO PUBLIC

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

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

Attendance

Township Committee Present: Mayor Peter J. Melchionne; Committee Present: Rudolf E. Boonstra,, Roger Lane, Thomas J. Madigan, and Timothy E. Shanley.

Staff Present: Township Administrator Matthew A. Cavallo, Municipal Clerk Nancy Brown and Township Attorney David Becker.

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Clerk Nancy Brown read the Open Public Meetings Act statement and confirmed that all notice requirements have been met with respect to this meeting.

Meeting Open for Public Comment

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

With an affirmative vote, the motion was approved.

Jerry Goetting:

I'd like to have some responses to some questions from members of the Township Committee. The Police force is one of the largest expenditures of the township. Why doesn't the Police Department issue a monthly activity report to the townspeople; the number of arrests, speeding tickets, drug arrests, etc. After all, the Police Chief earns more than \$220,000 a year and the least he could do is to communicate with the townspeople. Who would like to respond in this context?

Mayor Melchionne responded, saying that the Township Committee would not be answering questions from the dais. If Mr. Goetting has further questions, he should provide them to Clerk Nancy Brown or to Township Administrator Matthew Cavallo for a response at another time.

Sometimes the Police Department posts a report online, but the last time that anything was put out was in October of 2023. I even called the Police Department, and they verified it. That was the last communications to the people. Did you guys ever hear of smoke and mirrors? Well, you're all good at it. I've commented on the quantity of police vehicles parked outside police headquarters and counted anywhere from 10 to 17. Guess what? Yes, they disappeared. Most of them. Strange. I guess a little birdie must have said something to someone. Where did they all go? I went over to the garage. I didn't look inside, but they weren't outside the garage. Over seven or eight police vehicles disappear all of a sudden? Very strange.

Proper use of township assets or nonuse of township assets. I bring up the topic of the Larkin House once again as a large property. This is an asset that is costing the township over \$80,000 a year to maintain with an income of \$10,000 plus loss of ratables. My independent investigation is that this property could generate approximately \$3 to \$4 million if sold as a senior citizens complex with a 2,500 square foot clubhouse for the complex and for special occasions. Hovnanian and Sons has built many such complexes. They are called patio homes or carriage homes. The \$3 to \$4 million could be used to lower taxes and the homes for generate around \$150k in tax income plus \$80,000 spent hanging away on the property would renovate the town or \$230,000 annually. This is nothing but a win win situation. And I do think that you people should start to really consider and think about it. There's no legal reason why you can't do it.

Now the fire truck. Nobody has talked about how the Fire Department could raise money. I did once to the gentleman over here. The Volunteer Fire Department wants a truck badly enough that they should hold one or two raffles a year to generate funds for the truck. Nice prize - a car! Sell a minimum of 3,000 Tickets at \$100 each and generate a net of \$250,000 per raffle. I did it years and years ago for Northern Highland's High School. I got a car, and we'd raffle it off. We made money. Why can't we do that in Wyckoff? Thank you.

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Committeeman Lane made a motion to close the meeting for Public Comment;
Seconded by Committeeman Shanley.

With an affirmative vote, the motion was approved.

Approval of the February 20, 2024 Work Session & Business meeting Minutes:

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

With an affirmative vote, the motion was approved.

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

I Resolutions (Adoption of the following):

#24-138 Cancellation of Sewer Billing, Block 506, Lot 32.01

WHEREAS, 510 Lafayette Avenue, known as Block 506, Lot 32.01 in the Township of Wyckoff has applied for and completed the demolition of the residential home structure on this property; and,

WHEREAS, Stanislaw and Stanislawa Surdyka request the 2024 sewer usage billing be canceled until a new home is completed and sewer usage is resumed; and,

WHEREAS, the Wyckoff Building Department has produced documentation and has confirmed the homeowner has been issued Demolition Permit #23-1174 and therefore this resolution is provided.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that the sewer usage billing for 2024 is hereby canceled until the replacement home is connected to the sewer and a Certificate of Occupancy is issued.

BE IT FURTHER RESOLVED, that the Municipal Clerk will forward a copy of this resolution to the Tax Collector, Sewer Utility Clerk and Township Engineer.

#24-139 Budget Transfers

WHEREAS, NJSA 40A:4-59 permits transfers of funds from January 1 through March 31 for the prior year's appropriation reserve,

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Wyckoff that the transfer of the following 2023 appropriation reserves is hereby authorized and directed:

Road	3-01-26-290-020	OE	<u>26,000</u>
			<u>26,000</u>

Road	3-01-26-290-011	SW	26,000
			26,000

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

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 as follows: Payroll A/C; Town Hall payroll checks #, Payroll Void Checks #, Direct Deposit Voucher #., Void checks #, Library Payroll check #., Library Direct Deposit Vouchers #., Claims Wire #., Claims check #., AHDFT #. and Trs. Dog Trust - \$0.

WHEREAS, the Township of Wyckoff, located in the County of Bergen, State of New Jersey, owns and operates a Municipal Building with a roof that is in a state of disrepair, with significant leaks occurring throughout the facility; and

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WHEREAS, the existing slate roof has outlived its useful life, necessitating replacement with the most cost-effective strategy available; and

WHEREAS, N.J.S.A. 40A:11-5(1)(a)(i) permits contracts for Professional Services to be negotiated and awarded by the governing body without public advertising for bids and bidding therefor; and

WHEREAS, Solutions Architecture, LLC, located at 96 Pompton Ave # 2, Verona, New Jersey 07044, has submitted a proposal dated February 29, 2024, outlining the scope of work required for the Architectural Investigation and Survey, Construction / Permitting Documents, Bidding, and Construction Administration for the Municipal Building Roof Replacement project, with a total cost not to exceed \$22,000; and

WHEREAS, Solutions Architecture, LLC has completed and submitted all necessary certifications and disclosures, including a Business Entity Disclosure Certification, Political Contribution Disclosure Form, and Statement of Corporate Ownership, all of which have been reviewed by the Township Administrator/Qualified Purchasing Agent and found to be in compliance with the requirements for the Township Committee to award this contract in accordance with the alternate process pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey, that the contract for the Architectural Investigation and Survey, Construction / Permitting Documents, Bidding, and Construction Administration of the Municipal Building Roof Replacement project is hereby awarded to Solutions Architecture, LLC, in accordance with their proposal dated February 29, 2024, for a total cost not to exceed \$22,000.

BE IT FURTHER RESOLVED that the Mayor and Municipal Clerk are hereby authorized and directed to execute all necessary documents on behalf of the Township to effectuate this award.

I, DIANA MCLEOD, CHIEF FINANCIAL OFFICER OF THE TOWNSHIP OF WYCKOFF, CERTIFY THAT ADEQUATE FUNDS HAVE BEEN APPROPRIATED IN THE 2024 MUNICIPAL BUDGET ACCOUNT C-04-56-999-992 AS PER ORDINANCE #1914 AT \$22,000.00. NOT TO EXCEED THE MAXIMUM AMOUNT AS SET FORTH ABOVE.

II Ordinances – Introduction

NONE

III Motions

- A. Approve Wyckoff Reformed Church's Fish & Chips Takeaway fundraiser planned for Thursday, May 9, 2024 from 5pm to 8pm. A food truck vendor will provide the food, obtain a food handler's license and an inspection will take place by our Fire Inspector.
- B. Approve the application of Shawn Kukol as a volunteer for the Wyckoff Volunteer Fire Department, Fire Company #2, as a regular firefighter.

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- C. Approve Temple Beth Rishon's Indoor Purim Carnival event planned for Sunday, March 24th from 11am to 1pm with a temporary 3' x 8' banner sign to promote the event placed on the lawn from March 14th to the 24th.
- D. Approve Eid Committee of New Jersey's Ramadan event planned for Thursday, March 14, 2024 at 5:30 pm in the front of Town Hall
- E. Confirm the appointment of Ms. Christine Brenner to the Environmental Commission to complete an unexpired term set to end December 31, 2026.

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: BOONSTRA _____ SECOND LANE _____
BOONSTRA YES _____ LANE YES _____ MADIGAN YES _____
SHANLEY YES _____ MELCHIONNE YES _____

With an affirmative vote, the motion was approved.

Ordinances – Public Hearing / Further Consideration:

NONE

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

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

With an affirmative vote, the motion was approved.

Meeting was adjourned at 8:13pm

During the course of this live meeting there were between three and four concurrent viewers watching on YouTube.



Peter J. Melchionne, Mayor



Nancy A. Brown, Municipal Clerk

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MARCH 5, 2024

TOWNSHIP OF WYCKOFF
COUNTY OF BERGEN
STATE OF NEW JERSEY
RESOLUTION #24-138

INTRODUCED: *Boonstra*

SECONDED: *Lane*

MEETING DATE: March 5, 2024

REFERENCE: Cancellation of Sewer
Billing, Block 506, Lot 32.01
Account #5613-0

VOTE: BOONSTRA ✓ LANE ✓ MADIGAN ✓ MELCHIONNE ✓ SHANLEY ✓
.....

WHEREAS, 510 Lafayette Avenue, known as Block 506, Lot 32.01 in the Township of Wyckoff has applied for and completed the demolition of the residential home structure on this property; and,

WHEREAS, Stanislaw and Stanislaw Surdyka request the 2024 sewer usage billing be canceled until a new home is completed and sewer usage is resumed; and,

WHEREAS, the Wyckoff Building Department has produced documentation and has confirmed the homeowner has been issued Demolition Permit #23-1174 and therefore this resolution is provided.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that the sewer usage billing for 2024 is hereby canceled until the replacement home is connected to the sewer and a Certificate of Occupancy is issued.

BE IT FURTHER RESOLVED, that the Municipal Clerk will forward a copy of this resolution to the Tax Collector, Sewer Utility Clerk and Township Engineer.

CERTIFICATION

I, NANCY A. BROWN, MUNICIPAL CLERK OF THE TOWNSHIP OF WYCKOFF, CERTIFY
THE ABOVE TO BE A TRUE AND CORRECT COPY OF A RESOLUTION AS ADOPTED BY
THE TOWNSHIP COMMITTEE ON MARCH 5, 2024.

Nancy A Brown
NANCY A. BROWN
MUNICIPAL CLERK



Township of Wyckoff
340 Franklin Ave
Wyckoff, NJ 07481
(201) 891-7000

Block: 506 Lot:32.01 Qual:
Work Site Location: 510 LAFAYETTE AVE
WYCKOFF, NJ 07481
Owner in Fee: SURDYKA,STANISLAW & STANISLAWA

Address: 510 LAFAYETTE AVE
WYCKOFF, NJ 07481
Telephone: 973-626-2960

Agent/ Contractor: HOMEOWNER
Address: 510 LAFAYETTE AVENUE
WYCKOFF, NJ 07481
Telephone: 973-626-2960
Lic. No./Bids. Reg. No.:
Federal Emp. No.: -
Home Warranty No.:
Type of Warranty Plan: [] State [] Private

[] CERTIFICATE OF OCCUPANCY
This serves notice that said building or structure has been constructed in accordance with the New Jersey Uniform Construction Code and is approved for occupancy.
[X] CERTIFICATE OF APPROVAL
This serves notice that the work completed has been constructed or installed in accordance with the New Jersey Uniform Construction Code and is approved. If the permit was issued for minor work, this certificate was based upon what was visible at the time of inspection.

[] TEMPORARY CERTIFICATE OF OCCUPANCY/ COMPLIANCE
If this is a temporary Certificate of Occupancy or Compliance, the following conditions must be met no later than or will be subject to fine or order to vacate.

CERTIFICATE IDENTIFICATION

Date Issued: 1/12/2024
Control Number: 2023-1158
Permit Number: 23-1174

Use Group: R-5
Maximum Live Load:
Construction Classification:
Maximum Occupancy Load:
Certificate Exp. Date:
Description of Work/ Use:
DEMOLITION OF SINGLE FAMILY DWELLING

[] CERTIFICATE OF CLEARANCE-LEAD ABATEMENT 5:17
This serves notice that based on written certification, lead abatement was performed as per NJAC 5:17, to the following extent:
[] Total removal of lead-based paint hazards in scope of work
[] Partial or limited time period (years); see file

[] CERTIFICATE OF CONTINUED OCCUPANCY
This serves notice that based on a general inspection of the visible parts of the buildings there are no imminent hazards and the building is approved for continued occupancy.
[] CERTIFICATE OF COMPLIANCE
This serves notice that said potentially hazardous equipment has been installed and/or maintained in accordance with the New Jersey Uniform Construction Code and is approved for use until

Fees \$0.00
Paid []
Date

Thomas Gensheimer, Construction Official
1-APPLICANT 2-OFFICE 3-TAX ASSESSOR

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TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
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TOWNSHIP OF WYCKOFF
COUNTY OF BERGEN
STATE OF NEW JERSEY
RESOLUTION #24-139

INTRODUCED: Boonstra SECONDED: Lane
MEETING DATE: March 5, 2024 REFERENCE: Budget Transfers
VOTE: BOONSTRA ✓ LANE ✓ MADIGAN ✓ MELCHIONNE ✓ SHANLEY ✓

WHEREAS, NJSA 40A:4-59 permits transfers of funds from January 1 through March 31 for the prior year's appropriation reserve,
NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Wyckoff that the transfer of the following 2023 appropriation reserves is hereby authorized and directed:

From:	
Road	3-01-26-290-020 OE 26,000
	26,000
To:	
Road	3-01-26-290-011 SW 26,000
	26,000

CERTIFICATION
I, NANCY A. BROWN, MUNICIPAL CLERK OF THE TOWNSHIP OF WYCKOFF, CERTIFY THE ABOVE TO BE A TRUE AND EXACT COPY OF A RESOLUTION ADOPTED BY THE TOWNSHIP COMMITTEE ON MARCH 5, 2024.


NANCY A. BROWN
MUNICIPAL CLERK

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
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TOWNSHIP OF WYCKOFF
COUNTY OF BERGEN
STATE OF NEW JERSEY
RESOLUTION #24-140

INTRODUCED: *Boonstra*

SECONDED: *Lane*

MEETING DATE: March 5, 2024

REFERENCE: Approval of Vouchers
and Authorization to Pay Bills

VOTE: BOONSTRA ✓ LANE ✓ MADIGAN ✓ MELCHIONNE ✓ SHANLEY ✓

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 as follows: Payroll A/C; Town Hall payroll checks #21105-21118 , Payroll Void Checks #0, Direct Deposit Voucher #20368-20464, Void checks #0 , Library Payroll checks #1793-1795, Library Direct Deposit Vouchers # 8332-8357, Claims Wire #240203 & 240204, Claims check #092049-092130, AHDF #1033, Accu-track #1201, and Trs. Dog Trust - \$2,306.91.

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
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TOWNSHIP OF WYCKOFF
COUNTY OF BERGEN
STATE OF NEW JERSEY
RESOLUTION #24-141

INTRODUCED: *Boonstra*

SECONDED: *Lane*

MEETING DATE: March 5, 2024

REFERENCE: Awarding a Contract to
Solutions Architecture, LLC for Municipal
Building Roof Replacement Services

VOTE: BOONSTRA ✓ LANE ✓ MADIGAN ✓ MELCHIONNE ✓ SHANLEY ✓

WHEREAS, the Township of Wyckoff, located in the County of Bergen, State of New Jersey, owns and operates a Municipal Building with a roof that is in a state of disrepair, with significant leaks occurring throughout the facility; and

WHEREAS, the existing slate roof has outlived its useful life, necessitating replacement with the most cost-effective strategy available; and

WHEREAS, N.J.S.A. 40A:11-5(1)(a)(i) permits contracts for Professional Services to be negotiated and awarded by the governing body without public advertising for bids and bidding therefor; and

WHEREAS, Solutions Architecture, LLC, located at 96 Pompton Ave # 2, Verona, New Jersey 07044, has submitted a proposal dated February 29, 2024, outlining the scope of work required for the Architectural Investigation and Survey, Construction / Permitting Documents, Bidding, and Construction Administration for the Municipal Building Roof Replacement project, with a total cost not to exceed \$22,000; and

WHEREAS, Solutions Architecture; LLC has completed and submitted all necessary certifications and disclosures, including a Business Entity Disclosure Certification, Political Contribution Disclosure Form, and Statement of Corporate Ownership, all of which have been reviewed by the Township Administrator/Qualified Purchasing Agent and found to be in compliance with the requirements for the Township Committee to award this contract in accordance with the alternate process pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey, that the contract for the Architectural Investigation and Survey, Construction / Permitting Documents, Bidding, and Construction Administration of the Municipal Building Roof Replacement project is hereby awarded to Solutions Architecture, LLC, in accordance with their proposal dated February 29, 2024, for a total cost not to exceed \$22,000.

BE IT FURTHER RESOLVED that the Mayor and Municipal Clerk are hereby authorized and directed to execute all necessary documents on behalf of the Township to effectuate this award.

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MARCH 5, 2024

Township of Wyckoff Resolution #24-141 March 5, 2024 Page 2

CERTIFICATION

I, NANCY A. BROWN, MUNICIPAL CLERK OF THE TOWNSHIP OF WYCKOFF, CERTIFY THE ABOVE TO BE A TRUE AND EXACT COPY OF A RESOLUTION ADOPTED BY THE TOWNSHIP COMMITTEE ON MARCH 5, 2024.


NANCY A. BROWN
MUNICIPAL CLERK

CERTIFICATION

I, DIANA MCLEOD, CHIEF FINANCIAL OFFICER OF THE TOWNSHIP OF WYCKOFF, CERTIFY THAT ADEQUATE FUNDS HAVE BEEN APPROPRIATED IN THE 2024 MUNICIPAL BUDGET ACCOUNT C-04-56-999-992 AS PER ORDINANCE #1914 AT \$22,000.00. NOT TO EXCEED THE MAXIMUM AMOUNT AS SET FORTH ABOVE.


DIANA MCLEOD
CHIEF FINANCIAL OFFICER

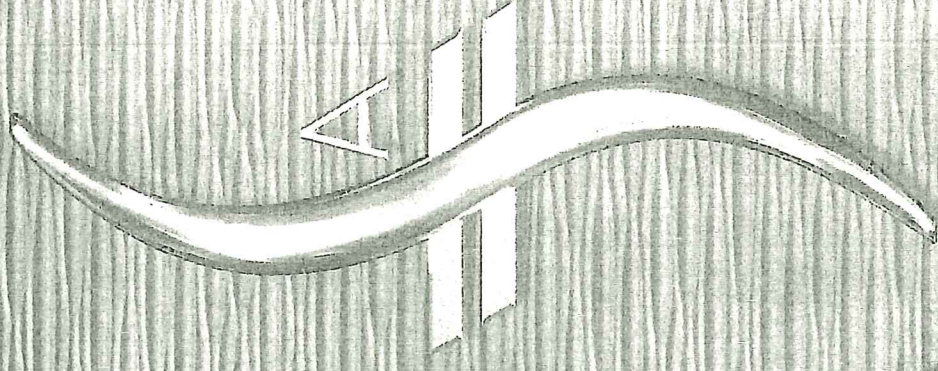
TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MARCH 5, 2024

MUNICIPAL BUILDING ROOF REPLACEMENT

PROFESSIONAL
SERVICES
LETTER OF
AGREEMENT



TOWNSHIP OF
WYCKOFF



SOLUTIONS
ARCHITECTURE

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MARCH 5, 2024**

January 25, 2024

Mr. Matthew Cavallo, Twp. Administrator
Township of Wyckoff
1 Scott Plaza, Wyckoff, NJ 07481

Re: Professional Services Letter of Agreement -
Proposed Municipal Building Roof Replacement

Mr. Cavallo:

It was great meeting with you yesterday to discuss our moving forward with the Facilities Audit for the Police Department. Our meeting also provided much needed insight into the fact that the existing Municipal Building Roof is in a state of disrepair. It is understood that the existing slate roof has outlived its useful life and there are significant leaks occurring throughout the facility. It is further understood that the Township wishes to replace the roof with the most cost effective strategy. Solutions Architecture has significant experience with slate roof replacements, and while it is more expensive than a traditional asphalt shingle roof, it will last significantly longer if the cost can be accommodated. As such, we recognize that the Township has requested replacement with an asphalt shingle roof, but we will provide a budgetary analysis for both asphalt and slate replacement in kind.

Solutions Architecture is structuring our proposal to cover the requested services for conducting a complete roof replacement at the municipal building located at 1 Scott Plz in Wyckoff. The roof replacement will include, gutters, leaders, and all necessary fascia and trim boards. It is understood that the existing yankee gutters will remain.



AN OPPORTUNITY FOR SOLUTION

From our investigation of satellite imagery, it is understood that the existing roof complex is approximately 11,500 sq.ft. in total and the area in need of repair consists of 6,400 sq.ft. of slate shingled gables at 7/12 pitch. The roof has an existing cupola, approximately 11'x11' that is in fair condition and should not require significant modification.

The roof perimeter or eaves with yankee gutters are approximately 500' long and the ridges total approximately 130' long. The whole of the roof consists of gabled sections with slate shingles.

Based upon the reported condition of the roof, we would recommend including an allowance for the replacement of roof decking as well as a unit price for additional blocking and materials. It is anticipated that the design documents will be completed so that bidding can begin by the end of May 2024 and the project can begin construction either shortly thereafter, or when convenient to the Administration. It is further anticipated that the project duration would be one (1) to two (2) months long, weather permitting.

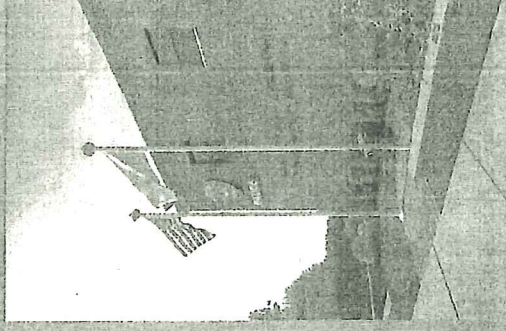
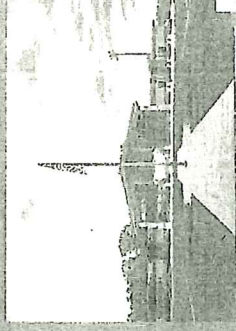
We have provided an anticipated Scope of Work detailed below:

» Removal and Replacement of the existing Slate Shingle Roofing System:

- » Remove the existing asphalt shingle roofing system in sections down to the roof deck while taking care during the removal not to damage the existing decking. It is anticipated that some wood decking will require replacement – we will include an allowance for a specific square footage and then ask for a unit price should that sf be exceeded.

MUNICIPAL BUILDING
ROOFING SYSTEM
REPLACEMENT
.....
PROFESSIONAL SERVICES
LETTER OF AGREEMENT

PROJECT PLANNING



TOWNSHIP OF WYCKOFF
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- » Remove existing scuppers and gutters and leaders. The perimeter eaves and rakes will be evaluated as to their condition and will be replaced as required.
- » The existing yankee gutters would be evaluated and re-lined accordingly taking care to maintain any aesthetic value.
- » The existing leaders will be replaced and re-connected as they are presently.
- » The intent would be to replace all step flashing and penetration flashing assemblies;
- » Provide minor repairs to existing cupola.
- » Sand and paint existing trim, fascia and rakes.
- » Provide budgetary cost estimates for review and approval once the final design documents are well under way

FINDING THE SOLUTION ... SCOPE OF PROFESSIONAL SERVICES - Solutions Architecture will provide the Architectural and Roofing Services necessary for the completion of the above noted Facilities Evaluation. All services shall be provided, as described herein.

MUNICIPAL BUILDING SLATE ROOF REPLACEMENT	SQUARE FOOTAGE
	±/- 6,400'

ACCESS/AUTHORIZATIONS

The Solutions Team will require access to all existing documentation including plans and surveys. Any additional necessary on-site investigations will be completed at times convenient or at the discretion of the Administration, including after hours.

YOUR SOLUTIONS TEAM

Frank Messineo, a registered architect and Principal/Owner of Solutions Architecture, will lead the update on behalf of the firm. Frank's team will conduct a physical on-site observation of the school building and the related site. Additionally, Frank and the team will determine deficient areas of the building in need of repair and will work with the administration and facilities dept. to prepare cost estimates associated with each.

- » Thomas Strauser, Principal
- » Scott Pivko, Project Manager

PHYSICAL ON-SITE REVIEW OF BUILDING / ROOF SYSTEMS:

In order to ascertain the existing roof conditions, Solutions Architecture will review existing documentation and conduct an onsite review of the roofing materials, accessories and associated conditions:

- » Review any existing construction drawings, architectural and roofing drawings available.

CONSTRUCTION / BIDDING DOCUMENTS:

- » Consist of the drawings and specifications minimally required to set forth the project requirements, including but not limited to plans, details and general requirements.
- » We will analyze the budget associated with replacing the existing slate in kind versus replacement with asphalt shingle. If the costs are determined to be "potentially close" to the budget, we can provide an alternate for one option versus the other.
- » Once completed, the drawings and specifications will be issued for review, coordination and approval by the Township.

BIDDING / CONTRACT AWARD SERVICES:

- » SA and our engineer will assist the Owner, during contractor bidding and will make the appropriate recommendations for contract award. Services will include solicitation and distribution of bidding documents through our proprietary bidding

MUNICIPAL BUILDING
ROOFING SYSTEM
REPLACEMENT

PROFESSIONAL SERVICES
LETTER OF AGREEMENT

We have focused upon providing solutions for the Educational Arena for nearly twenty years. Our objective has always been to bridge the gap between your goals and the complicated processes necessary for achieving them.

Solutions Architecture becomes your partner, your ally, and your expert resource for all of your facility needs.

— Frank Messineo, AIA
Principal, Solutions Architecture

PAGE NO.

CONSTRUCTION ADMINISTRATION:

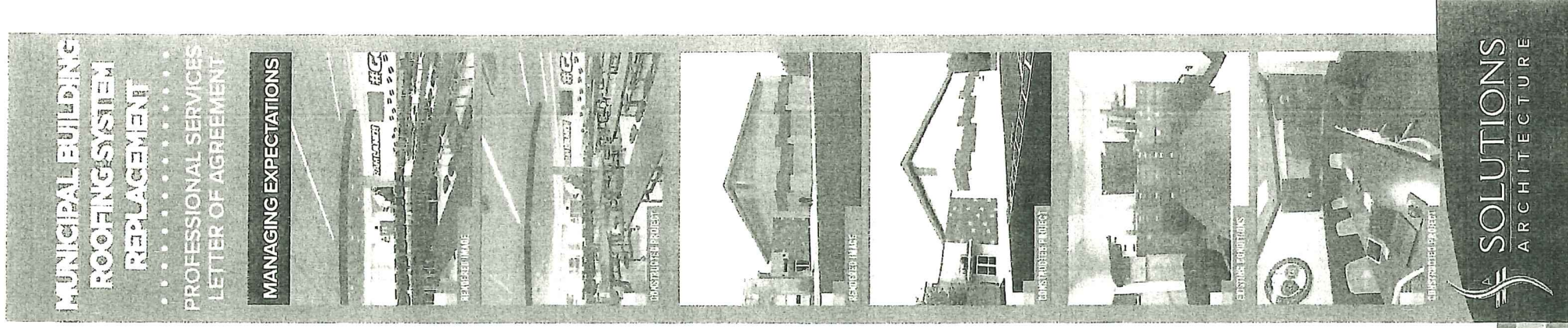
BUDGET VS. PROBABLE CONSTRUCTION COST

» The Opinion of Probable Construction Costs represents the judgment of the Architect/Engineer based upon previous experience with projects of similar size and scope; recent bidding experiences and knowledge of current bidding climate. However, the Architect/Engineer has no control over the costs of labor, materials, or equipment, or over the Contractor's method of determining prices, or over competitive bidding, market conditions or hidden field conditions. Accordingly, the Architect/Engineer cannot guarantee that probable construction costs will not vary from actual costs of construction.

The cost of preparing construction/bidding documents and budget for the Municipal Building Roofing Replacement is based upon the scope explained herein. Solutions Architecture will provide the listed services for an asphalt shingle roof for a Lump Sum Fee of \$21,000 dollars plus deliverable expenses.* Should the slate roof be within budget, we will adjust the fee accordingly for the additional detail work required. Work will be invoiced according to the following breakdown.

WESLEYAN UNIVERSITY

The only costs considered chargeable to the Township would be for project related deliverables and overnight delivery. Since the evaluation will be electronic, deliverables would include .pdf documents. Should hard copies of full sized drawings or paper copies of the website products included in facilities audit be requested, they will be invoiced at cost plus 10%.



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

Invoices will be submitted during the progress of the study and billing will be based on the percentage of work completed. Invoices are payable within 45 days of the date of the invoice. Solutions Architecture will not be responsible for any damages or time delays that may result from nonpayment. If an invoice is disputed, Solutions Architecture will expect payment of any undisputed portion while the disputed items are evaluated. Payments to Solutions Architecture are not subject to third party payments (i.e. grant funding or reimbursement) or any other finance arrangements.

EXCEPTIONS

The Solutions Team is available to provide upon request, the following services. The preceding fee and scope specifically excludes these services:

- » Identification and/or coordination or abatement of asbestos, asbestos containing materials, toxic waste, environmental pollution or any other hazardous materials.
- » Detailed Cost Estimates or line item estimating services.
- » Owner requested changes to substantially completed documents.
- » Services of "Specialty Engineering", or engineering disciplines not otherwise noted.

ADDITIONAL SERVICES (SOLUTIONS BY THE HOUR...)

All services requested that fall outside of the Professional Services, described above, will be considered Additional to the Contract. Services deemed additional will be documented by an Additional Service Order (ASO) and submitted to the Owner when possible in advance of said work being performed. Owner authorized Additional Services, will be invoiced on a Time and Material basis in accordance with the Rate Schedule itemized below or as otherwise requested as a mutually agreeable Lump Sum.

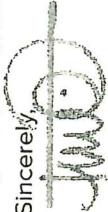
SOLUTIONS BY THE HOUR (2024-2025)	
Principal / CEO	\$200
Principal in Charge	\$175
Project Manager	\$145
Project Designer	\$115
Construction Administrator	\$135
Project Coordinator	\$125
Production / CAD / Scanning	\$105
Architectural Support	\$90
Administrative Support	INCLUDED

* Engineering Consultants will be billed at cost plus a 15% administrative markup. Rate schedule is subject to change annually due to inflationary and cost of living increases

ADDITIONAL PROVISIONS

If, through no fault of Solutions Architecture, the Basic Services covered by this agreement have not been completed within four (4) months of the date hereof, an extension of services, beyond that period, may be subject to re-evaluation for compensation, either through increase in Rate Schedule or a mutually agreed upon increase in Lump Sum. Solutions Architecture thanks you for your consideration and looks forward to establishing a successful, long-term relationship of supporting Wyckoff Township. If you require additional information, please call me at (973) 484-4800 or e-mail me at fm@solutions-arch.com

Sincerely,



Frank A. Messineo, AIA
Principal / CEO

CC: Marketing, Bookkeeping

MUNICIPAL BUILDING
ROOFING SYSTEM
REPLACEMENT
.....
PROFESSIONAL SERVICES
LETTER OF AGREEMENT

Much of what you, the client, are looking for when it comes to the completion of your project, besides a solution for your objective needs, is to have your EXPECTATIONS met.

Since there is often times a fine line between what you "expect" and what you ultimately receive, Solutions Architecture works with you to bridge any gaps so that the vision and the end result are closely aligned.

— Frank Messineo, AIA
Principal, Solutions Architecture

 SOLUTIONS
ARCHITECTURE

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MARCH 5, 2024

TWP. OF WYCKOFF

FEB 28 2024

TOWNSHIP OF WYCKOFF
VOLUNTEER APPLICATION
MUNICIPAL CLERK

Please complete the information below if you are interested in serving on one of our boards, commissions or committees. Applications will be considered from time to time when vacancies occur.

Please note that all information contained on this form, except unlisted telephone numbers, will be available for public review pursuant to the Open Public Records Act.

Name: CHRISTINE BRENNER Resident Since: 2019
Address: 103 EDISON STREET, WYCKOFF
Home Telephone: 201-602-1500 ☐ Check if unlisted
Email Address: CHRISTINEBRENNER2@GMAIL.COM ☐ Check if unlisted

Educational Background (attach resume if you wish)
BERGEN COMMUNITY

Employment History (attach additional sheets if necessary)
BRENNER METAL PRODUCTS, President

90 DAYTON ST, BLDG 14, UNIT 1F

PASSAIC, NJ 07057

Volunteer Experience (describe & attach additional sheets if necessary)
BRENNER FOUNDATION

SUPPORTS VETERANS & HOMELESS EFFORTS

BOARD OF ED- WALLKILL VALLEY HS (SUSSEX)

Areas of Interest (Please list board, commission or committee in order of preference)

1. ENVIRONMENTAL COMMISSION 2 3.

Individuals appointed to serve on certain boards, commissions, or committees will be required to comply with the requirements of the Local Government Ethics Law, (N.J.S.A. 40A: 9-22.1 et seq). Annual Financial Disclosure Statements must be filed by elected officials, certain government employees, and members of certain boards and commissions, such as the Planning Board, Board of Adjustment, Board of Health and Library Board.

Individuals appointed to serve on boards, commissions, or committees are not included in Worker's Compensation coverage.

Please return the completed application to Volunteers for Wyckoff,
Office of the Township Clerk, Wyckoff Town Hall, 340 Franklin Avenue, Wyckoff, NJ 07481