

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, FEBRUARY 21, 2017**

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE WORK SESSION MEETING
MUNICIPAL COURT ROOM
TUESDAY, FEBRUARY 21, 2017 - 7:30 P.M.**

1. 7:30 pm Work Session Meeting called to order by Mayor Rudolf E. Boonstra
2. Roll call of Township Committee
3. Reading of "Open Work Session" statement by Mrs. Santimauro
4. Meeting open for the Work Session ten minute total public comment period for any item on or off the agenda. Two (2) minutes per speaker.
5. Mayor and Municipal Clerk to sign documents
6.
 - a. Finance Committee to review and sign vouchers
 - b. Report of Township Committee
 - c. Report of Administrator
 - d. Report of Attorney
7. Recess Work Session Meeting to conduct 8:00 pm Business Meeting
8. Reconvene Work Session Meeting
9. Adjourn

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

FORMAL ACTION MAY BE TAKEN AT THIS WORK SESSION

TOWNSHIP OF WYCKOFF
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TUESDAY, FEBRUARY 21, 2017

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE BUSINESS MEETING
MUNICIPAL COURT ROOM
TUESDAY, FEBRUARY 21, 2017 - 8:00 PM

1. Regular Meeting of the Wyckoff Township Committee called to order by Mayor Rudolf E. Boonstra
2. Flag Salute
3. Invocation will be given by Reverend Christopher Jacobsen from Abundant Life Church
4. Reading of the "Open Public Meetings Act" statement by Mrs. Santimauro
5. Roll call of the Township Committee
6. Meeting open for public comment on any item on or off the Agenda; five (5) minutes per speaker
7. Approval of the following Township Committee meeting minutes: Township Committee Regular Work Session and Regular Business Meeting Minutes from February 7, 2017.

MOTION: CAROLAN SECOND MADIGAN
CAROLAN YES MADIGAN YES SCANLAN ABSENT SHANLEY YES
BOONSTRA 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):

- #17-116 Establish March as Developmental Disabilities Awareness Month
- #17-117 Payment of Bills
- #17-118 Refund tax overpayments, escrow fees, etc.
- #17-119 Authorize Redemption of Tax Sale Certificate #15-00004 Block 238 Lot 4
- #17-120 Refund Driveway/Landscape Bonds – 768 Charnwood Dr.
- #17-121 Refund Two (2) Year Maintenance Guarantee – 470 Ackerson Avenue
- #17-122 Authorize Recycling Tonnage Grant Application
- #17-123 Certify Solid Waste Expenditures for 2016
- #17-124 Resolution Authorizing Deposition of Found Property as Recyclables
- #17-125 Authorization to Apply for Sustainable Jersey Grant Program
- #17-C5 Closed Session - NJSA 10:4-12b(7) – Litigation

Following is the vote on the Consent Agenda:

MOTION: CAROLAN SECOND MADIGAN
CAROLAN YES MADIGAN YES SCANLAN ABSENT SHANLEY YES
BOONSTRA YES

II Adjourn

PAYMENT OF CLAIMS MAY BE PAID AT ALL TOWNSHIP COMMITTEE WORK SESSION MEETINGS AND ALL TOWNSHIP COMMITTEE REGULAR

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

FORMAL ACTION MAY BE TAKEN DURING THIS MEETING

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 given by Reverend Christopher Jacobsen from Abundant Life Church

Attendance

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

Committeeman Absent: Brian D. Scanlan

Staff Present: Township Administrator Robert J. Shannon, Joyce C. Santimauro, Municipal Clerk and Township Attorney Robert Landel.

Open Public Meeting Act Statement

Municipal Clerk Santimauro read the "Open Public Meeting Act" Statement: "This regular meeting of the Township Committee of the Township of Wyckoff is now in session. In accordance with the provisions of Section 8 of the Open Public Meetings Act, I wish to advise that notice of this meeting has been posted in the lower level of the Memorial Town Hall and that a copy of the schedule of meetings has also been filed with the Township Clerk, and copies of this agenda and the annual notice of meetings, of which this is a part, have been heretofore sent to the Ridgewood News, The Record, and The North Jersey Herald and News all papers with general circulation throughout the Township of Wyckoff. At least 48 hours prior to this meeting the Agenda thereof was similarly posted, filed and mailed to said newspapers."

Meeting Open for Public Comment

The Township Committee voted unanimously to open the public portion of the meeting.

No one came forward to speak.

The Township Committee voted unanimously to close the public portion of the meeting.

Approval of the following Township Committee meeting minutes:
Township Committee Regular Work Session and Regular Business Meeting
Minutes from February 7, 2017.

MOTION: CAROLAN SECOND MADIGAN
CAROLAN YES MADIGAN YES SCANLAN ABSENT SHANLEY YES
BOONSTRA YES

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):

#17-116 Establish March as Developmental Disabilities Awareness Month

WHEREAS, intellectual and developmental disabilities are conditions which affect more than 7 million Americans and their families; and,

WHEREAS, individuals with developmental disabilities, their families, friends, neighbors and co-workers encourage everyone to focus on the abilities of all people; and,

WHEREAS, public awareness and education enhance a community's understanding of the issues affecting people with intellectual and developmental disabilities; and,

WHEREAS, people with intellectual and developmental disabilities can be vital and vibrant members of our communities, improving the quality of life for all of us; and,

WHEREAS, policies must be developed, attitudes shaped and opportunities offered for citizens with developmental disabilities to live as independently and productively as possible in our community; and,

WHEREAS, we encourage all citizens to support opportunities for people with disabilities that include full access to education, housing, employment and recreational activities.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that the Month of March 2017 be designated as Developmental Disabilities Awareness Month, and the Township Committee encourages its residents and all citizens to offer full support to efforts that assist people with developmental disabilities to make choices that enable them to live successful lives and realize their potential.

#17-117 Payment of Bills

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

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

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

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

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

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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. 15721 – 15749 Payroll A/C, Direct Deposit Vouchers no. 7078 - 7150, Library Payroll check nos. 1291 - 1294, Library Direct Deposit Vouchers no. 2677 - 2704, Claims Wire nos. 170204, 170205 & 170206, check nos. 1001, 1002 & 1003 Accutrack A/C, Claims check nos. 075847 - 075921 and Voided Claims check no. 075846.

#17-118 Refund tax overpayments, escrow 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:

BOARD OF ADJUSTMENT:

Bradley & Regan Finkle, 215 East 68th Street, Apt. 8U, New York, 10065 –
Return of Escrow – Block 423/Lot 12 – 799 Birchwood Drive - \$460.04

BUILDING DEPT.:

Solar City, One Chapter Road, Unit 4, Pine Brook, New Jersey 07058 – Refund of cancelled Permit #16-0102 – Block 340/Lot 34.01 – 501 Russell Avenue - \$560.00

RECREATION:

Nancy Foulke, 577 Eder Avenue, Wyckoff, New Jersey 07481 – Roller Hockey Refund – 75.00

Rosanna Young, 38 Knollwood Road, Upper Saddle River, New Jersey 07458 – Baseball Refund - \$65.00

#17-119 Authorize Redemption of Tax Sale Certificate #15-00004 Block 238 Lot 4

WHEREAS, the Tax Collector of the Township of Wyckoff has previously determined that there was due and owing to the Township of Wyckoff outstanding tax and interest for tax year 2014 on Block 238 /Lot 4, aka 239 Morse Avenue, within the Township of Wyckoff, County of Bergen, State of New Jersey; in the amount of \$2,835.27 and;

WHEREAS, on the 23th day of October 2015, the Township of Wyckoff executed a "Certificate of Sale of Unpaid Municipal Liens" numbered 15-00004, hereinafter referred to as a Tax Sale Certificate on the above-described property in the amount above-recited; and,

WHEREAS, said Tax Sale Certificate was purchased by US Bank, Cust. PROCAP 4 & CRDTRS, 50 South 16th Street, Suite 2050, Philadelphia, PA 19102-2513; and,

WHEREAS, subsequent to the execution and filing of said Tax Sale Certificate and prior to the commencement of foreclosure proceedings against the property owner's right to redemption of said Tax Sale Certificate, the mortgagor has paid to the Tax Collector of the Township of Wyckoff any and all charges deemed due and owing on the above-described property and the property owner is therefore entitled to a redemption of said Tax Sale Certificate pursuant to N.J.S.A. 54:5-55.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Wyckoff, that the Tax Collector be, and the same is hereby authorized and directed to cancel and endorse Tax Sale Certificate 15-00004 for redemption as of March 7, 2017 and make refund in the amount of \$2,835.27 being lien amount of \$533.51, subsequent taxes, and interest in the amount of

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\$1,046.76 recording fees in the amount of \$55.00 and a premium of \$1,200.00 to US Bank, Cust. PROCAP 4 & CRDTRS and deliver said Tax Sale Certificate to the mortgagor for cancellation with the County Clerk in accordance with N.J.S.A. 54:5-55.

#17-120 Refund Driveway/Landscape Bonds – 768 Charnwood Dr.

WHEREAS, Mrs. B. Nylund, 768 Charnwood Drive Block 421.01 Lot 49, deposited a \$1,000.00 driveway bond and \$200.00 landscape bond with the Municipal Clerk in 2001; and,

WHEREAS, in a letter dated January 24, 2017 Mrs. B. Nylund has requested the release of the landscape and driveway bonds; and,

WHEREAS, the Township Engineer Mark DiGennaro has recommended the refund of the driveway and landscape bonds; and,

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

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Wyckoff, County of Bergen and State of New Jersey that they hereby concur with the recommendation of the Township Engineer to refund the \$1,000.00 driveway bond and \$200.00 landscape bond to Mrs. B. Nylund.

BE IT FURTHER RESOLVED, that the Municipal Clerk shall forward a copy of this resolution to the Township Engineer and Mrs. B. Nylund, 556 Colonial Road, Unit 305, Franklin Lakes, NJ 07417.

**#17-121 Refund Two (2) Year Maintenance Guarantee-
470 Ackerson Ave**

WHEREAS, Mr. Arthur Messineo, ACM Custom Homes, for a street opening permit for a sewer extension at 470 Ackerson Avenue deposited \$12,000.00 as a performance cash bond & \$300.00 for professional escrow with the Township Clerk; and,

WHEREAS, Township of Wyckoff Resolution #15-218 dated August 18, 2015 authorized the following:

<u>Release</u>	<u>Retain</u>
\$10,500.00 Performance Cash	\$1,500.00 Two Year Maintenance Guarantee

WHEREAS, in a letter dated February 8, 2017 Mr. Arthur Messineo has requested the release of the \$1,500.00 two (2) year Maintenance Bond.

WHEREAS, the Township Engineer Mark DiGennaro in a notation date February 14, 2017 is recommending the release of the \$1,500.00 Two (2) Year Maintenance Guarantee; and,

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

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Wyckoff, County of Bergen and State of New Jersey that they hereby concur with the recommendation of the Township Engineer to release the \$1,500.00 Two (2) Year Maintenance Guarantee to Mr. Arthur Messineo.

BE IT FURTHER RESOLVED, that the Municipal Clerk shall forward a copy of this resolution to the Township Engineer and to Mr. Arthur Messineo, ACM Custom Homes, 560 Robin Place, Wyckoff, NJ 07481.

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#17-122 Authorize Recycling Tonnage Grant Application

WHEREAS, the Mandatory Source Separation and Recycling Act, P.L. 1987, c.102, has established a recycling fund from which tonnage grant may be made to municipalities in order to encourage local source separation and recycling programs; and,

WHEREAS, it is the intent and the spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue and to expand existing programs; and,

WHEREAS, the New Jersey Department of Environmental Protection has promulgated recycling regulations to implement the Mandatory Source Separation and Recycling Act; and

WHEREAS, the recycling regulations impose on municipalities certain requirements as a condition for applying for tonnage grants, including but not limited to, making and keeping accurate, verifiable records of materials collected and claimed by the municipality; and,

WHEREAS, a resolution authorizing this municipality to apply for the 2016 Recycling Tonnage Grant will memorialize the commitment of this municipality to recycling and to indicate the assent of the Township of Wyckoff to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations; and,

WHEREAS, such a resolution should designate the individual authorized to ensure the application is properly completed and timely filed.

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Wyckoff that the Township of Wyckoff hereby endorses the submission of the recycling tonnage grant application to the New Jersey Department of Environmental Protection and designates Scott Fisher, Township Certified Recycling Professional, to ensure that the application is properly filed; and,

BE IT FURTHER RESOLVED that the monies received from the recycling tonnage grant be deposited in a dedicated recycling trust fund to be used solely for the purposes of recycling.

#17-123 Certify Solid Waste Expenditures for 2016

Tax Identification Statement

WHEREAS, The Recycling Enhancement Act, P.L. 2007, Chapter 311, has established a recycling fund from which tonnage grants may be made to municipalities in order to encourage local source separation and recycling programs; and

WHEREAS, There is levied upon the owner or operator of every solid waste facility (with certain exceptions) a recycling tax of \$3.00 per ton on all solid waste accepted for disposal or transfer at the solid waste facility; and

WHEREAS, Whenever a municipality operates a municipal service system for solid waste collection, or provides for regular solid waste collection service under a contract awarded pursuant to the "Local Public Contracts Law", the amount of grant monies received by the municipality shall not be less than the annual amount of recycling tax paid by the municipality expect that all grant monies received by the municipality shall be expended only for its recycling program; and

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WHEREAS, The recycling tax of \$3.00 per ton was effective in 2008, and was in effect for calendar year 2016.

NOW THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Wyckoff, that Robert J. Shannon, Jr., Township Administrator, hereby certifies a submission of expenditure for taxes paid pursuant to P.L. 2007, chapter 311, in 2016 in the amount of \$16,226.67. Documentation supporting this submission is available at the office of the Wyckoff Chief Financial Officer, 340 Franklin Avenue, Wyckoff, NJ 07481 and shall be maintained for no less than five years from this date.

Tax Identification Statement certified
by: _____

Name of Official: Robert J. Shannon, Jr.

Title of Official: Township Administrator

Date: February 17, 2017

**#17-124 Resolution Authorizing Deposition of Found Property as
Recyclables**

WHEREAS, the Township of Wyckoff has received a report from Police Sgt. Michael Ragucci indicating that found property consisting of 32 old and damaged bicycles and one motorized scooter (which is not legal in NJ) have been stored for six (6) months or more and are in the Township's found property storage shed; and

WHEREAS, the Police Department has recommended disposal of the old and damaged bicycles in the scrap metal recycling container to allow the Township to earn extra revenue; and

WHEREAS, the estimated value of the bicycles is significantly less than one third of the bid threshold and a safety concern exists if the Township were to auction the bicycles as to the safety of the children who may ride them; and

WHEREAS, the cost to advertise, prepare for an auction and to staff and conduct the auction will greatly exceed the estimated revenue that could be received at an auction; and

WHEREAS, N.J.S.A. 40A:11-36 (6) allows for a private sale when the value is less than the bid threshold and the staff believes transferring the 32 old and damaged bicycles and the motor scooter to the scrap metal container will provide the Township the greatest revenue and avoid the costs required for conducting an auction.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Wyckoff, County of Bergen, and State of New Jersey that the Purchasing Agent and the Chief of Police are authorized to transfer the 32 old and damaged bicycles and one motor scooter to the scrap metal container located in the Wyckoff Recycling and Conservation Center.

BE IT FURTHER RESOLVED that a memo will be provided to the Township Committee confirming the completion of this authorization.

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#17-125 Authorization to apply for Sustainable Jersey Grant Program

WHEREAS, the Township of Wyckoff has been awarded the Silver Level in the Sustainable Jersey Program; and,

WHEREAS, the Wyckoff Governing Body has authorized and continues to authorize the Township of Wyckoff's participation in the Sustainable Jersey program; and

WHEREAS, the Township of Wyckoff has an active Green Team chaired by Peter Wiederhold; and

WHEREAS, a sustainable community seeks to optimize quality of life for its residents by ensuring that its environmental, economic and social objectives are balanced and mutually supportive; and

WHEREAS, the Township of Wyckoff strives to save tax dollars, assure clean land, air and water, improve working and living environments; and

WHEREAS, one of the purposes of the Sustainable Jersey Program is to provide resources to municipalities to make progress on sustainability issues, and they have created a grant program called Sustainability Small Grants Program.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey, that the Township of Wyckoff shall apply for a \$20,000 Sustainability Jersey Grant; and,

BE IT FURTHER RESOLVED, that the Township Committee of the Township of Wyckoff authorizes the submission of the aforementioned Sustainable Jersey Grant.

Following is the vote on the Consent Agenda:

MOTION: _____ CAROLAN _____ SECOND _____ MADIGAN _____
CAROLAN YES MADIGAN YES SCANLAN ABSENT SHANLEY YES
BOONSTRA YES

II Meeting adjourned 8:08 p.m.

Rudolf E. Boonstra
Mayor

Joyce C. Santimauro
Municipal Clerk