

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MARCH 7, 2017**

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE WORK SESSION MEETING
MUNICIPAL COURT ROOM
TUESDAY, MARCH 7, 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

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TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE BUSINESS MEETING
MUNICIPAL COURT ROOM
TUESDAY, MARCH 7, 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 Pastor Fred Provencher from Cornerstone Christian 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 21, 2017

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

- #17-126 Alcohol Awareness Month
- #17-127 Payment of Bills
- #17-128 Return of Certain Overpaid Taxes, Escrows, etc.
- #17-129 Resolution Supporting A-4234
- #17-130 Award Contract for Lacrosse Camp
- #17-131 Authorize 2016 LOSAP Qualifying Participants
- #17-132 Authorize PSEG to Perform Gas Main Replacement & Road Restoration
- #17-133 Municipal Vehicle Use Policy
- #17-C6 Closed Session - NJSA 10:4-12b(7) – Affordable Housing Litigation

II Motion

- a. Sewer extension/connection at 458 Welsh Lane Block 453 Lot 2 in conformance with requirements of Township Engineer

Following is the vote on the Consent Agenda:

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

III Adjourn

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

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
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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 Mr. Timothy Buckman.

Invocation

The Invocation was given by Pastor Fred Provencher from Cornerstone Christian Church

Attendance

Township Committee Present: Mayor Rudolf E. Boonstra; Committee Present: John A. Carolan, Brian D. Scanlan, and Timothy E. Shanley

Committeeman Absent: Thomas J. Madigan 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.

Mr. Jim Savage, 448D Bromley Place. Mr. Savage said he is President of the Spring Meadow Condominium Association and was speaking on behalf of the Spring Meadow residents. Mr. Savage referenced the Township Committee's discussion from earlier this evening about PSE&G's gas main replacement project and reminded the committee that Spring Meadow has private roads. Mayor Boonstra told Mr. Savage that the PSE&G gas main project replacement would not impact Spring Meadow Road in 2017.

Mr. Ken Porro, 15 Pace Drive. Mr. Porro said that on Pace Drive there is some cracking in the macadam and requested that the cracks be filled by the Department of Public Works.

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 21, 2017

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

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

I Resolutions (Adoption of the following):

#17-126 Alcohol Awareness Month

WHEREAS, alcohol is a primary factor in the four leading causes of death for young person's ages 10-21; and,

WHEREAS, almost 100,000 persons die each year from alcohol-related causes: drinking and driving crashes, other accidents, falls, fires, alcohol-related homicides and suicide; and,

WHEREAS, approximately 15 million current drinkers in the United States are dependent on alcohol; and,

WHEREAS, adolescents use alcohol more than tobacco or illicit drugs; and,

WHEREAS, young people begin drinking, on average, at 13.1 years of age; and,

WHEREAS, young people who begin drinking before age 15 are four times more likely to develop alcohol dependence than those who begin drinking at age 21; and,

WHEREAS, alcohol is involved in fifty percent of criminal assault, traffic, theft, fraud, vandalism and sex crime cases in the juvenile justice system. Older friends and siblings are the primary source by which underage youth obtain alcohol. Providing alcohol to minors is against the law, and that together we should work to keep it out of their hands; and,

WHEREAS, it is imperative that we join with others in advancing efforts to strengthen the enforcement of our underage drinking laws, and build partnerships among local agencies, elected officials, law enforcement, businesses, schools, and communities to prevent underage drinking and alcoholism.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that we, the Wyckoff Township Committee join the National Council on Alcoholism and Drug Dependence, Inc, (NCADD) and The New Jersey Division of Alcohol Beverage Control and do hereby proclaim that April 2017 is Alcohol Awareness Month in Wyckoff, New Jersey.

#17-127 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,

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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; 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. 15750 – 15785 Payroll A/C, Direct Deposit Vouchers no. 7158 - 7212, Library Payroll check nos. 1295 - 1298, Library Direct Deposit Vouchers no. 2709 - 2739, Claims Wire nos. 170301, 170302 & 170303, check no. 1004 Accutrack A/C, Claims check nos. 075923 – 076017, Trs. Dog Trust - \$937.00 and Voided Claims check no. 075922.

#17-128 Return of Certain Overpaid Taxes, Escrows, etc.

BE IT RESOLVED, by the Township Committee of the Township of Wyckoff that the Treasurer is hereby authorized and directed to return certain monies as follows:

TAX REFUND:

Ocwen Loan Servicing, LLC, 1661 Worthington Road, Ste. 100, West Palm Beach, FL 33409 – Refund of 1st quarter 2017 tax overpayment – Block 511/Lot 18 – 506 Spencer Drive - \$2,555.14

Citimortgage, Inc., P.O. Box 23689, Rochester, NY 14692 – Refund of 4th quarter 2016 tax overpayment – Block 217.01/Lot 54.03 – 124 Frost Court - \$2,969.19

Spioti & Esposito, PC, 271 US Highway 46, Suite F105-106, Fairfield, New Jersey 07004 – State Tax Court Judgements – See attached list - \$17,588.95

Mary McNerney, 429B Bromley Place, Wyckoff, New Jersey 07481 – Refund of tax deduction allowed for 2016 as per Tax Assessor – Block 202/Lot 73.01 – C4292 - \$250.00

RECREATION:

Michelle Begina, 240 Wyckoff Avenue, Wyckoff, New Jersey 07481 – Lacrosse Refund - \$85.00

#17-129 Resolution Supporting A-4234

WHEREAS, almost all local units of government and Boards of Education in New Jersey secure insurance through governmental entities known as joint insurance funds (hereinafter JIFs): and,

WHEREAS, existing law limits JIFs to investments otherwise authorized for local governmental entities and Boards of Education; and,

WHEREAS, existing law greatly limits the potential investment earnings, currently less than 1% on investments of approximately \$1 billion; and,

WHEREAS, S-2663 and A-4234 would permit JIFs to invest in debt obligations of any governmental entity established under the laws of the State of New Jersey; and,

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WHEREAS, while the range of investments permitted by A-4234 is still very conservative, it would save the taxpayers at least \$10 million per year; and,

WHEREAS, A-4234 would also reduce interest expense for local units of government and boards of education by creating an additional purchaser of their bonds; and,

WHEREAS, A-4234 would also permit JIFs to join together and create a joint investment and cash management program further increasing investment income; and,

WHEREAS, the Senate companion bill, S-2663 has already been adopted.

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

1. The legislature is urged to adopt A-4234,
2. A copy of this resolution shall be sent to the Assembly Speaker and the legislative delegation in the 40th district, as well as the Governor, Commissioner of the Department of Banking and Insurance and the Commissioner of the Department of Community Affairs.

#17-130 Award Contract for Lacrosse Camp

WHEREAS, the Recreation Director has determined it is more cost effective to contract out for the provision of a summer camp recreation skill development programs rather than performing this service with municipally hired staffing; and,

WHEREAS, the Township Committee approved the specifications and authorized bidding via resolution #17-111; and,

WHEREAS, the Township Committee adopted Resolution #17-110 invoking concession bidding; and,

WHEREAS, a legal advertisement was published in the February 10, 2017 issue of the Ridgewood News; and,

WHEREAS, a notice of bid package availability was posted on the Township's official website, www.wyckoff-nj.com at Bids and Jobs Quick Link easily accessed from the Home Page on February 10, 2017; and,

WHEREAS, bid packages were provided free of charge to encourage competitive bidding; and,

WHEREAS, on February 28, 2017 at 11:00 a.m. the following bid was publicly opened and read aloud:

Bidder

Thomas Albano
689 Plum Terrace
Mahwah, NJ 07430

\$25.00 per player paid to the
Township in 2017 and 2018

WHEREAS, attached please find a recommendation from the Recreation Director for award of this contract to Thomas Albano; and,

WHEREAS, a certificate of available funds is not required since the bidder is paying the Township for the use of Township facilities to provide this summer camp; and,

WHEREAS, the Township Administrator and Township Attorney have reviewed this procurement and concur with the recommendation.

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NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Town of Wyckoff that a contract is hereby awarded to Thomas Albano, 689 Plum Terrace, Mahwah, NJ 07430 for years 2017 and 2018 in accordance with the specifications and for the payment of \$25.00 per player to the Township of Wyckoff.

BE IT FURTHER RESOLVED, that in accordance with the local public contract law as amended this contract may be extended for two one year periods or one two year period if recommended by the Recreation Director and approved by the Township Committee for year 2019 and 2020.

#17-131 Authorize 2016 LOSAP Qualifying Participants

WHEREAS, NJSA 5:30 et seq. allows municipalities to create a length of service program for volunteer fire and first aid organizations; and,

WHEREAS, Township of Wyckoff Ordinance #1328 was adopted on August 31, 1999 establishing the Township of Wyckoff Length of Service Award Program; and,

WHEREAS, on November 2, 1999, a referendum to establish a Length of Service Award Program was approved by the voters of the Township of Wyckoff; and,

WHEREAS, a Length of Service Award Program (LOSAP) was established to provide an inducement to obtain volunteers and to retain volunteers by establishing a tax-deferred income benefits to active volunteer members of the Township of Wyckoff's Volunteer Fire Department and Volunteer Ambulance Corp.; and,

WHEREAS, the 2016 year of active emergency service has been completed and all qualifying volunteer fire department and first aid participants has been calculated in accordance with NJSA 5:30 et seq.; and,

WHEREAS, the Chief of the Volunteer Fire Department and the Captain of the Volunteer Ambulance Corp have certified that the volunteers on the attached roster have satisfied the minimum requirements of participation established by the Township of Wyckoff LOSAP on a consistent and uniform basis; and,

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Wyckoff approves the 2016 Qualifying Volunteer Fire Department and First Aid Squad roster as attached; and,

BE IT FURTHER RESOLVED the Township Committee of the Township of Wyckoff hereby requests this resolution and attachment be posted at the Municipal Clerk's Office, each Volunteer Fire Company and the Volunteer Ambulance Corps Building for 30 days; and,

BE IT FURTHER RESOLVED the payment of LOSAP shall be authorized on a future payment of claims resolution; and,

#17-132 Authorize PSEG to Perform Gas Main Replacement & Road Restoration

WHEREAS, PSEG representatives have met with representatives of the Township on March 2, 2017; and,

WHEREAS, PSEG has identified sections of three (3) roads in the Township which require existing gas main removals and replacement with gas system modernization materials; and,

WHEREAS, this work on sections of Woodland Avenue, Many Ann Lane and Vasser Street will require coordination with homeowners to modernize the gas connections to their homes; and,

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WHEREAS, PSEG has requested relief from the existing working hours for utilities of 7:00am to 4:00pm to 7:00am to 6:00pm to accommodate property owners who may not be available during the day, however may be available at the end of the day and for permission to work on Saturdays for the same reason; and,

WHEREAS, PSEG has proposed to restore the areas of road they disturb with curb to curb paving on Woodland Avenue and Vasser Street and six inch base asphalt fill to grade in new pipe trenches on Mary Ann Lane with the understanding PSE&G would not be obligated to pave one (1) lane on Mary Ann Lane; and,

WHEREAS, PSEG has agreed to work with the Township Committee and perform and complete the gas main extension on Woodland Avenue before the start of the recreation summer camp program at the adjacent Memorial Field; and,

WHEREAS, this request has been reviewed by the Chief of Police, Township Engineer and Public Works Manager and they recommend the acceptance of this proposal; and,

NOW THEREFOR BE IT RESOLVED, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that the following is hereby authorized.

1. A road closure as designed and inspected by the Wyckoff Police Department for the duration of the gas main replacement and road restoration for the affected section of Woodland Avenue, Mary Ann Lane and Vasser Street is approved.

2. PSEG may work Monday thru Saturday and start at 7:00am to 6:00pm to perform and complete this work to accommodate the adjacent homeowners and for safe road restoration at the end of each work day.

3. The PSEG proposal to ; 1) pave the affected section of Woodland Avenue and Vasser Street curb to curb after a period of trench settlement is approved 2) restore all new gas trenches with six inch base asphalt to grade on Mary Ann Lane and PSEG would have no further responsibility for this section of Mary Ann Lane impacted by this gas main replacement project.

4. PSEG shall comply and perform all work in accordance with the Township of Wyckoff code sections 165-21 A, B, C, D, F, I J, K L, M, N and O.

BE IT FURTHER RESOLVED, that the Municipal Clerk shall provide a certified copy of this resolution to PSEG Project Manager, Police Chief, Public Works Manager and Township Engineer.

#17-133 Municipal Vehicle Use Policy

WHEREAS, this resolution modifies the policy adopted via Resolution #17-86; and,

WHEREAS, the Township Committee developed this policy to provide safe operations of municipal vehicles.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey, that the attached Vehicle Use Policy is established.

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**#17-C6 Closed Session – NJSA 10:4-12b(7) – Affordable Housing
Litigation**

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

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

WHEREAS, it was necessary for the Township Committee of the Township of Wyckoff to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12b (7) and designated below:

NJSA 10:4-12b(7) - Affordable Housing Litigation

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey assembled in public session on March 7, 2017, hereby authorize, that an Executive Session closed to the public shall be conducted on March 7, 2017, in the Town Hall, 340 Franklin Avenue, Wyckoff, New Jersey 07481, for the discussion of matters relating to the specific items designated above.

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

II Motion

- a. Sewer extension/connection at 458 Welsh Lane Block 453 Lot 2 in conformance with requirements of Township Engineer

Following is the vote on the Consent Agenda:

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

III Meeting adjourned 8:08 p.m.

Rudolf E. Boonstra
Mayor

Joyce C. Santimauro
Municipal Clerk

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