

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE OPEN WORK SESSION MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, FEBRUARY 7, 2017 – 7:30 P.M.**

Mayor Rudolf E. Boonstra opened the Work Session Meeting at 7:30 p.m. in the second floor municipal court room.

Municipal Clerk Santimauro 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 and 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 mailed to said newspapers."

Present: Mayor Rudolf E. Boonstra, Committeemen Thomas J. Madigan, Brian D. Scanlan, John A. Carolan and Timothy E. Shanley

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

Mayor Boonstra opened the meeting for the ten (10) minute total public comment period for any item on or off the Agenda, two (2) minutes per speaker, with a motion from Committeeman Carolan, seconded by Committeeman Scanlan.

There was no public comment.

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

Mayor Boonstra advised that the Finance Committee has reviewed and signed vouchers.

Township Committee Report:

Timothy E. Shanley:

1. Mr. Shanley attended the January Zoning Board of Adjustment Meeting at which time Erik Ruebenacker was selected Chair and Carl Fry, Vice Chair.
2. Mr. Shanley thanked the Recreation Advisory Board for participating in the Knights of Columbus Free Throw Shooting Contest for children ages seven (7) to fourteen (14).
3. Mr. Shanley commended the police department with crowd control regarding the assistance provided at the January 21, 2017 march in front of Town Hall.

Thomas Madigan:

1. Mr. Madigan attended the Special Planning Board Meeting on Tuesday, January 31, 2017.
2. Mr. Madigan was present at the January Police Committee Meeting.
3. Mr. Madigan will attend the Wyckoff Volunteer Fire Department's "Comedy Night" Fundraiser at the Wyckoff Family YMCA on Friday, February 10, 2017.

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Brian Scanlan:

1. Mr. Scanlan reported that he, Committeeman Carolan and Shanley attended the rally in front of Wyckoff Town Hall supporting tolerance, equality and respect.
2. Mr. Scanlan attended the wake for Retired Police Sergeant Lynn LeRoy.
3. Mr. Scanlan has completed the Elected Official JIF Training Seminar in Old Tappan earning the Township a \$250 credit on this year's JIF bill.
4. The Town Hall and Library Employees wore red on Friday, February 3, 2017 in observance of "**National Wear Red Day.**" to raise awareness of women's heart health. The employees' picture is depicted on the Bergen County Department of Health's website.
5. The Wyckoff Board of Health Meeting, scheduled for Thursday, February 9, 2017 will consider amending fees and protecting trees during septic work. Mr. Scanlan thanked Committeeman Carolan, Mark DiGennaro, Robert Landel and Bob Shannon for their significant input.
6. Mr. Scanlan commented that he was delighted to see former Wyckoff resident Chris Hogan obtain a Super Bowl Ring in Super Bowl LI on Sunday, February 4, 2017. As a youngster, Chris played recreational sports at the Memorial Field Complex and he truly is an inspiration to all Wyckoff youths.

John Carolan:

1. Taking advantage of the unseasonal good weather, the DPW performed various cleanups at the Zabriskie Pond Park, Wyckoff Community Park, Russell Farms Community Park, traffic islands, clearing catch basins, clearing brooks and pothole patrol. Mr. Carolan thanked the DPW Staff for the excellent job performance.
2. On Tuesday, January 21, 2017 Mr. Carolan attended the Wyckoff Volunteer Fire Department "networking event" with officers from all mutual aid communities as part of building comradery between the Wyckoff fire officers and officers from surrounding municipalities that are relied upon for mutual aid assistance.
3. Mr. Carolan attended retire Police Officer LeRoy's wake and thanked the Wyckoff Police Department for their attendance.
4. The Township DPW was able to obtain a 30,000 kilowatt emergency generator at no cost under the Federal Surplus 1033 Program. Mr. Carolan thanked Scot Fisher, Police Chief Murphy and Officer Ferreira for their assistance. The emergency generator will provide electric service to the DPW facilities during periods of power outages.
5. This evening, the Wyckoff Board of Education will present a program entitled "Cyber Bullying."
6. The Wyckoff K-8 Education Foundation will sponsor a social event on Friday, March 24, 2017 with all proceeds to benefit the Stem Laboratory.
7. Mr. Carolan thanked Township Attorney Landel, Administrator Shannon and Township Engineer DiGennaro for their extreme attention to detail to craft the ordinance to protect trees during a septic system project.

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Mayor Boonstra:

1. The Wyckoff Volunteer Fire Department has a new color copier/scanner obtained from the Federal Surplus 1033 Program at no cost.
2. On Thursday, January 19, 2017 Mayor Boonstra was the guest speaker at the Wyckoff Chamber of Commerce Monthly Meeting. Assemblyman Rooney, Committeeman Madigan and Administrator Shannon were in attendance.
3. On Friday, January 20, 2017 a meeting was conducted with Tom Taranto regarding the support of housing for individuals with developmental disabilities at 370 Clinton Avenue. The focus of the meeting was to discuss the availability of State funding for property acquisition and construction.
4. Mayor Boonstra attended the Women for Progress Rally on Saturday, January 21, 2017 in front of Town Hall.
5. Mayor Boonstra participated in a Ribbon Cutting Ceremony on Tuesday, January 24, 2017 at the Nicole Dance Studio located in the old bowling alley building on Franklin Avenue.
6. Mayor Boonstra attended the Wyckoff Family YMCA Annual Meeting on Thursday, January 26, 2017 and administered the oath of office to new and existing board members.
7. Also on January 26, 2017, Mayor Boonstra attended a Public Policy Meeting.
8. On Friday afternoon, January 27, 2017 Mayor Boonstra performed a wedding ceremony in Town Hall.
9. Representatives from the Spring Meadow Condominium Association met with Mayor Boonstra, Committeeman Madigan, Scott Fisher, Police Chief Murphy, Joy Vottero, Joyce Kwiatkowski and Bob Shannon to possibly shield light fixtures and screening at the last condominium.
9. Mayor Boonstra attended a meeting with Wendy Coffey and a Bergen County representative regarding the Mayors Wellness Campaign.
10. On Tuesday, January 31, 2017 Mayor Boonstra attended a Special Meeting of the Planning Board concerning the subdivision application on Smith Place. At this meeting, the applicant's planner submitted testimony. On Tuesday, February 14, 2017 this special meeting will include the Township Planner's testimony.
11. On Thursday, February 2, 2017 Mayor Boonstra attended a Public Policy Subcommittee Meeting.
12. On Friday, February 3, 2017 Mayor Boonstra attended a breakfast meeting at the Wayne Diner sponsored by the District 40 Legislators. The New Jersey Attorney General was present and spoke about the opioid epidemic in the State of New Jersey.
13. Mayor Boonstra attended a meeting with area mayors on Saturday, February 4, 2017 hosted by Congressman Josh Gottheimer.

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14. Last evening, Mayor Boonstra attended the wake for retired Police Sergeant Lynn LeRoy who served the community for twenty-six (26) years. Mr. LeRoy was also a life member of the Wyckoff Volunteer Fire Department, a U.S. Army veteran and a nice gentleman. Mr. LeRoy's son, Curt is the Fire Chief in the Borough of Oakland.
15. Mayor Boonstra invited all to attend the fire department fundraiser at the Wyckoff Family YMCA on Friday, February 10, 2017.

Administrator Report:

1. The 8:00 p.m. Agenda includes a number of cost avoidance actions of note:
 - a.) A resolution approves a shared service for a mandated Board of Health core duty – the Well Baby Clinic. The Township participates in a shared service with the Borough of Waldwick.
 - b.) A resolution to authorize a shared service with the Borough of Oakland and the Borough of Franklin Lakes for a back-up Court Administrator. This is a requirement to comply with a directive from the administrative office of the court.
 - c.) A resolution to award a two (2) year contract to Valley Health Medical Group to provide respiratory testing to volunteer firefighters to satisfy a federally imposed unfunded mandate.
 - d.) A resolution to authorize bidding and approve bid specifications for a Summer skilled development camp for youth lacrosse.
2. The Federal Fire Emergency Response Grant, due on Friday, February 10, 2017 was filed and an acknowledgement was received from the federal government indicating that the grant application was complete and received.
3. Changes have been made to the Instructions for Planning Board and Zoning Board Applications. These changes have been recommended by the Township Engineer to assist residents with a smooth application process and avoid delays. The new instructions are provided to applicants and posted at the appropriate location on our website.
4. As part of the Township's voluntary (not mandated) efforts to continue transparency actions, the Annual Financial Statement and the Annual Debt Statement were posted on the Township's website easily accessed from the quick link – "Municipal Records" from the home page. The Township's Chief Financial Officer completed both core requirements ahead of the State mandated compliance date.
5. "201 Magazine," which reports on activities in the thirteen (13) Town Northwest Bergen County area rated Wyckoff's Memorial Day Parade the best tribute to fallen men and women who served in the U.S. Armed Forces. The magazine also rated the Wyckoff Volunteer Fire Department's Labor Day Fireworks Show as the Best Fireworks.
6. On Friday, January 20, 2017 a rabid cat was found on Main Street. The Township utilized its Facebook, Twitter and webpage to disseminate a bulletin urging caution to our residents and citizens. The Township's Certified Health Officer recommended a broad circulation of the bulletin.

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7. Ms. Krista Hussey is working on modifying the Wyckoff website for ADA regulations widely anticipated to be law in January 2018.
8. A project team is working on the work requested in anticipation of the 2020 Federal Census.
9. A project team is working on the Spring 2017 Newsletter.
10. Scott Fisher, the Township's Recycling Coordinator, with assistance from Ms. Tafate and Ms. Piskadlo are working on the voluminous Recycling Tonnage Report. The completion of this report is an unfunded mandate from the State of New Jersey.
11. The process of development of the Municipal Budget continues. The Finance Committee, consisting of Mr. Carolan, Mr. Madigan, CFO McLeod and the Administrator continue their efforts. Resources are limited and needs are many, requiring decisions among many valid projects, such as capital rolling stock replacements, search and rescue equipment for the fire department, infrastructure needs and road resurfacing all compete for limited funds. The use of grant opportunities to lessen the need on tax dollars continues.
12. A JIF Elected Officials Training Session is scheduled for Tuesday, February 28, 2017 in the Wyckoff Municipal Court Room at 7:00 p.m.
13. Mayor Boonstra stated that he and Administrator Shannon will be attending the Northwest Bergen Mayors Meeting this Saturday, February 18, 2017 at 8:00 a.m. at Waldwick Borough Hall. Representatives of the Northwest Bergen County Utilities Authority will be present to provide a program on their efforts to limit the sewer rates.
14. The Administrator stated that he spoke with a volunteer from Partners in Pride (PIPS) (a Wyckoff based non-profit organization dedicated to beautifying public and quasi-public places in Wyckoff). The PIPS provided a proposal to enhance the planted traffic island at the Russell Avenue North Traffic Island on Route 208. A Township Committee consensus existed that the PIPS are a valuable member of the Wyckoff Community. Since the New Jersey Department of Transportation (NJDOT) owns the Route 208 Northbound exit area at Russell Avenue, permission from NJDOT is required however, the Township Committee has no objection. The Township Committee suggested if approved by the NJDOT, the PIPS should be careful, wear their safety vests and alert the police department in advance of the proposed work dates and times.
15. The Administrator reported that the Commodity Resale System that allows the Township to sell the K-8 Board of Education gasoline and ice control materials was renewed. This allows the taxpayers to avoid the cost of funding a salt dome and fuel dispensing system for the K-8 Board of Education.

Township Attorney Report:

1. Mr. Landel crafted an ordinance which amends the septic code to allow for the protection of trees by providing the Township Engineer with greater capabilities to protect trees during septic construction. A second ordinance is under development which addresses work under the three (3) scenarios of construction under a zero percent run-off plan.

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2. Mr. Landel attended a New Jersey League of Municipalities webinar regarding wireless carrier improvements and right of ways (ROW). Mr. Landel suggested the primary focus will be to limit additional utility poles and facilities in the ROW to maintain the aesthetics of our neighborhoods. In many ways, this is a new area and a sample ordinance does not exist to control the quantity and height of utility poles and node boxes. The Township Committee discussed this matter at length and a consensus existed not to provide a “blanket” approval as some municipalities have done. Mr. Landel will request the following; maps, drawings of proposed locations, BPU approvals and certifications and approvals from property owners. Questions of co-locations were asked and avoidance of traditional capacities. It was inquired if land-use board approval will be required due to the “antennae ordinance”? Will copper telephone lines soon be a technology of the past? Is there a difference as to ROW authorization between transporting communication over a copper line and receiving and sending signals from a node? How to encourage competition? Mr. Landel will continue his research and efforts.

Three (3) Boy Scouts from Troop 77 sponsored by Bethany Church were in the audience earning their Citizenship in the Community Merit Badge. Mayor Boonstra and the Township Committee explained how public meetings are conducted and how the Township Committee conducts business.

At 8:30 p.m. the Township Committee recesses the Open Work Session discussion of the Open Public Meeting to enter into Closed Session discussion via Resolution #17-C4.

At 10:05 p.m. the Township Committee reconvenes the Open Work Session discussion of the Open Public Meeting voting as follows:

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

The Open Work Session Meeting adjourned at 10:05 p.m.

Rudolf E. Boonstra
Mayor

Joyce C. Santimauro
Municipal Clerk