

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE SINE DIE MEETING
CONTINUED MEETING OF DECEMBER 15, 2020
MUNICIPAL COURT ROOM
FRIDAY, JANUARY 1, 2021 – 11:30 A.M.

TOWNSHIP OF WYCKOFF
48 HOUR NOTICE

PLEASE TAKE NOTICE, that in accordance with the Open Public Meetings Act NJS10:4-6 et seq., and in consideration of Executive Order #103, issued by Governor Murphy on March 9, 2020, declaring a State of Emergency in the State of New Jersey, the Township Committee of the Township of Wyckoff does hereby notify the public that to protect the health, safety and welfare of our citizens while ensuring the continued functioning of government, this meeting of the Township Committee of the Township of Wyckoff scheduled for 11:30 am, Friday, January 1, 2021 at Wyckoff Town Hall, 340 Franklin Avenue, Wyckoff, NJ 07481 will be live-streamed via the Township of Wyckoff's YouTube channel.

The Township Committee of the Township of Wyckoff will continue its December 15, 2020 8:00 pm Business Meeting to Wednesday, January 1, 2021 at 11:30 am in the Second Floor Court Room at Wyckoff Town Hall, 340 Franklin Avenue, Wyckoff, New Jersey. This meeting known as the Sine Die Meeting will consist of all business items for the end of 2020 that were not completed on December 15, 2020.

These measures are implemented to allow members of the public to observe the meeting via live streaming due to the Covid-19 Public Health Emergency.

This notice and agenda have been posted on the front door of Town Hall (facing Franklin Avenue) and on the Township's home page Wyckoff-nj.com at the Quick Link for "Minutes & Agendas" on Wednesday, December 23, 2020. Please select "Township Committee" and locate the date of the meeting to view documents, such as resolutions and ordinances which would otherwise be 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 Wednesday, December 23, 2020 by 4:30 pm.

To view the Township Committee meeting via live-stream, please access the YouTube link which will be posted on the Wyckoff web site's home page at www.wyckoff-nj.com as a "NEWS" item immediately prior to the commencement of the meeting at approximately, 11:25 am on January 1, 2021.

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

In the event the YouTube platform modifies its connectivity protocols and does not announce these critical changes again in the future, instructions on how to view each meeting via Zoom technology will be posted at the "News" section of the Township's home page, Wyckoff-nj.com before 11:40 am. This second method of is provided to ensure the continuity of government when platforms which the Township does not control establish unannounced changes and will **only** be utilized if it is not possible to conduct the meeting via livestream on YouTube. As a precaution, for this "plan B", the following instructions are provided:

Please locate the link posted on the "News" item announcing the Township Committee meeting on the homepage of our website and use this link for the January 1, 2021 Sine Die Meeting set to begin at 11:30 am.

**TOWNSHIP OF WYCKOFF
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CONTINUED MEETING OF DECEMBER 15, 2020
MUNICIPAL COURT ROOM
FRIDAY, JANUARY 1, 2021 – 11:30 A.M.**

This special meeting of the Wyckoff Township Committee is now in session. In accordance with the Open Public Meetings Act, a 48 hour notice of this meeting has been posted on the bulletin board in Memorial Town Hall; a copy has been filed with the Municipal Clerk, as well as The Record, The Ridgewood News and the North Jersey Herald and News – all newspapers having a general circulation throughout the Township of Wyckoff. At least 48 hours prior to this meeting, the Agenda thereof was similarly posted, filed and emailed to said newspapers. The agenda with the resolutions and ordinances to be considered was posted on the township's website at "minutes & Agendas" on or before the Friday prior to this meeting.

Formal action will be taken during this meeting

Nancy A. Brown
Acting Municipal Clerk

TOWNSHIP OF WYCKOFF
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MUNICIPAL COURT ROOM
FRIDAY, JANUARY 1, 2021 – 11:30 A.M.

PAUSE – Municipal Clerk will post the link to the live meeting on our website's homepage.

1. **Announcement** by Township Committee Chairperson, Timothy E. Shanley, that this meeting is a continuation of the December 15, 2020 meeting.
2. **Roll call of the Township Committee**
BOONSTRA YES FISCHER ABSENT RUBENSTEIN YES
MADIGAN YES SHANLEY YES
3. **Open Public Meetings Act 48 Hour Notice/Special Meeting Statement**

The following notice was provided to the Ridgewood News, Bergen Record and North Jersey Herald & News, posted on the Township's web site and posted on with this agenda at the front door of Town Hall as well as on the bulletin board in Town Hall where notices are customarily posted on Wednesday, December 23, 2020.

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4. Continuation of Consent Agenda

I. Resolutions (Continued)

- | | |
|---------|--|
| #20-335 | Partial Return of Maintenance Guarantee – Lawrence Court |
| #20-336 | Endorse ECCR CDBG Grant – Bushman Building Project |
| #20-337 | Application to Renew Existing Coop Pricing System with Wyckoff K-8 Board of Education |
| #20-338 | Application to Renew Existing Commodity Resale Pricing Agreement with Wyckoff K-8 Board of Education |
| #20-339 | Release Closed Session Minutes |
| #20-340 | Authorize Contract – CDL Driver Testing & Mandate Compliance |

II. Motions

Approval to waive institutional kitchen inspection fee for Cedar Hill Christian Reformed Church and for Faith Community Church as reciprocity for permission to utilize their church spaces as polling locations for elections each year.

This is the Vote on the Consent Agenda:

MOTION: BOONSTRA SECOND RUBENSTEIN
BOONSTRA YES FISCHER ABSENT MADIGAN YES
RUBENSTEIN YES SHANLEY YES

5. **Township Attorney Report**

6. **Administrator's Report**

7. **Outgoing 2020 Mayor's Comments**

8. **Adjourn**

MOTION: BOONSTRA SECOND RUBENSTEIN
BOONSTRA YES FISCHER ABSENT MADIGAN
YES RUBENSTEIN YES SHANLEY 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

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NOTICE TO PUBLIC

As a member of the public participating in this public meeting, your participation may 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 where, due to technical difficulties, live streaming or the recording of a meeting may not be available. For example, if the connectivity between the live streaming

software and the YouTube channel is not operating; in that situation, the public's right to make public comment in written form is extended to 10:00 am the day after the meeting, to allow the meeting to be conducted and the continuity of local government to proceed. A recording of the meeting will be posted no later than the next business day after the meeting date on the Township's website where recordings are customarily posted. The Township shall not be responsible for and accepts no liability if the recording or live video streaming of the meeting is unavailable.

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Mayor Timothy E. Shanley announced that this December 15, 2020 Sine Die meeting is a continuation of the December 15, 2020 meeting.

Attendance:

Committee Present: Mayor Timothy E. Shanley, Township Committeemen Rudolf E. Boonstra and Thomas J. Madigan and Township Committeewoman Melissa D. Rubenstein

Absent: Township Committeewoman Elizabeth J. Fischer
Staff Present: Robert J. Shannon, Township Administrator, Acting Municipal Clerk Nancy A. Brown and Township Attorney Robert E. Landel

Continuation of Consent Agenda

I Resolutions: (Continued)

**#20-335 Release Partial Maintenance Guarantee – Wyckoff Avenue/
Lawrence Court – Block 216/Lot 10.01**

WHEREAS, Mr. Steven Lonegan, President, American Prestige Homes, LLC, 158 Krone Place, Hackensack, New Jersey in a letter dated December 15, 2020 has requested the release of \$6,750 of the \$7,500 Performance Guarantee; and

WHEREAS, the Township's Engineer, Mr. Mark Di Gennaro, in a file memo states that the remaining \$750 serve as a Two (2) Year Maintenance Guarantee to be held by the Township of Wyckoff for site improvements; and

WHEREAS, Mr. Steven Lonegan, President, American Prestige Homes, LLC, 158 Krone Place, Hackensack, New Jersey posted the following with the Municipal Clerk on July 8, 2020 for site improvements/road opening permit:

Performance Cash Bond \$7,500.00

WHEREAS, Mr. Steven Lonegan, President, American Prestige Homes, LLC, 158 Krone Place, Hackensack, New Jersey in a letter dated December 22, 2020 has requested the release of the Performance Guarantee; and,

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 accept the recommendation of the Township Engineer, Mr. Mark Di Gennaro to release \$6,750 of the Performance Guarantee and to retain the balance of \$750.00 as a Two (2) Year Maintenance Guarantee.

BE IT FURTHER RESOLVED, that the Municipal Clerk will forward a copy of this resolution to the Township Engineer, Mr. Mark Di Gennaro and to Mr. Steven Lonegan, President, American Prestige Homes, LLC, 158 Krone Place, Hackensack, New Jersey 07601

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

S H I P T O V E N D O R	TOWNSHIP OF WYCKOFF 340 FRANKLIN AVENUE WYCKOFF, NEW JERSEY 07481 MR. STEVEN LONEGAN AMERICAN PRESTIGE HOMES, LLC. 158 KRONE PLACE HACKENSACK, NJ 07601
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VOUCHER THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKING LISTS, CORRESPONDENCE, ETC. No. 1002020	ORDER DATE REQUISITION NO: DELIVERY DATE: CONTRACT NO: F.O.B. DESTINATION, FREIGHT PREPAID, INSIDE DELIVERY, UPSTAIRS/DOWNSTAIRS, DEBRIS REMOVED TO THE "SHIP TO" LOCATION, MONDAY TO FRIDAY, 9 AM TO 4 PM. IRS#22-600-2425 TAX EXEMPT UNDER PROVISION OF NJ SALES AND USE TAX ACT.
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AFTER COMPLETION OF THIS ORDER, PLEASE SIGN THE VOUCHER COPY AND RETURN WITH YOUR INVOICE TO: FINANCE OFFICE, TOWNSHIP OF WYCKOFF, SCOTT PLAZA, WYCKOFF, NJ 07481-1907

QUANTITY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
SIGN & RETURN Please do not remove invoices	Release of \$6,750 Performance Guarantee for Lawrence Court Sewer Extension Road Opening Block 216, Lot 10.01			\$6,750.00

CLAIMANT'S CERTIFICATION & DECLARATION I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; and that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing and that the amount charged is a reasonable one.	
X	OFFICIAL POSITION PROPERTY OWNER
VENDOR SIGN HERE TAX ID. OR SOCIAL SECURITY NO. 140-50-6003	DATE 12/23/2020

DATE CHECK NUMBER	PAYMENT AUTHORIZED
COMMITTEE PERSON 	
ADMINISTRATOR NO ORDER VALID UNLESS SIGNED BELOW 	
I certify that the articles above have been received, the services rendered, and the delivery slips audited 	
DEPARTMENT MANAGER PURCHASING AGENT	
CERTIFIED FUNDS AVAILABLE/TREASURER	

THE SIGNATURE CERTIFIES VENDOR'S ACCEPTANCE OF THE PURCHASE ORDER WITH PURCHASE & PAYMENT POLICY TERMS & CONDITIONS ON REVERSE SIDE.

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#20-336 Endorse Bergen County Community Development Grant for Eastern Christian Children's Retreat – Bushman Building Project, Phase 1

WHEREAS, a Bergen County Community Development Grant of \$170,504 has been proposed by the Eastern Christian Children's Retreat for Repurposing of the Bushman Building Project – Phase 1, in the Township of Wyckoff; and,

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

WHEREAS, the aforesaid project is in the best interest of the citizens of the Township of Wyckoff; and,

WHEREAS, this resolution does not obligate the financial resources of the Township of Wyckoff and is intended solely to expedite the expenditures of the aforesaid Community Development Funds.

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

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

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EASTERN CHRISTIAN CHILDREN'S RETREAT

700 Mountain Avenue, Wyckoff, NJ 07481

Phone: (201) 848-8005 • Fax: (201) 847-9619 • www.ECCRetreat.org

WHEREAS, a Bergen County Community Development Grant of \$170,504 has been proposed by the Eastern Christian Children's Retreat for Repurposing of the Bushman Building Project-Phase 1, in the Township of Wyckoff; and,

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

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

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

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

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

“More than a home supporting individuals of all ages with developmental disabilities”

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#20-337 Application to Renew Existing Cooperative Pricing System

WHEREAS, the Township of Wyckoff is the Lead Agency in a Cooperative Pricing System with one (1) member, the Wyckoff K-8 Board of Education; and,

WHEREAS, said Cooperative Pricing System expires on April 2, 2021; and,

WHEREAS, the Township of Wyckoff desires to renew this agreement.

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey, that the Wyckoff / Wyckoff K-8 Board of Education Cooperative Pricing System #58-WT-WBOE-CPS is approved for re-authorization and the attached CP-2001 application is approved for submission to the New Jersey Department of Community Affairs.

#20-338 Application to Renew Existing Commodity Resale Pricing Agreement

WHEREAS, the Township of Wyckoff is the Lead Agency with a long-standing successful Commodity Resale Price Agreement with one (1) member, the Wyckoff K-8 Board of Education; and,

WHEREAS, said Commodity Resale Pricing Agreement expires on April 2, 2021; and,

WHEREAS, the Township of Wyckoff desires to renew this agreement.

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey, that the application to renew Commodity Resale Price Agreement #99007-WYTCS for the Township of Wyckoff and the Wyckoff K-8 Board of Education is hereby re-authorized in accordance with N.J.S.A. 40A: 11-1, et. seq., and N.J.A.C. 5:34-1, et. seq., and application CP-2060 is hereby approved for submission to the New Jersey Department of Community Affairs.

#20-339 Release Closed Session Minutes

WHEREAS, Section 8 of the "Open Public Meetings Act" provides for the release of Closed Session Minutes at the discretion of the governing body or as soon as the issue has been resolved.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Wyckoff that the release of the following Closed Session Minutes is hereby authorized and directed:

<u>Resolution</u>	<u>Date</u>
#20-C7	June 16, 2020
#19-C8	June 3, 2019
#18-C19	August 7, 2018
#19-C4	February 19, 2019
#19-C14	December 17, 2019
#19-C6	April 9, 2019
#19-C9	July 2, 2019

Copies of said Minutes are attached hereto and made a part hereof as though set forth herein at length.

TOWNSHIP OF WYCKOFF
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FRIDAY, JANUARY 1, 2021 – 11:30 A.M.

TOWNSHIP OF WYCKOFF

RESOLUTION #2020-C7
NJSA 10:4-12b (6)

June 16, 2020

Present: Timothy E. Shanley, Mayor
Rudolf E. Boonstra
Elizabeth J. Fischer
Tom Madigan
Melissa D. Rubenstein

Staff Present: Robert E. Landel, Township Attorney
Nancy A. Cole, Acting Municipal Clerk
Robert J. Shannon, Jr., Township Administrator

8:16 pm

The Police Committee advised that they met with the Police Chief and Township Administrator regarding the retirement of the Senior Lieutenant and reviewed police staffing to maintain police protection techniques and programs. A promotion to Lieutenant is recommended. Pursuant to the promotion process established by ordinance to implement the Accreditation status, that process would commence and includes an interview before the full Township Committee.

This vacancy due to retirement will also create a need for a patrol officer to remain at the current Table of Organization staffing level for patrol surveillance. A consensus appeared to exist to authorize a process to fill that need.

A question was asked, whether or not a Sergeant promotion was required. The Police Chief recommended appointing a Sergeant to replace the Sergeant who will be promoted to Lieutenant. The Police Committee advised that the Table of Organization for Sergeants includes one additional staffing position. It was established to plan for these vacancies and the last time a Sergeant vacancy occurred, two Sergeants were promoted in anticipation of a future retirement. A Sergeant promotion was not recommended at this time.

When the Township Committee re-enters the open portion of this open public meeting, motions will be required to authorize commencement of any promotional process.

Adjourn: 8:32 pm


Nancy A. Cole, Acting Municipal Clerk


Timothy E. Shanley, Mayor

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TOWNSHIP OF WYCKOFF
COUNTY OF BERGEN
STATE OF NEW JERSEY
RESOLUTION #20-C7

INTRODUCED: Rubenstein

SECONDED: Madigan

MEETING DATE: June 16, 2020

REFERENCE: Closed Session

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

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

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

N.J.S.A. 10:4-12b (6)

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 June 16, 2020 meeting, hereby authorize, that an Executive Session closed to the public shall be conducted on June 16, 2020 Municipal Court Room at Town Hall, 340 Franklin Avenue, Wyckoff, New Jersey 07481, for the discussion of matters relating to the specific items designated above.

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

CERTIFICATION

I, NANCY A. COLE, ACTING MUNICIPAL CLERK OF THE TOWNSHIP OF WYCKOFF
CERTIFIES THE ATTACHED RESOLUTION TO BE A TRUE AND CORRECT COPY OF A
RESOLUTION AS ADOPTED BY THE WYCKOFF TOWNSHIP COMMITTEE ON
JUNE 16, 2020.

Nancy A. Cole
NANCY A. COLE
ACTING MUNICIPAL CLERK

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE SINE DIE MEETING
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Township of Wyckoff
RESOLUTION #19-C8
NJSA 10-4-12b (5)
Acquisition of Property

Township Committee Present: Mayor Thomas Madigan, Rudolf E. Boonstra,
Melissa D. Rubenstein, Brian Scanlan and Timothy E. Shanley

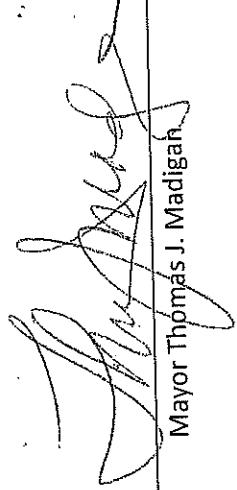
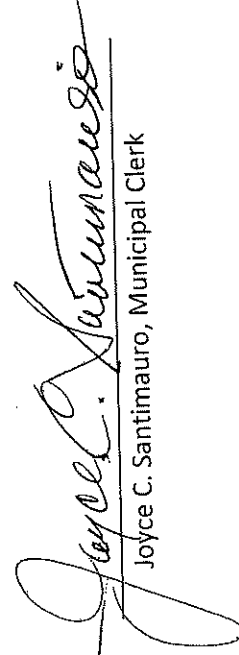
Staff Present: Robert E. Landel, Township Attorney
Robert J. Shannon, Jr. Township Administrator
Joyce C. Santimauro, Township Clerk

6/3/19
8:21 pm

Township Attorney Landel advised the Township Committee of his efforts with the bank/owner of 240 Demarest Avenue, a four (4) acre parcel the Township Committee has discussed regarding acquisition for its wetlands and flood control public purposes. The bank/owner has lowered the price to \$100,000.00. The Township Committee discussed acquisition strategy, when to perform a fuel heating tank sweep and various scenarios.

A consensus appeared to exist to authorize the Township Attorney to continue his strategic efforts of negotiation with authority to purchase at \$100,000.00. The Township Committee will authorize the Township Attorney when they re-enter the open work session portion of the public meeting before adjourning the open work session meeting.

Adjourn 8:45 pm


Mayor Thomas J. Madigan

Joyce C. Santimauro, Municipal Clerk

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TOWNSHIP OF WYCKOFF
COUNTY OF BERGEN
STATE OF NEW JERSEY
RESOLUTION #19-C8

INTRODUCED: Shanley

SECONDED: Scandal

MEETING DATE: June 3, 2019

REFERENCE: Closed Session

VOTE: BOONSTRA ✓ RUBENSTEIN ✓ SCANLAN ✓ SHANLEY ✓ MADIGAN ✓

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:

a. N.J.S.A. 10:4-12b (5)

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 June 3, 2019, hereby authorize, that an Executive Session closed to the public shall be conducted on June 3, 2019, 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.

CERTIFICATION

I, JOYCE C. SANTIMAURO, 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 JUNE 3, 2019.

Joyce C. Santimauro

JOYCE C. SANTIMAURO
MUNICIPAL CLERK

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE SINE DIE MEETING
CONTINUED MEETING OF DECEMBER 15, 2020
MUNICIPAL COURT ROOM
FRIDAY, JANUARY 1, 2021 – 11:30 A.M.**

Township of Wyckoff
RESOLUTION #18-C19
NJSA 10:4-12b (5)
Acquisition of Property

Township Committee Present: Mayor Brian Scanlan, Rudolf E. Boonstra, Thomas Madigan,
Melissa D. Rubenstein and Timothy E. Shanley

Staff Present: Robert E. Landel, Township Attorney
Thomas Garlick, Esq.
Robert J. Shannon, Jr. Township Administrator
Joyce C. Santimauro, Township Clerk

8/7/18
10:10 pm

Mayor Brian Scanlan advised that he was told that Governor Murphy is seriously considering sweeping all the municipal affordable housing trust funds for State of New Jersey use. The township currently has a balance of approximately \$500,000.00 in the municipal affordable housing trust fund. He suggests that the township utilize these funds to benefit the folks who paid into the trust fund by purchasing a home and partnering with a non-profit for a home for individuals with developmental disabilities (special needs). Municipalities are advised that they receive double affordable housing credits for each affordable housing unit created and the township avoids a developer building 12 to 15 market rate housing units per lot. A consensus appeared to exist that this concept was sound.

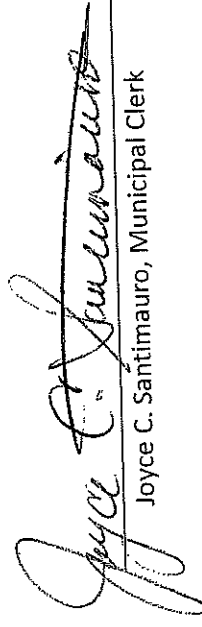
Next the Township Committee discussed the property at 240 Demarest Avenue; its' foreclosure status; its' source of property maintenance complaints from the neighbors; its' proximity to businesses for jobs and its' proximity to the library and other municipal amenities, and the fact that approximately 85% of the 3.92 acres is wetlands, the property has a brook running through the center and it attaches to a "string" of municipal lots used for flood prevention and wetlands purposes. The Township Committee discussed acquisition options and monitoring the sheriff's sale process to ensure interested buyers are aware of the environmental constraints, and how to determine its buildable area for a home for individuals with special needs and the amount of the unpaid mortgage.

A consensus appeared to exist for the Township Committee to continue discussions of this suggestion. Mr. Landel will ask the township's environmental engineer for input and Mr. Garlick will recontact the mortgage lien holder and attempt to obtain the date of the sheriff's sale. The Township Committee also inquired if any other properties exist that may be available for acquisition in this regard.

Adjourn 10:30 pm



Mayor Brian D. Scanlan



Joyce C. Santimauro, Municipal Clerk

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE SINE DIE MEETING
CONTINUED MEETING OF DECEMBER 15, 2020
MUNICIPAL COURT ROOM
FRIDAY, JANUARY 1, 2021 – 11:30 A.M.

TOWNSHIP OF WYCKOFF
COUNTY OF BERGEN
STATE OF NEW JERSEY
RESOLUTION #18-C19

INTRODUCED: Shanley SECONDED: Rubenstein

MEETING DATE: August 7, 2018

REFERENCE: Closed Session –

VOTE: BOONSTRA ✓ MADIGAN ✓ RUBENSTEIN ✓ SHANLEY ✓ SCANLAN ✓

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

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

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

a. **NJSA 10:4-12b(5) Acquisition of Property**

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 August 7, 2018, hereby authorize, that an Executive Session closed to the public shall be conducted on August 7, 2018, 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.

CERTIFICATION

I, JOYCE C. SANTIMAURO, MUNICIPAL CLERK OF THE TOWNSHIP OF WYCKOFF
HEREBY CERTIFIES THIS RESOLUTION TO BE A TRUE AND CORRECT COPY OF
THE RESOLUTION AS ADOPTED BY THE WYCKOFF TOWNSHIP COMMITTEE ON
AUGUST 7, 2018.

Joyce C. Santimauro
JOYCE C. SANTIMAURO
MUNICIPAL CLERK

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE SINE DIE MEETING
CONTINUED MEETING OF DECEMBER 15, 2020
MUNICIPAL COURT ROOM
FRIDAY, JANUARY 1, 2021 – 11:30 A.M.

Township of Wyckoff
RESOLUTION #19-C4
NJSA 10:4-12b (5)
Contract Negotiation

Township Committee Present: Mayor Thomas Madigan, Rudolf E. Boonstra,
Melissa D. Rubenstein, Brian Scanlan and Timothy E. Shanley

Staff Present: Robert E. Landel, Township Attorney
Thomas Garlick, Esq.
Robert J. Shannon, Jr. Township Administrator
Joyce C. Santimauro, Township Clerk

2/19/19
9:07 pm

Mr. Landel advised that at the Sheriff's Sale conducted on February 8, 2019 the bank purchased property for the upset amount and now the bank is the owner of the property. Mr. Landel described the property as 3.92 acres with a stream dividing the property in half and mostly plants that are known as plants found in wetlands with an abandoned small house structure.

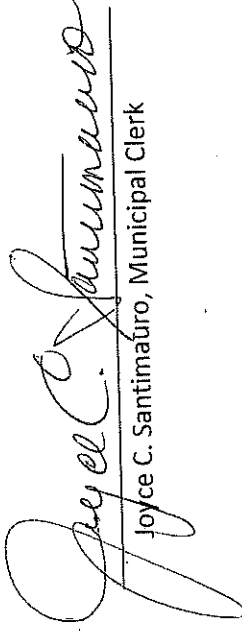
Mr. Landel discussed the status of property and next steps to take, with a representative from the bank and the on-line auction vendor to possibly acquire the lot for both wetlands preservation and special needs housing and to remedy a long standing neighborhood eyesore. The ten day (10) redemption period expires tomorrow.

Mr. Landel will continue his efforts and advise the Township Committee.

Adjourn 9:30 pm.



Mayor Thomas J. Madigan



Joyce C. Santimauro, Municipal Clerk

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE SINE DIE MEETING
CONTINUED MEETING OF DECEMBER 15, 2020
MUNICIPAL COURT ROOM
FRIDAY, JANUARY 1, 2021 – 11:30 A.M.

TOWNSHIP OF WYCKOFF
COUNTY OF BERGEN
STATE OF NEW JERSEY
RESOLUTION #19-C4

INTRODUCED: Shanley SECONDED: Scanlan *****

MEETING DATE: February 19, 2019 REFERENCE: Closed Session

VOTE: BOONSTRA ✓ RUBENSTEIN ✓ SCANLAN ✓ SHANLEY ✓ MADIGAN ✓

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

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

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

NJSA 10:4-12b(5) Acquisition of Property

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 February 19, 2019 hereby authorize, that an Executive Session closed to the public shall be conducted on February 19, 2019 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.

CERTIFICATION

I, JOYCE C. SANTIMAURO, 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 FEBRUARY 19, 2019.

Joyce C. Santimauro
JOYCE C. SANTIMAURO
MUNICIPAL CLERK

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE SINE DIE MEETING
CONTINUED MEETING OF DECEMBER 15, 2020
MUNICIPAL COURT ROOM
FRIDAY, JANUARY 1, 2021 – 11:30 A.M.

Township of Wyckoff
RESOLUTION #19-C14
NJSA 10:4-12b (5)

a. Acquisition of Real Property

Township Committee Present: Mayor Thomas Madigan, Rudolf E. Boonstra, Melissa Rubenstein,
Elizabeth Fischer and Timothy E. Shanley

Staff Present: Robert J. Shannon, Jr. Township Administrator
Joyce C. Santimauro, Township Clerk
Robert E. Landel, Esq.

12/17/19
8:15 pm

Mr. Landel provided an update regarding efforts to acquire 240 Demarest Avenue for public purposes, flood control and wetlands preservation. A \$5,000.00 refundable deposit is on tonight's bill list.

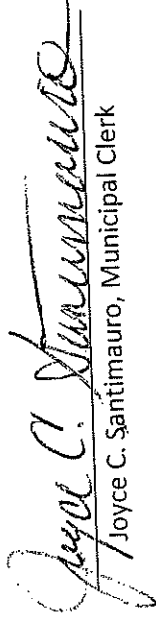
A \$6,100.00 preliminary environmental assessment and geophysical survey and a property appraisal will be required.

The Township Committee asked the Township Attorney questions regarding transaction strategy and public purpose uses in addition to the benefits of flood plain protection and wetlands conservation.

Adjourn 8:40 pm.



Robert E. Landel, Esq.
Mayor/Thomas J. Madigan



Joyce C. Santimauro, Municipal Clerk

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE SINE DIE MEETING
CONTINUED MEETING OF DECEMBER 15, 2020
MUNICIPAL COURT ROOM
FRIDAY, JANUARY 1, 2021 – 11:30 A.M.

TOWNSHIP OF WYCKOFF
COUNTY OF BERGEN
STATE OF NEW JERSEY
RESOLUTION #19-C14

INTRODUCED: Shanley SECONDED: Rubenstein *****

MEETING DATE: December 17, 2019 REFERENCE: Closed Session –

VOTE: BOONSTRA ☒ FISCHER ☒ RUBENSTEIN ☒ SHANLEY ☒ MADIGAN ☒

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

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

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

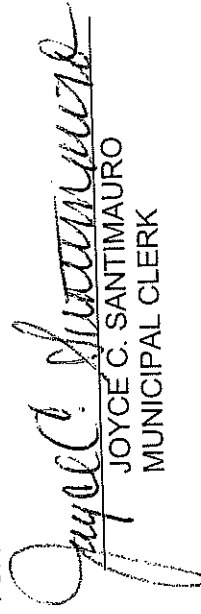
- a. N.J.S.A. 10:4-12b (5) – Acquisition of Real Property
- b. N.J.S.A. 10:4-12b (7) – Contract Negotiation

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey assembled in public session on December 17, 2019, hereby authorize, that an Executive Session closed to the public shall be conducted on December 17, 2019 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.

CERTIFICATION

I, JOYCE C. SANTIMAURO, MUNICIPAL CLERK OF THE TOWNSHIP OF WYCKOFF
HEREBY CERTIFIES THIS RESOLUTION TO BE A TRUE AND CORRECT COPY OF THE
RESOLUTION AS ADOPTED BY THE WYCKOFF TOWNSHIP COMMITTEE ON
DECEMBER 17, 2019.


JOYCE C. SANTIMAURO
MUNICIPAL CLERK

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE SINE DIE MEETING
CONTINUED MEETING OF DECEMBER 15, 2020
MUNICIPAL COURT ROOM
FRIDAY, JANUARY 1, 2021 – 11:30 A.M.**

April 9, 2019

7:08 pm

Township Committee Members Present: Rudolf Boonstra, Thomas Madigan, Melissa Rubenstein & Timothy Shanley.
By Teleconference: Brian Scanlan

Staff Present: Robert Landel, Township Attorney

Thomas Garlick, Esq.

Bob Shannon, Township Administrator, Deputy Municipal Clerk

Staff Absent: Joyce Santimauro, Municipal Clerk

TOWNSHIP OF WYCKOFF

Resolution #2019 - C6

N.J.S.A. 10:4-12b (5) and (7)

Township Attorney, Robert Landel explained that his office has been monitoring this sale. He provided a map prepared by Boswell Engineering that shows approximately 90% of the 3.92-acre lot is in wetlands and that the entire lot is in the flood plain. Mr. Landel will provide a copy of this map to the Realtor and advise the Realtor that the statement on the advert that 1/3 of the property is in the wetlands as described in the Multiple Listing Service (MLS) is incorrect.

Mr. Landel spoke to Boswell Engineering and they advise that any development will require a Letter of Interpretation (LOI) from the New Jersey Department of Environmental Protection (NJ DEP) and any future owner cannot bring fill onto the property. Mr. Landel reviewed the prior owners' unsuccessful attempts to sell the property since 1998.

Mr. Landel explained the condemnation statute and the required procedures. The Township Committee discussed the strategy of invoking this process.

A unanimous consensus existed that the Township Committee should acquire this property since it is 90% wetlands and its acquisition would connect wetlands from Maple Lake to the two ponds across Demarest Avenue, thereby serving the public purpose of flood control.

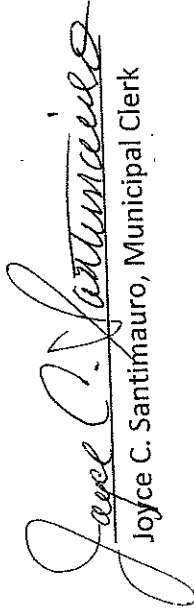
The Township Committee continued to discuss strategy of acquisition. The property is assessed at \$650,000. It is advertised for sale at \$319,000. The Maple Lake sale of land for wetlands/conservation use could be used as a guide. A Township Committee consensus existed to enter open session and adopt a resolution which would authorize the following:

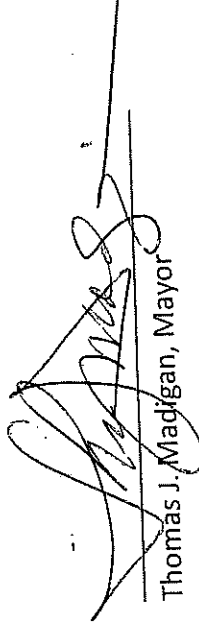
TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE SINE DIE MEETING
CONTINUED MEETING OF DECEMBER 15, 2020
MUNICIPAL COURT ROOM
FRIDAY, JANUARY 1, 2021 – 11:30 A.M.

- Authorize Mayor Madigan and Township Committee Member Melissa Rubenstein to meet with the Realtor and Mr. Landel as a sub-committee of the Township Committee to negotiate.
- Authorize Mr. Landel to send a Letter of Intent consistent with the condemnation statute.
- Authorization of an offer to purchase up to \$319,000 which will be eventually approved by an independent appraisal obtained by the Township.

In summary, the Township Committee believes the acquisition of this property is intrinsically valuable to the Township (more than any other person) because it allows an opportunity to connect the wetlands parcels for flood control purposes.

Adjourn: 8:04 pm.


Joyce C. Santinauro, Municipal Clerk


Thomas J. Madigan, Mayor

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE SINE DIE MEETING
CONTINUED MEETING OF DECEMBER 15, 2020
MUNICIPAL COURT ROOM
FRIDAY, JANUARY 1, 2021 – 11:30 A.M.

TOWNSHIP OF WYCKOFF
COUNTY OF BERGEN
STATE OF NEW JERSEY
RESOLUTION #19-C6

INTRODUCED: Shanley

SECONDED: Bornstone

MEETING DATE: April 9, 2019

REFERENCE: Closed Session

VOTE: BOONSTRA ✓ MADIGAN ✓ RUBENSTEIN ✓ SCANLAN ✓ SHANLEY ✓

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:

a. N.J.S.A. 10:4-12b (5) and (7)

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 April 9, 2019, hereby authorize, that an Executive Session closed to the public shall be conducted on April 9, 2019, 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.

CERTIFICATION

I, JOYCE C. SANTIMAURO, 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 APRIL 9, 2019.

Joyce C. Santimauro
JOYCE C. SANTIMAURO
MUNICIPAL CLERK

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE SINE DIE MEETING
CONTINUED MEETING OF DECEMBER 15, 2020
MUNICIPAL COURT ROOM
FRIDAY, JANUARY 1, 2021 – 11:30 A.M.

Township of Wyckoff
RESOLUTION #19-C9
NJSA 10:4-12b (5)
Acquisition of Property

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

Township Committee Absent: Melissa Rubenstein

Staff Present: Thomas Garlick, Esq.
Robert J. Shannon, Jr. Township Administrator
Joyce C. Santimauro, Township Clerk

Staff Absent: Robert E. Landel

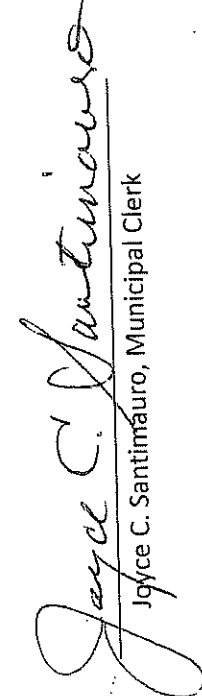
7/2/19
8:51 pm

Mr. Boonstra advised that the Township of Wyckoff was approached by the owner of Block 203 Lots 1.02 & 1.03 who requested a land swap, since the owner has an easement across the Township of Wyckoff's Gardens of Wyckoff property for vehicle ingress and egress. The owners' father donated the 12.8 acre park (Block 203 Lot 1.01) to the Township in 1992. The owner has indicated he is selling Lots 1.02 & 1.03.

The Township Committee discussed multiple options and requirements of the deed of donation that were required as a condition to accepting the 12.8 acre park. The land swap proposal would expand the park and provide municipal control of the weir that regulates the water level in the ponds in the park.

No consensus was reached, except for the project team to meet with the Township Attorney for further guidance and with the property owner.

Adjourn 9:50 pm.


Mayor Thomas J. Madigan

Joyce C. Santimauro, Municipal Clerk

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE SINE DIE MEETING
CONTINUED MEETING OF DECEMBER 15, 2020
MUNICIPAL COURT ROOM
FRIDAY, JANUARY 1, 2021 – 11:30 A.M.

TOWNSHIP OF WYCKOFF
COUNTY OF BERGEN
STATE OF NEW JERSEY
RESOLUTION #19-C9

INTRODUCED:

SECONDED:

MEETING DATE: July 2, 2019

REFERENCE: Closed Session

VOTE: BOONSTRA _____ RUBENSTEIN _____ SCANLAN _____ SHANLEY _____ MADIGAN _____

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:

a. N.J.S.A. 10:4-12b (5) – Acquisition of Property

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 July 2, 2019, hereby authorize, that an Executive Session closed to the public shall be conducted on July 2, 2019, 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.

CERTIFICATION

I, JOYCE C. SANTIMAURO, 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 JULY 2, 2019.

Joyce C. Santimauro

JOYCE C. SANTIMAURO
MUNICIPAL CLERK

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE SINE DIE MEETING
CONTINUED MEETING OF DECEMBER 15, 2020
MUNICIPAL COURT ROOM
FRIDAY, JANUARY 1, 2021 – 11:30 A.M.**

#20-340 Authorize Contract – CDL Driver Testing & Mandate Compliance

WHEREAS, the Township of Wyckoff has an obligation to comply with the Federal regulations regarding CDL drivers; and,

WHEREAS, the Township of Wyckoff DPW employees are required to maintain valid CDL drivers' licenses; and,

WHEREAS, Valley Medical Group shall provide drug and alcohol testing and serve as the Township of Wyckoff's contracted Medical Review Officer (MRO) and Third Party Administrator (TPA) for mandate compliance; and,

WHEREAS, the Township Administrator, the DER and the Assistant DER have reviewed the Valley Medical Group Proposal and fee scheduled and recommends the execution of said proposal as a contract for service.

NOW THEREFOR BE IT RESOLVED, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that the Township Committee authorize the Mayor and Clerk to sign the aforementioned proposal/agreement dated January 1, 2021 for a not to exceed cost of \$2,500.00

BE IT FURTHER RESOLVED, that the Municipal Clerk shall provide a copy of this resolution to Diana McLeod, CFO, Scott Fisher, DER, Joe Vander Plaats, Assistant DER and Darlene King, Account Payable contract.

CERTIFICATE OF AVAILABLE FUNDS

I, DIANA MCLEOD, CHIEF FINANCIAL OFFICER OF THE TOWNSHIP OF WYCKOFF IN ACCORDANCE WITH NJAC 5:30-5.5 (b) 2 CERTIFY THAT THIS CONTRACT AWARD WHICH WOULD TAKE PLACE ON DECEMBER 15, 2020 AND IS SUBJECT TO THE AVAILABILITY OF FUNDS APPROPRIATED IN THE 2021 BUDGET ACCOUNT NUMBER 1-01-26-291-000 AND SUBSEQUENT ANNUAL BUDGETS AS REQUIRED. THE BUDGETARY ACCOUNTING ENCUMBRANCE PROCESS AS SET FORTH IN NJAC 5:30 (c) AND 5:30 – 5.4 (b) FOR EACH FISCAL YEAR SHALL TAKE THE PLACE OF AND BE USED INSTEAD OF, WRITTEN CERTIFICATION OF AVAILABLE FUNDS AS SET FORTH IN NJAC 5:30-5.4 (a).

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE SINE DIE MEETING
CONTINUED MEETING OF DECEMBER 15, 2020
MUNICIPAL COURT ROOM
FRIDAY, JANUARY 1, 2021 – 11:30 A.M.

- 1 -

AGREEMENT

ALCOHOL AND DRUG TESTING SERVICES

This AGREEMENT is made between Valley Physician Services (VPS) ("PROVIDER"), a professional Company having its principal place of business at 1400 MacArthur Blvd, Mahwah, NJ 07430 and Wyckoff Township of ("MUNICIPALITY"), a Municipality having its address at Scott Plaza, Wyckoff, NJ 07481 on this date of January 1, 2021, which shall hereinafter be referred to as the execution date of this Agreement.

WHEREAS:

PROVIDER provides alcohol and drug testing services to companies to support workplace alcohol and drug testing programs and policies;

The MUNICIPALITY has a policy for alcohol and drugs abuse testing of applicants and/or employees and requires alcohol and drug testing services from PROVIDER.

In consideration of the mutual covenants and promises set forth, the parties hereby enter into this Agreement, the terms and conditions of which shall apply from the execution date of this Agreement.

NOW, THEREFORE, in consideration of the premises and mutual promises, covenants, and Agreements contained herein, the parties agree as follows:

SCOPE OF SERVICES

Alcohol tests are tests performed using screening and evidential devices approved by the National Highway Traffic Safety Administration (NHTSA) as reflected by publication in the NHTSA Conforming Products List (CPL) by breath alcohol technicians (BATs) trained and certified by the Drug and Alcohol Testing Institute (DATI) to perform such testing.

Drug tests are tests performed using chain-of-custody collection, testing laboratories certified by the Department of Health and Human Services (DHHS) for such testing, and medical review officers (MROs) qualified and certified to review and report test results.

DOT/FTA tests, whether DOT/FTA alcohol tests or DOT/FTA drug tests, are tests performed in accordance with the regulatory requirements of the DOT/FTA for such testing, including all applicable procedural, personnel, and equipment requirements.

The parties both recognize that federal, state, and local laws may apply to services covered herein. In particular, certain services may be performed according to regulations established and governed by the Department of Transportation / Federal Transit Administration (hereinafter referred to as DOT/FTA). Both parties agree to assure, to the best of their ability that services provided are rendered according to all applicable laws and regulations.

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE SINE DIE MEETING
CONTINUED MEETING OF DECEMBER 15, 2020
MUNICIPAL COURT ROOM
FRIDAY, JANUARY 1, 2021 – 11:30 A.M.**

- 2 -

The following services are included in the per driver fee:

- Random
- Post Accident
- Reasonable Suspicion
- Return to Duty

All other testing will be done on a fee for service basis.

PROVIDER RESPONSIBILITIES

PROVIDER will maintain facilities and personnel adequate to the performance of services agreed to be provided to the MUNICIPALITY. In particular, PROVIDER will maintain trained and certified personnel qualified to perform services provided.

PROVIDER will maintain, in a secure location with controlled access, all dated records, information, and notifications, identified by individual, for specific information and records for minimum time periods according to the schedule below and as applicable related to services provided by PROVIDER to the MUNICIPALITY.

FIVE YEARS

- Alcohol tests ≥ 0.02 , positive drug tests, refusals to test, including alcohol form/drug custody & control form & MRO documentation as applicable
- Medical explanations of inability to provide specimens
- Calibration documentation for EBTs
- Substance abuse professional evaluations & related information

TWO YEARS

- Supervisory training BAT and drug screen collector training/certification
- Logbooks for drug and alcohol testing, if used
- Random selection records
- Agreements: testing - collection, laboratory, MRO, consortium

ONE YEAR

- Negative/canceled drug test results: alcohol test results < 0.02

Other (specify)

PROVIDER will not release individual test results to any person, without first obtaining specific written authorization from the tested individual. Nothing in this paragraph shall prohibit

PROVIDER from releasing, to MUNICIPALITY, it's agents or to officials of the DOT/FTA or DOT/FTA operating agency, or any State or local officials with regulatory Municipality over the testing program, individual test results, or from releasing individual test results or related information to comply with requests resulting from a legal action, including but not limited to, unemployment hearings, workers' compensation hearings, or other legal hearings, initiated by the tested individual.

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PROVIDER will make available to MUNICIPALITY, at location(s) of MUNICIPALITY's choosing, and at reasonable expense to MUNICIPALITY for copying and shipping charges, all records related to alcohol and drug testing performed by PROVIDER for MUNICIPALITY, except records containing confidential medical information, within two business days of notification by MUNICIPALITY of such request.

Reporting of results to MUNICIPALITY by PROVIDER, if applicable, will be by facsimile transmission, electronic transmission, or first class U.S. Mail; in exceptional circumstances, reporting may be by telephone. Provision of results by overnight carrier (Federal Express, Airborne, or Express Mail) can be arranged; the charge for this service will depend upon the carrier selected.

MUNICIPALITY RESPONSIBILITIES

MUNICIPALITY will provide PROVIDER with the most recent applicable alcohol and/or drug testing policies of MUNICIPALITY.

MUNICIPALITY will provide PROVIDER with an updated drivers list on a quarterly basis or upon request.

MUNICIPALITY will designate a representative and an alternate to whom the PROVIDER will report test results and discuss or report other information.

MUNICIPALITY will notify PROVIDER of any responsibilities with regard to the MUNICIPALITY's Employee Assistance Program as it relates to alcohol and drug testing.

MUNICIPALITY represents that the means of obtaining results from the PROVIDER (including, but not limited to, electronic or computer transmission, facsimile transmission (fax), or written communication), will assure that the results and other information remain secure and confidential with distribution of or access to such information to MUNICIPALITY officials with a business need for the information only.

MUNICIPALITY authorizes PROVIDER to request specific information or to order additional tests as necessary or appropriate related to tests performed for MUNICIPALITY; MUNICIPALITY agrees to pay for additional costs and charges related to such information requests or additional testing performed. MUNICIPALITY acknowledges that performance of necessary verification procedures may be dependent upon cooperation by MUNICIPALITY representatives, tested individuals, and/or personal physicians and/or health care providers that may possess vital medical history information.

MUNICIPALITY acknowledges that alcohol testing results ≥ 0.04 or positive drug test results reported by PROVIDER do not indicate that a tested individual is an alcoholic or a drug addict, respectively.

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ASSIGNED RESPONSIBILITIES

MUNICIPALITY and PROVIDER agree that responsibility for the following procedures and services are as designated below. The designee for each procedure or service agrees to assure that each procedure or service is performed according to all applicable regulatory requirements and in accordance with current and accepted professional standards of practice.

Selection/provision of alcohol testing services	MUNICIPALITY _____	PROVIDER _____	X	NOT APPLICABLE _____
Selection/provision of drug testing collections	MUNICIPALITY _____	PROVIDER _____	X	NOT APPLICABLE _____
Selection/provision of drug testing laboratory services	MUNICIPALITY _____	PROVIDER _____	X	NOT APPLICABLE _____
Random selection for drug and/or alcohol testing	MUNICIPALITY _____	PROVIDER _____	X	NOT APPLICABLE _____
Other (specify): _____	MUNICIPALITY _____	PROVIDER _____		NOT APPLICABLE _____
_____	_____	_____		_____
Other (specify): _____	MUNICIPALITY _____	PROVIDER _____		NOT APPLICABLE _____
_____	_____	_____		_____

Additional: _____

FEES AND PAYMENT

Fees

Fees for services provided by PROVIDER to MUNICIPALITY will be in accordance with the *FREE SCHEDULE* hereby incorporated by attachment into this Agreement.

FEE CHANGES

The price for services rendered under this Agreement will not change unless PROVIDER notifies MUNICIPALITY in writing sixty (60) days in advance of a price change. If MUNICIPALITY does not agree to the new price, PROVIDER, at its sole discretion, may continue to provide agreed upon services at the then current price for the duration of the Agreement, or may discontinue the provision of services on the date the new schedule of fees would take effect, subject to severability provisions described elsewhere in this Agreement.

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SIGNIFICANT CHANGES IN SERVICES PROVIDED

If during the term of this Agreement there is a significant change in the requirements of the PROVIDER, or other services covered under this Agreement as the result of regulatory changes, or other changes mandated by federal or state law, both parties agree to renegotiate the services and fees provided herein, subject to severability provisions described elsewhere in this Agreement.

PAYMENT

PROVIDER will invoice MUNICIPALITY for all services provided on a quarterly basis. Quarterly payment schedule will be based on the number of drivers on the list provided by the Municipality on January 1st of the contract year. Reconciliation will be done in the third quarter of the contract year based on the number of drivers on the list provided by the Municipality. Payment terms are net thirty (30) days after the date of any invoice. In the case of failure of MUNICIPALITY to make timely payments, PROVIDER may continue to perform its obligations as per this contract and be entitled to recover all payments for services rendered according to this contract, including interest and service charges on late payments, and also including expenses of collection and reasonable attorney's fees.

GENERAL TERMS AND CONDITIONS

TERM

The term of this Agreement shall be for a period of one (1) year commencing on January 1, 2021, and terminating on December 31, 2021. The responsibilities and obligations and liabilities shall survive the term of this Agreement.

INDEPENDENT CONTRACTORS

Both parties to this Agreement are independent contractors, and nothing contained herein shall be construed to place the parties in the relationship of partners, joint venturer, or employer-employee, and neither party shall have the power to obligate or bind the other whatsoever beyond the terms of this Agreement.

RESPONSIBILITY FOR MUNICIPALITY POLICY AND PROGRAM

The parties understand and agree that PROVIDER does not make any employee decisions for employer such as hiring of applicants, termination, discipline or retention of any employee or former employee and that MUNICIPALITY has sole responsibility for all such decisions. PROVIDER shall not be responsible for any damages resulting from acts or omissions of the MUNICIPALITY under the MUNICIPALITY's substance abuse policy.

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SEVERABILITY

If any provision of this Agreement is held to be illegal, invalid or unenforceable by a court of competent jurisdiction, the parties shall, if possible, agree on a legal, valid and enforceable substitute provision which is as similar in effect to the deleted provision as possible. The remaining portion of the Agreement not declared illegal, invalid or unenforceable shall, in any event, remain valid and effective for the term remaining unless the provision found illegal, invalid or unenforceable goes to the essence of this Agreement. Either party has the right to terminate this contract, for any reason whatsoever, upon 30-business day's notice by the terminating party.

FORCE MAJEURE

In no event shall PROVIDER have any responsibility or liability to MUNICIPALITY for any failure or delay in performance by PROVIDER which results from or is due to, directly or indirectly and in whole or in part, any cause or circumstances beyond the reasonable control of PROVIDER. Such causes and circumstances shall include but are not limited to acts of God, acts of MUNICIPALITY, acts, rules or regulations or orders of any governmental Municipality or agency thereof (whether civil, military, executive, legislative, judicial, or otherwise), strikes or other concerted actions of workers, lockouts, or other labor disputes or disasters, accidents, wars, riots, rebellion, sabotage, insurrection or civil disturbances, difficulties or delays in private or public transportation, or any other cause beyond PROVIDER's reasonable control.

WAIVER

The failure of either party to exercise or enforce any right conferred upon it under this Agreement shall not be deemed to be a waiver of any such right, nor to operate to bar the exercise or performance of any right at any time.

INDEMNIFICATION

MUNICIPALITY shall indemnify, defend and hold harmless PROVIDER, PROVIDER's directors, officers, agents and employees, and each one of them, from and against any and all claims, suits, and damages of whatever nature made or asserted by a present or former employee or agent or applicant for employment of the MUNICIPALITY, of its parent, subsidiary or affiliate companies, arising out of or in any way related to services provided by the PROVIDER under this Agreement, related to negligent, fraudulent, or illegal action or omission of MUNICIPALITY or MUNICIPALITY's employees, agents, or related personnel. MUNICIPALITY agrees to indemnify and hold harmless PROVIDER, its parents, subsidiaries, and affiliates from any loss, damage, or claim brought by third parties (including MUNICIPALITY's tested individuals) resulting from any willful or negligent act or omission on the part of MUNICIPALITY or MUNICIPALITY's representatives.

PROVIDER shall indemnify, defend and hold harmless MUNICIPALITY, MUNICIPALITY's directors, officers, agents and employees, and each one of them, from and against any and all claims, suits, and damages of whatever nature made or asserted by a present or former employee or agent of PROVIDER, of its parent, subsidiary or affiliate companies, arising out of or in any way related to services provided by the PROVIDER under this Agreement, related to negligent, fraudulent, or illegal action or omission of PROVIDER or PROVIDER's employees, agents, or related personnel.

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PROVIDER agrees to indemnify MUNICIPALITY from and against any and all claims arising out of its submission of data or analytical results which are false or incorrect as a result of willful, intentional, or negligent acts or omissions by PROVIDER or PROVIDER's employees, agents, or related personnel.

GOVERNING LAW

The provisions of this Agreement shall be construed, interpreted and governed by the substantive laws of the State of New Jersey including all matters of construction, validity and performance but without giving effect to New Jersey choice-of-law or conflict-of-law principles.

ENTIRE AGREEMENT

This Agreement represents the entire Agreement between PROVIDER and MUNICIPALITY. This Agreement supersedes all prior Agreements, understandings, negotiations and discussions, written or oral, and may be modified only by a written document signed by both PROVIDER and MUNICIPALITY.

HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPAA)

- A. MUNICIPALITY agrees to comply with all federal laws and regulations applicable to the Health Insurance Portability and Accountability Act (HIPAA).
- B. In compliance with HIPAA, MUNICIPALITY shall execute a Business Associate Agreement, if applicable, in a form prescribed by the PROVIDER.

JEOPARDY

- A. If as a result of a change in law or regulation or a judicial or administrative decision or interpretation, the performance by either Party hereto of any provision of this Agreement should jeopardize the licensure of the PROVIDER, the PROVIDER's participation in Medicare, Medicaid, Blue Cross or other reimbursement or payment programs or constitute a violation of any statute, regulation or ordinance or be deemed unethical by any recognized agency or association in the medical field, the PROVIDER may request that this Agreement be renegotiated to eliminate the jeopardy and, if agreement is not reached within thirty (30) days of such request, terminate this Agreement immediately.
- B. The MUNICIPALITY certifies that it and its employees will comply with all federal and state laws including, without limitation, the Health Insurance Portability and Accountability Act (HIPAA), Medicare and Medicaid. The MUNICIPALITY agrees to immediately report to the PROVIDER if: (1) the MUNICIPALITY, and/or its employees, violates any federal or state healthcare law, regulation or policy; (2) the MUNICIPALITY, and/or its employees, becomes aware of any inquiry or investigation by the government of the MUNICIPALITY, or its employees; or (3) the MUNICIPALITY, and/or its employees, is excluded from, or otherwise sanctioned by, any federal or state healthcare plan.

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NON-DISCRIMINATION

Each Party agrees that, in performance of this Agreement, services will be provided without discrimination toward any patient, employee or other person regardless of their race, creed, color national origin, sex, sex orientation, blindness or ethnic background. Both Parties shall comply with all requirements and provisions of the Civil Rights Act of 1964, 42 U.S.C.A. 2000, et seq. and of the New Jersey Law Against Discrimination.

NOTICE

Whenever, under the terms of this Agreement, notice is required or permitted to be given by either Institution to the other Institution, such notice shall be deemed to have been sufficiently given if written, deposited in the United States Mail, in a properly stamped envelope, certified or registered mail, return receipt requested, addressed to the Institution to whom it is to be given at the address hereinafter set forth. Either Institution may change its respective address by written notice in accordance with this Paragraph.

If to the VPS:

Paul Gresko
Director, OHS

With a copy to:

Robin Goldfisher
VP, Legal Affairs

If to MUNICIPALITY :

With a copy to:

AMENDMENTS

This Agreement may not be amended or modified in any manner except by an instrument in writing signed by both Institutions.

BINDING EFFECT: ASSIGNMENT

This Agreement shall be binding upon and inure to the benefit of the Parties, their respective agents, affiliates and successors. Neither Party shall have the right to assign this Agreement or any of its rights or obligations hereunder without the prior written consent of the other Institution and any attempted or purported assignment shall be null and void and of no effect.

HEADINGS

The headings to the various sections of this Agreement have been inserted for convenience only and shall not modify, define, limit or expand express provisions of this Agreement.

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FURTHER ASSURANCES

Each Party covenants that it shall, from time to time, upon the request of the other, execute such further instruments and take such further actions as may be reasonably required to carry out the intent and purposes of this Agreement.

SURVIVAL

Any covenant or provision herein which requires or might require performance after the termination or expiration of this Agreement, including, but not limited to, indemnities, confidentiality, records retention and access, and restrictive covenants, if applicable, shall survive any termination or expiration of the Agreement.

INSURANCE:

- A. **PROVIDER INSURANCE:** PROVIDER shall obtain and maintain at its sole cost and expense during the term of this Agreement, and any renewal thereof, a comprehensive general liability policy, including professional liability, in the amount of at least \$1 million/\$3 million insuring PROVIDER against any and all claims for bodily injury or death and property damage resulting from or arising out of any act, conduct or omission by PROVIDER, its employees, staff and agents related to or arising out of this Agreement or the subject matter thereof. All policies and coverages shall be provided on an occurrence basis.
- B. **MUNICIPALITY INSURANCE:** MUNICIPALITY shall obtain and maintain at its sole cost and expense during the term of this Agreement, and any renewal thereof, a comprehensive general liability policy, including professional liability, in the amount of at least \$1 million/\$3 million, insuring the MUNICIPALITY against any and all claims for bodily injury or death and property damage resulting from or arising out of any act, conduct or omission by the MUNICIPALITY, its employees, staff and agents related to or arising out of this Agreement or the subject matter thereof. All policies and coverages shall be provided on an occurrence basis. MUNICIPALITY shall provide evidence of such coverage to PROVIDER.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the day and year executed below:

PROVIDER: VPS	MUNICIPALITY: Wyckoff, Township of
By: 	By: _____
Title: Director, OHS	Title: _____
Date: 12/29/2020	Date: _____

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FEE SCHEDULE

BUNDLED PRICES FOR SERVICES

BUNDLED PRICES for alcohol tests include both screening and confirmation tests. BUNDLED PRICES for drug tests include collection, laboratory testing, and MRO review.

MUNICIPALITY agrees to pay PROVIDER \$ 68.00 per driver for DOT drug test (UDS)
and DOT alcohol test (BAT)

MUNICIPALITY agrees to pay PROVIDER \$ 100.00 per DOT physical

MUNICIPALITY agrees to pay PROVIDER \$ 40.00 per DOT follow-up physical

MUNICIPALITY agrees to pay PROVIDER \$ 160.00 per split sample test

MUNICIPALITY agrees to pay PROVIDER \$ 180.00 per post accident On- Site service

MUNICIPALITY agrees to pay PROVIDER \$ 68.00 per non-covered UDS

MUNICIPALITY agrees to pay PROVIDER \$ 55.00 per non-covered BAT

Above Fee to include:

- Required Safety Sensitive Supervisor Training.
- Required Blind Specimen Designation.
- Required Certified MRO Services.

Charge *includes* periodic *random* selection of employees, (50% UDS per yr, 25% BAT per yr) all MRO services, electronic delivery of UDS results (if requested), collection sites, record back-up, semi-annual laboratory reports, as well as *unlimited* Supervisor training instruction, and 800 Hot-Line numbers for Post Accident Collection Sites or On-Site Post Accident Services. (On-Site Post Accident Service fee does not include cost of drug or alcohol tests).

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Amendment A

EQUAL EMPLOYMENT OPPORTUNITY AND AFFIRMATIVE ACTION EXHIBIT

NON-DISCRIMINATION

Both Parties agree that, in performance of this Agreement, services will be provided without discrimination and in compliance with all requirements and provisions of the Civil Rights Act of 1964, 42 U.S.C.A. 2000, et seq., the New Jersey Law Against Discrimination, and the New Jersey Equal Employment Opportunity and Affirmative Action Rules.

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will ensure that equal opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor will send to each labor union, with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to meet targeted county employment goals established in accordance with N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, and labor

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unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the targeted employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

Appropriate evidence that the contractor is operating under an existing Federally approved or sanctioned affirmative action program (such as a Letter of Federal Affirmative Action Plan Approval);

A Certificate of Employee Information Report, issued in accordance with N.J.A.C. 17:27-4; or

An Employee Information Report Form AA302 (electronically provided by the Division and distributed to the public agency through the Division's website at www.state.nj.us/treasury/contract_compliance), to be completed by the contract, in accordance with N.J.A.C. 17:27-4).

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Purchase & Property, CCAU, EEO Monitoring Program as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Purchase & Property, CCAU, EEO Monitoring Program for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.



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II Motions

Approval to waive institutional kitchen inspection fee for Cedar Hill Christian Reformed Church and for Faith Community Church as reciprocity for permission to utilize their church spaces as polling locations for elections each year.

This is the Vote on the Consent Agenda:

MOTION: BOONSTRA SECOND RUBENSTEIN
BOONSTRA YES FISCHER ABSENT MADIGAN YES
RUBENSTEIN YES SHANLEY YES

Township Attorney Report:

1. Mr. Landel reported that the Morley Drive easements have been recorded as well as the recording of the Evergreen Building at the Christian Health Care Center which is part of the Township's Affordable Housing Compliance.
2. Mr. Landel stated that he started the application process for the Maple Lake Subdivision. He is awaiting eighteen (18) copies of the subdivision plan. It is estimated to be filed for a January or February Planning Board hearing.
3. Mr. Landel advised that the municipal affordable housing compliance documents have been downloaded onto the Township's website. Kudos to Bob Shannon and Nancy Brown for their work in getting this task accomplished. Mr. Landel is now prepared to go before Superior Court virtually on Monday, January 25, 2021 to terminate the is affordable housing round compliance which began in 2015.
4. Committeeman Boonstra requested a memorandum from Mr. Landel regarding the import of the recent NJDCA regulations recently adopted.

Administrator's Report:

**REPORT OF IMPROVEMENTS ACHIEVED
& SUCCESSFUL ACTIVITIES IN 2020**

The Township Committee form of government requires actions and programs to be authorized by the Township Committee and delivered by staff. The following improvements are reflective of that team effort.

**PUBLIC HEALTH, SAFETY AND QUALITY OF LIFE LAWS ADOPTED BY
TOWNSHIP COMMITTEE IN 2020**

1. Adopted one (1) Zoning Ordinance, which modified the parking code from one (1) space per (50) sq. feet to one (1) space per 200 sq. feet for personal care uses.
2. Adopted an ordinance to govern the illumination of traffic control signage.
3. Adopted an ordinance to implement a Risk Management Best Practice-Rules of Decorum for Governing Body Meetings.

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4. Adopted an ordinance to authorize the acquisition of 240 Demarest Ave.
5. Adopted an ordinance to establish indemnification and defense.
6. Adopted an ordinance to authorize partial land acquisition to increase the area of the Gardens at Wyckoff.
7. Adopted two ordinances to establish leases with the Wyckoff Torpedoes Soccer Club, Inc. for the lease of the Township's two (2) synthetic turf fields in exchange for revenue.
8. Adopted an ordinance which increased fire prevention inspection and administration fees to reflect current costs.

**RECOGNITION FROM THIRD PARTY INDEPENDENT AGENCIES
AND AWARDS ACHIEVED**

1. The American Automobile Association's community traffic safety awards were cancelled in 2020 due to COVID-19. In 2019, Wyckoff was one of only eight municipalities of the 98 municipalities in Bergen, Passaic, and Hudson to receive this award. 2019 was the 14th time in the last 16 years that the Wyckoff Police Department earned this award. However, the Police Department continued its focus on traffic and pedestrian safety in 2020. Some of the community pedestrian safety enhancements in 2020 include, the purchase and installation of ten (10) LED flashing school crosswalk signs; six (6) traffic calming signs were installed throughout Wyckoff; removal of motorist's sight obstructions were pursued to completion when located.
2. The Township of Wyckoff achieved the following awards from the Bergen County Joint Insurance Fund Annual Awards Program:
 - a. Platinum Award for an Excellent Safety Program (the highest award)
 - b. Achievement of the Safety Improvement Program
 - c. 2020 is the 30th consecutive year that the Township was recognized since joining the regional joint insurance fund consortium for keeping employees at work and avoiding injuries and accidents, making municipal facilities safer.
3. For the third time, the Township of Wyckoff earned the Sustainable Jersey Silver Level Award from Sustainable Jersey. Only twenty-one (21) municipalities of New Jersey's five hundred sixty-six municipalities have achieved the Silver status. This is the highest award. This status remained in place for 2020.
5. In 2018, Wyckoff Fire Department earned the desirable and outstanding insurance classification rate of "3" from ISO for a volunteer Fire Department. These ratings are typically used by insurance companies to price property and casualty insurance policies for homes and commercial properties. This rating remained in place in 2020.
6. For your awareness – In 2017, the Township's Uniform Construction Code Office, managed by Tom Gensheimer, our Construction Code Officer, achieved an insurance classification rating of "3" from ISO for Municipal Governments. This rating is also typically used by insurance companies to price insurance policies based on structural stability and compliance with national construction codes to survive various perils. This rating remained in place for 2019, and 2020.

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7. Rutgers University awarded the Township of Wyckoff a “special innovative” statewide public information award for our multi-media public information. The public information encompassed the Township’s 2020 resident calendar that was “Vision 2020”, which featured the technology used to provide services. The township’s public information program also includes resident newsletters and social media post. A special program included the Township’s “Prevent Anthropogenic Pollution” which consisted of a series of social media posts that explained the mandated Stormwater Management Act requirements in everyday language rather than in “legalese” and the “Legacy of Service” Program that uses social media to recruit new Volunteer Firefighters. This award is the 8th public information award in the last 11 years representing the Township Committee’s commitment to useful and timely public information.

8. In 2020, the New Jersey Business Magazine rated Wyckoff the 3rd best place to live in North Jersey. Wyckoff was only behind Westfield and Montclair.

9. In 2019 NJ Family Magazine rated towns across the state as the best place to raise a family and the Township of Wyckoff as #48 in the top 100 towns in New Jersey. (To put this in perspective, New Jersey includes 566 towns.)

10. The Township of Wyckoff was awarded recognition in the New Jersey League of Municipalities 2019 Innovation in Governance Program for the Township’s “Ten Point Easy Public Access Program – A Comprehensive Approach to Transparency”. The judges who comprised this third-party independent agency were the President and Executive Director of the NJ League of Municipalities and the Director of the NJ Division of Local Government Services (the State agency charged with regulatory financial and business controls of all NJ Municipalities).

11. The New Jersey Clean Communities Council, Inc. notified the Township of Wyckoff on October 30, 2020, that it was awarded the “Rise to the Challenge Award” for conducting a COVID-19 compliant event reducing litter, such as plastic gloves, masks and other materials found on streets and quasi-public places.

12. The Township of Wyckoff was the statewide winner and awarded recognition in New Jersey League of Municipalities 2020 Innovation in Governance Award Program for the Township’s “Legacy of Service Program”. This program utilizes all of Wyckoff’s social media tools to address the decreasing number of volunteer firefighters and recruit new volunteer firefighters through an innovative approach.

13. The Township of Wyckoff was also awarded an “Honorable Mention” in the 2020 Innovation in Governance Award Program for “Funding an All-purpose Synthetic Turf Field” via a public private partnership for its field in the Memorial Field Campus.

14. The Township of Wyckoff was presented with a 2019 Safe Routes to School Recognition Award.

LEGACY DECISIONS

1. The 100-year-old Meer Estates Barn was relocated to its new location at the Wyckoff Community Park. The DPW restored the barn with a new wood shingle roof and the replica green paint.
2. The Barn Original Restaurant, celebrated 90 years of serving meals to the Wyckoff Community.
3. The Township Committee adopted Resolution 2020-120 in January, which celebrated and recognized the 100th Anniversary of the Ratification of the 19th Amendment, which gave women the right to vote.

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4. The Wyckoff Love Fund celebrated its 20th Anniversary and recognized Love Fund Founder-Reverend David Bach for his service to the organization and to those in need.
5. The Northwest Bergen County Sewer Authority marked its 50th Anniversary by mailing a brochure to all postal addresses in the Northwest Bergen County Towns it serves.
6. In August, the Township completed a second synthetic turf field in the Memorial Town Hall Athletic Complex. This innovative public-private partnership provided donations and in-kind contributions that paid for half of the cost.
7. Wednesday, April 22, 2020 was the 50th Anniversary of Earth Day. The Township planned to celebrate the anniversary on Saturday, April 25, 2020 with a new community event "Super Recycling Saturday". Unfortunately, due to COVID-19 public health emergency, the event was cancelled.
8. The Municipal Clerk, Joyce Santimauro, retired after 31 years of service to the Township. Lt. Charles Van Dyk retired after 35 ½ years of service with Wyckoff and Sgt. Dan Kellog retired after 26 years of service.
9. In May, a new Spartan Fire Pumper was received and immediately placed in service at Fire House #2, 180 Wyckoff Ave. The Township of Wyckoff utilizes its fire pumpers for a useful life of thirty (30) years.
10. In September, the Planning Board updated the Municipal Recreation and Open Space Inventory. This document guides the passive and active recreation spaces in the community.
11. On July 8, 2020, the Wyckoff Planning Board completed the process of Re-examining the Master Plan, which is the document that guides the physical development of the community.
12. The Presidential General Election conducted on November 3, 2020, generated the highest number of registered voters in Wyckoff voting-**82%**, eclipsing the previous record of **76%** in the 2016 Presidential General Election. This election was the first "vote by mail" election, with voting machines at one (1) polling location (Eisenhower Middle School) for all ten (10) election districts. The Township Committee was successful in obtaining a secure vote by mail drop box, located at Town Hall for the convenience of Wyckoff voters. Wyckoff was one (1) of seventeen (17) municipalities of Bergen County's seventy (70) municipalities to have this convenience. Bergen County's Board of Election Staff, accompanied by a Bergen County Sheriff's Officer, emptied the voting box twice a day.
13. Longtime residents Tom and Mary Bugel passed in 2020. Over twenty-five (25) years ago they formed Partners in Pride Organization, a volunteer non-profit group, which plants flowers around town and advocates for a "litter free" community. The Partners in Pride donated a flag pole and plaque in remembrance of the Bugels, which was constructed at the Larkin House Community Facility, where Partners in Pride meet. (Township Committee Members Rudolf Boonstra, Elizabeth Fischer are members, as is Administrator, Bob Shannon).

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14. Matthew Murphy, a senior at Ramapo High School, and son of Police Chief David Murphy, submitted an essay in the New Jersey League of Municipalities Contest, "What My Governing Body Does Best", and was selected as the statewide winner, he received a scholarship stipend.
15. The January 8, 2020 issue of the New York Times, published an article that featured the Township of Wyckoff as a wonderful home town to raise a family. The article was posted on the Township's website under "New Resident Information."
16. Three (3) events were conducted in 2020 that convey the message that Wyckoff is an inclusive community and all are welcome.
17. Police Officers Scalise and Schlossberg were featured for life saving in the September 29, 2020 edition of the Bergen Record Hometown Hero's Series. These two (2) officers responded to a three (3) year old boy choking at the YMCA. They performed CPR and cleared the boy's fully blocked airway.
18. Mary Ellen Tafrate organized the annual Town Hall Thanksgiving Food Drive to assist the Center for Food Auction in Mahwah which helps those in need. Nine (9) overflowing file boxes of food were donated.
19. "Jersey Mikes" sandwich shop opened in February 2020.

2020 GRANTS AND POSITIVE FISCAL OPERATIONS

1. The 2020 ***annual budget*** for operational expenses and capital improvement projects was adopted with a small municipal tax decrease which amounted to \$5.56 on the average assessed home of \$793,800.
2. The 2020 ***sewer usage fee*** was limited to the 2016 fee of \$472.
3. The Township entered into the following new ***shared service agreements*** or negotiated new agreements in 2020:
 - a) Video TV testing of sewer lines with Northwest Bergen Utilities Authority (NWBUA).
 - b) For sewer main cleaning.
 - c) The New Jersey Department of Health (NJDOH) requirement to provide a baby well clinic. An agreement with Waldwick was renewed.
 - d) Community Development Block Grant (CDBG) with Bergen County to apply for grants to remove architectural barriers and construct barrier free improvements.
 - e) Compliance with New Jersey Department of Health (NJDOH) public health core requirements and Professional Health Officer services.
 - f) Acting Court Administrator Services.

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4. The Township utilized and has in place thirteen (13) other shared service agreements.
5. The Township is a member of eight (8) cooperative pricing systems which we utilize to shop the most competitive price.
6. Of those eight (8) cooperative pricing systems, the Township is the Lead Agency in three (3) of them.
 - I. Commodity resale price agreement with the K-8 school system where the Township sells the school system gasoline, diesel, ice melting materials and the school system avoids the cost of funding storage facilities and dispensing systems.
 - II. A cooperative pricing system with the K-8 school district.
 - III. WOLF cooperative pricing system where the Township performs the procurement and aggregates the volume of all three (3) municipalities to capture discount pricing based on volume buying.
7. A new five (5) year dispatch shared service with Bergen County was approved.
8. In 2020, the CFO completed the New Jersey Department of Community Affairs “Best Practices Checklist”, and the Township earned a score which allows the Township to receive 100% of the revenues distributed by the State of New Jersey. 2020 was the 11th consecutive year of the “Best Practices Checklist” and the Township’s Financial Practices Qualifying for full state revenue distributed to the Township.

**GRANTS UTILIZED IN 2020/2021 & IMPROVEMENTS
FUNDED BY GRANTS ACHIEVED IN 2020**

I. GRANTS RECEIVED IN 2020

1. \$27,326 Recycling Tonnage Grant received
2. \$2,409 Drunk Driving Enforcement Grant received
3. \$10,000 Sustainable Jersey/Gardinier Grant received
4. \$2,500 grant from the Bergen County Joint Insurance Fund (JIF) received

II. GRANTS UTILIZED THAT ACHIEVED IMPROVEMENTS IN 2020

1. A \$100,000 Bergen County Open Space Trust Fund Municipal Program for Park Improvement Grant was utilized to complete the synthetic turf field at Memorial Field
2. A \$48,000 Bergen County Open Space Trust Fund Municipal Program for Park Improvement Grant was utilized to construct an irrigation system, sensory garden and (4) four park benches with inlaid chess boards at the Russell Farms Community Park.
3. An \$81,000 Bergen County Open Space Trust Fund Municipal Program for Park Improvements Grant was utilized to pave the parking lot, construct a playground for children ages 2-6 and

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installation of a flexi-pavement on a section of the recreation trail at Russell Farms Community Park.

4. A \$217,000 NJ Dept. of Transportation (NJDOT) Trust Fund Grant was utilized to complete paving of Greenwood Ave.
5. \$44,500 in NJ Board of Public Utilities Clean Energy incentives were utilized to replace lighting with energy efficient LED lighting in Town Hall, Fire Co. #1 and DPW Garage and HVAC upgrades to Fire Co. 1 and the Recreation Center
6. A \$10,000 Sustainable Jersey/Gardinier Energy Efficiency Grant was utilized to upgrade the HVAC air conditioning system at the Larkin House meeting facility and senior center.

III. GRANTS TO BE UTILIZED IN 2021

1. A \$195,000 NJDOT Trust Fund Grant was received and modified for paving of Mountain Avenue scheduled for completion in 2021.
2. A \$189,000 2020 NJDOT Grant application to complete the paving of Mountain Avenue was awarded on November 16, 2020.
3. A \$30,000 CDBG (Community Development Block Grant) grant application to replace windows at the Larkin House meeting facility with new energy efficient windows was submitted. The grant award is pending.
4. A \$70,400 Bergen County Open Space Trust Fund Municipal Program for Park Improvement Grant was submitted to improve Memorial Field with lighting detection systems, an asphalt path and replacement of a safety fence around the Wyckoff playground as well as tennis court improvements.
5. The Township was notified it has been awarded a Bergen County Open Space Grant of \$900,000 for the Township to purchase approximately 21 acres of the Maple Lake property to be preserved as passive open space and removing it from development. This purchase is court approved.
6. On November 13, 2020, Chief Murphy obtained a \$25,000 grant from the Aaron and Rachel Meyer Memorial Foundation for construction of a building for storage of police equipment and vehicles.

IV. FEDERAL GOVERNMENT SURPLUS PROGRAM UTILIZED TO ACQUIRE EQUIPMENT WITHOUT EXPENDING TAX DOLLARS

1. Since joining the Federal Government Surplus Acquisition Equipment Program (1033) in August 2016, \$489,960 of equipment has been acquired at no cost to the taxpayer to date.

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2020 Annual Report for Finance and Tax Collection Office

The Tax/Finance Office has worked a combination of staggered shifts and remote work from home throughout the COVID crisis. There have been no processing delays or back log. This includes collection and processing of tax and sewer payments each quarter on a timely basis and without error. The Finance staff has been dedicated to completing and exceeding all work requirements while remaining safe. In addition, Maryanne has completed all Tax Collection classes on weekends, remotely, and is now studying for review in anticipation of taking the State licensing exam. This is being done on her own time.

The dedication and work product of the Tax/Finance Office is greatly appreciated and should be commended!

Chief Financial Officer and Finance Department

Ensured all reporting is compliant with NJSA 40A:2-1 et seq Local Bond Law, NJSA 40A:4-1 et seq Local Budget Law, NJSA 40A:5-1 et seq Local Fiscal Affairs Law, NJSA 40A:11-1 et seq Local Public Contracts Law and NJSA 5:30 Community Affairs and all Division of Local Government Services Directives.

Prepared annual budget workbook (a 5-month process) providing detailed information to the governing body.

Prepared and filed by all statutory deadlines:

- Annual Budget Document for Introduction and Adoption
- User Friendly Budget for Introduction and Adoption
- Annual Budget CAP calculation
- Annually Tax Levy Workbook
- All required budget Ordinances and Resolutions
- Annual Debt Statement
- Supplemental Debt Statements
- Annual Financial Statement
- Annual Best Practices Report
- All Dedication by Rider Resolutions
- All Chapter 159 Grant reporting requirements
- Maintain and reconcile for 17 bank accounts and 9 ledger fund accounts and credit payment accounts
- Maintain reconcile of all general ledger, budget, revenue accounts monthly and at year end
- Maintain Encumbrance System
- Maintain and prove all subsidiary ledgers
- Maintain fixed asset accounting ledger
- Supervise Payroll Processing and Accounts Payable
- Primary Human Resource Officer per NJ mandate

Ensure audit preparedness and compliance of on-line payment and credit card accounts. Required to input into each online form all banking information and must reconcile between 3 reports each month: Township, Credit Card Vendor, and Form vendor with all payment codes reconciling and manually input into NJSA 40 Budget approved revenue accounts.

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Supervise and prepared all monthly financial reports of the Treasurer, Tax Collector, and Investments.

Supervise all Finance Department responsibilities including processing Payroll, Accounts Payable, IRS compliance, ACA compliance, purchasing compliance. Ensure compliance with all applicable State Statutes and Rules and Regulations.

Ensure compliance with Single Audit Act, coordinated all departments compliance and coordinated annual audit resulting in 12th year of “no comments”.

Recommend actions to maintain Township’s Bond Rating (currently AA+ and Aa1).

Safeguard all municipal assets through internal control system and cash management policies.

Invest public funds and issue debt as authorized by governing body and in compliance with Local Fiscal Affairs and Local Bond Law.

Ensure compliance with statutory Debt Service payments.

Ensure compliance with Division of Local Government Services Rule and Regulations.

Supervise petty cash and change funds.

Manage all departments budgets for compliance with NJSA Title 5, 40, 40A and 54.

Manage Planning Board, Board of Adjustments, Engineering for compliance with Developer’s Escrow Account Law.

Manage Police Department extra-duty for compliance with State of New Jersey Outside Duty rules and regulations.

Prepares State and Federal Agency surveys such as Census Bureau and ICMA Police and Fire Personnel, Salaries and Expenditures.

Accounts Payable:

Total Purchase orders and vouchers (as of 12/23/20)	1,296
Total checks written	2,025

Ensure compliance with: State required W-9, Business Registrations, annual 1099 interest and miscellaneous income, Pay-to-Play, Prompt Pay, Affirmative Action, Township purchasing policy, all Township contractual agreements and Local Public Contracts Law and Fiscal Affairs Law, Medicare Part B reimbursements.

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Payroll/Certifying Officer:

Process semi-monthly payroll

Total F/T employees	62	Total P/T employees	37
Total Seasonal employees	20	Library (F/T and P/T)	31

(usually appx 85 reduced in 2020 due to COVID)

Shared service to process Library Payroll (paid by Library)

Ensure compliance with State required: W-4 and Tax forms, I9 Homeland Security Employment Eligibility, health benefit, pension and DCRP applications and changes, all quarterly state pension reports, ACA reporting compliance, IRS and tax reporting compliance, AFLAC, Nationwide applications, changes and monthly payments.

Coordinates Annual Worker's Compensation Audit

Completes:

Census of Government Survey of Public Employment and Payroll
Occupational Employment Report of State and Local Government
NJ League of Municipalities Salary Survey Questionnaire
State Health Benefits Survey
ICMA Police and Fire Personnel, Salaries and Expenditures
Medicare Survey questionnaires

Process Unemployment certifications when received.

Recommend and implement fraud prevention policies.

Tax Collector and Tax Collection Office

Compliance with NJSA 54:4 et seq.

Supervise all tax collection and accounts receivable activity of Township.

Prepare, review, adjust, and mail 4 annual tax billing cycles for 5,807 properties: Homestead Rebate adjustment bills, estimated tax bills, Final and Preliminary tax bills, and Added /Omitted Added tax bills.

Prepare, review, adjust, and mail Sewer User Bills.

Prepare monthly tax collection reports and annual Tax Collector Report NJSA 54:4-91.

Coordinate and process all tax exemptions, tax deductions, County and State tax appeals within statutory time frame of 45 days. Review each, process adjustments over multiple years and process refunds. Ensure subsequent years tax billing information reflects new assessed value.

Centralized collection office for all municipal collection including local and regional school tax collection, county tax collection, all Township revenues, fees, payment collection.

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Collect and post all revenues within 48 hours of receipt.

Prove daily revenue batch input for 17 banks including Current Fund, Capital Fund, Sewer Operating, various Trust Accounts, On-line Tax, On-line Recreation Banking and new On-line Web Forms.

Maintain the following ledgers:

- Foreclosed Property
- Assessments for Local Improvements
- Tax Duplicate
- Cash Receipts Books
- Arrears Register
- Tax Lien Ledger
- Tax Sale Certificate Book

Maintain detailed reporting and records of all collection and cashing activity and adhere to Township's and State of NJ cash management policies.
Enforce payment of property taxes in compliance with NJSA 54:4 through the processes of delinquent collection, interest calculations and year end penalties.

Conduct annual Tax Sale and process all Tax liens in compliance with State requirements.

Process Official Municipal Searches within 15 days as required by law.

Supervises preparation of Annual EDU report for NWBCUA.

Mail and process all senior citizens post year income certification reports.

File all annual State Reports Senior Citizens and Veterans Reports, Homestead Rebate Report, Delinquent Tax Report, Census Reports.

2020 Tax billing, mailings and line-item adjustments activity:

Tax Levy Billing:	
Vacant Land	110
Residential	5,533
Farm (Reg & Qualified)	2
Commercial	143
Industrial	17
Apartment	<u>2</u>
Total Final Billing line items	5,807
Total Estimated Bills	5,807
Added/Omitted Added Billing line items	699
Homestead Rebate Bills	0
<i>billing in 2021 due to COVID</i>	
<i>the State will submit double</i>	

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Sewer Operating Billing:			
Residential	3,792		
Commercial	250		
New Billing	<u>52 (Toll Bro's/Franklin Lakes)</u>		
Total Sewer Billing	4,084		
Delinquent Notices (Tax & Sewer)	3,800 (appx)		
Tax Appeal adjustments	211		
Tax Deduction/Canceled Adj	222		
Appeal/Overpayment Refunds		12	2020 Co Bd not recv'd due to COVID. Will cause higher refunds in 2021
Tax Sale properties initial list (as of 9/4/20)	33		
Tax Sale properties sold (on 10/29/20)	6		
Total Revenues Collected (as of 12/21/20):			
Total Tax Levy Collected		\$	86,530,636
Tax Interest/penalties		\$	108,001
Liens Redeemed		\$	203,772
Other Revenues Collected		\$	4,285,277
Sewer Charges		\$	2,290,875
Capital/Trust Revenues		\$	551,952
Refunds processed		\$ -	<u>109,401</u>
			\$ 93,861,112
Cash	\$	102,183	
Checks		\$92,971,622	
Credit Cards	\$	787,307	

Assistant Township Administrator/ Technology Compliance Coordinator/Mandate Compliance

Assist Administrator with development and implementation of personnel policies and procedures.

Asst Administrator with JIF compliance and procedures.

Directly supervise finance employees ensure compliance with all State and Township policies including Employee manual compliance, use of Guardian, Purchasing Policy, Computer Security, Office Security, account information security.

Directly supervise all employees ensure compliance with all State and Township policies including Purchasing Policy,

Acts Primary Human Resource Officer to develop, implement all compliance with State of New Jersey Domestic Violence Law

Establish, coordinate, administer, prove and reconcile all on-line banking software accounts, 3rd party merchant, and revenue received on a monthly basis to ensure that all on-line payments are statutorily/accurately posted to the Township's records and budgets and are in compliance with DLGS and Audit rules and regulations

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Computer Security, Office Security, account information security.

Coordinate and assist with all computer, phone and communications projects.

Coord with IT Consult to ensure network security and integrity.

Coord with IT Consultant all necessary IT procedures, upgrades and purchases.

Issue and develop Town wide financial and accounting management policies.

Assist Administrator with all finance, personnel, human resource policies, procedures, and issues.

Acts as Administrator for daily operations in Administrator's absence.

Acts as coordinator for Township computer and IT needs.

Acts and special Mandate Compliance Officer.

Coordinates and manages Town Hall building/renovation upgrade projects.

2020 Personnel Policy and Special Projects:

Developed, implemented and maintain policy and protocols for State COVID compliance mandates

Coordinated and implemented purchasing of all COVID Emergency office equipment and PPP:

Masks, Gloves Sanitizers

Office Half doors with plexiglass

Sneeze guards

Air purifying systems throughout building

Reminder decals and stickers

Ongoing COVID Policy compliance and implementation of new policies as required.

Coordinated and purchased all computer equipment to allow remote system access for work from home during COVID

Established and coordinated secure VPN's for remote access security

Maintain method for assessing and ensuring compliance with P.L. 2018c 9 (S104) "Diane B Allen Equal Pay Act" and created analysis of personnel job description

Maintain compliance requirements with Domestic Violence Mandate

Developed and implemented KnowBe4 cyber training programs, computer use monitoring, risk assessment programs. Reminders to each employee are sent regularly for upcoming and past due training modules. It is the responsibility of each employee to ensure they are meeting training requirements.

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Continued Implementation of State required FAST system reporting.

Developed and implemented new department on-line form payment reconciliation policy to ensure audit preparedness and compliance. Ongoing as CFO is required to input into each online form all banking information and must reconcile between 3 reports each month: Township, Credit Card Vendor, and Form vendor with all payment codes reconciling and manually input into NJSA 40: Budget approved revenue accounts.

Maintain on-line payment accounts for Code fees and Clerk on-line form submissions

Maintain remote access and out of office work policy to ensure cyber security of Township network.

Implemented additional “4 Ways 2 Pay” with the implementation of new Pay by Phone IVR for Tax and Sewer payments:

Pay on-line	Pay by Phone
24/7 drop box	Regular mail

Purchased and installed new file server and migrated all office to platform

Continued communications and network migration project by converting final hard lines converting old copper circuits. Upgrading network to FIOS based service with Optimum as secondary/redundant backup

Maintain:

- Cybersecurity Training and Best Practices such as:
- Password Strength and Expiration Policy
- Personal Emails Use and Security Policy
- Cyber Phishing testing and training
- Banking and Payroll Security

Completed:

- Record Retention and Archiving Project (ongoing) but purged files in accordance with State Authority
- Employee and copier room renovation project
- Cyber Security Project
- Computer Upgrades
- Pay by Phone IVRs, voice activated payment portal for tax and sewer

Begun:

- Increase Optimum Internet Speeds and Firewall Upgrades necessary due to increase in Cloud Hosted Programs
- Conversion to FIOS network as main IP for increased upload/downloads speed and utilizing Optimum as emergency redundancy line including upgrading communications systems Town-wide.

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**POLICE DEPARTMENT OPERATIONAL AND OTHER
ACCOMPLISHMENTS**

Modernization and Efficiency Accomplishments:

1. Maintained Yearly Standards for Police Accreditation Process- This process is a significant task but so needed for updating and standardizing all of our policies and procedures bringing us up to “Best Practices” throughout Law Enforcement.
2. Conducted Several DMV Inspection Details
3. Municipal Outreach Presentations: YMCA Cops and Kids Events, Haircuts for healthcare Workers, Over 200 Birthday Drive By's, Breast Cancer Pink Hat Campaign and Beards for Love Fund, School Violence Awareness Program
4. Social Media Expansion in Usage to solve crimes/identify suspects/vehicles/PSA's
5. Mandated School / daycare periodic visits – Exterior due to COVID
6. Conducted two Shred Fest-Portable Drug Drop Off events which resulted in 45 lbs. of drugs destroyed.
7. Illuminated Pedestrian Crossing Signs Installed at various school zone locations
8. Ordered two 2020 Ford Utility Hybrid Patrol Vehicle
9. The Wyckoff Police Department responded to approximately 15,000 calls for assistance in 2020.
10. Various IT Upgrades throughout the department and migrated all IT work to TNT Max.

Personnel:

1. Various JIF training classes and videos completed and logged
2. Hired two new officers and promoted two Sergeants and one Lieutenant

Police Officer Safety Investments:

1. Installed carbon Monoxide Detectors on Medical bags in each police vehicle.
2. Outfitted new police vehicle with more safety lighting as per JIF recommendation.
3. Installed vehicle pull out storage drawer for officer safety (2 vehicles)
4. Utilized all message sign boards and (2) solar radar signs for speed enforcement and messaging.
5. Issued Department Cloth masks to all officers for duty use

Efforts to Secure Non-Tax Funding:

1. Submitted an application with the Meyer Foundation. Received a Grant for \$25,000.00. Awaiting response on an additional submitted award for \$25,000.00 for police related equipment and building enhancement.
2. Continued the Government 1033 Federal Government Surplus Acquisition Program and have received many items and vehicles at no cost to taxpayers. We have totaled \$489,690.00 to date. As we always do, we will continue to try to locate any items under this program.
3. Application submitted to the Bergen County 200 Club for two (2) solar radar enforcement signs; \$6,000.00. We were granted \$3,000.00.

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4. Department of Homeland Security-FEMA- All expenditures related to COVID are in the process of submission by Sgt. Ferreira for the entire township.

TAX ASSESSOR'S FINANCIAL MANDATE COMPLIANCE 2020

1. The Tax Assessor's office mailed 5,811 Chapter 75 cards to property owners notifying them of their 2019 assessment.
2. The Tax Assessor received an additional 140 tax appeals in 2020. The Tax Assessor's office continues to work with/process 80+ ongoing tax court appeals throughout the year.
3. The Tax Assessor's office mailed 100 Further Statements to the owners of properties which are exempt from property taxes. This is performed to ensure that the property owner's exempt status has not changed.
4. The Tax Assessor mailed 162 Income and Expense Report requests to commercial property owners.
5. 143 Total *Added Assessment* records were sent to the Bergen County Board of Taxation.
6. 36 Total certified letters were mailed to advise property owners of their *Omitted/Added Assessment*, as well as to the Bergen County Board of Taxation.
7. 179 Total *Added/Omitted Assessments* brought the town \$37,212,900*. During this COVID pandemic, the Tax Assessor's office still managed a \$3,239,700 increase from last year by the concerted efforts of Pam, Sam and Fran. Sam and Fran were able to provide the Tax Assessor with exterior pictures of homes with improvements when no field inspector was available. They made many drop-offs to the Tax Assessor's home with files, documents, property record cards and plans so she was able to continue her workflow and provide her assessments.
8. 19 *Added/Omitted Tax Appeals* were received, some of which were Assessor Appeals.
9. The Tax Assessor published the state mandated notice on February 12th 2020 that notified property owners that the 2020 tax duplicate was available for public inspection.

*Note: These figures are an estimate. The book prepared from the County is still not completed.

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**SAVINGS & COST AVOIDANCES ACHIEVED THROUGH
EXPLOITING SEALED, ADVERTISED COMPETITIVE
BIDDING**

1. The Township aggregated the volume of 112 fire equipment items that Wyckoff, Franklin Lakes and Oakland regularly purchase and through advertised competitive bidding, obtained cost avoidance: 37% of similar items purchased in 2020 will cost less or be at the same price than we paid last year.
2. The Township aggregated the volume of Wyckoff, Franklin Lakes and Oakland's firefighter medical examinations for PEOSHA compliance and School Crossing Guards are also provided with vision & hearing examinations.
3. For the 12th consecutive year (A December 2019 procurement for use in 2020) Wyckoff aggregated the recreation equipment that Wyckoff, Franklin Lakes and Oakland annually purchase into 243 items. Reduced pricing based on volume discount pricing was achieved. 25% of this year's prices were lower than prices in 2019.
4. See the attached Public Service Announcements posted on social media accounts regarding the Township Committee's success.
5. A competitively bid contract was awarded to stretch our tax dollars for resident requests for shade tree work in the municipal right of way. 120 trees were either pruned, their branches elevated, or dead trees were removed. This service was performed to protect electric and utility wires from trees which may damage utility transmission lines during storms.
6. Milling and paving of roads in 2020 within a \$1.3 million budget appropriation, was accomplished for safer vehicle travel.
7. A December 2020 procurement for 2021, included competitively bidding 238 recreation equipment items. 66 % of the 238 items will cost less than the price paid in 2020. Wyckoff is the "lead agency" (meaning it does all the work) for the Procurement Group of Wyckoff, Franklin Lakes, and Oakland to capture volume based discounted prices.

**RECYCLING ACTIVITIES AND PROGRAMS TO PROTECT
THE ENVIRONMENT AND ACHIEVE COST AVOIDANCE**

1. The Clerk's office successfully scheduled the diversion of 189.7 tons of large appliances from the solid waste stream and directed them instead to the scrap metal recycling stream through the "White Goods Wednesday" (all collected by Wyckoff DPW) program saving significant dollars. (\$12,729.)
2. The Fall leaf collection resulted in 10,164 tons of leaves brought to the Township's leaf composting facility on Charles Avenue and not brought to a landfill at \$67.10 per ton.
3. The Township offered one (1) free COVID-19 compliant personal paper shredding events which was staffed the Department of Public Works. Six (6) tons of personal papers were recycled.
4. 247 tons of Christmas trees were recycled through the Township's annual curbside collection of Christmas trees, performed by the DPW, avoiding the cost of disposal at \$67.10 per ton. *Composting the trees resulted in another cost avoidance of \$16,574.*

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5. The Fishing Derby was cancelled due to the COVID-19 pandemic.
6. A COVID-19 compliant Team Up to Tidy Up town wide litter clean-up/collection day was provided on October 3, 2020. 285 volunteers donated their time to remove litter and collect recyclables from twenty-eight (28) public and quasi-public spaces that seem to accumulate litter. 73 bags of trash and 32 bags of recyclables were collected.
7. Through advertised sealed competitive bidding the Township created \$16,500 of non-tax revenue annually by allowing the placement of recycling boxes for clothing and shoe recycling.
8. The Wyckoff Recycling Center received and then the DPW recycled:
- 219 tons of grass
 - 743 tons of brush and branches (the DPW transported to the Wyckoff compost facility), ground the materials into mulch and provided the mulch at the recycling center for resident's use.
 - 127 tons of electronics
9. 2020 was the third year of the second five-year **Composting** contract, which results in leaves being composted into leaf compost avoiding the landfill cost of \$67.10 per ton. Composting 10,164 tons of leaves from the 2020 Fall leaf collection resulted in a cost avoidance of \$682,004.
10. 2020 was the second full year of the conversion back to dual stream curbside recycling collections. (Dual stream began in August 2018 in response to the overseas' decision to restrict the contamination rate on recyclables from 30% to half of one percent). As of November 2020, the residents redirected 21% of the solid waste stream into recycling.
11. The Township continued a consistent and weekly social media campaign to encourage recycling and an understanding of the rules dictated by the overseas markets. The primary effective public education tools are; Recycle Coach app – "Never Miss a Pick-Up again", weekly e-news communication, "Myrtle the Turtle" recycling tips, and the use of twitter, Facebook and Instagram and the two (2) "Dual is Cool" recycling videos.
12. The Township added two (2) book recycling bins at the Recycling Center, which enhances the center's status as a full-service center. The Wyckoff Recycling Center accepts:

Books Newsprint Cardboard Metal/White Goods Glass Tin	Brush Grass Electronics Used Clothing Used Shoes
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13. Two (2) hybrid police cars were purchased and put into service in 2020.
14. The vegetative waste every other week curbside collection was again provided from April through October. All vegetative waste was tub grinded and made into topsoil, avoiding costs of landfilling.

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SAFETY AS A POSITIVE FISCAL OPERATION

1. The Township achieved savings through its work with the Joint Insurance Fund (JIF). Wyckoff implemented a series of policies and actions which qualified Wyckoff for a Preferred Employment Practices Liability rate of \$20,000 per claim deductible and 20% co-payment capped at \$50,000. If Wyckoff did not implement these policies and actions, its rate would have been \$100,000 per claim deductible and a 20% co-payment with no cap allowed.
2. The Township's Safety Committee participated in the 2020 JIF Safety Program and thoroughly completed the program which made our facilities, buildings and grounds safer for employees and visitors.
3. The Township received a dividend of \$18,288 from JIF for its efforts controlling costs in 2020. This dividend is used to decrease the Township's next year insurance costs. Since joining JIF, the Township has earned \$757,659.88 in dividends which assisted the Township Committee in limiting budget increases.
4. The Township completed its 6th consecutive year of no loss work time. The NJ State average loss work time was 3.8 in 2017. The 2017 JIF loss work time was 2.1 loss work days for every 100 employees.
5. I serve as a member of the Bergen JIF Executive Board as a governing board member and chairperson of two of the three JIF Committees (Management Committee and the Safety Committee).
6. The Township's 2020 cost for insurance was limited to a 1% increase over 2019 cost. The Township's 2021 cost is a 2.3% decrease over the 2020 cost.
7. Portable stop signs were purchased and placed in patrol cars. A policy was established for patrol units to look for motorist sight impediments and when discovered or other emergent conditions encountered, the portable stop signs will be immediately utilized.
8. The Township Committee adopted Title 59 resolutions invoking plan and design immunities for municipal projects and for the purchase of vehicles.
9. The Township completed a cyber security application to JIF to continue and expand its cyber security measures and was approved for the greatest co-payment reimbursement amount should a breach occur.
10. The Township provides weekly training to its employees via cyber security and breach prevention techniques published in the weekly newsletter.
11. The Township provides weekly training to its employees via cyber security and breach prevention techniques published in the weekly newsletter. Additionally, all employees and Township Committee members were assigned Know Be 4 cyber security trainings to be completed in 2020.
12. The DPW installed new hi-definition cameras on the rear of its leaf vacuum trucks to improve the safety of the leaf crews. These cameras allow the driver increased visibility of the crews working at the rear of the vacuum trucks.
13. In 2020 safety/surveillance cameras were installed at the Russell Farms Community Park, playgrounds and parking lot as a safety measure.
14. A litigation Risk Committee was formed in 2020, and its first meeting was conducted with the Township Attorney, Labor Counsel, Risk Consultant, Township Administrator, Chief of Police, and the JIF Executive Director.

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15. The Township began implementing the JIF's Protecting Children Program, which is a risk avoidance measure. The New Jersey legislature adopted a law that allows individuals to sue up to age fifty-five (55) if they were a victim of abuse. The program requires officials, employees, volunteers, and volunteer coaches to complete training programs and maintain records. The training is designed to educate our employees and volunteers on how to keep children safe while participating in a Township of Wyckoff activity.
16. The internet safe exchange zone, established in 2020 at the entrance to the Police Department in order to provide residents with a safe location to transact business in person was again utilized frequently. The area is monitored and under video surveillance.
17. DPW Completed the Installation of Your Speed is/Slow Down/ Thank You Traffic Calming Signs and Flashing School Crosswalk Signs.

1. "Your speed is/slow down OR Thank You" digital message signs are installed at:

- * Two (2) signs on Grandview Ave. near Coolidge Elementary School.
 - * Two (2) signs on Sicomac Ave. near Sicomac Elementary School.
 - * One (1) sign on Monroe near Washington Elementary School.
 - * One (1) sign on Mason Ave. before Lincoln Elementary School.
2. The LED flashing school crosswalk are all constructed.
- * Two (2) signs at Grandview Ave./ Coolidge Terrace school crosswalk.
 - * Two (2) signs at Wyckoff Ave./Circle Dr. school crosswalk.
 - * Two (2) signs at Sicomac Ave./Terhune Terrace school crosswalk.
 - * Two (2) Two signs at the Monroe Ave./Van Houten school crosswalk.
 - * Two (2) signs at the Franklin Ave./Mason Ave. School crosswalk.

TIMELY & USEFUL PUBLIC INFORMATION

1. A 2020 resident municipal calendar was printed and mailed to all postal addresses and posted on the Township's web site. The theme was "Vision 2020". The calendar featured the technology utilized from live streaming public meetings to the Fire Department's search and rescue technology.
2. Both spring and fall resident newsletters were printed, mailed and posted on the Township's web site which explained programs and activities.
3. Township residents' participation on social media continues with the following number of followers:
- | | | | | | |
|---|------|-------------|-------------|-------------|-----------------|
| Weekly E-Blast of Timely & Useful Info. | 5728 | <u>2018</u> | <u>2019</u> | <u>2020</u> | <u>Increase</u> |
| Face Book-Local Government | 1225 | 1512 | 1937 | + 642 | |
| Face Book-Mayor's Wellness | 245 | 272 | 425 | + 180 | |
| Face Book-Recreation | 1023 | 1094 | 1146 | + 123 | |
| Face Book-Police Department | 2081 | 2548 | 3292 | +1211 | |
| Face Book-Office of Emergency Man. | 1435 | 1535 | 1702 | + 267 | |
| Twitter | 433 | 532 | 675 | + 242 | |

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Instagram	925	1250	1750 + 825
You-Tube	___	___	101

4. A new program was introduced in 2020 to solicit volunteer firefighters termed the “Legacy of Service” Program. It uses social media posts, to highlight families of municipal volunteers, and famous people who are known for their views on firefighters, such as Ted Williams, Dennis Leary, and fire prevention measures, to solicit volunteers. Three (3) new volunteers joined in 2020.

5. The Township, in its efforts to promote transparency, expanded its efforts from ten (10) measures to fifteen (15) measures.

- 1) Township Committee meeting agendas and the resolutions and the ordinances listed on those meeting agendas for action are posted on the Township’s web site (Wyckoff-nj.com) on the Friday before the Tuesday night meeting (4 days prior to the Township Committee meeting).
- 2) The Planning Board and the Zoning Board of Adjustment meeting agendas are posted on the Township of Wyckoff website (wyckoff-nj.com) on the Friday prior to the Wednesday Planning Board meeting and on the Friday prior to the Thursday Zoning Board of Adjustment meeting. ADDITIONALLY, the meeting agendas include a parenthetical explanation in “non legal” terminology of the purpose of each land-use application in common vernacular.
- 3) Meeting minutes of the Township Committee meetings, Planning Board, Zoning Board of Adjustment, Board of Health, Parks and Recreation Advisory Board, and Environmental Commission are posted on the Township’s website the day after the meeting at which they are approved. For the Township Committee, that means every fifteen (15) days the Township Committee meeting minutes are posted and for all other boards, since they meet once a month, their meeting minutes are posted every thirty (30) days. At minimum, three (3) years of meeting minutes are posted) and available for easy public access 365/24/7.
- 4) When the Township Committee introduces an ordinance, it is permitted to publish only the title of the ordinance in the Ridgewood News. Although this is legal, it is impossible for a citizen to understand the ordinance. The Wyckoff Township Committee publishes each ordinance in its entirety to allow citizens to gain an understanding of the ordinance and its impact or purpose from reading the publication in the newspaper.
- 5) Effective July 2019, the Township Committee began live streaming and video recording its bi-monthly meetings and posting those video recordings on its web site in the same location that written meeting minutes are located for easy public access 365/24/7.
- 6) The Township’s website homepage includes a prominent link titled, “Legal Notices from the Municipal Clerk” which contains a listing of each legal notice as it is published and which links to each complete legal notice of the Township Committee such as: bid notices and ordinances, for easy public access 365/24/7.

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- 7) The Township's website includes a prominent link titled, "Municipal Records" where financial records, collective bargaining agreements and elements of the Township's Master Plan are located for easy public access 365/24/7.
- 8) The Township's website includes a prominent link titled, "Township Laws and Codes" which provides all laws of the Township of Wyckoff, such as; the zoning codes, subdivision and site plan codes, property maintenance code and the traffic code all located in one place for easy public access 365/24/7.
- 9) The Township's website includes a prominent 365/24/7 link titled, "Request a Non-emergency Service". Residents and citizens utilize this easy website feature to communicate request for service and questions. The below information lists the number of requests, resulting in responses for each since its inception in 2017.

2020	313
2019	224
2018	244
2017	53
- 10) The Municipal Clerk's Office prioritizes its response to public records request, and diligently records its issuance of public records. For example:
 - 95 percent of the OPRA requests are replied to in three (3) of the allowable seven (7) days permitted by Law.
 - The OPRA request form can be easily found on the Township's website and submitted directly to the Municipal Clerk using the online platform for easy public access 365/24/7.
 - The following tally of OPRA responses over the past 5 years

2020	740
2019	612
2018	659
2017	665
2016	536
- 11) Two bulletins were drafted, "Resident Information for Attending/Participating in a Zoning Board of Adjustment Meeting and a Planning Board Meeting." These bulletins welcome members of the public to the land use meeting and explain the application review process, public comment periods and posting of agendas in advance of the meetings. The New Jersey League of Municipalities featured these bulletins as best practices. The bulletins are available on the Township's website 365/24/7 and available at meetings.
- 12) Wyckoff requires all officials and volunteer board member to recite an oath of office that exceeds the minimum statutory language for public oaths of office and requires affirming, "and that I will not use my office to grant preferential treatment, nor to seek personal gain, favor or advantage not available to the public." This additional language for the oath of office required in Wyckoff exceeds the minimum statutory requirement.

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13) The Township utilizes the following social media accounts to provide timely and useful municipal information for citizen convenience:

Facebook
Instagram
Twitter
Subscribe to Wyckoff's You Tube Channel

14) Applications and plans for Planning Board and Board of Adjustment review and consideration are posted on the municipal website for easy inspection 24/7 ten (10) days before the meeting in which the applications are anticipated to be reviewed. Applications and plans remained on the website until the resolution approving or denying the applications are adopted.

15) "Tax and Sewer Payments" is an interactive link on the Townships home page which allows interactive use and transactions such as:

- Review Tax and sewer charges per property for multiple years.
- Print bills.
- Pay tax and sewer charges
- Process a change of name or address form for tax and sewer charges on-line.

6. The Chief of Police regularly issues press releases to the community that provides timely information such as crimes that have occurred, arrests, awareness to scams and general public safety awareness information. These press releases are also posted in the Township's Weekly E-News Communication in the section "Police Blotter Reports".

7. The Township continued to urge residents to register their email address at "Sign up for Weekly E-News Communication" on our home page to receive "Storm Informed" information.

8. The Township continues to issue relevant public service announcements via social media and the Weekly E-News Communication to explain government actions, such as the purpose of an ordinance or a resolution awarding a contract in addition to the announcements intended to inform the public of municipal programs, activities, and due dates.

9. The Township posted custom-designed leaf collection crew progress updates on its home page every week day of the leaf collection October 2020 through the conclusion of the third (3rd) town-wide collection on December 16, 2020. These updates were also shared on Face Book, Twitter and Instagram. The updates included the district the leaf crews were currently collecting in and any information about plans to move to the next district. This information was designed to be timely and helpful for residents to plan when to place their leaves to the curb.

10. Several **community public safety information programs** were issued which included:

- Six (6) Pedestrian Safety Bulletins
- Twelve (12) how to be COVID-19 safe bulletins
- Four (4) Halloween Safety Bulletins
- Three (3) School's Open, Drive Safely Bulletins
- Seven (10) Fire Prevention Bulletins
- Various Public Health Awareness Bulletins

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- Three (3) Emergency Preparedness Bulletins for Emergency Preparedness Month
- Eleven (11) Reasons to Recycle
- Four (4) Winter Safety Bulletins
- Shovel Snow from Around Fire Hydrants Campaign

11. A community information program was shared which included critical resident requirements of the Storm Water Management Act, also known as, "Only Rain in the Drain". Fifteen (15) colorful graphic postings are issued throughout the year to promote clean water.

12. The Township's broad and robust public information program consists of:

wyckoff-nj.com website
Wyckoff Local Government Facebook page
Wyckoff Police Department Facebook page
Wyckoff Recreation Facebook page
Mayor's Wellness Campaign Facebook page
Wyckoff Office of Emergency Management Facebook page
Wyckoff Township Twitter account
Wyckoffnj Instagram account
Township of Wyckoff YouTube channel

13. The Township Committee began live streaming and posted video of its public meetings on its website utilizing our YouTube channel in 2019. In 2020, citizens accessed videos of these meetings resulting in 1,738 video views. An average of 75 views per meeting in 2020.

2020 ROAD, STREET AND PARK MAINTENANCE FOR SAFE USE

1. Public works crews paint road markings for enhanced safety. The Public Works staff painted and re-striped road markings to enhance safety and alert motorists to school crosswalks. Freshly painted road markings are a traffic calming technique.

263 Stop lines painted
34 Crosswalks painted
24 School crosswalks painted
48 School X-ing legends painted
21 Directional Arrows painted
23 ADA parking stalls painted

Too numerous to count – Parking stalls at 14 Township locations.

2. A DPW crew also inspected regulatory signs such as advance school crosswalk signs, crosswalk signs and 25 mph signs and they replaced or installed additional signs where needed. The police department inspects this work and the result is a significant safety effort before the start of school in September and the increase in traffic from the end of the traditional summer vacation period.

3. In 2020 the Township of Wyckoff DPW responded to 3 emergency snow events requiring sanding and / or snow plowing. In total, 17 inches of snow fell in the Township in 2020. One of our mildest winters on record.

4. The Township's NJDEP permitted leaf compost facility at Charles Avenue received the NJDEP's inspection approval.

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5. In 2020, through an advertised competitive bid, the Township completed tree service work (prune/elevate/remove dead trees) in the Municipal Right-of-Way in front of 73 homes totaling 120 trees. This service is designed to prevent or limit trees and branches from damaging utility poles and wires during storms, to maintain electric service to homes.
6. The DPW staff performed mandated inspections and repairs of stormwater catch basins to comply with the Federal Clean Water Act's Stormwater Management Mandate. Which resulted in:
 - 1,781 basins were inspected / 402 were cleaned
 - 128 outfall pipes in waterways were inspected
 - 65 basins were repaired
 - 310 miles of street sweeping performed as a part of the Stormwater Act.
7. The DPW on-staff electrician provided electrical repairs to all municipal buildings and facilities avoiding significant costs.
8. The DPW provided weekly lawn maintenance to the Town Hall complex, Wyckoff Community Park, Gardens at Wyckoff, Larkin House Park, Russell Farms Community Park, Pulis Field complex, Zabriskie Pond Park, Ten (10) traffic islands and two (2) pump stations, as well as spring and fall clean ups.
9. DPW provided support to the Rec. Department in the spring/summer by assigning two (2) employees to perform Rec. duties, i.e.: maintenance and preparation of nineteen (19) baseball fields, football fields, soccer fields, roller hockey, tennis courts, lacrosse fields – preparation of all rec. program sporting equipment.
10. The DPW completed 3 rounds of Fall town-wide, curbside collections of leaves starting on 10/19/20 and completed this service on December 16, 2020, despite 1 emergency snow response and multiple rain days which slow the collection process. The first snow emergency occurred on December 17, 2020, the day after leaf collection was completed with a storm that fell 12 inches of snow.
11. The Township has many Department Managers who perform complex duties for which a majority of municipalities fund consultants to perform. The Township's Public Works Manager / Recycling Coordinator performed the following duties in 2020:
 - A. The Public Works Manager participated in the annual EJF (Environmental Joint Insurance Fund) municipal site inspection of the DPW facility. A score of 99 out of 100 was achieved.
 - B. The Public Works Manager completed the Township MSRP-Tier A Stormwater Annual Report and submitted it to the NJDEP.
 - C. The Public Works Manager completed Township 2020 Right-To-Know Chemical survey and submitted it to the NJDOH.
 - D. The Public Works Manager completed the Township Class B/C Annual Recycling and Compost Facility Report and submitted to the NJDEP.
 - E. The Public Works Manager completed the Township Recycling Tonnage Annual Report and submitted it to the NJDEP.
 - F. The Public Works Manager administered Annual Haz-Com and Bloodborne Pathogen training for all DPW employees.

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G. The Public Works Manager oversees and manages the Township Class B/C Compost Facility. Participated in the monthly site inspections by the NJDEP. Coordinates the annual testing of the previous years' compost material with a NJ state approved lab testing facility.

H. The Public Works Manager performs preparations, layout, design and inspections for the Township road resurfacing program.

I. The Public Works Manager coordinated and inspected the improvements at Russell Farms Community Park.

J. Submitted New Jersey Department of Environmental Protection (NJDEP) Re-certification of Township Boilers Air Permit 2020-2025.

K. Submitted New Jersey Department of Environmental Protection (NJDEP) Bi-Annual Electronics Recycling Report for 2020.

13. The DPW performs bi-annual vehicle service of all Township fire apparatus for a significant cost savings.

-Performs all daily maintenance to Police Department Vehicles at a significant savings.

14. The DPW assisted with construction and managed the site preparation of the synthetic turf field in Memorial Town Hall Complex. The attached PSA, explains the achievement and community donations which helped fund the improvement.

15. The DPW working with a part-time vendor resurfaced the eight (8) Wyckoff Tennis Courts to avoid an enormous expense due to a new state law that increased the cost of all public work projects.

16. The batting cage/pitchers bull pen behind Memorial Field 1 was enhanced with left over pieces of synthetic field carpet. DPW Staff performed the construction to achieve the improvement. Estimated value \$25,000

17. Wyckoff Community Park Soccer Field was regraded to achieve a more level playing surface with soil which was re-purposed when the soil was removed and transported from Memorial Field to make room for the stone base for the synthetic turf field. (The DPW performed the soil transport, the equipment for regrading was donated and the field was hydro-seeded for a cost of \$6,000). Estimated value to regrade/update the soccer field- \$50,000.

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18. Road Paving Completed in 2020

-Saxonia Ave. -Wayfair Circle -Zabriskie Pond Parking Lot -Cresthaven Rd. -Ward Ave. -Drake Rd. -Pine St. -Rodney Rd. -Ivy Ln. -Laurel Ln. -Ravine Ave. (Grandview to Lafayette) -Fordham Ave. -Gerard St. -Robertson Dr.	-Birch Pkwy. -Wiley Pl. -Linden St. -Mason Ave. -Manor Rd. -Sections of Barrett Ln. -Everett Ave. -Sunset Blvd. (First 150 Ft.) -Radcliffe St. (Princeton to end) -Lebanon St. -Russell Farms Community -Park parking lot -Terrace Heights	-Hillcrest Ave. -Newtown Rd. (Hillcrest to Henry) -Willow Run -Kay Ln. -Hickory Hill Rd. -William Way -Section of Harvard St. -Lydia Ln. -Long Dr. -Timberline Rd. -Cornwall Ct. -Ullman Ave. -Karen Pl. -Chapman Pl.
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19. The Township's Stormwater Management Act Compliance was performed and a separate link on the Municipal Website was established. Posting of all requirements and training records were posted.

20. **January 2020**, the DPW worked with Mark Di Gennaro, Township Engineer, to install a new Bi-pass Chamber for Bridal Path Sanitary Sewer Pumping Station.

22. **February 2020**, the DPW installed 210 LF of new drainage pipe in Township drainage easement behind Orange & Rockland Building on West Main Street. The old metal pipe was rusted and collapsed, causing flooding during rainstorms.

23. **March 2020**, the DPW installed new sanitary sewer pipe from Town Hall to the parking lot's manhole. The DPW worked with plumbers to replace old galvanized waste water pipe in the ceiling of the Tax Collector's Office for the Courtroom's Bathrooms.

24. **April 2020**, the DPW installed a new roof the Police Department Building.

25. **May 2020**, The DPW poured four (4) new concrete pads and installed four (4) new concrete picnic benches at Russell Farms Community Park.

26. **May 2020**, the DPW installed new windows in the First Floor Offices (Tax Office, CFO's Office, Clerk's Office, Tax Assessor's Office, and the Town Hall Copier Room).

- Converted office doors to Dutch Doors (for COVID-19 safety)
- Constructed new Copy Room
- Installed new tile backsplash, new ceiling tiles, and LED lighting in the Copier Room

27. **June 2020**, Renovated the Old Meer Barn at Wyckoff Community Park, with new siding, trim, doors, and a cedar shake roof.

28. **October 2020**, installed ten (10) cork footings, ten (10) new solar powered LED Flashing School Crosswalk pedestrian signs, and installed six (6) new solar powered speed calming signs.

29. **October 2020**, performed a drainage improvement project on Baxter Avenue to eliminate flooding of downstream properties on Wiltsie Ct.

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30. *October/November 2020*, Prepared walking paths at Russell Farms Community Park for the installation of a new Flexi-pave recreation trail.

Hurricane Isaias Landed in Wyckoff on August 4, 2020

- A. Although the storm was downgraded to a tropical storm it landed in North Jersey with dangerous weather conditions.
 - The Governor declared a state of emergency.
 - On the evening of August 3, 2020, we experienced heavy rain and winds up to 50 mph.
 - Rain continued through August 4, 2020, with the return of heavy rains and high winds from 3:00 PM to 10:00 PM.
- B. The damage that resulted was:
 - Five (5) snapped utility poles.
 - Eight (8) large trees fell into or landed on homes.
 - Thirty (30) roads were blocked by fallen trees.
 - The Volunteer Firefighters responded to sixty-five (65) calls for assistance in the first twenty-four (24) hours.
 - The Police Department responded to 234 calls in the first forty-eight (48) hours.
 - Almost all of the 3,700 Rockland Electric customers were without power.
 - Pockets of PSE&G customers were without power.

C. Most of the week was dedicated to answering phone calls and emails of residents who were frustrated with no electric power; participating in Orange and Rockland and PSE&G daily conference calls and making arrangements for a town wide branch collection.

- 1) Starting Monday, August 10, 2020, a town wide branch collection starting in District 1 and continuing in district order will be performed. There will not be a second collection. Residents were advised that the last date to place branches at the curb was Sunday, August 9, 2020.
The DPW collected branches residents placed at the curb as a one-time special collection due to the sheer volume of storm damage, as a convenience to residents. Four (4) weeks of “all hands-on deck” was required to complete this special collection.

The Township experienced 173 reports from residents regarding damaged/fallen/leaning/uprooted trees in the municipal right-of-way, as well as reports regarding snapped and hanging branches over roads. Almost all of these resident’s reports were considered potentially dangerous situations. The Township, utilizing competitive quotations, addressed these alarming and emotional reports to alleviate and remove these hazards.

ENGINEERING IMPROVEMENTS

1. The Bridal Path Sanitary Sewer Pumping Station was completely replaced, and its technology upgraded to modern standards. This sanitary sewer pumping stations serves 134 properties and the 2020 upgrade modernized the original 1998 construction.
2. The Township Engineer was able to obtain a \$51,292 reimbursement grant from Bergen County. ADA compliant curb ramps were designed,

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constructed, inspected, and certified for compliance with current New Jersey Department of Transportation (NJDOT) standards. The certification of their curb ramps is a requirement before Bergen County will pave its county roads.

3. The Township Committee, frustrated with interpretations of the Ridgewood Water Utility, and the Village of Ridgewood's Governing Body to prohibit water connections for new homes in Wyckoff, established a sub committee to investigate its own water utility.
4. The Township Engineer and Township Attorney advocated a private sewer main extension for the Hillside Ave./ Paul Ct./ Evers St. area. A series of meetings with residents were conducted.
5. The Township Engineer and Township Attorney obtained two (2) sanitary sewer easements at no cost from two (2) residents on Morley Ave. to connect with a sanitary sewer line in the side yards of 34 Wild Duck Road and 40 Wild Duck Road. This is the first step for making sanitary sewer extensions available for 40 homes.
6. The Township Committee purchased the 3.9-acre parcel of land known as 240 Demarest Avenue, which consists mostly of wetlands. This piece of wetlands allowed the Township to connect properties it owns with wetlands to the former Maple Lake wetlands area.
7. Orange and Rockland Electric Utility advised the Township after Hurricane Sandy in 2012, that it would perform a storm hardening improvement. In July Orange and Rockland began a project to relocate its electric transmission lines in Allendale into Wyckoff on Brookside Avenue, along Crescent Avenue, and then along Wyckoff Avenue to 691 Wyckoff Avenue all underground. As of December 31, 2020, Orange and Rockland is still performing this improvement project.
8. Belgium block curbs were installed in front of the Wyckoff Community Park and along Wyckoff Avenue from #441 through #471.

COVID-19 PANDEMIC HEALTH EMERGENCY

1. Governor Murphy declared a Public Health Emergency on March 9, 2020. Pursuant to the Emergency Health Powers Act, it was extended every 30 days into 2021.
2. The Township established a COVID-19 Hub on its municipal homepage. The Governor's Executive Orders, social distancing information, New Jersey assistance programs for businesses, and a list of Wyckoff food providers offering take-out food service was posted
3. The Township developed a list of food providers providing pick-up and delivery service and promoted residents to shop and support Wyckoff businesses on its website, social media accounts, and on its weekly E-News Communication.

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE SINE DIE MEETING
CONTINUED MEETING OF DECEMBER 15, 2020
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4. The Township Committee adopted a resolution that established outdoor dining on sidewalks and in parking lots and an expedited approval procedure. On December 1, 2020, the Township Committee extended that approval through the period of the health emergency.
5. Town Hall remains staffed by employees who conducted business via telephone and email. The Township, unlike many other towns, did not have to close the Municipal Town Hall Operation, because they allowed the public into the building whom infected employees.
6. The following update as of December 26, 2020 reflects the positive cases in Wyckoff, Bergen County and the number of New Jersey residents whom died from the COVID-19 virus:
 - A. Covid-19 Statistical Update from Bergen County Department of Health as of **Saturday, December 26, 2020**.
 1. In Bergen County **45,535** presumptive positive cases.
 2. In Wyckoff **781** presumptive positive cases.
 3. In Bergen County **2,017** residents have sadly passed due to the virus.
 4. In the State of New Jersey, **16,668** citizens have passed due to the virus.
 - 5.
7. Due to mandated social distancing requirements, the following community events were cancelled; Memorial Day Parade, Fishing Derby, Fireworks, Super Recycling Saturday, one (1) free community personal paper shredding event and the Junior Police Academy. The YMCA cancelled Wyckoff Day.
8. The Township Attorney and Recreation Director designed recreation participation waiver forms to ensure participants are able to participate in summer recreation programs and the Township is not liable if participants contract the COVID-19 virus. On November 30, 2020, the Governor banned youth high school sports for the second time in 2020.
9. From April through August, the Township Committee encouraged a Saturday 7PM "Clap-out" for residents to thank hero first responders who serve their neighbors during the health emergency.
10. The Township designed the 2021 Resident Municipal Calendar with the theme: #Wyckoff Strong- How we met the challenge! The calendar chronicled the events in 2020 to combat the COVID 19 virus.
11. In the fall, a second wave of increased COVID 19 cases surged, which is increasing as 2020 draws to a close.
12. During the pandemic, the Township issued permits, and provided services even though the Governor did not extend periods for many municipal services/permits and the Township managed employees and volunteers who contracted the virus or whom were exposed to a person who contracted the virus, and did not have to close the business of local government.

TOWNSHIP OF WYCKOFF
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CONTINUED MEETING OF DECEMBER 15, 2020
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PLANNING BOARD ANNUAL REPORT – 2020 THE YEAR IN REVIEW

In July, the Planning Board voted to approve the Resolution to adopt the 2020 Re-examination Report of the Master Plan and the Open Space and Recreation plan.

PLANNING BOARD																			
ANNUAL REPORT STATS																			
	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020									
Minor Subdivision	1	1	0	0	0	1	2	3	2	3									
Major Subdivision	0	0	0	0	0	0	2	1	0	0									
Amended Site Plan	3	3	5	6	3	1	8	3	3	1									
Soil Movement	0	0	0	3	1	2	2	1	3	1									
Bulk Variance	0	0	0	0	0	0	0	0	0	1									
Fence	4	2	0	0	0	2	1	3	3	1									
Sign	0	0	0	0	0	0	1	1	1	0									
Ordinance Review	2	5	2	3	3	5	1	2	13	1									
Extension of Time Request	0	0	0	0	0	0	0	0	1	2									

As always, The Board reviews each application thoroughly and carefully on its own merits. The importance of protecting adjacent properties during construction is always stressed and the placement of utilities underground is encouraged where feasible.

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE SINE DIE MEETING
CONTINUED MEETING OF DECEMBER 15, 2020
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WYCKOFF BOARD OF ADJUSTMENT
2020 ANNUAL REPORT
“THE YEAR IN REVIEW”

BOARD OF ADJUSTMENT 2020	WITHDRAW N	DENIED	CARRIED TO 2021	APPROVE D
BULK VARIANCE	3	0	0	17
HEIGHT VARIANCE				
IMPERVIOUS COVERAGE VARIANCE				
USE VARIANCE				
EXPANSION OF NONCONFORMING USE				
SITE PLAN				
PARKING VARIANCE				
APPEALS				
SOIL MOVEMENT				1
TOTAL APPLICATIONS SUBMITTED IN 2020 = 21	3	0	0	18

Of the seventeen (17) approved bulk variance applications six (6) applicants were asked to submit revised plans at the request of the Board to make the plans more conforming with the Wyckoff Zoning Code. Two (2) applicants revised their plans so that variances were no longer required, and those applications were withdrawn. One (1) application was revised to eliminate variance and withdrawn prior to hearing. Six (6) applicants were asked by the Board to submit revised landscape plans. One (1) soil movement application was approved. Total applications submitted 21. Approved; 18. Withdrawn; 3.

SUBMITTED		TOTAL APPLICATIONS									
2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
24	33	21	28	39	22	47	35	33	28	42	21

* * *

As always, The Board reviews each application thoroughly and carefully on its own merits. The single-family zoning is protected by stating the application is for a single-family residential dwelling only, and utilities are always considered for underground construction.

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE SINE DIE MEETING
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2020 Innovation in Governance Awards

Presented by:

New Jersey Department of Community Affairs &
New Jersey State League of Municipalities



In Recognition of

PROJECT: *Start Your Own Legacy of
Community Service*



WINNER: *Wyckoff Township*

DATE: November 19, 2020

Sheila Y. Oliver
Commissioner
Department of Community Affairs

James J. Perry, Sr., President
New Jersey State League of Municipalities
Mayor, Hardwick Township

TOWNSHIP OF WYCKOFF
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**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE SINE DIE MEETING
CONTINUED MEETING OF DECEMBER 15, 2020
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FRIDAY, JANUARY 1, 2021 – 11:30 A.M.**

Public Service Announcement

For Immediate Release August 14, 2020

For Further Information
Contact: Robert Shannon
201-891-2000, ext. 104

The Township of Wyckoff recently completed construction on a synthetic turf field at the Memorial Field Campus at 340 Franklin Avenue. This state of the art, multi-use field, contains not only fields for football, baseball, softball, and soccer, but also boasts a new walking path around the field and a brand-new scoreboard, along with the athletic field lighting that already existed. The field will accommodate play for children from Wyckoff, and also for visiting teams from neighboring Bergen County Municipalities, and especially children in municipalities in the Northwest Bergen County leagues. The construction of this new field now puts the Township in a position to not only host a wider variety of sport activities on our field, but also to continue with practices and games in every outdoor sport we provide after rainstorms that would have previously caused activities to be canceled.

To be specific, the new field contains the following:

- An 80-yard-long, 53-yard-wide football field
- Two small sided soccer fields and one 100-yard-long full-sized soccer field
- Two baseball/softball fields, including new concrete dugouts and portable pitching mounds, that will accommodate games from the youngest levels through u12 baseball and u14 softball.
- Brand new scoreboard, the funds for which were donated by a local bank
- Asphalt walking path

This immensely challenging project could not have been completed without the hard work of the Wyckoff Football Boosters who raised \$400,000 for the project over a period of several years and a \$100,000 grant from the **Bergen County Open Space Trust Fund Program**. The Township thanks those responsible including the **Bergen County Open Space Trust Fund Program**, all of the individual donors, booster groups (such as the Baseball and Softball Boosters), and local companies that contributed to make this public-private partnership possible. Additionally, were it not for the support, guidance, and efforts from the Wyckoff Township Committee, the DPW Manager and his incredibly talented DPW Staff, and the Wyckoff Recreation Director, this project might still be in its planning phase. The cooperation of so many private and public contributors has given Wyckoff yet another reason to be so proud of our town and its parks and recreational facilities.



**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE SINE DIE MEETING
CONTINUED MEETING OF DECEMBER 15, 2020
MUNICIPAL COURT ROOM
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**TOWNSHIP OF WYCKOFF
Public Service Announcement**

For Immediate Release
January 2, 2020

For further information:
Contact: Wyckoff Township Committee

**WYCKOFF, FRANKLIN LAKES AND OAKLAND SHARED SERVICES GROUP
POOLS ITS ANNUAL RECREATION EQUIPMENT NEEDS
TO ACHIEVE REDUCED PRICING BASED ON VOLUME DISCOUNT PRICING
(25% of this year's prices – lower than 2019 prices!)**

The Wyckoff Township Committee adopted a resolution awarding contracts to ten (10) vendors who provided bids for items such as first aid kits, trophies, team uniforms and protective equipment to name a few which were the lowest individual unit prices.

The Cooperative Pricing Group has achieved discount volume pricing with a procurement that pooled the purchasing power of the three member municipalities (Wyckoff, Oakland and Franklin Lakes) to obtain volume discount prices. The Township of Wyckoff, acting as the Lead Agency, prepared a bid specification with the recreation equipment requirements of the three Recreation Departments. The bid specification listed 235 recreational items from first aid kits to trophies to shirts and protective equipment. All contract awards to vendors were made on the lowest individual unit price for all 235 recreation items. This way, the purchasing group ensures it obtains the most competitive prices from the ten (10) competitive bids received and stretches its tax dollar. These lowest individual unit prices are then utilized throughout 2020 for equipment needs of the individual recreation programs in each of the three municipalities. This year, 2020, marks the 12th consecutive year Wyckoff, Franklin Lakes and Oakland have obtained discount volume pricing through this regional bid.

In total, of the 235 individual recreation equipment items, **58 of this year's prices or 25% were lower in this year's bid compared to last year's bid.** More importantly, we hope that this provides an impetus for the expansion of the cooperative efforts among our three communities. In these challenging economic times, we must be more businesslike in our approach to government and look beyond our borders for creative ways to decrease the cost of government. While we live in very challenging economic times, such times present an opportunity to rethink and change the way we deliver services to our communities. Wyckoff has been committed to this for some time and will continue to explore all possible avenues to reduce spending to minimize the tax burden on our residents. The Township views it as being desirable and beneficial to the public good to continue to explore ways in which to reduce costs for the benefit of its residents by either regionalizing services to reduce redundancy or working cooperatively with our neighboring communities of Franklin Lakes and Oakland to effectuate purchases to obtain reduced pricing from vendors.

In December 2012, a WOLF Shared Service Contract was awarded for garbage disposal. A \$208,250 cost avoidance reduction or a 10% reduction over five (5) years for garbage disposal was achieved by aggregating the volume of garbage from Wyckoff, Franklin Lakes and Oakland into a single bid amount for Wyckoff.

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE SINE DIE MEETING
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**TOWNSHIP OF WYCKOFF
Public Service Announcement**

For Immediate Release
March 5, 2020

**WYCKOFF, FRANKLIN LAKES AND OAKLAND SHARED SERVICES GROUP
POOLS ITS ANNUAL FIRE SAFETY AND RESPONSE EQUIPMENT NEEDS
TO ACHIEVE REDUCED PRICING BASED ON VOLUME DISCOUNT PRICING**

The Wyckoff Township Committee adopted a resolution awarding contracts to nine (9) vendors who provided bids for items that are purchased to replace worn gear such as firefighting helmets, gloves, boots, firehoses, saw blades, emergency flares and fire hooks. These items represent a few of the items which were the lowest individual unit prices.

The Cooperative Pricing Group has achieved discount volume pricing with a procurement that pooled the purchasing power of the three member municipalities (Wyckoff, Oakland and Franklin Lakes) to obtain volume discount prices. The Township of Wyckoff, acting as the Lead Agency, prepared a bid specification with the fire equipment requirements of the three Fire Departments. The bid specification listed 112 fire department equipment items. All contract awards to vendors were made on the lowest individual unit price for all fire equipment items. This way, the purchasing group ensures it obtains the most competitive prices from the nine (9) competitive sealed bids received and stretches its municipal tax dollar. These lowest individual unit prices are then utilized throughout 2020 for fire safety and search and rescue equipment needs of the individual fire departments in each of the three municipalities. This year, 2020, is the fourth consecutive year Wyckoff, Franklin Lakes and Oakland have pursued discount volume pricing through this regional bid for fire equipment. Based on this success, this procurement will continue as an annual procurement going forward.

This year, when the time comes to replace worn firefighting equipment, 37% of similar items purchased in 2020 will cost less or be at the same price than we paid last year. More importantly, we hope that this effort provides an impetus for the expansion of the cooperative efforts among our three communities. In these challenging economic times, we must be more businesslike in our approach to government and look beyond our borders for creative ways to decrease the cost of government. While we live in very challenging economic times, such times present an opportunity to rethink and change the way we deliver services to our communities. Wyckoff has been committed to this ideal for some time and will continue to explore all possible avenues to reduce spending to minimize the tax burden on our residents. The Township views it as being desirable and beneficial to the public good to continue to explore ways in which to reduce costs for the benefit of its residents by either regionalizing services to reduce redundancy or working cooperatively with our brother municipalities of Franklin Lakes and Oakland to effectuate purchases to obtain reduced pricing from vendors.

Effective in 2013, a WOLF Shared Service Contract was awarded for garbage disposal. A 10% reduction over five (5) years for garbage disposal was achieved by aggregating the volume of garbage from Wyckoff, Franklin Lakes and Oakland into a single bid amount for Wyckoff. The per ton cost in 2019 was 4.45% less than the cost paid in 2017.

2020 was the twelfth (12th) year for the regional recreation equipment bid which resulted in 25% of the individual unit items priced at a cost which was less than 2019 pricing.

WOLF Fire Bid 1020.pdf

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE SINE DIE MEETING
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**TOWNSHIP OF WYCKOFF
PUBLIC SERVICE ANNOUNCEMENT**

For immediate release
March 18, 2020

The Wyckoff Township Committee announced that the Township of Wyckoff was presented with the "Platinum Certificate of Achievement – 2019 Safety Incentive Program" at the Annual Bergen County Joint Insurance Fund Safety Incentive Awards Ceremony. The Township of Wyckoff was presented with the JIF's highest award.

**PLATINUM CERTIFICATE OF ACHIEVEMENT
2019 SAFETY INCENTIVE PROGRAM AND \$2,500 GRANT**

The Township of Wyckoff is a member in the consortium of municipalities who have participated in a regionalized program called the Bergen County Joint Insurance Fund to provide a program of cost-effective insurance for its member municipalities.

The Platinum Safety Award was presented to the Township for its overall safety record, for achieving a low lost time frequency rate and one-hundred percent (100%) completion of JIF's 2019 Safety Incentive Program. The purpose of the Wyckoff Safety Committee is to achieve safe work areas for its employees and to encourage safety in the work place. Safety is a team effort in Wyckoff and the key ingredient is the participation of all Township employees.

As a participating member municipality, the Township has an active in-house safety committee that works to provide a safe work environment, training to avoid employee injuries and making an effort to limit insurance costs. The Bergen County Joint Insurance Fund provides a safety incentive program if a municipality achieves 100% completion of the safety incentive programs, it assists in limiting future insurance costs. Wyckoff was recognized for this accomplishment.

This is the twenty-sixth (26th) consecutive year the Township of Wyckoff has been commended since joining the regional Joint Insurance Fund consortium for its compliance with the safety incentive program. The focus of the Township's safety committee is pro-active accident protection and periodic safety surveys are conducted to maintain a safe work and recreation environment on municipal property. The Township Committee is proud of Township Administrator Bob Shannon and his team. "The every day little things they do - add tremendous value for the taxpayers of Wyckoff. For example, the DPW crews are very cognizant of safety and it is reflected in their daily work functions. Safety seminars are conducted to implement work skills for employee safety as well as to limit insurance costs to the taxpayers."

The Township received a dividend this year from the Bergen County Joint Insurance Fund based on its safety efforts in past years, which was used to decrease the 2020 insurance costs. Safety is also a positive fiscal operation. Since 1994, the Township of Wyckoff has received dividends amounting to \$723,135 from the Bergen County Joint Insurance Fund which have been used to reduce subsequent year insurance costs.

The Township's Safety Committee consists of: Bob Shannon, Township Administrator, Nancy Cole, Denise Cappatelli, Fran Piskadlo, David V. Murphy, Chief of Police, Tim Brock, Fire Chief, Diana McLeod, Chief Financial Officer, Joyce C. Santimauro, Municipal Clerk, Andy Wingfield, Recreation Director, Thomas Gersheimer, Construction Code Official/Building Subcode Official, Scott A. Fisher, Public Works Manager, Mark A. DiGennaro, Township Engineer, Don & Janet Healey of the Wyckoff Ambulance Corps, Joseph Vander Pleat, Assistant Fire Chief and Laura Leonard, Library Director.

The Bergen County Joint Insurance Fund (BCJIF) is a consortium of municipalities that have regionalized to provide their own cost-effective property and casualty insurance as well as workers compensation insurance. The impetus of the regionalization effort is to avoid costly insurance premiums through risk management and safety programs. The BCJIF is regulated by the state's Department of Banking and Insurance and the New Jersey Department of Community Affairs. It is the oldest municipal joint insurance fund in the state and currently has 38 member municipalities.

JIF safety awards 2020.pdf

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE SINE DIE MEETING
CONTINUED MEETING OF DECEMBER 15, 2020
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**The Township Of Wyckoff
Was Awarded \$10,000 For
Sustainable Energy Project**

The Sustainable Jersey/Gardinier \$10,000 grant will fund energy efficiency upgrades for three Wyckoff municipal buildings: Fire Company 1, the Recreation Center and the Larkin House. These energy efficient measures will decrease our energy consumption and costs for these public buildings.

The grant will offset the cost, in addition to New Jersey's Clean Energy Program (NJCEP) Direct Install incentive program, to implement energy-efficient upgrades in these three municipal buildings. The project includes upgrading to a gas-fired energy efficient boiler, an Energy Star mini-split system AC unit, new LED lighting, energy saving programmable thermostats and restroom low flow aerators.

According to Randall Solomon, Executive Director of Sustainable Jersey, "the need for innovative energy projects has never been more urgent as New Jersey tops the list as one of the fastest-warming states in the nation,"

The Gardinier Environmental Fund is committed to conserving the Earth's energy resources and enhancing renewable energy measures," said Gene Wentzel, president, Gardinier Environmental Fund. Sustainable Jersey provides the tools, training, and financial incentives to support communities as they pursue sustainability programs.

WYCKOFF IS A SUSTAINABLE JERSEY SILVER CERTIFIED MUNICIPALITY SINCE 2013

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE SINE DIE MEETING
CONTINUED MEETING OF DECEMBER 15, 2020
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TOWNSHIP OF WYCKOFF

Public Service Announcement

For Immediate Release

September 1, 2020

For Further Information Contact

Wyckoff Township Committee

**Wyckoff Township Committee Completes Improvements at
Russell Farms Community Park with a Fourth Bergen
County Open Space Grant**

Completed Improvements

- Parking lot and driveway paved.
- Playground for children ages two (2) to six (6) constructed.
- Flexi-pave “easy on the knees” material enhanced sections of the recreational walking trail.
- Surveillance system covering the parking lot and playground installed for safety.

Funding

The Township of Wyckoff thanks the Bergen County Open Space Advisory Board for providing a \$81,000 grant, which was utilized with a Municipal Matching Appropriation to complete this improvement.

Previous Improvements:

- 1) The Township Committee purchased the 5-acre Russell Farms Community Park in 2011 for \$3.1 million using a \$1,859,000 Bergen County Open Space Grant, \$37,000 from the Township's Capital Improvement Fund and \$ 1, 204,000 from the Township's Municipal Open Space Tax.
- 2) The Township Committee obtained a \$20,000 Bergen County Open Space Grant which was utilized to create: a walking recreational trail, a gravel parking lot, sidewalk construction, planting of Shade trees, installation of dog waste stations, and a Dutch style red shed to house the well pump.
- 3) A third Bergen County Open Space Grant award amounting to \$48,000 was obtained in 2019. The following improvements were constructed:
 - a. Installation of an underground irrigation system.
 - b. Installation of four park tables with chessboard inlays and benches.
 - c. The construction of a sensory garden with plants and flowers designed to encourage interaction by way of sight, smell, hearing and touch.
- 4) A fourth Bergen County Open Grant amounting to \$81,000 was obtained in 2020. The following additional improvements were conducted: the construction of a playground for children ages 2-6, resurfacing the driveway and parking lot, and the installation of flexi- pave material on the recreational walking trail, and a safety video surveillance system.

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CONTINUED MEETING OF DECEMBER 15, 2020
MUNICIPAL COURT ROOM
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Media Contact:
Liv Meier
908-289-0700
lmeier@wyckoffnj.com

For Immediate Release

Township of Wyckoff Honored with NJCCC's "Rise to the Challenge" Award

Team Up to Tidy Up (TUTU) Day Brings Out Record Number of Volunteers

TRENTON – December 11, 2020 – From birthdays to Thanksgiving and everything in between, many traditions look different this year because of the pandemic. The Township of Wyckoff's Team Up to Tidy Up (TUTU) Day was no exception.

The annual town-wide clean up on Oct. 3, which for the past more than 15 years has started with a big kick-off at Memorial Town Hall, saw a record number of volunteers this year as groups were tasked with cleaning 28 locations throughout the day.

To space out the volunteers, groups had to register in advance and were given until the end of the day to clean their assigned areas. In total, 285 volunteers collected more than 100 bags of trash and recyclables.

"With the increase in litter from masks, wipes and gloves, the township decided that it was more vital than ever this year to continue our annual tradition of cleaning our community while obeying all guidelines to create our COVID-19 Compliant TUTU Day," said Denise Capparelli, Wyckoff Administrative Support Assistant/Special Projects Coordinator.

The New Jersey Clean Communities Council (NJCCC) created an awards program to honor those, such as the Township of Wyckoff, who stepped up to help greatly limit the spread of COVID-19 litter through it's "Rise to the Challenge Awards." Adjusting its annual cleanup day to focus on COVID-19 compliance has earned the township and its volunteers this accolade.

Volunteers ranged from families to local community service groups; the annual day served as a terrific opportunity to educate the community. Volunteers were supplied with detailed instructions on recycling litter waste via the dual stream recycling program to maintain clean recyclables. Topics included how to dispose of personal protection masks, wipes and gloves and other trash, as well as reducing waste at the source.

"The NJCCC applauds the Township of Wyckoff and its volunteers for orchestrating its largest clean up amidst the pandemic," said NJCCC Executive Director Sandy Huber.

PAGE NO.

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE SINE DIE MEETING
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Reusable bags were given out to volunteers, including important COVID safety information, gloves, sanitizer and a t-shirt. The township also created a COVID-19 hub on its website homepage that contains a multitude of COVID-related safety information for its residents and businesses.

"We are proud that our Township Committee, Environmental Commission and Green Team were able to create a safe but enjoyable clean-up day for the volunteers," Capparelli said. "It was great to see our town come together to help reduce litter and keep our town beautiful."

Learn more about the NJCCC at NJClean.org.

End.

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE SINE DIE MEETING
CONTINUED MEETING OF DECEMBER 15, 2020
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PHILIP D. MURPHY
Governor

State of New Jersey
DEPARTMENT OF ENVIRONMENTAL PROTECTION
COMPLIANCE AND ENFORCEMENT
Mail Code 401-04B
P.O. Box 426
Trenton, New Jersey 08645-0426

SHEILA Y. OLIVER
Lt. Governor

CATHERINE R. MCCABE
Commissioner

WYCKOFF CHARLES AVE COMPOST
Memorial Town Hall, Scott Plaza
Wyckoff, NJ 07481-4000

September 24, 2020

Reference: WYCKOFF CHARLES AVE COMPOST
PROGRAM INTEREST ID # 133497
PROGRAM: Solid Waste
INSPECTION DATE: August 19, 2020
Compliance Inspection # BCI 200004

SCANNED

RE Charles Ave
Compost + Program

Dear Sir or Madame:

On August 19, 2020, an inspection was conducted at your facility/site by Robert J Clark, of the Solid Waste program. The Inspector determined that your facility was in compliance with applicable Department regulations and/or Permit conditions. Therefore, the Department now considers this inspection closed.

Please note this letter pertains only to the observations of the equipment/area/conditions that were part of the inspection that occurred on August 19, 2020.

You may review the inspection report online at www.nj.gov/dep/instructions. Once you have accessed DEP's web site, please follow the instructions on the reverse side of page 2 of the enclosure. This web site also gives you the opportunity to provide us feedback about our operations. We would appreciate your input and will share all results with you upon your completion of a survey.

The Department appreciates the continued operation of your facility/site in an environmentally responsible manner.

If you have any questions regarding this inspection or correspondence, please contact Robert J Clark, of the Solid Waste program, at (609) 292-6305.

Very truly yours,

Elizabeth Dragon
Assistant Commissioner

Enclosure

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE SINE DIE MEETING
CONTINUED MEETING OF DECEMBER 15, 2020
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Living in

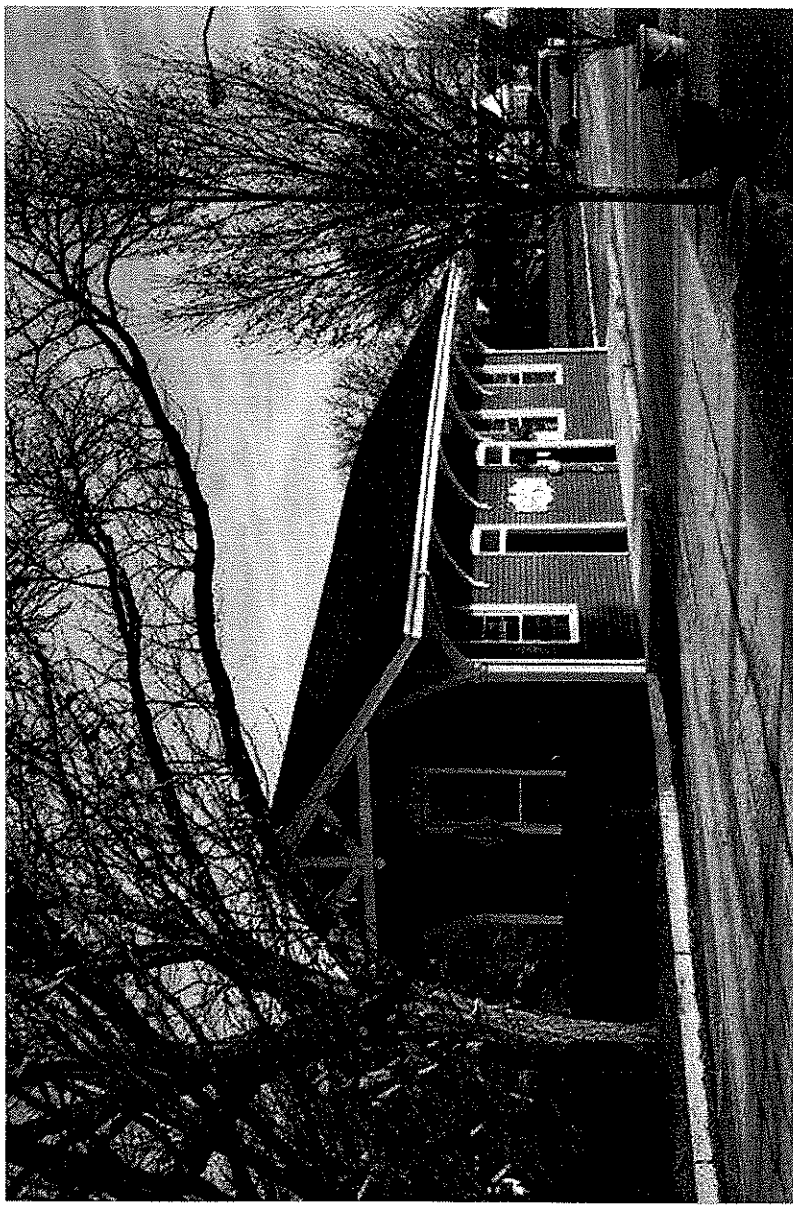
Wyckoff, N.J.: A Peaceful Suburb With a Sense of Community

The leafy Bergen County township is seeing an influx of young families, who value its small-town atmosphere and relatively low taxes.

Living In ... Wyckoff, N.J.

10 Photos

[View Slide Show >](#)



Laura Moss for The New York Times

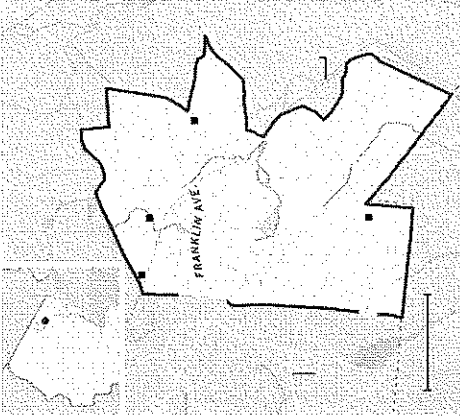
By Kathleen Lynn

- Jan. 8, 2020, 5:01 a.m. ET

Daniela Panetta is from Westchester County and her fiancé, Rob Cappadora, is from Long Island, but when they decided to buy a home they chose Wyckoff, a leafy township in northwest Bergen County, N.J., that they discovered after visiting a friend nearby.

“Wyckoff had such a neighborhood feel and just felt so peaceful,” said Mr. Cappadora, 28, a financial adviser who works on the Upper West Side of Manhattan.

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE SINE DIE MEETING
CONTINUED MEETING OF DECEMBER 15, 2020
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By The New York Times

Ms. Panetta, 30, a paralegal, said that seeing children at the petting zoo at Abma's Farm made it easy to envision raising a family in this township of 17,000, about 27 miles northwest of Times Square. The couple, who plan to marry in October 2020, recently paid \$900,000 for a 1969 colonial with four bedrooms in the Sicomac section of Wyckoff.

These days, many Wyckoff buyers are young couples moving from other parts of the metropolitan area, said Adam DeFino, the broker and owner of DeFino Realtors, in Wyckoff.

"People like the schools, and taxes are on the fair side compared to some other towns," Mr. DeFino said. "The local government has always done a good job of keeping costs in check."

Melissa D. Rubenstein, a member of the Wyckoff Township Committee and a real estate agent with Keller Williams, said the government keeps tax rates manageable by holding down debt levels. It also helps that the township shares a regional high school district with two neighboring boroughs, Franklin Lakes and Oakland.

Wyckoff is the kind of place where children bicycle around the neighborhood and residents get to know business owners, said David Cantinieri, 39, who works in law enforcement.

"We shop local in town," said his wife, Taryn Cantinieri, 34, a nurse, who grew up there. "It's nice to see a friendly face."

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Zabriskie Pond Park is the site of the township's annual fishing derby. Credit
Laura Moss for The New York Times

The couple, who met as students working part-time in a Wyckoff supermarket, bought their first house there in 2011, then spent \$620,000 last August to trade up to a four-bedroom colonial after their third child was born.

Joey and Patrick O'Connell recently moved to Wyckoff from Montgomery County, Md., after Mr. O'Connell, 34, a sales manager for an orthopedics company, was transferred. They paid \$895,000 for their new home.

Their older son, who is 8, attended a regional Catholic school in Maryland, but the family chose public schools in Wyckoff because of their good reputation. Now, their two sons' classmates live nearby instead of in other towns, said Ms. O'Connell, 38, who runs a crafts business: "It really helps them create these new friendships."

There is little room for development in the township, but the Christian Health Care Center, which offers nursing care and rehabilitation services, is building 199 senior independent-living apartments on its campus, which straddles Wyckoff and Hawthorne. The project was proposed a decade ago, and faced opposition over concerns about traffic and the loss of wooded areas on the site. After changes were made to the plan, the building was approved, and it is expected to open at the end of 2020.

"It's allowing our residents to retire within our community," Ms. Rubenstein said.

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434 CALDWELL DRIVE | A five-bedroom, four-and-a-half-bathroom house, built in 2019 on a half acre, listed for \$1.395 million. 201-707-2337Credit...Laura Moss for The New York Times

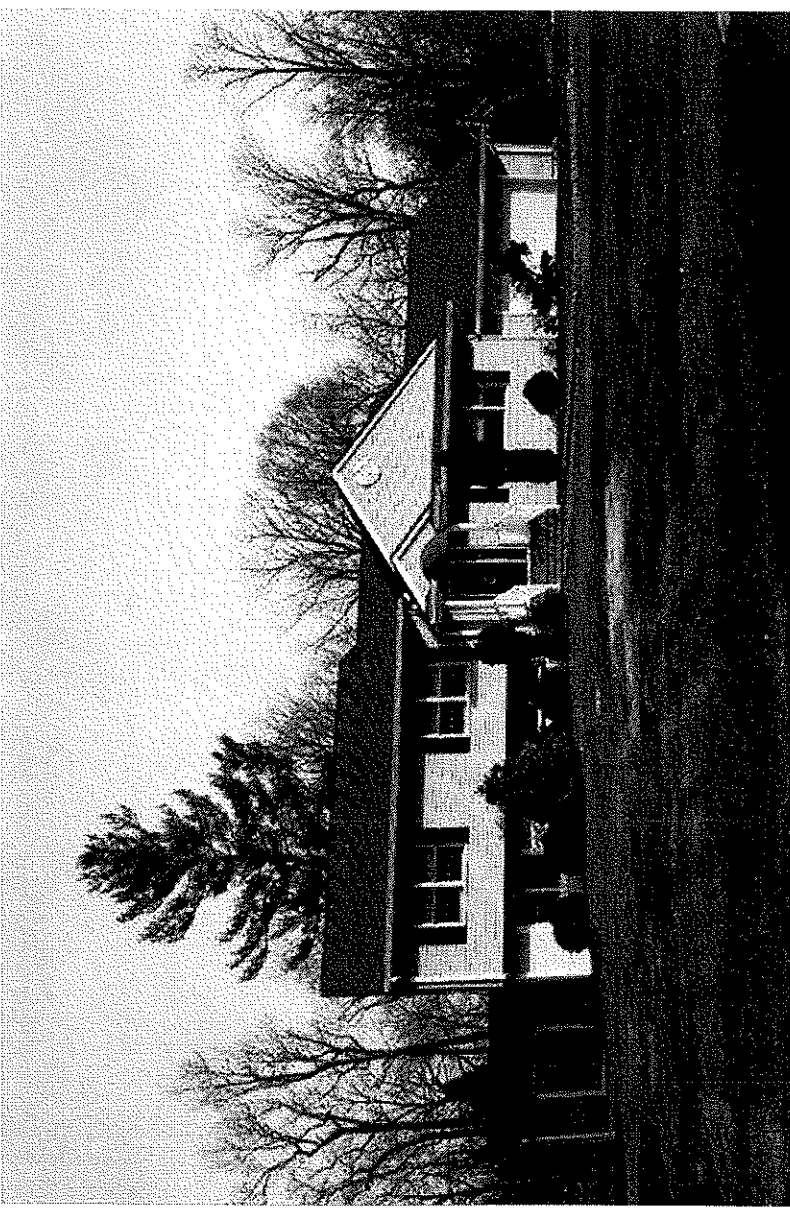
What You'll Find

Wyckoff, which covers 6.5 square miles, has housing stock that was mostly built in the decades after World War II, with a lot of ranches, split-levels, colonials and other 1960s and 1970s styles. Sales are steady in the under-\$1 million market, but slower at the high end, real estate agents said.

Wyckoff is largely a single-family market, with few condos or rentals, said Sergio Sciortino, an agent with Keller Williams, who lives in town.

And while it has a small-town atmosphere, Wyckoff offers easy access to highways, including Route 17 and Route 208. "You can be at the mall in a few minutes," said Maryanne Elsaesser, an agent with Christie's International Real Estate in Franklin Lakes and a longtime resident of Wyckoff.

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34 LYONS STREET | A four-bedroom, three-bathroom house, built in 1957 on 0.8 acres, listed for \$799,000. 201-693-0103Credit...Laura Moss for The New York Times

What You'll Pay

The most active part of the market is between \$600,000 and \$800,000, Mr. DeFino said.

Prices of single-family homes rose 7.6 percent last year, to a median of \$726,000, according to the New Jersey Multiple Listing Service, and 185 single-family homes sold in 2019, down from 205 in 2018.

A recent check of the multiple listing service and Zillow found about 70 homes on the market, from a Cape Cod listed for \$450,000 to a newly built ranch with a pool and tennis court on over an acre of land, listed for \$2.2 million.

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486 CEDAR HILL AVENUE | A three-bedroom, two-and-a-half-bathroom house, built in 1955 on 0.6 acres, listed for \$524,500. 201-424-4458Credit...Laura Moss for The New York Times

The Vibe

Wyckoff offers quiet, shady neighborhoods and a downtown that centers on Wyckoff Avenue and Franklin Avenue, and includes the recently expanded Boulder Run shopping center.

Dining options include the Brick House, Blue Moon Mexican Cafe, Aldo's and the Barn, a rustic restaurant in an 1876 dairy barn.

Although there is no municipal pool, the Wyckoff Family YMCA offers Spring Lake, a sandy pond just off Wyckoff Avenue, as well as two indoor pools.

For a walk in the woods, there is the James A. McFaul Environmental Center, an 81-acre Bergen County park on a former pig farm.

Bargain hunters like the Wyckoff PTO Economy Shop, a resale and consignment store founded in 1947 and run by Wyckoff's parent-teacher organizations. The shop is in a historic train station in the heart of the township and donates all its profits to the local schools.

The shop has created a sense of community that keeps many volunteers coming in even after their children have graduated, said Sarah Renner, a co-president of the Economy Shop. "Once you start, you keep coming back," Ms. Renner said.

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Shopping for produce at Abma's Farm, which has been in the Abma family for more than 85 years. Credit...Laura Moss for The New York Times

The Schools

The Wyckoff school district serves about 2,000 children in prekindergarten through eighth grade, in four elementary schools and one middle school.

Ninth- through 12th-graders are served by the Ramapo Indian Hills school district, which has about 2,300 students and also serves nearby Franklin Lakes and Oakland.

High school students can attend Indian Hills High School in Oakland or Ramapo High School in Franklin Lakes. On the SAT tests in 2017-18, students at the two schools scored an average of 585 in reading and writing and 578 in math, compared with statewide averages of 542 and 543. About 92 percent of graduates continued to college.

The Commute

The rush-hour commute from Wyckoff to the Port Authority Bus Terminal in Manhattan takes about 50 minutes on Coach USA buses. The fare is \$9.75 one way, or \$244.35 for 40 trips.

The township is not on the commuter rail line, but residents can drive to nearby Ridgewood to catch New Jersey Transit trains into New York. The trip from Ridgewood to Penn Station takes about 50 to 60 minutes and costs \$9.75 each way, or \$298 a month.

For those who prefer to drive, Wyckoff is on Route 208, a state highway that slices through the township and connects to Route 4 (for those heading to New

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York) or Interstate 287 (for suburban destinations). The drive to New York at rush hour can take an hour or two, depending on traffic.



The History

Constance Kopp, who lived on a Wyckoff farm with her sisters in the early 20th century, was Bergen County's first female sheriff's deputy. Ms. Kopp was drawn to crime-fighting after a car driven by a Paterson industrialist rammed her buggy; when she tried to collect damages, the factory owner and his associates sent threatening letters and sprayed the sisters' home with bullets. The Bergen County sheriff armed the Koppes for self-protection and later appointed Ms. Kopp a deputy. The story is the basis for a series of novels by Amy Stewart, including "Girl Waits With Gun."

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THURSDAY, APRIL 30, 2020 SUBURBAN NEWS

Wyckoff approves slight cut in municipal tax rate

Marsha A. Stoltz

NorthJersey.com
USA TODAY NETWORK - NEW JERSEY

WYCKOFF — A modest drop in the municipal tax rate was approved by the Township Committee at its budget hearing last week, lowering taxes on the average home, valued at \$793,800, by \$5.56 to \$2,002.76.

The 2020 municipal budget, excluding grants, is \$20,087,460, up \$366,749, or 1.86%.

The municipal amount to be raised by taxes, excluding the state-mandated \$1.56 million for the library, is \$11,940,626, up \$4,123, or 0.03%.

The municipal tax rate is down 0.00007 cents per \$100 of assessed valuation, from 0.253 to 0.2523.

Municipal and library taxes combined represent 16% of municipal taxes. Budgets have not yet been finalized for the grade school, which represents 46%, and regional high school, at 24%. County taxes account for the remaining

14%.

"In the ideal world we would like the schools to do similar decreases, but we only have control of our own budget," said Committeewoman Melissa Rubenstein, who sat on the budget committee.

Mayor Timothy Shanley also encouraged other agencies to follow the committee's lead.

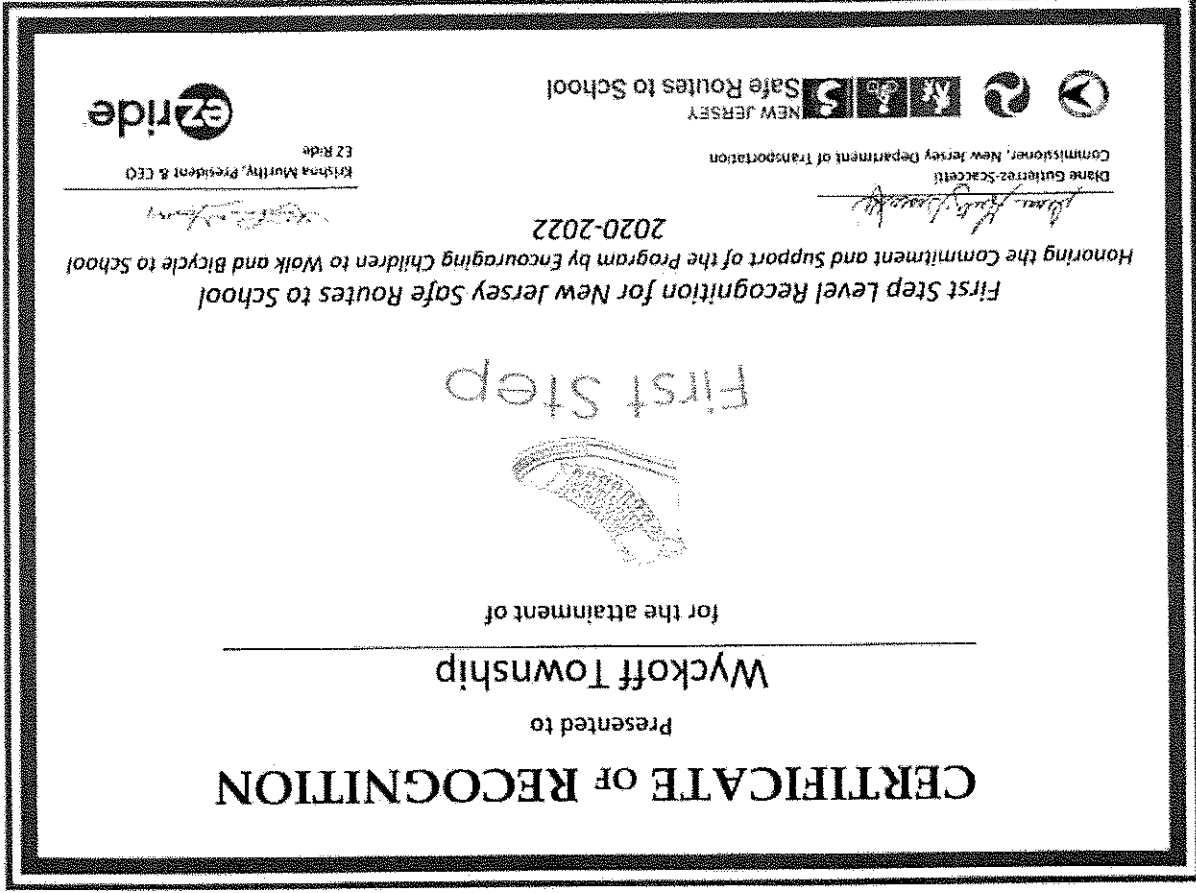
"No tax increase is the right thing to do at this time, even though we all have rising costs," Shanley said.

The largest increase in the municipal budget is a 104.2% rise in its capital budget, from \$649,150 to \$1.96 million, aimed primarily at "our largest investment in road resurfacing in the last six years," according to the township's website budget summary.

Pedestrian safety and traffic-calming devices near schools are proposed, as well as firefighter protective gear and self-contained breathing apparatus for search and rescue.

Email: stoltz@northjersey.com Twitter: [@marsha_stoltz](https://twitter.com/marsha_stoltz)

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Township Administrator's Report:

1. The Administrator wished all a happy new year and stated that he looks forward to another year of assisting the township committee with projects and accomplishments. He thanked 2020 Mayor Tim Shanley and the township committee for their efforts through this period of myriad challenges during the worldwide pandemic which transformed many of the ways the local government provides. The township prevailed in the face of 2020 hardships and brought out the best in so many and reminded many of us why we chose public service in the first place.
2. The Administrator thanked the Township Attorney for his assistance and described him as the best.
3. The Administrator thanked acting clerk Nancy Brown and her staff of Maryellen and Anna for their dedicated efforts with preparing for this meeting.
4. The Township Administrator stated that he had provided the 2020 annual report to the Township Committee a few days ago and re-presents it at this time and it will be listed in the meeting minutes.
5. The Administrator provided some brief updates since the last meeting on 12 15 21.
6. The import of the nine (9) individual low bid contract awards made by the Township Committee on December 15 is that 66% or 158 of the 238 individual unit recreation equipment items will cost less in 2021 than the price paid in 2020 due to the regionalized aggregation of needs and discount volume pricing achieved.
7. The Administrator's report in this week's activity and project update included details on the Christmas Eve severe rain and high winds storm. Mr. Shannon recognized the efforts of the police department, fire department, DPW and Ambulance Corp Volunteers and stated we have the best people!
8. The Administrator reminded all that the annual report lists that the Township Committee was notified that it received three (3) statewide awards in the month of December. The first award was the number one Innovation and Governance Award from the New Jersey League of Municipalities for the Legacy of Service Program. The second award was an honorable mention for the Township's public private partnership which funded the synthetic turf field at Memorial Field as an innovative project. The third award was for the Township's public information effort and a special and creative award from Rutgers University for the award for all the Townships 2020 public information efforts.
9. This week's correspondence indicates that our CFO is assisting the Wyckoff K to 8 Board of Education with their refinancing of their previously issued bond indebtedness.
10. The Administrator reported that the 2021 Resident Municipal Calendar was delivered to homes and businesses on December 16th in advance of the January 1st usage date. The Administrator thanked the local businesses who sponsored the calendar.

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Mayor Shanley's Outgoing Remarks:

Outgoing Mayor, Timothy Shanley wished all viewing and in attendance a Happy New Year. He thanked the Township Committee for their assistance during 2020. He also thanked Nancy Brown as the current Clerk and Joyce Santimauro, the Clerk for the first six months of 2020, as well as Robert Shannon, the Township Administrator for all his hard work and efforts to assist the Mayor and Township Committee throughout the year.

Mayor Shanley remarked the 2020 contained power failures, ten months and 100's of COVID-19 pandemic reports. He also mentioned the hundreds of thank you messages he received over the course of his term based on these reports.

Mayor Shanley asked that we please remember those we lost in 2020.

Mayor Shanley then listed accomplishments for 2020 for this Township Committee:

1. Modified Parking Code for personal care businesses, from 1 space per 50 square feet to 1 space per 200 square feet which was long overdue.
2. The Township acquired 240 Demarest Avenue, the culmination of years of effort.
3. The Township completed a land swap so that the Gardens of Wyckoff is improved and the DPW now has access to the weir/dam for stormwater control.
4. For the 3rd time, we earned a Sustainable Jersey Silver Award and only 21 of 566 municipalities in New Jersey achieved this in 2020.
5. NJ Business Magazine rated Wyckoff the 3rd best place to live in New Jersey.
6. Our creative "Legacy of Service" program designed to recruit new firefighters won a NJ Innovation in Governance Award.
7. Achieved a Safe Routes to School Recognition Award.
8. The Meer Barn was saved and successfully relocated to Wyckoff Community Park.
9. We were awarded an \$81,000 Bergen County Municipal Park Improvement grant to install a playground designed for use by children 2 to 6 years old at Russell Farms Community Park.
10. We received \$44,000 in Clean Energy Incentives to replace lighting here at Town Hall with more energy efficient lighting.
11. Maple Lake purchase was not completed, but we are on target for the subdivision application to be before the Planning Board in the first quarter of 2021.
12. Finally, the \$100,000 grant to complete the Memorial Turf Field project, which was a project that Mayor Shanley supported and worked toward over his term on this Township Committee was the recipient of an Honorable Mention Award from the NJ League of Municipalities for the funding of the project utilizing a public/private partnership.

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The Sine Die Meeting adjourned at 11:51 a.m.

MOTION: BOONSTRA SECOND RUBENSTEIN
BOONSTRA YES FISCHER ABSENT MADIGAN YES
RUBENSTEIN YES SHANLEY YES



Timothy E. Shanley
Mayor



Nancy A. Brown
Acting Municipal Clerk