

**TOWNSHIP OF WYCKOFF  
TOWNSHIP COMMITTEE OPEN WORK SESSION MEETING  
SECOND FLOOR MUNICIPAL COURT ROOM  
TUESDAY, JANUARY 14, 2020 – 7:00 P.M.**

Mayor Timothy E. Shanley opened the Open Work Session Meeting at 7:00 p.m. in the second-floor municipal court room.

Mr. Shannon read the Open Public Work Session statement: "This Open Public Work Session Meeting of the Wyckoff Township Committee is now in session. In accordance with the Open Public Meetings Act, notice of this meeting appears on our Annual Schedule of meetings. A copy of said Annual Schedule has been posted on the Bulletin Board in Memorial Town Hall; a copy has been filed with the Municipal Clerk, The Record, The Ridgewood News and the North Jersey Herald and News – all newspapers having general circulation throughout the Township of Wyckoff. At least 48 hours prior to this meeting the Agenda thereof was similarly posted, filed and mailed to said newspapers."

**Present:** Mayor Timothy E. Shanley, Committeemen Rudolf E. Boonstra, Thomas J. Madigan and Committeewoman Elizabeth J. Fischer

**Also Present:** Township Administrator Robert J. Shannon, Jr. and Township Attorney Robert Landel

**Absent:** Committeewoman Melissa D. Rubenstein and Municipal Clerk Joyce C. Santimauro

Mayor Shanley confirmed that the Finance Committee has reviewed and signed vouchers

Mayor Shanley opened the meeting for the ten (10) minute public comment period, two (2) minutes per speaker for public comment on any governmental issue that a member of the public feels may be of concern to the residents of the Township of Wyckoff, with a motion from Committeeman Madigan, seconded by Committeeman Boonstra.

There was no public comment.

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

**Review of the 8:00 p.m. Business Agenda:**

1. The Administrator reported that the Agenda is essentially as posted on the Township's website with accompanying resolutions and ordinances on Friday, January 10, 2020.
2. The Administrator proposed adding Resolution #20-120 which celebrates and recognizes the 100<sup>th</sup> anniversary of the ratification of the 19<sup>th</sup> amendment. Governing body members felt that both Committeewoman Fischer and Committeewoman Rubenstein should have an opportunity to review the resolution in detail and suggested the resolution be provided to them for further review and enhancement. Therefore, the Township Committee will consider this resolution at the next meeting.
3. Fire Chief Brock requested a modification to the Township Committee resolution that confirmed the fire department leadership officers. Joseph Alvarez, Sr. will be assigned as a lieutenant in Fire Co. #2.
4. Ordinance #1904 provides the funding for the purchase of an inspector vehicle for the Construction Code Official. Currently, the former police car (used by Mr. Gensheimer) is reaching the end of its useful life. There are no vehicles on a cooperative contract that are available for purchase. This ordinance authorizes the funding for the eventuality of this purchase. Committeeman Boonstra requested that the governing body approve the

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purchase of a specific vehicle, namely a hybrid or electric vehicle before a purchase order is issued.

**Policy Action Items:**

1. On Monday, January 20, 2020 at 7:00 p.m. the Joint Insurance Fund (JIF) will conduct Elected Official Training in the Municipal Court Room. The governing body and the Administrator will each earn a \$250 credit to decrease the 2020 insurance expense for completing this training.
2. On Tuesday, January 7, 2020 the Historical Preservation Commission met for second time. The minutes of that meeting have been provided to the governing body. Committeeman Boonstra and Committeewoman Fischer led the meeting.
3. The Administrator thanked the Township Committee and members of the Board of Health who volunteered at the Free Rabies Prevention Program on Saturday, January 11, 2020. Approximately 143 dogs and 21 cats received rabies vaccinations. Special thanks to Joyce Santimauro and Maryellen Tafrate for organizing and implementing this “well oiled” event.
4. The Finance Committee that is formulating the 2020 Municipal Budget held their first meeting and will conduct two (2) follow-up meetings to review the capital budget portion on January 16<sup>th</sup> and January 23<sup>rd</sup>.
5. Committeewoman Fischer and the Administrator will attend the January 16, 2020 Joint Insurance Fund Reorganization Meeting.
6. The New Jersey League of Municipalities Annual Scholarship Contest which includes “What my Governing Body does Best” has been announced. The information will be publicized on the Township’s website and weekly E-News.
7. The Township Committee bins in the Administrator’s Office have been re-established for 2020.
8. On Wednesday, January 8, 2020 the New York Times published an article that featured the Township of Wyckoff as a wonderful home town to raise a family. That article has been posted on the Township’s website under “New Resident Information.”
9. Competitive sealed bids are due Wednesday, January 15, 2020 at 11:00 a.m. for the remaining work on the Greenwood Avenue improvements.
10. Police Chief Murphy and the Police Committee (Mayor Shanley and Committeeman Madigan) continue their efforts to hire a police officer for the vacancy created by the retirement of Sgt. Dan Kellogg. A promotional examination is also being administered by a third party independent police entity (NJ Chiefs of Police). This examination is being implemented to seven (7) patrolmen who qualify for the rank of sergeant. The exam will take place on Thursday, January 16, 2020 at the Wyckoff Library.
11. An e-mail was received today from Mr. Maurice, a Wyckoff resident advising that he will be the 2020 President of the Bergen County Bar Association. Mayor Shanley requested the Administrator draft a proclamation to recognize Mr. Maurice’s accomplishment.

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**Township Committee Reports:**

**Rudy Boonstra:**

1. Mr. Boonstra volunteered at the Free Rabies Prevention Program on Saturday, January 11, 2020 at the DPW Garage. He thanked Joyce Santimauro and Maryellen Tafrate for their efforts which resulted in a very well-run operation. Mr. Boonstra also thanked the Wyckoff Board of Health Volunteers.
2. Mr. Boonstra and Committeewoman Fischer conducted the Historic Preservation Commission Meeting last week. Mr. Swenson was elected chair of the commission and Ms. Caprio elected vice chair. It was a positive and robust meeting.
3. Mr. Boonstra attended the Zabriskie House Trustee Meeting on Friday, January 10, 2020 with Committeewoman Rubenstein. Mark DiGennaro, Township Engineer attended his first meeting as a new Trustee. Jean Hildebrandt is the President, Richard Lynch, Vice President and Jim Abma, Treasurer. The topics of the meeting included finance, marketing operations and the current grant to improve the structural integrity of the Zabriskie House Museum. Also discussed, the options to construct an ADA compliant toilet facility specifically, a stand alone structure which may allow more flexibility for outside as well as inside events. The Trustees also discussed the possibility of reaching out for volunteers who have a historical interest to participate in an advisory support capacity to assist the trustees with special projects.
4. Mr. Boonstra reported that Township Engineer DiGennaro and DPW Manager Fisher are working on a repair to the Bridle Path Sanitary Sewer Pump Station. It was determined that the station is in need of an imminent repair. The process has started to allow for retention tanks to allow the pump station to operate while it is being repaired and reconditioned. Mr. Boonstra recognized Mark DiGennaro's expertise in this regard.

**Elizabeth Fischer:**

1. Ms. Fischer attended the Historic Preservation Commission Meeting where the chair and vice chair were elected. The members are very enthusiastic about contributing towards historic preservation in Wyckoff.
2. Ms. Fischer attended the first two (2) Wyckoff Board of Education Meetings in 2020. Rob Francin was elected President and Lisa Martone elected Vice President. The K-8 school district has selected a superintendent and will offer that individual a five (5) year contract to begin on July 1, 2020. The school board is conducting their meetings at the various elementary and middle schools in Wyckoff. The tentative 2020-2021 calendar has been posted and a final approval will be provided in March.
3. The Wyckoff of Health Meeting was conducted on Thursday, January 9, 2020 where the members discussed planning a townwide symposium at the Wyckoff Library concerning the problem the health risks associated with vaping. This symposium is scheduled for Thursday, February 27, 2020.

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4. Ms. Fischer attended the Safety and Security Summit provided by the Jewish Federation at Temple Beth Rishon. The Jewish Federation will provide upcoming training opportunities and grants to make entrances to places of public assembly safer.

**Thomas Madigan:**

1. Mr. Madigan extended well wishes to Committeewoman Rubenstein for a full health recovery.
2. Mr. Madigan and Committeewoman Rubenstein, who comprised the Finance Committee, met last week to review capital items. Two (2) additional meetings are scheduled for the next two (2) consecutive Thursdays to “drill down” on the necessity of these capital project requests. It was noted that the Township has received many capital requests and there are just not enough appropriations and funding to perform all the projects due to limited resources. The Finance Committee will be making difficult decisions on many competing and valid projects.
3. Mr. Madigan attended the Police Committee Meeting with Mayor Shanley, Police Chief Murphy and the Administrator to discuss various topics such as the status of the process to obtain a replacement officer for the vacancy created by the retirement of Sgt. Dan Kellogg. That process is moving forward. A recommendation and Township Committee action is expected for the February 4, 2020 meeting agenda.
4. In his role as Recreation Advisory Board Liaison, Mr. Madigan attended a meeting last evening. After the meeting, he met with Mayor Shanley, the Recreation Director, the DPW Manager and the Football Booster Committee regarding their fundraising to construct an artificial turf field on Memorial Field. Mr. Madigan distributed a written recommendation to the governing body and reviewed a number of items including the benefits of an artificial turf field, the number of participants utilizing this field, the recommendation to establish a turf field user fee to help fund the carpet replacement (typically after ten (10) years of use) and various other details of the effort including the \$400,000 donation the Football Boosters expect to provide to the Township of Wyckoff. Mr. Madigan summarized the issue as: “For an approximate \$200,000 appropriation, the Township Committee will receive a \$900,000 artificial turf field. The Township Attorney clarified that the Torpedoes have always expressed a desire to pay for time on an artificial turf field if field use is available. Mr. Madigan asked if there were any objections. Committeewoman Fischer requested additional cost information. A previous cost estimate statement was provided and discussed by the governing body. There was a motion by Committeeman Madigan, seconded by Committeeman Boonstra to place an ordinance to appropriate funds from all sources on the February 4, 2020 meeting agenda. All in favor. Mr. Madigan thanked everyone for their time and effort with this project.
5. Mr. Madigan attended the Ramapo/Indian Hills Board of Education Reorganization Meeting. The President is John Kinney from Wyckoff.

**Mayor Shanley:**

1. Mayor Shanley thanked Committeeman Madigan for his hard work on the Memorial Field Artificial Turf Field Project. He also thanked the Football Boosters who have raised over \$400,000.

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2. Mayor Shanley attended the Planning Board Reorganization Meeting. Robert Fortunato was elected as Chair and Kevin Purvin was elected as Vice Chair.
3. Mayor Shanley reviewed a discussion from the Board of Adjustment Meeting relative to a barber shop application at the Wyckoff Shopping Center. Mr. Landel explained that different types of uses have different parking requirements. More intense uses require one (1) parking space per 100 sq. ft. Less intensive uses require one (1) parking space per 200 sq. ft. The parking regulation for barber shops, nail and hair salons is one (1) parking space per 50 sq. ft. The governing body discussed this standard at length and determined the Township should review all the parking requirements as many of the older uses are no longer effective with new and modern technology. There is a need to be somewhat more flexible to encourage businesses to remain in the community due to the appeal of purchasing goods and services via the internet. Mr. Landel commented that barber shops and salons in Midland Park have a parking calculation based on customer stations, not square footage.
4. Mayor Shanley also volunteered at the Free Rabies Prevention Program on Saturday, January 11, 2020 with his five (5) year old son.
5. At the last Police Committee Meeting, it was reported that the hybrid vehicle the Township purchased last Summer will be placed on the Ford Assemblyline this Friday. Delivery is expected in approximately three (3) to four (4) weeks.
6. On Saturday, January 11, 2020 Mayor Shanley attended a Northwest Bergen Mayors Association Meeting in Ramsey. This morning, Mayor Shanley attended the Bergen County Mayors Meeting in Hackensack.

**Township Attorney Report:**

1. Mr. Landel completed the physical inspection of 240 Demarest Avenue with the Township's Environmental Engineer. At this point, all the reports are favorable. There was no oil tank; there was a coal burner which was switched to propane. A tank was located and was found to be a septic tank and not an oil tank. There is no water line to the property but the property was served by water well. Mr. Landel ascertained there is no reason not to move forward with this acquisition.
2. The work to obtain final hearing and approval from the court on the affordable housing continues. Mr. Landel thanked Bob Shannon for his assistance.
3. Mr. Landel is in the process of finalizing the two (2) cell tower leases.
4. Mr. Landel complimented the Township Committee for the extraordinary accomplishment with regard to the artificial turf field project. Many Bergen County municipalities have been unable to complete such a project due to cost constraints. This turf field will be a great benefit to the young generation and a wonderful public/private effort.

The Open Work Session Meeting adjourned at 7:50 p.m.

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Timothy E. Shanley  
Mayor

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Joyce C. Santimauro  
Municipal Clerk

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