

**TOWNSHIP OF WYCKOFF  
TOWNSHIP COMMITTEE OPEN WORK SESSION MEETING  
SECOND FLOOR MUNICIPAL COURT ROOM  
TUESDAY, MAY 19, 2020 – 7:00 P.M.**

**OPEN PUBLIC MEETINGS ACT**

**PLEASE TAKE NOTICE**, that in accordance with the Open Public Meetings Act NJSA 10:4-6 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, the meeting of the Township Committee of the Township of Wyckoff scheduled for 7:00 pm Tuesday, May 19, 2020 at Wyckoff Town Hall, 340 Franklin Avenue, Wyckoff, NJ 07481 will be conducted virtually through Zoom technology and it will be live-streamed on the Township of Wyckoff's YouTube channel.

Due to the Covid-19 Public Health Emergency, members of the public will not have access to Town Hall.

These measures are implemented to allow members of the public to observe the meeting via live streaming and to provide the ability to comment during the periods for public comment during the meeting through Zoom telephone call in technology. Joining the meeting by telephone will be utilized as security against the sharing of inappropriate video content.

General instructions regarding access to the meeting will be posted on the Wyckoff web site's home page at [www.wyckoff-nj.com](http://www.wyckoff-nj.com) as a "News" item on Friday, May 15, 2020 at 4:30 pm.

To view the live-streamed Township Committee meeting, please access the YouTube link which will be posted on the Wyckoff web site's home page at [www.wyckoff-nj.com](http://www.wyckoff-nj.com) as a "NEWS" item immediately prior to the commencement of the meeting at approximately, 6:55 pm on May 19, 2020.

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

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

Nancy Cole, Administrative Assistant 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,

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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 Thomas J. Madigan and Rudolf E. Boonstra and Committeewomen Melissa D. Rubenstein and Elizabeth J. Fischer

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

**Absent:** Municipal Clerk 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 Committeewoman Rubenstein, seconded by Committeewoman Fischer.

There was no public comment.

Committeewoman Rubenstein motioned to close the public comment period, seconded by Committeewoman Fischer with an affirmative voice vote.

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

1. This evening’s Agenda is as presented to the governing body on Friday, May 15, 2020 and posted that same day on the Township’s website along with any resolutions and ordinances to be considered.
2. The Agenda includes a public hearing to accept public comment for a 2020 Bergen County Open Space Park Improvement Grant Application. The Township is in compliance with the Bergen County mandated rules which require the Township to pay for two (2) advertisements ten (10) days before this evening’s hearing. The Township also exceeds the Bergen County rules in that two (2) notices have been posted for ten (10)

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days or more on our website at the area labeled “Legal Notices from the Municipal Clerk.” The Township’s declaration of intent to file a grant application has been posted on the website as well.

The Administrator explained the current grant application, Safety Improvements to Memorial Field and detailed each component. These components have been previously discussed and approved by the governing body.

3. The following resolutions and proclamations of note:
  - a. A resolution this evening drafted by the Chief Financial Officer which has identified a fourth safe and convenient method to pay tax and sewer charges with technology, the “Pay by Phone” option.
  - b. A proclamation will be read this evening to honor and recognize our Municipal Clerk, Joyce Santimauro for her thirty-one (31) years of service to the Township of Wyckoff. Due to the COVID19 Global Pandemic and this meeting being conducted virtually, the governing body is unable to present the proclamation in honor of Joyce’s stellar career. That presentation will take place on her last day of work, Friday, May 29, 2020.
4. Also proposed are a number of resolutions deemed necessary this week. Resolution #20-204 reflects guidance received from the New Jersey Department of Health regarding the appointment of Registrar and Deputy Registrar effective June 1, 2020. Resolution #20-205 purchases a replacement fire command vehicle from State Contract. Resolution #20-206 authorizes the purchase of safety emergency lighting for the fire command vehicle from State Contract. Resolution #20-207 authorizes a road closure for a property at 244 Everett Avenue which is under construction to allow for underground communication cables.
5. A revised Page 5 of the Work Session Meeting Minutes from May 5, 2020 is provided regarding comments from Committeeman Madigan.
6. A public hearing and further consideration of Ordinance #1914, a bond ordinance which appropriates funds for road resurfacing and replacement of the roof at Town Hall is scheduled this evening.

**Policy Action Items:**

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1. The Administrator reported that his weekly update on non-essential projects was sent to the governing body on Friday, May 15, 2020. There were no questions in this regard.
2. The declaration of intent to file a Bergen County open Space Grant Application was submitted on Friday, May 15, 2020 and receipt from Bergen County was acknowledged. This is the first step in the application process. The second step is the public hearing this evening.
3. The Administrator has submitted a memorandum for all Town Hall and Recreation Staff dated Wednesday, May 13, 2020 which reflected an incremental phase-in on the path to arrive at the “New Normal” for operations at Town Hall, safety practices in accordance with the CDC and general housekeeping and availability of PPE.
4. The Administrator thanked the Pepsi Company for the donation of fifty (50) face shields recently delivered to the Township at no cost.
5. Governor Murphy has issued Executive Order 144 which cancelled the Primary Election on June 2, 2020. This election has been rescheduled for Tuesday, July 7, 2020. The Executive Order is a “broad brush” regarding the election administration process which includes mail-in ballots, opening and staffing of at least one (1) polling location and additional safety precautions at the polling location. The Administrator has solicited to the Bergen County Board of Elections for guidance. This guidance is expected to be received shortly before the election. The Township will remain diligent in this regard.

**Township Committee Reports:**

**Elizabeth Fischer:**

1. Ms. Fischer reported that Partners in Pride (PIPS) have planted the flower planters throughout the Township of Wyckoff Business District. Bob Shannon is a “watering” volunteer for four (4) planters around Town Hall. Ms. Fischer waters the planter at the corner of Franklin and Monroe Avenue and Committeeman Boonstra waters two (2) planters at the Russell Farms Community Park. Sincere thanks to all the PIPS for taking the time to beautify Wyckoff.
2. Ms. Fischer noted that her other liaison assignments did not conduct any meetings this past month.

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3. The Wyckoff K-8 Board of Education conducted their most recent meeting virtually where it was determined to utilize their unused snow days to accelerate the last day of school to be June 18, 2020. The school district Summer School Program will be conducted as a virtual academy.

**Thomas Madigan:**

1. Mr. Madigan wished everyone a Good Evening.
2. As Township Committee Liaison to the Wyckoff Memorial Day Parade Committee, Mr. Madigan reminded everyone that due to the COVID19 Pandemic, the Memorial Day Parade and Services have been cancelled. However, the Parade Committee volunteers are working diligently on finalizing a video to be featured on the Township's website. On Memorial Day at noon, the fire sirens will sound and the fourteen (14) Houses of Worship will ring their church bells in recognition of Our Fallen Servicemen and Servicewomen.
3. Mr. Madigan read the following resolution:

Whereas, the Township of Wyckoff commemorates the month of May with the "Remember and Honor" Flag where we give thanks to those that lost their lives and have served with patriotism; and,

Whereas, Memorial Day in history was once known as "Decoration Day" and was first celebrated after the Civil War; and,

Whereas, the last Monday in May, Americans commemorate our military personnel who died in all wars, including World War I, WW II, The Korean War, The Vietnam War and the wars in Iraq and Afghanistan; and,

Whereas, this year on May 8<sup>th</sup>, marked the 75th anniversary of Victory Europe, and over 400, 000 lost their lives in WWII are recognized and thanked for their patriotism from a grateful nation at the WW II Memorial with a simple phrase 'Here we mark the price of freedom'; and,

Whereas, Memorial Day is a rich tradition in Wyckoff, including a solemn ceremony in memory of those fallen heroes from town who have made this supreme sacrifice and we annually salute these heroes:

World War I                      Zachary Masker

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- |                 |                                                                                                                                                                                                   |                                                                                                                                                                                      |
|-----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| World War II    | Edgar O. Anthony<br>Alfred W. Bohny<br>A. Sidney Booth<br>Orin F. Crankshaw<br>Frank Hopper, Jr.<br>William J. Kelly<br>Arnold A. Krysch<br>Robert Logan<br>Edward T. Cully<br>William R. Ullmann | Glen Loucks<br>William A. Mills<br>C. William Schlenz<br>Edward R. Snyder<br>William Van Blarcom, Jr.<br>Roland Van Syckel<br>Theodore K. Weisch<br>Edward Woodbury<br>John M. Paine |
| Korean Conflict | Everett Patton, Jr.                                                                                                                                                                               |                                                                                                                                                                                      |
| Vietnam         | James L. Giegel<br>John A. Griner                                                                                                                                                                 | Robert H. Vennik<br>Joseph C. Wiltsie                                                                                                                                                |

Whereas, in 2020 due to Covid-19 virus there is no formal ceremony or parade, and The Memorial Day Parade Committee has planned a video of tribute for 2020; “Remember the Fallen – Honor the Living” and neighbors in town will pay tribute with American flags and other patriotic gestures, including ringing of bells at our houses of worship; and,

Whereas, we are grateful and extend special thanks to our Wyckoff Parade Committee, including many from VFW Post 7086, for their dedication and commitment to honor and pay tribute to those soldiers who joined and faithfully served in our country’s various branches of the military; and,

Whereas, we celebrate our hard-won freedoms, we remember their sacrifice and we forget them not, May God Bless and watch over all our members of the armed forces, may God bless Wyckoff and May God Bless America; and,

Whereas, President Lincoln proclaimed at Gettysburg “that these dead shall not have died in vain—that this nation, under God, shall have a new birth of freedom — and that government of the people, by the people, for the people, shall not perish from the earth.

Now, Therefore, Be it Resolved, that May 2020, we salute and pay tribute and say thank you for the service and sacrifice of our veterans and fallen heroes as we keep their spirit alive.

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Be it Further Resolved, that Memorial Day in Wyckoff speaks to our cherished freedom, our families, our fundamental right to life, liberty, and the pursuit of happiness.

Committeeman Boonstra motioned that this resolution should be listed verbatim into this evening's Work Session Meeting Minutes as a tribute to the Our War Dead, seconded by Committeeman Madigan, all governing body members voting yes.

Mayor Shanley commented that his younger brother is serving our country as a Lieutenant Colonel and has completed tours in Afghanistan and Iraq. Mayor Shanley thanked Committeeman Madigan for recognizing our servicemen currently serving and our American Servicemen who paid the ultimate sacrifice for the freedoms we enjoy.

4. As Township Committee Liaison to the Recreation Department, Mr. Madigan provided an update on the construction project under way to achieve a synthetic turf field at Memorial Field. The field has been cleared, the perimeter is being prepared for the pouring of concrete and the next step will be the drainage installation. The construction schedule is expected to meet the June completion date.
5. Mr. Madigan reported that since Governor Murphy has cancelled all high school graduation ceremonies, the Ramapo/Indian Hills Regional Board of Education has been working on a procedure to recognize and congratulate the 2020 Graduating Seniors with some sort of banners. The high schools have drafted a plan and these banners will be posted on the vacant lot next to Town Hall in the center of town as a temporary sign for fourteen (14) days. Mayor Shanley requested a sign to be posted at the Township's Government Speech Flagpole as a means of governing body recognition of the graduates. A discussion resulted where the Township Attorney reminded everyone that the Government Speech Flagpole is not a public forum but a location for government speech. These congratulatory banners are going to be placed at the Dairy Queen property, the corner of Wyckoff and Russell Avenues, the vacant lot next to Town Hall, the front lawn of the Christian Health Care Center and a fifth location. A motion by Mayor Shanley, seconded by Committeewoman Rubenstein, all governing body members voting yes to approve temporary signs in this regard.
6. Mr. Madigan received a call from the President of the Wyckoff Chamber of Commerce who expressed the challenging and difficult times for

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businesses in the community due to Governor Murphy's prohibitions during the COVID19 Pandemic. Businesses are thankful to the residents that have been supporting them with take-out and delivery service and appreciative of the Township's efforts to list the restaurants and pharmacies for essential products on their website. However, they have requested if the Township would be willing to loosen the outdoor dining stipulations. Mayor Shanley indicated that from his discussions with the Governor's aides on Mayors conference calls, it is expected that the Governor will allow outdoor dining before he allows in-restaurant dining. A motion by Committeeman Madigan, seconded by Mayor Shanley that both will work cooperatively together on a subcommittee with the Chamber of Commerce to explore outdoor dining during the Coronavirus. All governing body members voted affirmatively.

At this time, there was a motion by Mayor Shanley, seconded by Committeeman Madigan to post a sign congratulating the Ramapo and Indian Hills High School Seniors at the Government Speech Flagpole in Memorial Field. All governing body members voting affirmatively.

**Melissa Rubenstein:**

1. As Liaison to the Board of Adjustment, Ms. Rubenstein reported that the Zoning Board is scheduled to meet on Thursday, June 4, 2020 with Zoom technology.
2. Ms. Rubenstein, as Liaison to the Wyckoff Volunteer Fire Department reported that the 2019 Spartan Fire Pumper has been at the dealership in South Brunswick for three (3) weeks. The Fire Truck Committee has been inspecting the apparatus which has been manufactured in accordance with the bid specifications and the Truck Committee has approved the truck. The expected delivery date is Friday, May 29, 2020 at Fire Company #2.
3. Ms. Rubenstein updated the governing body that the utility pole in front of the truck bay at Fire Company #2 on Wyckoff Avenue was struck two (2) Saturdays ago by a motorist charged with under the influence. The Wyckoff Fire Department worked with P.S.E.& G. and was able to have the replacement utility pole relocated approximately 10-12 feet and not in the path of the truck bay at no cost to the Township. Ms. Rubenstein

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thanked Assemblymen Rooney and DePhillips for their assistance in this regard.

4. Ms. Rubenstein advised that on this evening's Agenda is the request to purchase a replacement fire command vehicle. The fire department has been scouring dealerships that have been awarded a State Contract looking for a specific vehicle. A Chevy Tahoe has been selected because the suspension is required to be heavy duty due to the tools and equipment that are kept in that response vehicle. The fire department did explore the purchase of a hybrid 4X4 vehicle but the available models evaluated did not have the heavy duty suspension. With approval this evening from the governing body, the fire department will look to purchase the fire command vehicle from State Contract also the lowest of three (3) price quotations solicited.

**Rudy Boonstra:**

1. Mr. Boonstra reported that the Policy Action Items this evening included the proposal from the Township Engineer to construct a sanitary sewer trunk main thru four (4) sideyards of residential homes to extend the active sewer line on Wild Duck Road to Morley Drive. This trunk line would make available public sanitary sewers for approximately forty (40) residential homes. Mr. Boonstra provided a brief history whereby the dry sewer constructed decades ago as part of the Wild Duck Road subdivision was activated with a municipal project that included extending the sewer line down Midland Avenue which connects into Wild Duck Road. Two (2) of the four (4) easements exist and the sewerage at the time of this plan was to have the sewer extend thru these easements. There is an opportunity to obtain the two (2) remaining easements at no cost to the municipality. The Township Engineer has estimated the project at a cost of \$50,000. Mr. Boonstra spoke with the Chief Financial Officer this morning and funds are available. A motion by Committeeman Boonstra, seconded by Committeeman Madigan, all voting yes to authorize the expenditure of this sanitary sewer project.

**Mayor Shanley:**

1. Mayor Shanley reported that the State of New Jersey and the Township of Wyckoff is fairing far better with the fight against the COVID19 Virus. In mid-April, the numbers peaked and there is now a marked reduction in

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hospitalizations. Currently, there are 149,013 positive cases in Bergen County and Bergen County no longer has the distinction of the most cases of COVID19 as compared to our neighboring counties. Mayor Shanley attributed this achievement to the success of residents practicing social distancing, washing hands frequently and wearing face coverings. Mayor Shanley extended his thanks to all residents for following these guidelines.

2. Mayor Shanley reported he has been participating in conference calls with regional mayors and Governor Murphy's Aides. The mayors have pressured these Governor Aides to communicate to the Governor he needs to open up businesses or municipalities will suffer from vacant downtown storefronts. Governor Murphy has reduced these conference calls to the mayors from four (4) calls a month to two (2) calls a month. The last conference call was spirited in this regard. Mayor Shanley is hopeful based on the comments made on these calls that the next relaxation may allow residents some form of curbside and/or outdoor dining.
3. Mayor Shanley has been participating in his role as Liaison to the Wyckoff Library Board working alongside Laura Leonard, Library Director. Many issues and details are being studied and discussed to determine a procedure when the Library reopens.
4. The Planning Board met via Zoom technology and there were no applications. However, business items were addressed including the approval of past meeting minutes.
5. Mayor Shanley was happy to report that the New Jersey League of Municipalities has recognized Wyckoff resident Matthew Murphy as one (1) of the three (3) statewide winners of the annual League of Municipalities Conference which requires students to submit an essay entitled "What my Governing Body does Best." Matthew is a student at Ramapo High School and is the son of Police Chief Dave Murphy. Later in the year when the Coronavirus Pandemic has dispersed and business meetings have resumed to the public, the governing body will invite Matthew and the Murphy Family for the presentation of his certificate.

**Township Attorney Report:**

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1. Mr. Landel has contacted the attorney for the Maple Lake property as they prepare for their final subdivision application for the Maple Lake Affordable Housing Project. The Township will then submit the application to the Planning Board to expedite the application.
2. Mr. Landel has been working with the Administrator on the requirements to resubmit a petition for Final Judgement of Compliance before the Court regarding the Affordable Housing Plan. They are awaiting a report from the Municipal Planner.
3. Mr. Landel has filed the subdivision application for the Township's Gardens of Wyckoff property and the adjacent residential property with the Bergen County Planning Board.

The Open Work Session Meeting adjourned at 7:54 p.m.

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Timothy E. Shanley  
Mayor

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Robert J. Shannon  
Township Administrator

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