

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
THURSDAY, JUNE 4, 2020**

**TOWNSHIP COMMITTEE BUSINESS MEETING
MUNICIPAL COURT ROOM
THURSDAY, JUNE 4, 2020 - 8:00 PM**

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 8:00 pm Thursday, June 4, 2020 at Wyckoff Town Hall, 340 Franklin Avenue, Wyckoff, NJ 07481 will be conducted via the Township of Wyckoff's YouTube channel and members of the public may call 201-891-7000, ext. #2222 should they wish to provide public comment during the 8:00 pm public comment period.

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 period for public comment during the meeting.

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

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 Friday, May 29, 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 as a "NEWS" item immediately prior to the commencement of the meeting at approximately, 6:55 pm on June 4, 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".

1. **Regular Meeting of the Wyckoff Township Committee called to order by Mayor Timothy E. Shanley**
2. **Flag Salute**
3. **Invocation by Reverend Joseph Schattauer-Paillé from Advent Lutheran Church**
4. **Reading of the "Open Public Meetings Act" statement by Nancy Cole**
5. **Roll Call of the Township Committee Members Present:**
BOONSTRA YES FISCHER YES RUBENSTEIN YES
MADIGAN YES SHANLEY YES
6. **Request motion to open the Public Comment Period:**

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

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
THURSDAY, JUNE 4, 2020**

Public Comment period, five (5) 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.

Request motion to close the Public Comment Period:

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

7. Approval of the May 19, 2020 Township Committee Work Session and Regular Business meeting minutes:

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

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

I Resolutions (Adoption of the following):

- #20-208 Authorize Shared Service Agreement for Health Services
- #20-209 Invoice Title 59 – Plan & Design Immunity Fire Pumper
- #20-210 Approval to submit a grant application and execute a grant contract with the New Jersey Department of Transportation for the Mountain Ave, Section 2 project
- #20-211 Establish Modified No-Cash Policy for Current Year
- #20-212 Waive E-Check Fees for Current Year
- #20-213 Accept Donation – Scoreboard
- #20-214 Approval of Vouchers and Authorization to Pay Bills
- #20-215 Invoice Title 59 – Plan & Design Immunity – Police Hybrid Vehicle
- #20-216 Return of certain overpaid taxes, escrow monies, recreation fees, etc.
- #20-217 Acceptance of Donation – Pitcher’s Mound
- #20-218 Temporary Outdoor Dining Procedures
- #20-219 Township Committee Bylaws
- #20-C6 Closed Session

II Ordinance – Introduction

Mr. Chairman, I have **ORDINANCE # 1915** for Introduction:

AN ORDINANCE TO PROVIDE A CERTAIN CAPITAL IMPROVEMENT IN THE TOWNSHIP OF WYCKOFF AND TO PROVIDE FOR THE RECEIPT, ACCEPTANCE AND DEPOSIT OF A CONTRIBUTION THEREFORE AND TO AUTHORIZE APPROPRIATIONS OF \$76,609.00

I also have **ORDINANCE #1916** for Introduction:

AN ORDINANCE TO AMEND CHAPTER 177 “VEHICLES AND TRAFFIC” OF THE CODE OF THE TOWNSHIP OF WYCKOFF TO ADD NEW SECTION “177-56, TRAFFIC CONTROL SIGNS,” TO GOVERN THE ILLUMINATION OF TRAFFIC CONTROL SIGNAGE

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
THURSDAY, JUNE 4, 2020

III Motions (NONE)

Clerk: May I have a motion and a second to approve the consent agenda?

The Following vote is the vote on the Consent Agenda:

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

V Ordinances – Public Hearing / Further Consideration: NONE

VI Adjourn

Chairman: May I have a motion to and a second to adjourn the Business Meeting?

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

Clerk: May I have a motion and a second to reconvene the Work Session?

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

NOTICE TO PUBLIC

As a member of the public, participating in this public meeting, your participation will 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. The Township shall not be responsible for and accepts no liability if the recording or live video streaming of the meeting is unavailable.

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE OPEN WORK SESSION MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, JUNE 4, 2020 – 7:00 P.M.**

OPEN PUBLIC MEETINGS ACT

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**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE OPEN WORK SESSION MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, JUNE 4, 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.

Nancy Cole, Acting Municipal Clerk 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 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, Acting Municipal Clerk and Township Attorney Robert Landel

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 Boonstra, seconded by Committeewoman Rubenstein.

1. Mr. Carl Rizzo, 245 Demarest Avenue called via the specific telephone extension, stated he is requesting a follow-up on letters sent to the Township. Mr. Rizzo also had a phone conversation with the Township Attorney. He described his property on Demarest Avenue as the second environmental center in Wyckoff. Mr. Rizzo and his wife devote much of their time beautifying their property where many residents in the area enjoy. Mr. Rizzo expressed his concerns regarding the water and silt that flows into the ponds on his property and is awaiting a reply from the Township in this regard.

Mr. Rizzo asked a number of questions specifically, does the Township have easements over his property, are there any filter controls between 245 Demarest Avenue and the Boulder Run Shopping Center, if there are, is the owner of the Boulder Run Shopping Center properly maintaining those filter systems and if not, will they take corrective and remedial measures to address those situations. The Township Attorney advised that he had spoken to Mr. Rizzo and is researching the matter. Mr. Landel will reply on behalf of the municipality to Mr. Rizzo.

The governing body maintained the telephone line for an additional four (4) minutes to achieve the ten (10) minute public comment period. There were no other public comments.

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

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

1. The Administrator reported that this evening's Agenda is as submitted on Friday, May 29, 2020 and posted on the Township's website with resolutions and ordinances. However, two (2) matters have come before

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE OPEN WORK SESSION MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, JUNE 4, 2020 – 7:00 P.M.**

the Administrator and he has proposed adding a resolution to the Agenda to accept a donation of a scoreboard from Lakeland Bank for the new Memorial Synthetic Turf Field.

2. Also, a resolution to refund tax overpayments and recreation fees to residents could be added to the Agenda this evening.
The Township Committee approved these additions to the Agenda.
3. This is the second meeting with the agenda style modified to precisely detail which items are approved by a roll call vote and a voice vote.
4. This evening's Agenda includes a Closed Session to discuss litigation, contract negotiations and potential acquisition of property. The Open Work Session Meeting will recess and after the conclusion of the Business Meeting, the Township Committee will reconvene the Open Work Session Meeting, continue any open work session business and then enter into Closed Session discussion, return to Open Session and then adjourn.

Policy Action Items:

1. Mayor Shanley and Committeeman Madigan are serving on a subcommittee that has met with the Wyckoff Chamber of Commerce for the purpose of modifying the existing outdoor dining ordinance more flexible in anticipation of Governor Murphy authorizing outdoor dining as the next incremental change during the continuing COVID19 Pandemic. The governing body discussed the outdoor dining ordinance in detail and a resolution which would stipulate a process where businesses desiring to utilize outdoor dining would apply to the Zoning Enforcement Officer, who in consultation with the Police Chief and Fire Chief would grant or deny approvals. The Township Committee determined to add this resolution to this evening's Agenda.
2. The Administrator reviewed the information from Governor Murphy that the primary election date has been changed from Tuesday, June 2, 2020 to Tuesday, July 7, 2020. A Township Committee Meeting was scheduled for July 7, 2020 however, after reviewing various options and based on a recommendation from the Administrator, the July 7th Township Committee Meeting will be cancelled. Therefore, the governing body will conduct one (1) meeting in July and one (1) meeting in August.
3. The Administrator reviewed a draft ordinance provided by Mr. Landel which is intended to maintain Wyckoffs' "small town charm" as it relates to blinking and flashing road signs. The Township Committee discussed this at length. Committeeman Boonstra explained the intention to provide for these signs while balancing residential homeowner concerns. After a discussion, the governing body arrived at an ordinance with revisions as detailed by Mr. Landel. This ordinance will be added to this evening's Agenda for introduction.
4. A letter and proposal was received from a Girl Scout wishing to conduct a Gold Project at the Russell Farms Community Park. The project would be to construct a memorial to honor the Wyckoff residents who passed from COVID19. Committeewoman Rubenstein began by commending the Girl Scout for creating such a project and all governing body members

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE OPEN WORK SESSION MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, JUNE 4, 2020 – 7:00 P.M.**

concurring and suggested her proposal should be placed in abeyance until the pandemic is truly over. This is only the first wave, there may be multiple waves to this pandemic and by waiting to complete this project the memorial will include all members of the community who perished from the virus. The Administrator opined it was a fine idea but has several reservations which are based on the reading of the restrictions from the Bergen County Open Space Division which was incorporated with the acceptance of the grant to purchase the property. As way of example, the rules do not permit as an approved component, a memorial. All structures would require the Bergen County Open Space Division approval, the diagram shows the memorial in the area planned for the Russell Farms Community Park Improvements Phase 3. The proposal does not address fundraising and who would perform these improvements. The governing body requested the Administrator reply to the Girl Scout to inform her in this regard.

5. The Bergen County Board of Elections continues to assemble preparations for the Primary Election on Tuesday, July 7, 2020. The Township is receiving information from the County as it becomes available. Two (2) municipal polling locations, the Wyckoff Library and the Cedar Hill Christian Church, will be open from 6:00 a.m. to 8:00 p.m. The Township Committee indicated that the Township needs to clarify what "Vote by Mail" means and various members discussed which active registered voters will be receiving vote by mail ballots. Up to now, the information disseminated has been rather confusing. It appears the date for receipt of mail in ballots has been delayed. The discussion then focused as to the social media post drafted to explain the extended voter registration hours. The governing body requested that it be modified to include the definition of "vote by mail" and additional useful and helpful information.

At 8:00 p.m. the Township Committee recesses the Open Work Session discussion of the Open Public Meeting to conduct the Public Business Meeting.

At 8:15 p.m. the Township Committee reconvenes the Open Work Session discussion of the Open Public Work Session Meeting voting as follows:

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

Continuation of Policy Action Items:

6. The Administrator summarized as per the request and approval during the Public Business Meeting that he will send the resolution to accept the donation of a scoreboard to Mark DiGennaro, Township Engineer and request Mr. DiGennaro to review the lighting intensity of the scoreboard against the Township's site plan lighting ordinance and opine if it's in compliance.
7. The Administrator has received a recommendation from Denise Capparelli to add a backyard composting educational event to the notifications via Recycle Coach. The governing body approved.

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE OPEN WORK SESSION MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, JUNE 4, 2020 – 7:00 P.M.**

8. The Administrator reviewed a request from Committeewoman Fischer to remove from the Environmental Commission page of the website, Brian Scanlan's e-mail address as the municipal person contact to purchase backyard composters. Ms. Fischer has volunteered to accept that function for the Township. The Township Committee approved. To date, fifteen (15) composters have been sold.
9. Comments from all governing body members were reviewed reflecting their desire that the Recycling Center be modified to function as it did prior to the COVID19 Pandemic. The center has been operating with accepting only the items which are not collected curbside. The governing body unanimously agreed to modify the Recycling Center.
10. The Administrator reviewed a request from Pastor Rainville at Bethany Church to conduct a Worship Service on Wednesday, June 10, 2020 from 6:00 p.m. to 7:15 p.m. in the church parking lot with all congregants remaining in their cars – six (6) feet apart. Worship music would be streamed through their FM Radio. The Township Committee was of the opinion it should not advise houses of worship on how they should worship. Houses of Worship are currently directed by Executive Order from Governor Murphy. Any neighbors who call the police with a noise complaint will be addressed in the usual and typical manner.
11. A letter was received from a lawyer from the Lawlins Road industrial park building requesting to allow his tenants (not restaurants) to conduct business outdoor in the parking lot. Committeeman Boonstra recused himself from the discussion. The remaining governing body members reviewed the letter and referred this request to the Outdoor Dining Subcommittee for review and recommendation.
12. The Township Committee reviewed a letter from a resident, the Township's draft response and approved.
13. Also reviewed was a post that the Police Chief anticipates posting. The governing body approved the post.

Township Committee Reports:

Rudy Boonstra:

1. Mr. Boonstra thanked Bob Shannon and Nancy Cole for their efforts to allow the governing body to conduct the meeting this evening in person and livestreamed as well.
2. Mr. Boonstra provided an update regarding the exceptional work performed by the DPW as it relates to the Wyckoff Community Park Soccer Field. This soccer field had a number of high and low spots and the DPW was able to repurpose the soil that was removed from Memorial Field (for construction of the synthetic turf base) and blend the soil into the Community Park Soccer Field to level the field for safety. The cost of hydroseeding the field was shared by the municipality and the Torpedo Soccer Club.

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE OPEN WORK SESSION MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, JUNE 4, 2020 – 7:00 P.M.**

3. Mr. Boonstra reported on the progress the DPW has achieved in restoring the 100 year old historic Meer Estate Barn placed in the picnic area at Wyckoff Community Park. Members of the governing body are invited to view the cedar shake roof on the barn under construction.
4. The Planning Board conducted a virtual meeting and included one item of business, memorializing an application action regarding a property on Van Houten Avenue. The application for the commercial property on Windham Court North was postponed at the request of the attorney.

Thomas Madigan:

1. Mr. Madigan extended congratulations to all the graduates of Ramapo and Indian Hills High School. A graduation ceremony, as per the Governor's orders, has been established for Wednesday, July 29, 2020.
2. The Township Committee posted signs congratulating the seniors around Wyckoff in various locations.
3. Mr. Madigan reported on the subcommittee meeting consisting of himself, Mayor Shanley, the Administrator, Police Chief Murphy and the Zoning Enforcement Officer regarding the opening of businesses in Wyckoff on June 15, 2020 as per Governor Murphy's guidelines. Mr. Madigan thanked all for their assistance.
4. Mr. Madigan provided an update on the construction of the synthetic turf field project at Memorial Field. The site work is essentially complete and a sprinkler system was added to clean the synthetic turf utilizing repurposed water from seepage pits under the field.
5. The Township has accepted the donation of a scoreboard and a pitcher's mound. Additional donations are expected in the near future and are deeply appreciated.
6. Mr. Madigan reviewed the Governor's Executive Order which allows organized sports teams to practice effective Monday, June 22, 2020. He also thanked the Wyckoff K-8 School District for approving the use of fields on school property for recreation programs. Effective Monday, July 6, 2020 the Governor's Executive Order will allow Summer camps to operate. The Township provides two (2) Summer camps for children – K-4 camp will be conducted at Lincoln School and a camp for grades 5-8 conducted at Washington School. This year, the camp program is reduced to five (5) weeks and provided through a competitive bid service by the Wyckoff Family YMCA.
7. The work funded by the Bergen County Open Space Grant for passive recreation at Russell Farms Community Park is complete and open to the public. Zabriskie Pond Park, the Gardens of Wyckoff Nature Sanctuary and Pulis Field for walking, hiking and passive recreation. As per the Governor's Order, no playgrounds are open at this time. The governing body expressed its disappointment that Bergen County has not opened the James McFaul Environmental Center. Many of our residents enjoy walking on the Center's paved roadway. Mayor Shanley has contacted the County Executive and advised the chipped pathways could be closed off (not 6 feet wide) however the thirty (30) foot wide roadway is where

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE OPEN WORK SESSION MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, JUNE 4, 2020 – 7:00 P.M.**

most visitors enjoy taking exercise. All governing body members will continue to contact the County Executive in this regard.

8. Mr. Madigan discussed the Recreation Director's request for the Township Committee to open the Wyckoff Community Park, Pulis Field and Memorial Field for organized team practices effective June 22, 2020. The Executive Order from the Governor allows this use for practices only. The governing body discussed this at length and a motion by Committeewoman Rubenstein, seconded by Committeeman Boonstra, all voting yes to open the fields for practices only consistent with the Governor's Executive Order. The Township Committee then had a discussion regarding what specifically constitutes passive recreation. The Township Attorney will provide guidance in this regard after review of Executive Order #148.

Melissa Rubenstein:

1. The new fire pumper was delivered to Fire Company #2 and every firefighter is extremely happy with the new apparatus.
2. Ms. Rubenstein thanked the Wyckoff Volunteer Fire Department and the Wyckoff Police Department for the many birthday parades that concluded Memorial Day weekend.
3. Although the Board of Adjustment conducted a virtual meeting, no new applications were considered.
4. Ms. Rubenstein welcomed Nancy Cole to the meeting as the new Acting Municipal Clerk.
5. Ms. Rubenstein attended the June 1, 2020 ceremony to raise the Pride Flag at the Township's Government Speech Flagpole.

Elizabeth Fischer:

1. Ms. Fischer attended the Township's in-house Safety Committee Meeting required as part of the JIF Safety Incentive Program. Many online training videos are available for employees and governing body members. One video prioritized this year, "Safe Patient Lifting" was viewed by the Wyckoff Ambulance Corp and the Wyckoff Police Department. Ms. Fischer requested the members of the Wyckoff Volunteer Fire Department complete this training.
2. Ms. Fischer suggested all governing body members download the MEL Safety App for their phones. It provides timely and useful information regarding safety.
3. Ms. Fischer also attended the Pride Flag Ceremony on Monday, June 1, 2020.
4. Ms. Fischer commented that the concrete tables and benches with inlaid chess boards look beautiful as does the Sensory Garden at the Russell farms Community Park

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE OPEN WORK SESSION MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, JUNE 4, 2020 – 7:00 P.M.**

5. The Eisenhower Middle School 8th Grade Graduation will be conducted virtually, no ceremony.
6. The Gardens of Wyckoff Nature Sanctuary discovered a number of bike ramps that have been built into the pedestrian trails. The DPW will remove these ramps.

Mayor Shanley:

1. Mayor Shanley advised that on Monday, June 1, 2020 the town is in a better place than it was on Wednesday, April 1, 2020. We continue to see decreasing numbers of cases of COVID 19. Effective, Monday, June 15, 2020 non-essential businesses may open at 50% capacity. For the first time, hospitals are reporting lower numbers with no new admittance. At this time, 13% of the ventilators are being utilized. COVID19 testing is readily available at pharmacies.
2. Mayor Shanley also attended the delivery of the new fire pumper at Fire Company #2.
3. Mayor Shanley was happy to raise the Pride Flag on Monday, June 1, 2020 via livestream. It was Mayor Shanley's intention to conduct the ceremony publicly and maintain social distancing however, requirements issued by the Governor's Executive Order prevented such a gathering. Thank you to Bob Shannon for performing the livestream.
4. Mayor Shanley advised that he has called Bergen County Executive Tedesco and spoke with his aide to urge him to open the James McFaul Environmental Center on Crescent Avenue. Many residents ride and walk the roadway in the Center.
5. The Wyckoff Public Library Staff is working diligently to open the library in a safe manner.
6. During this evening's meeting, the Township's Health Officer, Hansel Asmar called Mayor Shanley's cellphone to advise Wyckoff has 393 cases of COVID19 and two (2) additional deaths bringing the total to 74 deaths.

Township Attorney Report:

1. Mr. Landel indicated that Executive Order #149 will allow on Monday, June 22, 2020 outdoor sporting activities. Children may participate while remaining six (6) feet apart and no contact sports. Soccer can be played. Additional guidance will be provided from the New Jersey Department of Health.
2. Mr. Landel completed an interior block parking agreement for the new bank constructed across from Town Hall.
3. Mr. Landel has reviewed the assumption of risk waiver for recreation programs provided by the Recreation Director and approved.

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE OPEN WORK SESSION MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, JUNE 4, 2020 – 7:00 P.M.**

4. Mr. Landel thanked Committeeman Boonstra for his assistance with the ordinance introduced this evening concerning flashing lights.
5. Mr. Landel thanked Mayor Shanley and Committeeman Madigan for their time and assistance on the outdoor dining resolution.
6. Mr. Landel had a conversation with Planner Bogart regarding the Re-examination Report. A recommendation to modify one section of the parking ordinance to hopefully stave off some business closures. Mr. Landel discussed the current parking standard for hair, nail salons and barber shops which is one (1) parking spot per fifty (50) square feet of retail space. As per the Planner, that parking standard can be relaxed to one (1) parking spot per 200 feet of retail space. Mr. Landel stated this ordinance can be adopted before the Re-examination Report. The Township Committee approved Mr. Landel's recommendation to draft an ordinance amendment in this regard.

At 9:07 p.m. the Township Committee recesses the Open Work Session discussion of the Open Public Meeting to conduct a Closed Session discussion via Resolution #20-C6.

At 10:30 p.m. the Township Committee reconvenes the Open Work Session discussion of the Open Public Work Session Meeting voting as follows:

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

Resolution: (Adoption of the following):

#20-219 Township Committee By-Laws

WHEREAS, the Township Committee has determined that by-laws assist the Township Committee with the process of governance.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee that the Township Committee by-laws are hereby approved.

Updated: 06/04/20

**BY-LAWS OF THE
WYCKOFF TOWNSHIP COMMITTEE**

1. PURPOSE.

These By-Laws are established to provide a framework to allow the Township Committee to conduct the business of local government at Public Meetings in an effective and efficient manner and to establish Township Committee legislative liaison assignments.

2. MEETINGS.

Public Regular Business Meetings. Regular meetings of the Township Committee will be generally held on the first and third Tuesday of each month at 8:00 p.m., prevailing time. Meetings shall conclude no later than 11:30 p.m.

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE OPEN WORK SESSION MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, JUNE 4, 2020 – 7:00 P.M.**

Public Annual Meeting. Pursuant to N.J.S.A. 40A:63-1 et seq., the Township Committee shall meet annually for organization during the first seven (7) days of January in any year.

Public Work Session Meetings. The Township Committee may meet in informal work sessions for such purposes as may be deemed appropriate, including preparing for meetings, studying matters before it and consulting with professional advisors. Such informal conferences shall be designated work sessions and shall be open to the public.

Place of meetings. All meetings of the Township Committee shall be held in the Town Hall Municipal Building, except that when, in the opinion of a majority of the Township Committee, it is desirable to meet at some other location of a public nature, the Township Committee, upon such reasonable public notice as the circumstances permit, may meet in or adjourn to any other public building in the Township.

Work Session Meetings. Work Session Meetings shall be generally conducted on the first and third Tuesday of the month; 7:00 p.m. prevailing time prior to the public regular business meeting. These meetings are typically recessed at 8:00 pm for the Township Committee to conduct the Public Regular Business Meeting at 8:00 pm and then reconvene the Public Work Session Meeting after the conclusion of the 8:00 pm meeting. Meetings shall conclude no later than 11:30 p.m.

Meeting locations and times may be changed as needed by issuing a 48-hour notice.

Public Comment. Public Comment shall be allowed at Work session Meetings for a ten (10) minute total public comment period with members of the public provided with two (2) minutes for their comments. The public comment period at Regular Business Meetings shall provide each member of the public to make public comment on any government issue that a member of the public feels maybe a concern to the residents of the Township of Wyckoff. (5 minutes per speaker)

Closed Session Discussion(s). The Township Committee upon adoption of a resolution at a Public Work Session Meeting or a Public Regular Business Meeting may conduct a Closed Session discussion pursuant to NJSA 10:4-12b(1) through (9). Township Committee members shall be prohibited from disclosing the discussion(s) or the import of discussion(s) conducted in Closed Session. Only after the Township Committee votes to release the Closed Session Discussion Minutes, may a governing body member be authorized to speak of the discussion(s) conducted in the Closed Session or the import of the discussion(s) conducted in Closed Session.

Quorum. A majority of all the members elected to the Township Committee shall constitute a quorum at any meeting of the Committee. A lesser number than a quorum may adjourn any meeting thirty (30) minutes after the appointed hour in the absence of a quorum.

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE OPEN WORK SESSION MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, JUNE 4, 2020 – 7:00 P.M.**

3. CHAIRMAN.

The Township Committee shall annually elect one (1) of its members as Chairman at the annual meeting. Pursuant to N.J.S.A 40A:63-1 et. seq., the Mayor shall have no additional authority over and above any other Committeeperson, by virtue of such designation except as provided by law as listed within this section. He shall be referred to as “Mayor” and shall perform all duties of the Chairman. Duties of the Chairman shall include:

- A. Chair Township Committee meetings.
- B. Sign Municipal contracts when authorized by Township Committee action.
- C. Perform marriages.
- D. Sign Proclamations listing all Township Committee members and when authorized by Township Committee action.
- E. Serve as the Township’s chief official at meetings and ceremonies.

4. TOWNSHIP COMMITTEE (GOVERNING BODY)

The Township Committee (Governing Body) shall have all the executive responsibilities and powers of the municipality not placed by general law as listed above in section 3 N.J.S.A 40A:63-6 in the Mayor.

5. TOWNSHIP COMMITTEE MEMBERS

Members of the Township Committee may propose Township Committee actions (ordinances, resolutions and motions) during their reports provided at work session meetings.

6. COMMUNICATIONS AND MESSAGING

There exists an overriding public interest in the Township Committee having the ability to accurately and timely convey official communications and messaging from the Governing Body to the public. Therefore, all official messaging and communications from the Township Committee as a political body shall only be authorized by a majority vote of the Township Committee and shall be consistent with all policies of the Township Committee, including but not limited to the Township’s Social Media Policy.

7. ADMINISTRATION:

- A. Administration. The Township Committee shall appoint a Township Administrator to function as the administrative officer of the Township.

The Township Committee shall exercise administrative supervision and control through the Administrator.

8. LEGISLATIVE LIAISON ASSIGNMENTS:

A. Legislative Liaison Assignments Members of the Township Committee shall be assigned as legislative liaisons to the several Township departments by vote of a majority of the Township Committee at each annual meeting. Each member shall be assigned as a legislative liaison to at least one (1) department. The legislative liaison shall meet periodically with the department manager and Administrator and report to the full Township Committee as to the legislative needs of the department and or any need for policy guidance for the department.

- B. The legislative assignments for example may include: Fire, Police, Ambulance, Health, Public Works, Finance, Sewer, Personnel, Property Development, Library, Planning Board, Board of Adjustment, Environmental Commission, Recycling/Sanitation,

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE OPEN WORK SESSION MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, JUNE 4, 2020 – 7:00 P.M.**

Transportation, Shade Tree Commission, Recreation, Design Review Committee, Buildings & Grounds or Uniform Construction Code/Zoning K-8 school district representative and Regional High School representative.

9. CONDUCT OF MEETINGS.

The order of business, agenda, procedures, voting decorum and any and all matters pertaining to the conduct of meetings of the Township Committee shall be in accordance with the latest revised edition of the Robert's Rules of Order. The Township Attorney shall serve as the Parliamentarian.

10. AGENDA.

The agenda for each meeting of the Township Committee shall be prepared by the Municipal Clerk with approval from the Administrator. The 8:00 pm Agenda shall include only such matters of Township Committee business as have been presented or delivered by Township Committee as a whole, through its Chairman to the Administrator not later than 12:00 noon, Thursday, the week prior to the Work Session preceding the meeting, except for important or timely matters which may be added to the agenda at any time with the approval of a majority of those present of the Township Committee. The agenda for each meeting shall be available to each Committeeman and the Township Attorney every Friday at 5:00 PM in the Township Committee bins in the Township Administrator's office or through access on the Township website. The Agenda shall also be posted the Friday before the next Tuesday's Township Committee meeting on the Township web site by Friday, 5:00 pm.

11. ORDINANCE PROCEDURE; CONTRACTS AND OTHER DOCUMENTS.

- A. Preparation. All proposed ordinances shall be prepared by or approved by the Township Attorney or his assigned substitute, upon direction of the Township Committee. Prior to its introduction, each proposed ordinance requiring or permitting administrative action shall be submitted to the Administrator and the Department Manager concerned.
- B. Passage; advertisement. All ordinances shall be passed and advertised in the manner provided by law.
- C. Contracts. All contracts, agreements and other legal documents requiring execution by a Township official shall be so authorized by resolution of the Township Committee designating the Mayor or other Township official and the Municipal Clerk to execute the same.

12. ELECTED OFFICIAL TRAINING

- A. Training. The Township Committee endorses its members to attend one (1) training session for elected officials annually. The Township Administrator shall schedule the training session(s) or provide notice of such training.

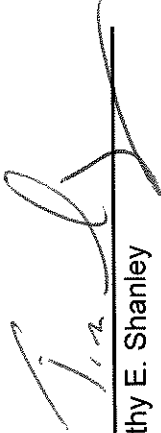
TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE OPEN WORK SESSION MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, JUNE 4, 2020 – 7:00 P.M.

13. APPOINTMENTS TO TOWNSHIP BOARDS, COMMISSIONS, AND COMMITTEES

A. Candidates for Appointments to Township boards, commissions, and committees shall be interviewed by at least two members of the governing body to access suitability for the appointment. The Township Committee members who conducted such interviews shall then make a recommendation to the full governing body. Appointments to Township boards, commissions, and committees shall be then made by a majority vote of the Township Committee in a regular work session or business meeting.

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

The Open Work Session Meeting adjourned at 10:34 p.m.



Timothy E. Shanley
Mayor



Nancy A. Cole
Acting Municipal Clerk

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
THURSDAY, JUNE 4, 2020**

Meeting Called To Order

Mayor Timothy E. Shanley called the regular meeting of the Wyckoff Township Committee in the Municipal Court Room to order at 8:00 pm.

Flag Salute

The Township Committee proceeded with the Pledge of Allegiance led by Mayor Timothy E. Shanley.

Invocation

The Invocation was given by Reverend Joseph Schattauer-Paillé from Advent Lutheran Church.

RE: Township Committee of Thursday, June 4, 2020 7:00 p.m. Work Session and 8:00 p.m. Business Meetings will be livestreamed, and public comments will be available telephonically.

**TOWNSHIP OF WYCKOFF
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 8:00 pm Thursday, June 4, 2020 at Wyckoff Town Hall, 340 Franklin Avenue, Wyckoff, NJ 07481 will be conducted via the Township of Wyckoff's YouTube channel and members of the public may call 201-891-7000, ext. #222 should they wish to provide public comment during the 8:00 pm public comment period.

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 period for public comment during the meeting.

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

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 Friday, May 29, 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 as a "NEWS" item immediately prior to the commencement of the meeting at approximately, 6:55 pm on June 4, 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".

OPEN PUBLIC MEETINGS ACT STATEMENT

This regular meeting of the Township Committee of the Township of Wyckoff is now in session. In accordance with Section 8 of the Open Public Meetings Act, I wish to advise that notice of this meeting has been posted on the bulletin board in Memorial Town Hall and on our Township Committee website page. A copy has been filed with the Township Clerk and copies were sent to the Ridgewood News, the Record and to the North Jersey Herald & News, all newspapers with general circulation throughout the Township of Wyckoff. At least 48 hours prior to

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
THURSDAY, JUNE 4, 2020

this meeting, the agenda was similarly posted, filed and mailed to said newspapers.

Attendance

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

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

Meeting Open for Public Comment

Committeewoman Rubenstein made a motion to open the meeting for public Comment; Seconded by Committeeman Boonstra. All voted in favor.

No one came forward to speak.

Committeeman Boonstra made a motion to close the meeting for public Comment; Seconded by Committeewoman Rubenstein. All voted in favor.

Approval of the May 19, 2020 Township Committee Work Session and Regular Business meeting minutes:

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

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

I Resolutions (Adoption of the following):

#20-208 Authorized Shared Service Agreement for Health Services

WHEREAS, the Wyckoff Board of Health has selected the Bergen County Department of Health to provide state mandated professional health services to the Township of Wyckoff through a shared service agreement; and,

WHEREAS, the Wyckoff Board of Health has communicated its recommendation to extend said service for calendar year 2020.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that the agreement for professional health services between the County of Bergen and the Township of Wyckoff dated June 4, 2020 is authorized for services in 2020.

BE IT FURTHER RESOLVED, that the Mayor and Municipal Clerk are authorized to sign said contract.

PAGE NO.

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
THURSDAY, JUNE 4, 2020

CERTIFICATION OF AVAILABILITY OF FUNDS

I, DIANA MC LEOD, 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 JANUARY 1, 2020 SUBJECT TO THE AVAILABILITY OF FUNDS APPROPRIATED IN ANNUAL BUDGET 0-01-27-330-020. 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 SET FORTH IN NJAC 5:30-5.4 (A).

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
THURSDAY, JUNE 4, 2020



Township of Wyckoff
340 Franklin Ave
Wyckoff, NJ 07481-2060

Invoice
Bergen County Department of Health Services
One Bergen County Plaza, 4th Floor
Hackensack, NJ 07601

Shared Services Invoice

Invoice Date	Invoice #	Invoice Timeframe	Due Date
03/10/2020	SS 1121	01/01/20 - 06/30/20	May 15, 2020

Description	Total
Public Health Officer	11,520.24
Registered Environmental Health Specialist	15,139.35
Total Due:	26,659.59

NOTES:

If applicable, invoices for hourly septic/water inspections and per unit feral cat management are billed under separate invoice.

Questions on your invoice? Please contact Gayle Ferrarini GFerrarini@co.bergen.nj.us

Do you need to send a Payment Voucher prior to invoice payment?

If so, please email to:

BMioduszewski@co.bergen.nj.us for a prompt response, or send regular mail to:
Attn: Beata Mioduszewski at our address shown above.

Make all checks payable to Bergen County Department of Health Services
Thank you for your business!

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
THURSDAY, JUNE 4, 2020

#20-209 Invoke Title 59 – Plan & Design Immunity Fire Pumper

WHEREAS, the Township Committee of the Township of Wyckoff awarded a contract for the purchase of a new never been used before 2019 Spartan Fire Apparatus from Spartan Motors USA, Inc., 907 7th Avenue North, Brandon, North Dakota 57005; and,

WHEREAS, the Township of Wyckoff purchase order #19-00461 was previously approved by the Township Committee; and,

WHEREAS, before issuing the purchase order, alternate items were selected and approved by the Township Committee which are reflected on the purchase order; and,

WHEREAS, the vehicle has been delivered, inspected and in service; and,

WHEREAS, the vin# is 459ADEUA9KB419700; and,

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that the governing body of the Township of Wyckoff hereby formally approves the final "as built" plan or design of the 2019 Spartan Fire Apparatus on purchase order #19-00461 and manufactured delivered by Spartan Motors USA, Inc., 907 7th Avenue North, Brandon, North Dakota 57005.

BE IT FURTHER RESOLVED, that the Township Committee invokes all applicable immunities including but not limited to NJSA 59-4-6.

BE IT FURTHER RESOLVED, that a certified copy of this resolution shall be placed in the permanent project file together with the purchase order or plan with a notation referencing this resolution.

#20-210 Approval to submit a grant application and execute a grant contract with the New Jersey Department of Transportation for the Mountain Ave. Section 2 project

NOW THEREFORE BE IT RESOLVED, that the Township Committee of the Township of Wyckoff formally approves the grant application for the above stated project; and,

BE IT FURTHER RESOLVED, that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as MA-2021 – Improvements to Mountain Avenue, Sec-00194 to the New Jersey Department of Transportation on behalf of Township of Wyckoff; and,

BE IT FURTHER RESOLVED, that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Township of Wyckoff; and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Certified as a true copy of the Resolution adopted by the Township of Wyckoff on this 4th day of June 2020

Nancy A. Cole
Acting Municipal Clerk

Timothy E. Shanley
Mayor

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
THURSDAY, JUNE 4, 2020

#20-211 Establish Modified No-Cash Policy for Current Year

WHEREAS, as a safety precaution, to keep employees and taxpayers safe during the war against the COVID-19 virus a no-cash policy was implemented for the May 1, 2020 tax payment quarter and the tax office did not receive a single complaint; and,

WHEREAS, based on the aforementioned experience, the Tax Collector recommends, for the purpose of safety of taxpayers and employees a modified no-cash policy for the payment of taxes, sewer charge permits, and other municipal charges for the current year.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that a modified no-cash policy for the payment of taxes, sewer charges permits, and other municipal charges accepting up to and not to exceed \$100 in cash for the current year is hereby authorized; and,

BE IT FURTHER RESOLVED, that the Tax Collector shall establish and issue a thorough notice of this policy to include notice on the municipal website, doors into Town Hall and on the next tax and sewer bills; and,

BE IT FURTHER RESOLVED, that the Municipal Clerk shall provide a certified copy of this resolution to the Tax Collector, the Police Chief and all employees of the Tax, UCC and Clerk's Office.

#20-212 Waive E-Check Fees for Current Year

WHEREAS, in order to encourage taxpayers to utilize on-line payment of taxes and for the safety of employees working in Town Hall, the Tax Collector recommends the waiving of the \$1.05 E-check fee for the current year.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that the E-check fee required when taxpayers elect to make on-line tax and sewer payments is waived for the current year; and,

BE IT FURTHER RESOLVED, that the Municipal Clerk shall provide a certified copy of this resolution to the Tax Collector/ CFO and all other employees of the Wyckoff Tax Department and a copy to the Municipal Auditor.

#20-213 Accept Donation – Scoreboard

WHEREAS, the Township Committee has adopted Ordinance #1905 to fund the construction of synthetic turf field at Memorial Field at 340 Franklin Avenue through a public private partnership with the Wyckoff Football Booster Association who donated \$400,000.00 towards the cost of the improvement; and,

WHEREAS, Lakeland Bank, 652 Wyckoff Avenue, Wyckoff, New Jersey 07481, has donated a scoreboard which displays game scores via lighted LED Lighting; and,

WHEREAS, the Township Committee desirous to accept said donation from the Wyckoff Football Boosters Association to help defray the total cost of the improvement; and,

WHEREAS, in accordance with NJSA 40A:5-29 municipalities are permitted to accept bequests, legacies, and gifts; and,

PAGE NO.

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
THURSDAY, JUNE 4, 2020**



May 22, 2020

Township of Wyckoff
340 Franklin Avenue
Wyckoff, NJ 07481
Attn: Twp. Administrator, Robert Shannon

Dear Mr. Shannon:

Lakeland Bank has agreed donate the funds for the Digital Scoreboard for the Wyckoff Memorial Athletic Complex project. The funds from this donation from Lakeland Bank in the amount of \$26,795.42 to the Township of Wyckoff are to be utilized for the purchase of the following:

Nevco Model #3619 Scoreboard (\$10,497.84)
MPCW-7 Wireless Receiver (\$583.11)
MPCW-7 Controller (\$924.42)
MPCW Control Carrying Case (\$54.87)
Battery part #275-0167
Freight/Shipping to: Wyckoff Recreation Department at 195 Woodland Avenue, Wyckoff, NJ 07481 (\$956.18).

The remaining \$13,500 should be used to pay for the installation of the scoreboard at the new turf field by DHA Contracting, LLC of 414 Poplar Avenue, Maywood, NJ.

Lakeland Bank understands that the Township of Wyckoff will determine the size and general design of a donation plaque similar and consistent with how other donation plaques at municipal facilities are displayed. The plaque will be displayed on one of the posts on the scoreboard in clear view."

If you have any questions please email me at mmartin@lakelandbank.com

Best Regards,

Maureen G. Martin

Maureen G. Martin
SVP/Director of Marketing

PAGE NO.

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
THURSDAY, JUNE 4, 2020



250 OAK RIDGE ROAD
OAK RIDGE, NJ 07438

55-537/212

157605

DATE

5/29/2020

AMOUNT

TO THE
ORDER
OF
PAY

TOWNSHIP OF WYCKOFF

26,795.42

Twenty-Six Thousand Seven Hundred Ninety-Five and 42/100

TOWNSHIP OF WYCKOFF
MEMORIAL TOWN HALL
SCOTT PLAZA
WYCKOFF, NJ 07481

Patricia Beckman



AUTHORIZED SIGNATURE

⑈ 157605 ⑈ ⑆ 0212053761 ⑆ ⑈ 154999983 ⑈

Lakeland Bank

TOWNSHIP OF WYCKOFF

Document Date	Document Number	Description	Base Amount	Net Amount
5/22/2020	DONATION MAY 2020	DONATION FOR ATHLETIC FIELD	\$26,795.42	\$26,795.42
Total			\$26,795.42	\$26,795.42

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
THURSDAY, JUNE 4, 2020**

WHEREAS, in accordance with NJSA 40A:11-13.1 bequests or donations received which contain written instructions as to the specification, manufacture or vendor or source of supply shall be honored; and,

WHEREAS, the letter of donation dated May 22, 2020 from Lakeland Bank, Senior Vice President/Director of Marketing includes precise specification providing a donation of \$26,795.42; and,

WHEREAS, in accordance with the Township of Wyckoff policy regarding recognition of donations adopted each year, Resolution #20-81, a plaque recognizing Lakeland Bank for the donation of the scoreboard is approved; and,

WHEREAS, the Wyckoff Recreation Department desires to use this donation in accordance with the provisions and in a manner allowed in NJSA 40A:11-13.1 and NJSA 40A:5-29; and,

WHEREAS, the Township Attorney has reviewed this resolution and concurs.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that the donation and installation of a NEVCO scoreboard valued at \$26,795.42 from Lakeland Bank as written with precise specification and name of manufacturer is hereby accepted in accordance with NJSA 40A:5-9, and the instructions as to procurement in accordance with NJSA:11-13.1 shall be honored.

BE IT FURTHER RESOLVED, that the Municipal Clerk shall provide certified copies of this resolution to the Recreation Director, Chief Financial Officer, Township Administrator and the Account Payable Control Clerk.

#20-214 Approval of Vouchers and Authorization to Pay Bills

WHEREAS, the Township of Wyckoff is a municipality in the State of New Jersey operating under the authority from NJSA 40A:63-1 et seq; and,

WHEREAS, the Township of Wyckoff has received vouchers in claim for payment of materials supplied and/or services rendered; and,

WHEREAS, the said vouchers have been reviewed and the amount indicated on each voucher has been determined to be due and owing; and,

WHEREAS, the Township Committee has a practice of each Township Committee member participating in the reviewing and signing of vouchers; and,

WHEREAS, the vouchers which comprise this bill list have been reviewed and signed by two (2) Township Committee members and they have found them to in order; and,

WHEREAS, the Township Treasurer has certified that sufficient funds are available for payment of said vouchers.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Wyckoff that the action of the said Finance Committee be approved; and, that the payments of these bills are hereby authorized and the Chief Financial Officer is directed to issue checks for their payments as listed on the bill list attached to this date's meeting minutes and covered by checks no. 19003 – 19023 Payroll A/C, Direct Deposit Vouchers no. 12962 - 13018, Library Payroll check nos. 1514 & 1515, Library Direct Deposit Vouchers no. 5570 - 5598, Claims Wire nos. 200601, 200602 & 200603, Claims check nos. 083425 – 083514 and Trs. Dog Trust Fund - \$710.20.

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
THURSDAY, JUNE 4, 2020**

#20-215 Invoke Title 59 – Plan & Design Immunity – Police Hybrid Vehicle

WHEREAS, the Township Committee of the Township of Wyckoff awarded a contract for the purchase of a new never been used before 2020 Ford Hybrid Utility Interceptor from Winner Ford, 250 Haddonfield-Berlin Road, Cherry Hill, New Jersey 08034; and,

WHEREAS, the Township of Wyckoff purchase order# 19-00929 was previously approved by the Township Committee; and,

WHEREAS, before issuing the purchase order, alternate items were selected and approved by the Township Committee which are reflected on the purchase order; and,

WHEREAS, the vehicle has been delivered, inspected paid with check #083000 and in service; and,

WHEREAS, the vin# is 1FM5K8AVW5LGA93161.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that the governing body of the Township of Wyckoff hereby formally approves the final "as built" plan or design of the Ford Hybrid Utility Interceptor vehicle on purchase order # 19-00929 and manufactured delivered by Winner Ford, 250 Haddonfield-Berlin Road, Cherry Hill, New Jersey 08034; and,

BE IT FURTHER RESOLVED, that the Township Committee invokes all applicable immunities including but not limited to NJSA 59-4-6.

BE IT FURTHER RESOLVED, that a certified copy of this resolution shall be placed in the permanent project file together with the purchase order or plan with a notation referencing this resolution.

#20-216 Return of certain overpaid taxes, escrow monies, recreation fees, etc.

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

BOARD OF ADJUSTMENT:

James Arnold Construction, 683 Laurel Lane, Wyckoff, New Jersey 07481 – Return of Escrow – Block 474/Lot 23 – 361 Cornell Street - \$530.01

PLANNING BOARD:

Van Grouw Welding, LLC, 430 West Main Street, Wyckoff, New Jersey 07481 – Return of Escrow – Block 224/Lot 4 - \$1,257.50

RECREATION:

Dr. Allison Johnson, 732 Hickory Hill Road, Wyckoff, New Jersey 07481 – Summer Camp Refund - \$415.00

Nicole Threlfall, 371 Steinhäuser Lane, Wyckoff, New Jersey 07481 – Summer Camp Refund - \$1,100.00

Attefa DelGiodice, 44 Alder Drive, Ramsey, New Jersey 07446 – T-Ball Refund - \$70.00

Anne Lancaster, 114 Ullman Avenue, Wyckoff, New Jersey 07481 – Lacrosse

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
THURSDAY, JUNE 4, 2020

Refund - \$85.00

#20-217 Acceptance of Donation – Pitcher's Mound

WHEREAS, a Wyckoff family desires to anonymously provide a donation to the Wyckoff Recreation Department for the purchase of a "True Pitch, Inc. (Pitchers) Mound" since they have fond memory of their son's childhood memories in the Wyckoff Recreation Department program; and,

WHEREAS, their donation is specifically funds to purchase "True Pitch, Inc. Mound", model #202-6A-LL valued at \$2,900.00 to be placed on the new Memorial Synthetic Turf Field; and

WHEREAS, the Township Committee desirous to accept said \$2,900.00 donation to help defray the total cost of the Memorial Field Improvements; and,

WHEREAS, in accordance with NJSA 40A:5-29 municipalities are permitted to accept bequests, legacies, and gifts; and,

WHEREAS, in accordance with NJSA 40A:11-13.1 bequests or donations received which contain written instructions as to the specification, manufacturer or vendor or source of supply shall be honored; and,

WHEREAS, the letter of donation dated May 3, 2020 from the family in Wyckoff who desires to remain anonymous includes precise specification providing a donation of \$2,900.00; and,

WHEREAS, the Wyckoff Recreation Department desires to use this donation in accordance with the provisions and in a manner allowed in NJSA 40A:11-13.1 and NJSA 40A:5-29; and,

WHEREAS, the Township Attorney has reviewed this resolution and concurs.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that the donation of a "True Pitch, Inc. Mound" valued at \$2,900.00 from a family in Wyckoff whom desires to remain anonymous as written with precise manufactures name and model number is hereby accepted in accordance with NJSA 40A:5-9, and the instructions as to procurement in accordance with NJSA 11-13.1 shall be honored.

BE IT FURTHER RESOLVED, that the Municipal Clerk shall provide certified copies of this resolution to the Recreation Director, Chief Financial Officer, Township Administrator and the Accounts Payable Control Clerk.

#20-218 Temporary Outdoor Dining Procedures

WHEREAS, in response to the ongoing COVID-19 pandemic, the Governor of New Jersey has issued a series of Executive Orders with the purpose of protecting the health and welfare of the residents of the State of New Jersey; and,

WHEREAS, Executive Order No. 104 limited the scope of service and hours of operation for restaurants and certain retail establishments; and,

WHEREAS, Executive Order No. 107, among other things, limited the operation of restaurants and other dining establishments to take-out services; and,

WHEREAS, the Governor through additional Executive Orders has commenced relaxing the restrictions on businesses as New Jersey has worked to flatten the curve of the virus; and,

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
THURSDAY, JUNE 4, 2020**

WHEREAS, the Governor has expressed that he will soon be expanding the operations of restaurants to outdoor dining in an effort to allow restaurant establishments to continue operations while being mindful of the ongoing pandemic; and,

WHEREAS, the Township Committee of the Township of Wyckoff has a desire to provide assistance and every available opportunity to their restaurants and business owners within the municipality to succeed and thrive during this difficult time; and,

WHEREAS, the Township Committee of the Township of Wyckoff during this unique and emergent time understands the necessity to relax certain zoning ordinances in an effort to assist the restaurants and dining establishments within the Township of Wyckoff by relaxing such Zoning Ordinances and creating a temporary methodology wherein outdoor dining permits can be provided for such eating establishments without the necessity of appearing before the appropriate land use boards or amendment of the existing zoning ordinances and outdoor dining ordinance of the Township of Wyckoff.

NOW, THEREFORE, BE IT RESOLVED, as follows:

1. As a result of the current pandemic and above-referenced Executive Orders placing restrictions on restaurants and eating establishments, all applications for outdoor dining permits as well as applications for relief from the requirements of the outdoor dining ordinance § 186-70, *et seq.*, as well as all other municipal ordinances affecting such applications for outdoor dining shall be administratively processed and determined by the Zoning Code Enforcement Official with guidance and recommendations from the Wyckoff Department Police and Wyckoff Fire Department.
2. Applications for outdoor dining may include, but may not be limited to, proposed outdoor seating on adjacent property and/or the space fronting adjacent lessees with the consent of such adjacent property owners and/or lessees. Applications may also include areas now utilized as public right of ways for pedestrian and/or vehicular passing and/or parking.
3. All applications shall be reviewed, within three (3) business days, by the Wyckoff Police Department Traffic Safety Officer as well as the Wyckoff Fire Department for the purposes of reviewing safety issues and whether there is appropriate access for Township first responders. The Police Department and Fire Department will prepare and provide letters of approval, denial, and/or recommendations to the Zoning Code Enforcement Official with respect to the application.
4. Applicants shall complete the existing application and checklist utilized by the Township in connection with outdoor dining licenses issued pursuant to Township Ordinance 186-70 *et seq.* Applications pursuant to this resolution shall include details as close as possible as those required and memorialized in § 186-74 of the existing outdoor dining ordinance, including but not limited to a map and general layout of tables and chairs and a detailed narrative and plan of relevant information describing the method of service.
5. Eating establishment applicants and the property owners of the subject property shall provide proof of insurance and indemnification requirements for the proposed outdoor seating arrangement that complies with and is consistent with the requirements of section 186-76 and acceptable to the Township of Wyckoff.

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
THURSDAY, JUNE 4, 2020**

6. The outdoor dining proposal must also comply with any future Executive Orders of the Governor of the State of New Jersey
7. The relaxation of the procedures to obtain an outdoor dining license pursuant to § 186-70 and the administrative process as articulated in this resolution shall commence June 15, 2020 and shall terminate as of December 1, 2020, but may be extended at the pleasure of the Township Committee by future resolution.
8. Any and all permits, licenses, and/or approvals issued pursuant to this resolution shall have an expiration and termination date of December 1, 2020, and the Zoning Code Enforcement Official shall have the right to revoke such license permit and/or approval prior to such time if, in his opinion, there is a concern with regard to the safety, health, and/or general welfare of the public as a result of the outdoor dining of any such establishment granted approval pursuant to the temporary procedure as outlined in this Resolution.
9. Applications pursuant to this resolution shall be submitted with the regular and existing application fee of \$300 pursuant to Section 186-77.

#20-219 Township Committee Bylaws

WHEREAS, the Township Committee has determined that by-laws assist the Township Committee with the process of governance.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee that the Township Committee by-laws are hereby approved.

#20-C6 Closed Session

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 (7) – Litigation, Negotiation
N.J.S.A. 10:4-12b (5) – Acquisition of Property
N.J.S.A. 10:4-12b (8) – Personnel**

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 4, 2020 meeting, hereby authorize, that an Executive Session closed to the public shall be conducted on June 4, 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.

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
THURSDAY, JUNE 4, 2020

II Ordinance – Introduction

#1915 - AN ORDINANCE TO PROVIDE A CERTAIN CAPITAL IMPROVEMENT IN THE TOWNSHIP OF WYCKOFF AND TO PROVIDE FOR THE RECEIPT, ACCEPTANCE AND DEPOSIT OF A CONTRIBUTION THEREFORE AND TO AUTHORIZE APPROPRIATIONS OF \$76,609.00

ORDINANCE #1915

AN ORDINANCE TO PROVIDE A CERTAIN CAPITAL IMPROVEMENT IN THE TOWNSHIP OF WYCKOFF AND TO PROVIDE FOR THE RECEIPT, ACCEPTANCE AND DEPOSIT OF A CONTRIBUTION THEREFORE AND TO AUTHORIZE APPROPRIATIONS OF \$76,609.00

WHEREAS, PSE&G has excavated certain roads in the Township of Wyckoff to install new replacement gas mains; and,

WHEREAS, PSE&G is responsible to restore the area of the excavation and resurface one (1) lane of roadway; and,

WHEREAS, the Township of Wyckoff has determined that it is more effective and efficient for the Township to resurface the entire width of the road with a financial contribution from PSE&G which equates to the estimated cost of resurfacing one lane of roadway.

NOW THEREFORE BE IT ORDAINED by the Township Committee of the Township of Wyckoff, County of Bergen as follows:

SECTION 1. The Township of Wyckoff in the County of Bergen shall proceed with improvements to Lydia Lane, Long Drive and William Way from its' intersection with Russell Avenue to the intersection of William Way and Richard Place.

SECTION 2. The cost of implementing said improvements in Section 1 shall be paid by the Township out of funds to:

- a. To be authorized for said purpose from a contribution provided by PSE&G of \$76,609.
- b. Total appropriation authorized is \$76,609.

SECTION 3. It is hereby determined and stated:

- a. Said purpose is not a current expense. The same is an Improvement which the Township of Wyckoff may lawfully make or acquire and no part of the cost of said improvement has been or shall be specifically benefited.
- b. It is not necessary to finance this authorization by the issuance of obligations by the Township of Wyckoff pursuant to the Local Bond Law of the State of New Jersey.

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
THURSDAY, JUNE 4, 2020

- c. The total authorized appropriation in the ordinance is \$76,609.

SECTION 4. The monies which the Township of Wyckoff is authorized to receive have been placed in a capital improvement fund of the Township of Wyckoff for the purpose set forth in Section 1 of this ordinance.

SECTION 5. It is hereby determined and stated that no supplemental debt statement is required to be made and signed in connection with said purpose, since the gross debt of the Township of Wyckoff as defined under the Local Bond Law is not increased by this Ordinance, and no obligations in the matter of notes or bonds are authorized by this Ordinance.

SECTION 6. This ordinance shall take effect after publication thereof and final passage as required by law.

#1916 - AN ORDINANCE TO AMEND CHAPTER 177 "VEHICLES AND TRAFFIC" OF THE CODE OF THE TOWNSHIP OF WYCKOFF TO ADD NEW SECTION "177-56, TRAFFIC CONTROL SIGNS," TO GOVERN THE ILLUMINATION OF TRAFFIC CONTROL SIGNAGE

ORDINANCE # 1916

AN ORDINANCE TO AMEND CHAPTER 177 "VEHICLES AND TRAFFIC" OF THE CODE OF THE TOWNSHIP OF WYCKOFF TO ADD NEW SECTION "177-56, TRAFFIC CONTROL SIGNS," TO GOVERN THE ILLUMINATION OF TRAFFIC CONTROL SIGNAGE

BE IT ORDAINED by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey, that new Section 177-56, "Traffic Control Signs," is added as follows:

SECTION 1 – Chapter 177-56. Traffic Control Signs.

1. Illuminated traffic control signs may only be approved by the Township Committee by way of ordinance.
2. The activation of lights on school crossing signs shall be activated for the time period in which the school crossing is staffed by a crossing guard. At all other times, such lights shall only be activated by a pedestrian push button for a period of no more than 30 seconds for each occurrence.
3. Illuminated traffic messaging signs that use illumination to convey a written message shall only be utilized at times and at locations authorized by the Township Committee.

SECTION 2 - Except as hereby amended, all other sections of Chapter 177 shall remain in full force and effect.

SECTION 3 - This Ordinance shall take effect upon final passage and publication according to law.

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
THURSDAY, JUNE 4, 2020

III Motions (NONE)

The Following vote is the vote on the Consent Agenda:

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

V Ordinances – Public Hearing / Further Consideration: NONE

VI Adjourned 8:14 pm

Chairman: May I have a motion to and a second to adjourn the Business Meeting?

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

Clerk: May I have a motion and a second to reconvene the Work Session?

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



Mayor Timothy E. Shanley



Nancy A. Cole,
Acting Municipal Clerk