

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, JUNE 16, 2020

TOWNSHIP COMMITTEE BUSINESS MEETING
MUNICIPAL COURT ROOM
TUESDAY, JUNE 16, 2020 - 8:00 PM

1. Regular Meeting of the Wyckoff Township Committee called to order
by
Mayor Timothy E. Shanley
2. Flag Salute
3. Invocation by Township Committee Member, Rudolf E. Boonstra
4. Reading of the "Open Public Meetings Act" statement by Nancy Cole

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 Tuesday, June 16, 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.

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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

5. Roll Call of the Township Committee Members Present:

BOONSTRA YES FISCHER YES RUBENSTEIN YES
MADIGAN YES SHANLEY YES

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6. Request motion to open the Public Comment Period:

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

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 FISCHER
BOONSTRA YES FISCHER YES RUBENSTEIN YES
MADIGAN YES SHANLEY YES

7. Approval of the June 4, 2020 Township Committee Work Session and Regular Business meeting minutes:

MOTION: RUBENSTEIN SECOND BOONSTRA
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):

- #20-220 Award of Contract / Pay to Play – Route 23 Auto Mall
- #20-221 Acceptance of Donation – Player Benches
- #20-222 Award of Contract / Pay to Play – Top Notch Tree
- #20-223 Acceptance of Donation – Softball Mound & Bases for Turf Field
- #20-224 Acceptance of Donation – Baseball Mound for Turf Field
- #20-225 Approval of Vouchers and Authorization to Pay Bills
- #20-226 Agreement – Bergen County Community Development Program
- #20-227 Inclusion in Bergen County Community Development Program for 2021, 2022, & 2023
- #20-228 Authorize Participation in Bergen County CARES ACT Reimbursement Program
- #20-229 Chapter 159 -2020 Clean Communities Program
- #20-230 Endorsement of Bergen County Open Space Park Improvement Application
- #20-C7 Closed Session-Negotiation

II Ordinance – Introduction

Mr. Chairman, I have **ORDINANCE # 1917 for Introduction**

AN ORDINANCE TO AMEND CHAPTER 186 “ZONING” OF THE CODE OF THE TOWNSHIP OF WYCKOFF TO AMEND SECTION 186-26, “OFF-STREET PARKING,” TO AMEND THE PARKING REQUIREMENTS FOR PERSONAL CARE USES

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III Motions

- A. To approve the specifications for road resurfacing and authorize advertised, sealed, competitive bidding.

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

IV Ordinances – Public Hearing / Further Consideration:

Mr. Chairman, I have

ORDINANCE # 1915 for Public Hearing / Further Consideration:

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

for second reading, by title only, and a copy of this Ordinance has been posted on the bulletin board in Town Hall where public notices are customarily posted, and copies have been made available to members of the general public of the Township who have requested the same.

COMMITTEE PERSON MADIGAN : I move the Ordinance on second reading by Title only.

COMMITTEE PERSON RUBENSTEIN : Seconded.

ROLL CALL VOTE

BOONSTRA YES FISCHER YES RUBENSTEIN YES
MADIGAN YES SHANLEY YES

CHAIRMAN: This is the time and place for the Public Hearing on Ordinance #1915, and all persons who wish to be heard, please state your name and address before making your statement.

(Public Comments are heard here.)

At the Conclusion of public comments:

COMMITTEE PERSON MADIGAN : I move that the Public Hearing on Ordinance #1915 be closed.

COMMITTEE PERSON BOONSTRA : Seconded.

ROLL CALL VOTE

BOONSTRA YES FISCHER YES RUBENSTEIN YES
MADIGAN YES SHANLEY YES

MUNICIPAL CLERK: BE IT RESOLVED, by the Township Committee of the Township of Wyckoff that Ordinance #1915, after public hearing and further consideration is hereby adopted, and the Municipal Clerk is hereby authorized and directed to publish the Notice of Final Passage of said Ordinance in the official newspaper for the Township as provided by law.

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COMMITTEE PERSON MADIGAN : I move the resolution.

COMMITTEE PERSON RUBENSTEIN : Seconded.

ROLL CALL VOTE

BOONSTRA YES FISCHER YES RUBENSTEIN YES

MADIGAN YES SHANLEY YES

VI Adjourn

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

MOTION: BOONSTRA SECOND FISCHER

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.

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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, June 16, 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.

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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 Rubenstein, seconded by Committeeman Boonstra.

Timothy Buchman, 430 Meer Avenue provided his opinion regarding the discussion from the last meeting concerning a request from a house of worship to conduct a worship service outside during the COVID 19 Pandemic and the restrictions imposed by the State of New Jersey.

Committeeman Boonstra 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. The Administrator asked if any governing body member wished to remove any resolution and/or ordinance from this evening's Consent Agenda. The reply was no from all governing body members.
2. The Administrator stated that the Agenda is as posted on Friday, June 12, 2020 including resolutions and ordinances.
3. Resolution #20-226 has been revised to reflect the execution of a three (3) year cooperative agreement with Bergen County. Essentially, this agreement allows the Township of Wyckoff to compete for Community Development Block Grant Funding for the next three (3) years.
4. The Township Attorney provided an amendment for Ordinance #1917 which essentially changes the parking requirements for nail salons, barber shops and beauty care establishments of one (1) parking space per fifty (50) square feet of retail to one (1) parking space per 200 square feet of retail space. This ordinance amendment has been recommended by the Township's Planner and Township Attorney. A copy of the amendment will be provided to the Planning Board for review.

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5. A resolution to authorize a grant application to the Bergen County Open Space Park Improvement Program was proposed.
6. This evening's Agenda includes a Closed Session whereby the governing body will recess the Open Work Session Meeting. After completion of the Public Business Meeting, the Township Committee will reconvene the Open Work Session Meeting, complete any unfinished reports, enter into a closed session discussion, re-enter the Open Work Session Meeting and adjourn.

Policy Action Items:

1. The Municipal Clerk's Office is staffed this evening until 9:00 p.m. for Late Night Voter Registration. This is the last day to register to vote for the July 7, 2020 Primary Election.
2. As it relates to the public service announcement the governing body requested to explain the Vote by Mail Ballot process, the public service announcement has been provided to the governing body. Committeeman Madigan asked what the term "Inactive Voter" means. Ms. Cole replied it is a registered voter that has not voted in two (2) consecutive Presidential elections. The governing body approved the social media post of this public service announcement.
3. With regard to Ordinance #1916, a request from Police Chief Murphy inquired whether this ordinance refers to the "tow-along digital message board trailer" which is moved and relocated from location to location. The Township Committee discussed this request with the Township Attorney and determined it did not refer to such mobile digital message boards.
4. The Township Committee discussed the matter relating to whether the Township desires to adopt an ordinance to prohibit the planting of bamboo. The Franklin Lakes prototype ordinance was reviewed and the governing body determined to refer this matter to the Shade Tree Commission. After receipt of guidance from the Shade Tree Commission, the governing body will then revisit the bamboo issue.
5. In accordance with direction from last meeting, the Administrator provided an e-mail to the Girl Scout requesting to perform a Gold Project which would include building a memorial at Russell Farms Community Park to the residents who have passed from the Coronavirus.
6. The Administrator asked for an update regarding how the process was working concerning the distribution of social media posts and e-news to the governing body prior to posting. The Township Committee was pleased with this process.
7. The Administrator reviewed a request from the Coastal Flyrodders to utilize the Larkin House parking lot in July and/or August to conduct meetings. The Township Committee approved.
8. The Administrator has provided fourteen (14) social media posts designed by Denise Capparelli to encourage and educate residents to recycle right. Many topics including plastic bags, pizza boxes, cellphones and unused medications. The governing body was asked to review and advise. Committeeman Madigan asked to extend the time period to 1 ½ days for further review. All agreed.

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9. The Clerk's Office has responded to 263 OPRA Requests as of 6/8/2020. (In 2019, 612 OPRA Requests were satisfied).

Township Committee Reports:

Elizabeth Fischer:

1. Ms. Fischer thanked the Clerk's Office for remaining open for Late Night Voter Registration.
2. The Wyckoff Public Library has implemented curbside pick-up and thanked the library staff for their prompt action.
3. Ms. Fischer attended the last Environmental Commission Meeting as well as the Bergen County HUB Meeting which offered a webinar regarding backyard composting. Over seventy (70) individuals participated in the webinar. Ms. Fischer has sold fifteen (15) composters to Wyckoff residents.
4. Ms. Fischer complimented Eisenhower School Students and Parents for conducting a well-executed virtual graduation ceremony and a "shout out" to her son Ben on his eighth-grade graduation.
5. Ms. Fischer anticipates attending the next meeting of the Wyckoff K-8 Board of Education to be conducted virtually.
6. Ms. Fischer thanked the Township of Wyckoff Outdoor Dining Subcommittee who working diligently to assist the local dining establishments to open for business.
7. The Environmental Commission Meeting included a discussion relating to the Eisenhower School Community Garden and its success. Several participants expect to donate the vegetables to local food banks.

Melissa Rubenstein:

1. Ms. Rubenstein advised that today are the graduation ceremonies for the kindergarten classes. Congratulations!!
2. The Zoning Board of Adjustment Meeting will be conducted via ZOOM Technology on Thursday, June 18, 2020.
3. Ms. Rubenstein attended the fire company meetings in person and also conducted via ZOOM Technology at all three (3) fire houses. She thanked the fire, police and ambulance for their dedicated service especially during the COVID19 Global Pandemic.
4. Ms. Rubenstein was pleased to see the outdoor tents at a number of local businesses for outdoor dining.
5. The construction is progressing on the synthetic turf field at Memorial Field.

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Thomas Madigan:

1. Mr. Madigan and Mayor Shanley worked persistently on the outdoor dining guidelines as directed by Governor Murphy. A number of businesses are taking advantage of this opportunity. Mr. Madigan had lunch at Aldo's under the tent and found the experience to be very pleasant. He encouraged everyone to support the local businesses.
2. Mr. Madigan provided an update with regard to the construction of the synthetic turf field at Memorial Field. The foundation has been completed, the field carpet is on order (awaiting delivery) and the installation of the synthetic will follow. The expected completion date is still possible for the end of June.
3. The scoreboard donation by Lakeland Bank has been reviewed and approved. Mr. Madigan thanked Lakeland Bank for their generosity.
4. The Township is fortunate to have received other donations specifically, player benches, softball pitcher's mound and baseball pitcher's mound donated by the Wyckoff Baseball/Softball Booster Parents, Teels Baseball School and Teels Raven Baseball Team and a family who wishes to remain anonymous has donated an additional pitcher's mound.
5. The Township has added a sprinkling system for the synthetic turf field for the purpose of cooling the field and the capability of washing the field during this time of COVID19. The rain water will be collected beneath the field and is then recycled for the purpose of irrigation.

Rudy Boonstra:

1. Mr. Boonstra has the honor of providing the blessing at this evening's Public Business Meeting. He will ask for a "Moment of Silence" for former Wyckoff Battalion Chief Peter Warnet from Fire Company #1 who recently passed away. The Warnet Family is a longtime fire department family.
2. Mr. Boonstra thanked Committeeman Madigan, Scott Fisher, Andy Wingfield and the Staff at Ramapo High School for their assistance and feedback regarding the scoreboard lighting. An agreement was reached on the type of lighting that will not be intrusive.
3. At the last Planning Board Meeting, a resolution was adopted which denied a soil moving permit for a property on Van Houten Avenue. The Planning Board will meet next month on Wednesday, July 8, 2020.
4. Mr. Boonstra, Liaison to the Environmental Commission attended the last meeting conducted via ZOOM Technology. One (1) of the Junior Commissioners is researching the power grid and how it affects New Jersey Transit. The Environmental Commission may ask the governing body to adopt a resolution with regard to this effort.

Mayor Shanley:

1. Mayor Shanley attended the monthly Library Board Meeting via ZOOM Technology. Governor Murphy will now allow curbside pick-up however, without ample advanced notice, the library was still able to implement an efficient procedure for curbside pick-up in a timely fashion.

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2. Mayor Shanley attended the Bergen County Mayors Meeting via ZOOM Technology. The New Jersey League of Municipalities Education Conference and Products Exposition scheduled for November is pending.
3. With regard to the COVID19 Global Pandemic, Mayor Shanley reported that the country is now in a better position in June than in April. The State of New Jersey continues to have under 500 news cases of COVID 19 daily. Next week, barber shops and hair salons are permitted to reopen. Recreational sports may also begin practices. Governor Murphy will allow games to begin on July 6, 2020.
4. Mayor Shanley congratulated the eighth-grade students from Eisenhower School on their graduation achievement.

Township Attorney Report:

1. Mr. Landel has prepared an amendment to the zoning code as it relates to the parking code. Planner Boggert assisted Mr. Landel with this amendment by recommending several valuable suggestions for the barber shops and hair salons.
2. Mr. Landel commented on Committeeman Madigan's report regarding outdoor dining stating the process is working well. He thanked Fred Depken, Police Chief Murphy and the Wyckoff Volunteer Fire Department for their diligent review and positive approach to assist the local businesses.
3. This evening, Mr. Landel received the map for the Morley Drive sanitary sewer trunk line extension. He will now attempt to obtain the sanitary sewer easements from the two (2) Wyckoff residents.
4. Mr. Landel continues to speak to the attorney for Maple Lake regarding the subdivision map and efforts to move forward with the purchase application.

At 7:47 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 MADIGAN
BOONSTRA YES MADIGAN YES RUBENSTEIN YES FISCHER YES
SHANLEY YES

At 8:16 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-C7.

At 8:32 p.m. the Township Committee reconvenes the Open Work Session discussion of the Open Public Work Session Meeting voting as follows:

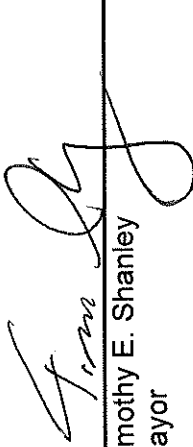
MOTION: BOONSTRA SECOND RUBENSTEIN
BOONSTRA YES MADIGAN YES RUBENSTEIN YES FISCHER YES
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At this point, a motion by Committeeman Boonstra, seconded by Committeewoman Rubenstein to authorize the Police Committee to proceed with a promotional process for the vacancy of the Police Lieutenant's position. All governing body members voting affirmatively.

The next motion by Committeeman Boonstra, seconded by Committeewoman Rubenstein to authorize the Police Committee to proceed with the hiring process for a police officer due to the retirement of a uniformed police officer. All governing body members voting yes.

The Open Work Session Meeting adjourned at 8:34 p.m.



Timothy E. Shanley
Mayor



Nancy A. Cole
Acting Municipal Clerk

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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 Committeeman Rudolf E. Boonstra.

RE: Township Committee of Tuesday, June 16, 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**

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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 Committeewoman Fischer. All voted in favor.

There being no callers wishing to make public comment, Mayor Shanley requested a motion to close the public comment period.

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

Approval of the June 4, 2020 Township Committee Work Session and Regular Business meeting minutes:

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

#20-220 Award of Contract/Pay to Play – Route 23 Auto Mall

WHEREAS, the Department of Public Works Manager has determined a need exists for a repair to Wyckoff police patrol car #201 that cannot be performed by the Township's mechanic; and,

WHEREAS, N.J.S.A. 19:44A-20.4 et seq., requires contracts procured through price quotations that are below the municipalities bid threshold but over the Pay to Play threshold of \$17,500 to be authorized after municipalities obtain the political contributions disclosure forms and the business entity disclosure certification.

WHEREAS, the aforementioned documentation has been obtained and it is available for public inspection in the Municipal Clerk's office; and,

WHEREAS, an encumbrance of funds certification is a requirement before a purchase order may be issue.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Wyckoff that the Township Committee authorizes an award of a purchase order to Rt.23 Auto Mall, 1301 Rt.23, Butler, NJ 07405 for \$6,614.92.

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BE IT FURTHER RESOLVED, that this contract has been awarded to this contractor based on the merits and abilities of the contractor to provide the goods or service as described herein. This contract was awarded through the alternate method pursuant N.J.S.A. 19:44A-20-4 et seq. As such, the undersigned does hereby attest that these contractors, their subsidiaries, assigned or principals controlling in excess of 10% of the company has neither made a contribution that is reportable pursuant to the Election Law Enforcement Commission pursuant to N.J.S.A. 19:44A-8 or 19:44A-16, in the one (1) year period preceding the award of the contract that would, pursuant to P.L. 2004, c. 19, affect its eligibility to perform this contract, nor will it make a reportable contribution during the term of these one (1) year contracts to any political party committee in the Township of Wyckoff if a member of that political party is serving in an elective public office of the Township of Wyckoff when the contract is awarded, or to any candidate committee of any person serving in an elective public office of the Township of Wyckoff when the contract is awarded.

CERTIFICATE OF AVAILABLE FUNDS

I, DIANA MCLEOD, CHIEF FINANCIAL OFFICER OF THE TOWNSHIP OF WYCKOFF IN ACCORDANCE WITH NJAC 5:30-5.5 (B) 2, CERTIFY THAT THIS CONTRACT AWARD WILL TAKE PLACE ON JUNE 16, 2020 AND APPROPRIATED IN THE MUNICIPAL ACCOUNT #C-04-55-974-000. THE BUDGETARY ACCOUNTING ENCUMBRANCE PROCESS AS SET FORTH IN NJAC 5:30 (C) AND 5:30 – 5.4 (B) FOR EACH FISCAL YEAR SHALL TAKE THE PLACE OF AND BE USED INSTEAD OF, WRITTEN CERTIFICATION OF AVAILABLE FUNDS AS SET FORTH IN NJAC 5:30-5.4 (A).

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, JUNE 16, 2020

TOWNSHIP OF WYCKOFF

Pay to Play Checklist

1. Review List of Agencies with Elected Officials Required for Political Contribution Disclosure; Business Entity Disclosure Certification requirements & Contractor Instructions.

2. Complete:
Business Entity Disclosure Certification, sign, date & have notarized
Political Contribution Disclosure Form
Stockholder Disclosure Certification

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, JUNE 16, 2020**

List of Agencies with Elected Officials Required for Political Contribution Disclosure
N.J.S.A. 19:44A-20.26

County Name: Bergen

State: Honorable Phillip Murphy, Governor, State of New Jersey
Legislative Leadership Committees

Legislative District #40:
Senator Kristen M. Corrado
Assemblyman Kevin J. Rooney
Assemblyman Christopher P. DePhillips

County:

Freeholders:
Thomas J. Sullivan
Steven Tanelli
Tracey Silna Zur
Joan Voss
David L. Ganz
Mary Amoroso
Germaine Ortiz

John S. Hogan, County Clerk
Anthony Cureton, Sheriff
James J. Tedesco, III, County Executive
Michael R. Dressler, Surrogate

Township of Wyckoff:
Rudolf E. Boonstra, Thomas J. Madigan, Brian D. Scanlan, Timothy E. Shanley and Melissa D. Rubenstein

Wyckoff Municipal Republican and Democratic Committees
Wyckoff Political Candidates

Any political candidate who sought political office in 2018-2019 for any office listed on this page.

**USERS SHOULD CREATE THEIR OWN FORM, OR DOWNLOAD FROM
WWW.NJ.GOV/DCA/LGS/P2P A COUNTY-BASED, CUSTOMIZABLE
FORM.**

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, JUNE 16, 2020

BUSINESS ENTITY DISCLOSURE CERTIFICATION
FOR NON-FAIR AND OPEN CONTRACTS
Required Pursuant To N.J.S.A. 19:44A-20.8
TOWNSHIP OF WYCKOFF

The following is statutory text related to the terms and citations used in the Business Entity Disclosure Certification form.

"Local Unit Pay-To-Play Law" (P.L. 2004, c.19, as amended by P.L. 2005, c.51)

19-44A-20.6 Certain contributions deemed as contributions by business entity.
5. When a business entity is a natural person, a contribution by that person's spouse or child, residing therewith, shall be deemed to be a contribution by the business entity. When a business entity is other than a natural person, a contribution by any person or other business entity having an interest therein shall be deemed to be a contribution by the business entity.

19-44A-20.7 Definitions relative to certain campaign contributions.

6. As used in sections 2 through 12 of this act
"business entity" means any natural or legal person, business corporation, professional services corporation, limited liability company, partnership, limited partnership, business trust, association or any other legal commercial entity organized under the laws of this State or of any other state or foreign jurisdiction;
"interest" means the ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit, as appropriate;

Temporary and Executing

12. Nothing contained in this act shall be construed as affecting the eligibility of any business entity to perform a public contract because that entity made a contribution to any committee during the one-year period immediately preceding the effective date of this act.

The New Jersey Campaign Contributions and Expenditures Reporting Act (N.J.S.A. 19:44A-1 et seq.)

19:44A-3 Definitions. In pertinent part...

p. The term "political party committee" means the State committee of a political party, as organized pursuant to R.S.19-5-4, any county committee of a political party, as organized pursuant to R.S.19-5-3, or any municipal

committee of a political party, as organized pursuant to R.S.19-5-2.

q. The term "candidate committee" means a committee established pursuant to subsection a. of section 9 of P.L.1973, c.83 (C.19-44A-9) for the purpose of receiving contributions and making expenditures.

r. the term "joint candidates committee" means a committee established pursuant to subsection a. of section 9 of P.L.1973, c.83 (C.19-44A-9) by at least two candidates for the same elective public offices in the same election in a legislative district, county, municipality or school district, but not more candidates than the total number of the same elective public offices to be filled in that election, for the purpose of receiving contributions and making expenditures. For the purpose of this subsection ... the offices of member of the board of chosen freeholders and county executive shall be deemed to be the same elective public offices in a county, and the offices of mayor and member of the municipal governing body shall be deemed to be the same elective public offices in a municipality.

19-44A-8 and 16 Contributions, expenditures, reports, requirements.

While the provisions of this section are too extensive to reprint here, the following is deemed to be the pertinent part affecting amounts of

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, JUNE 16, 2020**

**BUSINESS ENTITY DISCLOSURE CERTIFICATION
FOR NON-FAIR AND OPEN CONTRACTS
Required Pursuant To N.J.S.A. 19:44A-20.8
TOWNSHIP OF WYCKOFF**

Part I – Vendor Affirmation

The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that the undersigned, being authorized and will not make any reportable contributions pursuant to N.J.S.A. 19:44A-1 et seq. that, pursuant to P.L. 2004, c. 19 would bar the award of this contract in the one year period preceding this contract award action and during the period of the contract award to any of the following named candidate committee, joint candidates committee, or political party committees representing the Township of Wyckoff as defined pursuant to N.J.S.A. 19:44A-3(p), (q) and (r).

Part II – Ownership Disclosure Certification

☒ I certify that the list below contains the names and home addresses of all owners holding 10% or more of the issued and outstanding stock of the undersigned. ☐

Check the box that represents the type of business entity:

- ☐ Partnership ☐ Corporation ☐ Sole Proprietorship ☐ Subchapter S Corporation
☐ Limited Partnership ☒ Limited Liability Corporation ☐ Limited Liability Partnership

Name of Stock or Shareholder	Home Address
Scott Barna	22 Copper Hill Pike Ringwood, N.J. 07456

Part 3 – Signature and Attestation:

The undersigned is fully aware that if I have misrepresented in whole or part this affirmation and certification, I and/or the business entity, will be liable for any penalty permitted under law.

Name of Business Entity: Route 23 Automall
 Signature of Affiant: [Signature] Title: Parts & Service Director
 Printed Name of Affiant: Mark Steindler
 Date: 6/1/2020 DONNA CHRISTMAN
 NOTARY PUBLIC

Subscribed and sworn before me this 1 day of June of NEW JERSEY
Donna, 2020 MY COMMISSION EXPIRES JULY 20, 2020 (Witnessed or attested by) [Signature]

Required Pursuant To N.J.S.A. 19:44A-20.20

Vendor Information

Vendor Name:		Route 23 Automall	
Address:	1301 Route 23	State:	NJ
City:	Butler	Zip:	07405

Signature

Mark Steindler
Printed Name

Parts & Service Director

2-4 II - Contribution Disclosure

Part II - Contribution Disclosure

Disclosure requirement: Pursuant to N.J.S.A. 19:44A-20.26 this disclosure must include all reportable political contributions (more than \$300 per election cycle) over the 12 months prior to submission to the committees of the government entities listed on the form provided by the local unit.

☐ All information is provided in electronic form.

[illegible]

Continuation Page:

C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM
Required Pursuant To N.J.S.A. 19:44A-20.26

Page 1 of 1
Vendor Name: .

[illegible]

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, JUNE 16, 2020**

C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Contractor Instructions

Business entities (contractors) receiving contracts from a public agency that are NOT awarded pursuant to a "fair and open" process (defined at N.J.S.A. 19:44A-20.7) are subject to the provisions of P.L. 2005, c. 271, s. 2 (N.J.S.A. 19:44A-20.26). This law provides that 10 days prior to the award of such a contract, the contractor shall disclose contributions to:

- any State, county, or municipal committee of a political party
- any legislative leadership committee
- any continuing political committee (a.k.a., political action committee)
- any candidate committee of a candidate for, or holder of, an elective office;
- any candidate committee
 - of the public entity awarding the contract
 - of that county in which that public entity is located
 - of another public entity within that county
 - or of a legislative district in which that public entity is located or, when the public entity is a county, of any legislative district which includes all or part of the county

The disclosure must list reportable contributions to any of the committees that exceed \$300 per election cycle that were made during the 12 months prior to award of the contract. See N.J.S.A. 19:44A-8 and 19:44A-16 for more details on reportable contributions.

N.J.S.A. 19:44A-20.26 itemizes the parties from whom contributions must be disclosed when a business entity is not a natural person. This includes the following:

- individuals with an "interest" ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit
- all principals, partners, officers, or directors of the business entity or their spouses
- any subsidiaries directly or indirectly controlled by the business entity
- IRS Code Section 527 New Jersey based organizations, directly or indirectly controlled by the business entity and filing as continuing political committees, (PACs).

When the business entity is a natural person, "a contribution by that person's spouse or child, residing therewith, shall be deemed to be a contribution by the business entity." [N.J.S.A. 19:44A-20.26(b)] The contributor must be listed on the disclosure.

Any business entity that fails to comply with the disclosure provisions shall be subject to a fine imposed by ELBC in an amount to be determined by the Commission which may be based upon the amount that the business entity failed to report.

The enclosed list of agencies is provided to assist the contractor in identifying those public agencies whose elected official and/or candidate campaign committees are affected by the disclosure requirement. It is the contractor's responsibility to identify the specific committees to which contributions may have been made and need to be disclosed. The disclosed information may exceed the minimum requirement.

The enclosed form, a content-consistent facsimile, or an electronic data file containing the required details (along with a signed cover sheet) may be used as the contractor's submission and is disclosable to the public under the Open Public Records Act.

The contractor must also complete the attached Stockholder Disclosure Certification. This will assist the agency in meeting its obligations under the law. NOTE: This section does not apply to Board of

Continued on next page

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, JUNE 16, 2020

STOCKHOLDER DISCLOSURE CERTIFICATION

Name of Business:

☒ I certify that the list below contains the names and home addresses of all stockholders holding 10% or more of the issued and outstanding stock of the undersigned.

OR

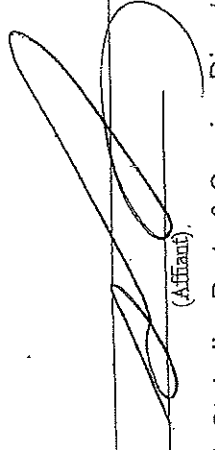
☐ I certify that no one stockholder owns 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business organization:

☐ Partnership☐ Corporation☐ Sole Proprietorship☐ Limited Partnership☒ Limited Liability Corporation☐ Limited Liability Partnership☐ Subchapter S Corporation

Sign and notarize the form below, and, if necessary, complete the stockholder list below.

Stockholders:

Name: Scott Barna Home Address: 22 Copper Hill Pike Ringwood, N.J. 07456	Name: Home Address:
Name: Home Address:	Name: Home Address:
Subscribed and sworn before me this <u>1</u> day of <u>June</u> , 20 <u>20</u>  (Notary Public) DONNA CHRISTMAN NOTARY PUBLIC STATE OF NEW JERSEY My Commission expires: ID # 2171024 MY COMMISSION EXPIRES JULY 20, 2020	
Mark Steindler Parts & Service Director (Print name & title of affiant)	
(Corporate Seal)	

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
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#20-221 Acceptance of Donation – Player Benches

WHEREAS, The Wyckoff Baseball Booster Association and the Wyckoff Softball Booster Association; desires to provide a donation to the Wyckoff Recreation Department of four 15-foot dark green Alumagoal BEPG15CG player benches for installation at the two baseball/softball fields on Memorial Field; and,

WHEREAS, their donation will fund the four player benches valued at \$3,472.00; and,

WHEREAS, the Township Committee desirous to accept said \$3,472.00 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 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; and,

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 four player benches valued at \$3,472.00 as described in this resolution 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.

#20-222 Award of Contract/Pay to Play – Top Notch Tree

WHEREAS, the Township of Wyckoff has determined that the expenditures for emergency tree services with this vendor may exceed the pay to play threshold; and,

WHEREAS, N.J.S.A. 19:44A-20.4 et seq., requires contracts procured through price quotations that are below the municipalities bid threshold but over the Pay to Play threshold of \$17,500 to be authorized after municipalities obtain the political contributions disclosure forms and the business entity disclosure certification; and,

WHEREAS, the aforementioned documentation has been obtained and it is available for public inspection in the Municipal Clerk's office; and,

WHEREAS, an encumbrance of funds certification is a requirement before a purchase order may be issue.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Wyckoff that the Township Committee authorizes an award of a purchase order for \$1,500 to Top Notch Tree and Excavating LLC, 83 Grant Street, Ramsey, NJ 07746 amounting to \$14,500 paid to date.

BE IT FURTHER RESOLVED, that this contract has been awarded to this contractor based on the merits and abilities of the contractor to provide the goods or service as described herein. This contract was awarded through the alternate method pursuant N.J.S.A. 19:44A-20-4 et seq. As such, the undersigned does hereby attest that these contractors, their subsidiaries, assigned or principals controlling in excess of 10% of the

**TOWNSHIP OF WYCKOFF
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company has neither made a contribution that is reportable pursuant to the Election Law Enforcement Commission pursuant to N.J.S.A. 19:44A-8 or 19:44A-16, in the one (1) year period preceding the award of the contract that would, pursuant to P.L. 2004, c. 19, affect its eligibility to perform this contract, nor will it make a reportable contribution during the term of these one (1) year contracts to any political party committee in the Township of Wyckoff if a member of that political party is serving in an elective public office of the Township of Wyckoff when the contract is awarded, or to any candidate committee of any person serving in an elective public office of the Township of Wyckoff when the contract is awarded.

CERTIFICATE OF AVAILABLE FUNDS

I, DIANA MCLEOD, CHIEF FINANCIAL OFFICER OF THE TOWNSHIP OF WYCKOFF IN ACCORDANCE WITH NJAC 5:30-5.5 (B) 2, CERTIFY THAT THIS CONTRACT AWARD WILL TAKE PLACE ON JUNE 16, 2020 AND BE APPROPRIATED IN THE MUNICIPAL ACCOUNT NUMBER 0-01-26-292-020. 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 AS SET FORTH IN NJAC 5:30-5.4 (A).

PAGE NO.

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, JUNE 16, 2020

TOWNSHIP OF WYCKOFF

Pay to Play Checklist

1. Review List of Agencies with Elected Officials Required for Political Contribution Disclosure; Business Entity Disclosure Certification requirements & Contractor Instructions.

2. Complete:

Business Entity Disclosure Certification, sign, date & have notarized
Political Contribution Disclosure Form
Stockholder Disclosure Certification

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
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TUESDAY, JUNE 16, 2020**

List of Agencies with Elected Officials Required for Political Contribution Disclosure
N.J.S.A. 19:44A-20.26

County Name: Bergen

State: Honorable Phillip Murphy, Governor, State of New Jersey
Legislative Leadership Committees

Legislative District #40:

Senator Kristen M. Corrado
Assemblyman Kevin J. Rooney
Assemblyman Christopher P. DePhillips

County:

Freeholders:

Thomas J. Sullivan
Steven Tanelli
Tracey Silna Zur
Joan Voss
David L. Ganz
Mary Amoroso
Germaine Ortiz

John S. Hogan, County Clerk
Anthony Cureton, Sheriff
James J. Tedesco, III, County Executive
Michael R. Dressler, Surrogate

Township of Wyckoff:

Rudolf E. Boonstra, Thomas J. Madigan, Brian D. Scanlan (resigned November 2019), Timothy E. Shanley, Melissa D. Rubenstein and Elizabeth J. Fischer
Wyckoff Municipal Republican and Democratic Committees
Wyckoff Political Candidates

Any political candidate who sought political office in 2019-2020 for any office listed on this page.

**USERS SHOULD CREATE THEIR OWN FORM, OR
DOWNLOAD FROM WWW.NJ.GOV/DCA/LGS/P2P A COUNTY-
BASED, CUSTOMIZABLE FORM.**

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
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**BUSINESS ENTITY DISCLOSURE CERTIFICATION
FOR NON-FAIR AND OPEN CONTRACTS**

Required Pursuant To N.J.S.A. 19:44A-20.8

TOWNSHIP OF WYCKOFF

The following is statutory text related to the terms and citations used in the Business Entity Disclosure Certification form.

"Local Unit Pay-To-Play Law" (P.L. 2004, c.19, as amended by P.L. 2005, c.51)

19:44A-20.6 Certain contributions deemed as contributions by business entity.

5. When a business entity is a natural person, a contribution by that person's spouse or child, residing therewith, shall be deemed to be a contribution by the business entity. When a business entity is other than a natural person, a contribution by any person or other business entity having an interest therein shall be deemed to be a contribution by the business entity.

19:44A-20.7 Definitions relative to certain campaign contributions.

6. As used in sections 2 through 12 of this act

"business entity" means any natural or legal person, business corporation, professional services corporation, limited liability company, partnership, limited partnership, business trust, association or any other legal commercial entity organized under the laws of this State or of any other state or foreign jurisdiction;

"interest" means the ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit, as appropriate;

Temporary and Executing

12. Nothing contained in this act shall be construed as affecting the eligibility of any business entity to perform a public contract because that entity made a contribution to any committee during the one-year period immediately preceding the effective date of this act.

~~~~~

**The New Jersey Campaign Contributions and Expenditures Reporting Act (N.J.S.A. 19:44A-1 et seq.)**

19:44A-3 Definitions. In pertinent part...

p. The term "political party committee" means the State committee of a political party, as organized pursuant to R.S.19:5-4, any county committee of a political party, as organized pursuant to R.S.19:5-3, or any municipal committee of a political party, as organized pursuant to R.S.19:5-2.

q. The term "candidate committee" means a committee established pursuant to subsection a. of section 9 of P.L.1973, c.83 (C.19:44A-9) for the purpose of receiving contributions and making expenditures.

r. the term "joint candidates committee" means a committee established pursuant to subsection a. of section 9 of P.L.1973, c.83 (C.19:44A-9) by at least two candidates for the same elective public offices in the same election in a legislative district, county, municipality or school district, but not more candidates than the total number of the same elective public offices to be filled in that election, for the purpose of receiving contributions and making expenditures. For the purpose of this subsection: ...; the offices of member of the board of chosen freeholders and county executive shall be deemed to be the same elective public offices in a county; and the offices of mayor and member of the municipal governing body shall be deemed to be the same elective public offices in a municipality.

19:44A-8 and 16 Contributions, expenditures, reports, requirements.

*While the provisions of this section are too extensive to reprint here, the following is deemed to be the pertinent part affecting amounts of contributions:*

"The \$300 limit established in this subsection shall remain as stated in this subsection without further adjustment by the commission in the manner prescribed by section 22 of P.L.1993, c.65 (C.19:44A-7.2)

**TOWNSHIP OF WYCKOFF  
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING  
SECOND FLOOR MUNICIPAL COURT ROOM  
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**BUSINESS ENTITY DISCLOSURE CERTIFICATION  
FOR NON-FAIR AND OPEN CONTRACTS**

Required Pursuant To N.J.S.A. 19:44A-20.8

**TOWNSHIP OF WYCKOFF**

**Part I – Vendor Affirmation**

The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that the Top Notch Tree + Excavating LLC has not made and will not make any reportable contributions pursuant to N.J.S.A. 19:44A-1 et seq. that, pursuant to P.L. 2004, c. 19 would bar the award of this contract in the one year period preceding this contract award action and during the period of the contract award to any of the following named candidate committee, joint candidates committee; or political party committee representing the Township of Wyckoff as defined pursuant to N.J.S.A. 19:44A-3(p), (q) and (r).

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**Part II – Ownership Disclosure Certification**

☐ I certify that the list below contains the names and home addresses of all owners holding 10% or more of the issued and outstanding stock of the undersigned. ☒ N/A

**Check the box that represents the type of business entity:**

☐ Partnership    ☐ Corporation    ☐ Sole Proprietorship    ☐ Subchapter S Corporation  
☐ Limited Partnership    ☐ Limited Liability Corporation    ☐ Limited Liability Partnership

| Name of Stock or Shareholder | Home Address |
|------------------------------|--------------|
| N/A                          | N/A          |
|                              |              |
|                              |              |
|                              |              |
|                              |              |
|                              |              |
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|                              |              |
|                              |              |

**Part 3 – Signature and Attestation:**

The undersigned is fully aware that if I have misrepresented in whole or part this affirmation and certification, I and/or the business entity, will be liable for any penalty permitted under law.

Name of Business Entity: Top Notch Tree + Excavating LLC

Signature of Affiant: [Signature]

Printed Name of Affiant: James Van Wyckhouse Title: Owner

Date: 6/15/20

Subscribed and sworn before me this 4 day of June, 2020

My Commission expires:

January 28, 2024

Ingrid Mota  
(Witnessed or attested by)

(Seal)

INGRID L. MOTA  
Notary Public, State of New Jersey  
My Commission Expires  
January 28, 2024

**TOWNSHIP OF WYCKOFF  
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING  
SECOND FLOOR MUNICIPAL COURT ROOM  
TUESDAY, JUNE 16, 2020**

## C.271 POLITICAL CONTRIBUTION DISCLOSURE FORM

### Contractor Instructions

Business entities (contractors) receiving contracts from a public agency that are NOT awarded pursuant to a "fair and open" process (defined at N.J.S.A. 19:44A-20.7) are subject to the provisions of P.L. 2005, c. 271, s.2 (N.J.S.A. 19:44A-20.26). This law provides that 10 days prior to the award of such a contract, the contractor shall disclose contributions to:

- any State, county, or municipal committee of a political party
- any legislative leadership committee
- any continuing political committee (a.k.a., political action committee)
- any candidate committee of a candidate for, or holder of, an elective office:
  - of the public entity awarding the contract
  - of that county in which that public entity is located
  - of another public entity within that county
  - or of a legislative district in which that public entity is located or, when the public entity is a county, of any legislative district which includes all or part of the county

The disclosure must list reportable contributions to any of the committees that exceed \$300 per election cycle that were made during the 12 months prior to award of the contract. See N.J.S.A. 19:44A-8 and 19:44A-16 for more details on reportable contributions.

N.J.S.A. 19:44A-20.26 itemizes the parties from whom contributions must be disclosed when a business entity is not a natural person. This includes the following:

- individuals with an "interest" ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit
- all principals, partners, officers, or directors of the business entity or their spouses
- any subsidiaries directly or indirectly controlled by the business entity
- IRS Code Section 527 New Jersey based organizations, directly or indirectly controlled by the business entity and filing as continuing political committees, (PACs).

When the business entity is a natural person, "a contribution by that person's spouse or child, residing therewith, shall be deemed to be a contribution by the business entity." [N.J.S.A. 19:44A-20.26(b)] The contributor must be listed on the disclosure.

Any business entity that fails to comply with the disclosure provisions shall be subject to a fine imposed by ELEC in an amount to be determined by the Commission which may be based upon the amount that the business entity failed to report.

The enclosed list of agencies is provided to assist the contractor in identifying those public agencies whose elected official and/or candidate campaign committees are affected by the disclosure requirement. It is the contractor's responsibility to identify the specific committees to which contributions may have been made and need to be disclosed. The disclosed information may exceed the minimum requirement.

The enclosed form, a content-consistent facsimile, or an electronic data file containing the required details (along with a signed cover sheet) may be used as the contractor's submission and is disclosable to the public under the Open Public Records Act.

The contractor must also complete the attached Stockholder Disclosure Certification. This will assist the agency in meeting its obligations under the law. NOTE: This section does not apply to Board of Education contracts.

N.J.S.A. 19:44A-3(s): "The term "legislative leadership committee" means a committee established, authorized to be established, or designated by the President of the Senate, the Minority Leader of the Senate, the Speaker of the General Assembly or the Minority Leader of the General Assembly pursuant to section 16 of P.L.1993, c.65 (C.19:44A-10.1) for the purpose of receiving contributions and making expenditures."





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STOCKHOLDER DISCLOSURE CERTIFICATION

Name of Business:

- ☐ I certify that the list below contains the names and home addresses of all stockholders holding 10% or more of the issued and outstanding stock of the undersigned. N/A
- OR
- ☐ I certify that no one stockholder owns 10% or more of the issued and outstanding stock of the undersigned. N/A

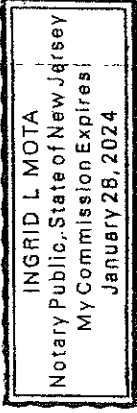
Check the box that represents the type of business organization:

- ☐ Partnership ☐ Corporation ☐ Sole Proprietorship
- ☐ Limited Partnership ☒ Limited Liability Corporation ☐ Limited Liability Partnership
- ☐ Subchapter S Corporation

Sign and notarize the form below, and, if necessary, complete the stockholder list below.

Stockholders:

|                                                                      |                                       |
|----------------------------------------------------------------------|---------------------------------------|
| Name: <u>N/A</u>                                                     | Name:                                 |
| Home Address:                                                        | Home Address:                         |
| Name:                                                                | Name:                                 |
| Home Address:                                                        | Home Address:                         |
| Subscribed and sworn before me this <u>4</u> day of <u>June</u> 2020 |                                       |
| (Notary Public) <u>Ingrid Mota</u>                                   | <u>James Van Wyck-Hanse</u> (Affiant) |
| My Commission expires: <u>January 28, 2024</u>                       | (Print name & title of affiant)       |
|                                                                      | (Corporate Seal)                      |



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**#20-223      Acceptance of Donation – Softball Mound & Bases for Turf Field**

**WHEREAS**, the Wyckoff Softball Boosters Association desires to donate one Portolite Spikes Softball Mat (which is a pitcher's mound for girls softball to prevent divots from being created in the synthetic field carpet) and two sets of Champro Heavy Duty Spiked Bases (one set for each of the two ball fields) in the Wyckoff Recreation Department; and,

**WHEREAS**, their donation is valued at \$1,873.00 to be placed on the new Memorial Synthetic Turf Field; and,

**WHEREAS**, the Township Committee desirous to accept the donation valued at \$1,873.00 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 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 described above from the Wyckoff Softball Boosters Association valued at \$1,873.00 with precise manufactures' name and model numbers 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.

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**Robert Shannon**

---

**From:** Andy Wingfield  
**Sent:** Wednesday, June 3, 2020 10:14 AM  
**To:** Robert Shannon  
**Subject:** Equipment Donations - Wyckoff Booster Groups

Bob,

Per our discussion, our Wyckoff Baseball and Wyckoff Softball Booster groups will be making equipment donations to the Recreation Department that will enhance the use of our new turf field at Memorial.

The Wyckoff Baseball Boosters are donating four (4) 15' dark green, Alumigoal BEPG15CG player benches for the two baseball/softball fields. The Boosters are making the purchase and donating the actual benches to the Township. The value of this donation is \$3,472.

The Wyckoff Softball Boosters are donating one (1) Portolite Spiked Softball Mat which is a pitchers mound for girls softball so that divots are not created in the actual field surface, and two (2) sets of Champro Heavy Duty Spiked Bases, one set for each of the two ball fields. The value of this donation is \$1,873.00.

I will be calling Garrett Teel for his donation letter this morning.

Andy

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**#20-224      Acceptance of Donation – Baseball Mound for Turf Field**

**WHEREAS**, Teels' Baseball School and Teels Ravens' Baseball Organization desire to provide a donation to the Wyckoff Recreation Department of a "True Pitch, Inc. (Pitchers) Mound"; and,

**WHEREAS**, their donation is a "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 desires to accept the donation of the pitcher's mound 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 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, by the Teel's Baseball School and the Teel Ravens Baseball Organization 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.

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June 4, 2020

Mr Robert Shannon  
Township Administrator  
340 Franklin Ave  
Wyckoff, NJ 07481

Dear Mr Shannon,

Congratulations on the building of your new state-of-the-art turf complex. I know the time and effort that went into raising the money for this project was huge. Roger Schnorbusch and the committee should be highly commended for their efforts in this enormous, selfless task. Teels Baseball School and the Teel Ravens baseball organization were proud to have helped with this great cause. Our Ravens baseball organization participated in the fundraising efforts to build the new turf field at Memorial Park and raised close to \$15,000.

Teels Baseball has been a strong supporter of Wyckoff Baseball for the past 20 years and continues to have a strong working relationship with Wyckoff Baseball and the Wyckoff Recreation Department. As a Wyckoff township business since 1999, with many past and current Wyckoff township clients, Teels Baseball School and the Teel Ravens Baseball organization have always been strong supporters of they Rec Department. We have helped sponsor players for Cooperstown Dreams Park and have given donations for teams traveling out of state for regional tournaments.

With the installation of the new turf field underway, we would like to make an additional contribution to the Recreation Department of a portable pitching mound for use at the new complex. We will be purchasing a "True Pitch, Inc. Mounds" model #202-6A for \$2900 and donating it to the Township.

We are proud to be a Wyckoff Township business and look forward to a continued partnership in the years to come.

Kindest regards,

Garett Teel  
Owner Teels Baseball

SCANNED

JUN 05 2020

RE Baseball  
Donation

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**#20-225      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. 19024 – 19042 Payroll A/C, Direct Deposit Vouchers no. 13026 – 13093, Library Payroll check nos. 1516 & 1517, Library Direct Deposit Vouchers no. 5603 – 5634, Claims Wire nos. 200604, 200605 & 200606, check no. 1134 Accutrack A/C and Claims check nos. 083515 - 083605.

**#20-226      Agreement – Bergen County Community Development Program**

**WHEREAS**, certain Federal funds are potentially available to the County of Bergen under Title I of the Housing and Community Development Act of 1974, as amended; the HOME Investment Partnership Act of 1990, as amended; and the Emergency Solutions Grant of 2012; and,

**WHEREAS**, it is necessary to supersede an existing Interlocal Services Cooperative Agreement for the County and its people to benefit from these Programs; and,

**WHEREAS**, an Agreement has been proposed under which the Municipality of the Township of Wyckoff and the County of Bergen in cooperation with other Municipalities, will modify an Interlocal Services Program pursuant to N.J.S.A. 40A:65-1 et seq.; and,

**WHEREAS**, it is in the best interest of the Municipality of the Township of Wyckoff to enter into such an Agreement.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff that the Township Committee, County of Bergen, State of New Jersey Municipality of the Township of Wyckoff that the Agreement entitled “Three Year Cooperative Agreement” (an Agreement superseding the Cooperative Agreement dated July 1, 2000 – June 30, 2003) to clarify the planning and implementation procedures and to enable the Municipality to make a Three Year irrevocable commitment to participate in the Community Development Block Grant Program (CDBG), the Home Investment Partnership Program (HOME), and the Emergency Solutions Grant Program (ESG) for the

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An Agreement superseding the Cooperative Agreement dated July 1, 2000 and amendments thereto, for the purpose of inserting a description of activities for the **Forty-Sixth Year (July 1, 2021 - June 30, 2024)** Urban County Community Development Block Grant Entitlement Program, HOME Investment Partnership Act Program, Emergency Solutions Grant and clarifying the planning and implementation procedures for **Program Years 2021, 2022, and 2023**.

WHEREAS, in order to meet Federal requirements there must be a binding agreement in effect; and WHEREAS, the Uniform Shared Services and Consolidation Act N.J.S.A. 40A:65-1 et seq., requires a specific delineation of activities to be included in the Agreement; and WHEREAS, the various new activities have been proposed to be carried out under the **Forty-Sixth Year** Community Development Program.

NOW, THEREFORE, it is mutually agreed that the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq., contract dated July 1, 2000, between the Municipality of The Township of Wyckoff, hereinafter the "Municipality" and the County of Bergen be superseded by this "Three Year Cooperative Agreement", and the attachments hereto.

**A. Community Development Planning Process**

**1. Nature and Extent of Planning Procedures**

- a. Purpose - The purpose of this Agreement is to establish a legal mechanism through which the county government may apply for, receive, and disburse Federal funds available to eligible urban counties under the Community Development Block Grant Entitlement Program (CDBG), HOME Investment Partnership Program (HOME), and Emergency Solutions Grant (ESG) and to take such actions in cooperation with the participating municipalities as may be necessary to participate in the benefits of these programs. Federal funds received by the County shall be for such functions as neighborhood facilities, housing construction and rehabilitation, public facilities, urban renewal, water and sewer facilities, open space, and other such purposes as are authorized by said Acts. Nothing contained in this Agreement shall deprive any municipality or other unit of local government of any powers of zoning or other lawful authority which it presently possesses, nor shall any participant be deprived of any State or Federal aid to which it might be entitled in its own right, except as provided in

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section A.1.c.(6), below. This Agreement covers the CDBG Entitlement Program, the HOME Investment Partnership Act Program and the Emergency Solutions Grant Program.

- b. Establishment of Committees - There are hereby established six regional Community Development committees, consisting of two representatives from each participating municipality, each to be appointed for a one year period, coinciding with the fiscal year (July 1 to June 30). The governing body and the chief executive of each participating municipality shall make one appointment each. Alternates may be appointed in the same manner as set forth above and shall have the same powers in the absence of the designated representatives.

- c. Responsibilities of the Regional Community Development Committees

- (1) The Community Development Regional Committees shall elect a chairperson.
- (2) The Committees shall meet as often as required. Each regional committee shall establish its own rules of procedures and shall make recommendations to the County Executive and Board of Chosen Freeholders through the Division of Community Development.

- (3) The Committees shall study and discuss the community development needs of the County of the respective regions, and shall determine the most effective and acceptable utilization of Community Development Block Grant Funds available to the region. They shall recommend to the County Executive and Board of Chosen Freeholders an application for participation in Federal funding, including an allocation formula and towards that end they shall jointly, in the manner herein prescribed, be authorized to develop a Consolidated Plan for the County and such other documents and certifications of compliance as are required by the Federal Government for participation by the County in the Community Development Block Grant Program. Funds applied for shall be those available for "Urban Counties" under the Community Development Block Grant Entitlement Program.

- (4) The Community Development Regional Committees shall develop, in full consultation with the Division of Community Development and all affected agencies of the local governments involved, priorities for the actual utilization of such funds as are made available from the Federal Government under this Title. The Committees shall recommend for each project or activity to be carried out

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with these funds a specific means of accomplishment. This may be for the County to carry out the project or function, for a municipality to receive the monies to carry it out, or for some other combination of local or State agencies. The implementation shall be established before submittal of the application to HUD, and any relevant documents that become part of this Agreement, and should be submitted to HUD with it. Such implementation mechanism shall be established by means of a separate contract between the County government and the municipality or agency implementing the designated project pursuant to the provisions of the Uniform Shared Services and Consolidation Act, N.J.S.A.

40A:65-1 et seq.

(5) Every municipality participating in the Committees may request participation in the expenditure of the Federal funds, comment on the overall needs of the County which may be served through these funds, or otherwise take part in the proceedings of the Community Development Committees through its Community Development representatives. No project may be undertaken or services provided in any municipality without the prior approval of the governing body of the municipality, which approval shall be established in accordance with the provisions of the Uniform Shared Services and Consolidation Act, N.J.S.A.

40A:65-1 et seq., in addition to such other approvals as may be required by law.

(6) By executing this agreement the municipality understands that it may not apply for grants under the Small Cities or State CDBG Programs from appropriations for fiscal years during the period in which it is participating in the urban county's CDBG program; and may not participate in the HOME consortium except through the urban county, regardless of whether the urban county receives a HOME formula allocation and may receive a formula allocation under the ESG program only through the urban county program.

d. Establishment of Countywide Committees

There is hereby established a Countywide Committee consisting of the Chairpeople of the six Regional Community Development Committees and five other at-large members appointed by the County Executive. The role of the Countywide Committee is to recommend an allocation formula to the Board of Freeholders and to also recommend funding for multi-regional and countywide projects. These

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recommendations shall be submitted to both the Board of Chosen Freeholders and the Regional Community Development Committees. The creation of the countywide committee in no way diminishes or changes the authority of the County or the Regional Community Development Committees. The Community Development Director and other appropriate County staff shall discuss all Countywide and multi-regional projects with the Countywide Committee both before specific funding levels are authorized by the County and at all important stages of implementation. The term for the Countywide Committee shall coincide with the fiscal year (July 1 to June 30). No member of the Countywide Committee shall be able to vote on any matter that affects any applicant on whose board they serve.

**2. Standards of Performance**

Every Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1et seq., established pursuant to this Agreement shall contain standards of performance as required by the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1et seq., and by the Housing and Community Development Act of 1974 and the HOME Investment Partnership Act of 1990 Bi-annually, a report shall be prepared for the Regional and Countywide Committees and the municipalities by the Division of Community Development, which reports on all Community Development projects, their status and expenditures.

**3. Estimated Cost and Allocation**

The amount of Federal funds involved shall be the amount applied for by the Board of Chosen Freeholders pursuant to the recommendation of the Community Development Committees, subject to any modifications made by HUD. Any Federal funds received by letter of credit or otherwise shall be placed in a County Trust Fund established and maintained pursuant to regulations promulgated by the Director of the Division of Local Government Services in the New Jersey Department of Community Affairs. These funds shall be in a separate bank account subject to the control of the County government, which shall be the designated recipient for the funds provided by the Federal Act. Upon authorization by the County, and in compliance with State law and promulgated regulations funds may be expended from this Trust Fund by the County or by payment to the particular

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municipality pursuant to a specific contract. Neither the Community Development Committees, the County government, nor any participating local government may expend or commit funds except as may be authorized pursuant to this Agreement and in full compliance with State and Federal laws and regulations. No participant under this contract may in any way be obligated to expend funds of its own except as may be mutually agreed in a lawful manner.

**4. Duration of Contract**

This Agreement remains in effect until the CDBG Entitlement Program, the HOME Investment Partnership Program funds, Emergency Solutions Grant and program income received with respect to the Urban County qualification period (**2021, 2022, and 2023**) are expended and the funded activities completed. The County and participating municipalities may not terminate or withdraw from the Agreement while the agreement remains in effect.

- a) However, this contract may be terminated if the County fails to qualify as an Urban County, or if the County does not receive a grant in any year of the three year period. The contract may also be terminated by the U.S. Department of Housing and Urban Development. Be it further understood, that at the end of the current qualification period, this agreement will automatically be renewed for participation on successive three year periods, unless the County or participating municipality provides written notice it elects not to participate in a new qualification period. In this case, a copy of the notice must be sent to the HUD Field Office, by the date specified in the Urban County qualification notice. The County will notify each participating municipality in writing of its right to make such election by the date specified in HUD's urban county qualification notice for the next qualification period. Additionally, the County will notify all participating municipalities of any amendments as cited in the HUD Urban County Qualifications Notice for that period, or subsequent periods that must be included in the existing cooperation agreement. Any amendments will be submitted to HUD as provided in the qualification notice. Failure by the County or Municipalities to adopt an amendment and/or resubmit such amendments to HUD will void the automatic renewal of said cooperative agreement for the new qualification period.

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5. Designation of General Agent

The Director of the Division of Community Development is hereby designated as the administrative agent of the County of Bergen for purposes of compliance with statutory and regulatory responsibilities. He/she shall be accountable to the County Executive. The County Executive, with the concurrence of the Board of Chosen Freeholders, shall designate a Director of the Division of Community Development. The director and his/her staff shall within the resources available, provide technical and administrative support to the CD Committees, and shall provide liaison between the committees and the Board of Chosen Freeholders.

B. Qualifications as Urban County

In addition to such assurances and agreements as may have been made by previously executed ordinances in order to meet the criteria for funding eligibility as an "Urban County", the municipality and the County agree to cooperate to undertake or assist in undertaking, community renewal and lower income housing assistance activities, specifically urban renewal and publicly assisted housing. This Agreement shall be effective only when sufficient municipalities have signed the contract so that 200,000 population is represented, and when all other Federal eligibility criteria for designation as an "Urban County" under the Act have been satisfied. In the event that sufficient municipalities to meet these criteria should not sign this Agreement within the time period set forth by the United States department of Housing and Urban Development, the County Executive shall so notify all signators and the Agreement shall thereupon be null and void. In order to comply with Federal requirements, the County government, through the Board of Chosen Freeholders, shall be the applicant for Community Development funds. The County has the final responsibility for selecting Community Development Block Grant, HOME Investment Program, Emergency Solutions Grant activities and annually filing Consolidated Plan with HUD, in accordance with the procedures established under Section A.1.c(3) of this Agreement.

C. Agreement as to Specific Activities (Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq.)

1. Activities

- a. The municipality and the County shall take all actions necessary to assure compliance

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with the urban county's certification under Section 104(b) of Title I of the Housing and Community Development Act of 1974, as amended, regarding the National Environmental Policy Act of 1969, the Uniform Relocation Act, the Americans with Disabilities Act of 1990, Title VI of the Civil Rights Act of 1964, the Fair Housing Act, affirmatively furthering fair housing, Title VIII of the Civil Rights Act of 1968, Executive Order 11988, the Fair Housing Act, Section 109 of Title I of the Housing and Community Development Act of 1974 (which incorporates Section 504 of the Rehabilitation Act of 1973 and the Age Discrimination Act of 1975), and other applicable laws. Pursuant to 24 CFR 570.501(b), a municipality is subject to the same requirements applicable to subrecipients, including the requirement of a written agreement as described in 24 CFR 570.503. The Grantee or a unit of general local government that directly or indirectly receives Community Development Block Grant (CDBG) funds may not sell, trade, or otherwise transfer all or any such portion of such funds to another metropolitan city, urban county, unit of general local government, or Indian tribe, or insular area that directly or indirectly receives CDBG funds in exchange for any other funds, credits or non-Federal considerations, but must use such funds for activities eligible under Title I of the Housing and Community Development Act of 1974, as amended.

- b. The Municipality agrees to comply with all Federal, State, County, and Municipal laws, rules, and regulations generally applicable to the activities engaged in during the performance of the agreement.
- c. Urban county funding will be prohibited for activities in or in support of any cooperating unit of general local government that does not affirmatively further fair housing within its own jurisdiction or that impedes the county's actions to comply with its fair housing certification.
- d. The municipality has adopted and is enforcing a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and a policy of enforcing applicable State and Local Laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within jurisdictions.
- e. Pursuant to 24 CFR 570.501(b), the unit of local government is subject to the same

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requirements applicable to subrecipients, including the requirements of a written agreement set forth in 24 CFR 570.503.

f. The municipality agrees to inform the County of any income generated by the expenditure of CDBG funds received by them; that any program income must be paid to the County; that any program income the municipality is authorized by the County to retain may only be used for eligible activities in accordance with all CDBG requirements as they may apply; and that any program income generated from the disposition or transfer of property prior to or subsequent to the close-out change of status or termination of this Agreement be returned to the County. The County has the responsibility for monitoring and reporting to HUD on the use of any program income, thereby requiring appropriate record keeping and reporting by the municipality. In the event of any close-out or change in status of a municipality, any program income that is on hand or received subsequent to the close-out or change in status shall be paid to the County.

g. The municipality agrees to notify the County of any change in the use of real property acquired with CDBG funds from that planned at the time of acquisition or improvement including disposition and that the municipality will reimburse the County in an amount equal to the current fair market value (less any portion thereof attributable to expenditure on non - CDBG funds) of property acquired or improved with CDBG funds, that is sold or transferred for a use which does not qualify under the CDBG regulations.

h. No unit of local government may sell, trade or otherwise transfer all or a portion of such funds to a metropolitan city, urban county, unit of general local government or Indian tribe, or insular area that directly or indirectly receives CDBG funds in exchange for any other funds, credits or non-Federal consideration but must use such funds for activities eligible under Title I of the Housing and Community Development Act of 1974, as amended.

2. County Responsibility

The municipality agrees that the County, as the applicant, takes full responsibility and

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assumes all obligations of an applicant under the Housing and Community Development Act of 1974, the HOME Investment Partnership Act of 1990 and the Emergency Solutions Grant of 2012. This responsibility will also extend to parts of the planning and management process, for the execution of community development plan, including the analysis of needs, the setting of objectives, the development of the Consolidated Plan, and all assurances or certifications of compliance with federal and state requirements necessary under federal and state laws. The responsibility of the County shall apply to all community development projects whether or not the County or the locality carries out directly an activity or activities included in the application. The municipality agrees that the County has the authority to carry out activities which will be funded from annual Community Development Block Grants (CDBG), HOME Program and Emergency Solutions Grant, from **Federal Fiscal Years 2021, 2022, and 2023** appropriations and from any program income generated from the expenditure of such funds.

3. Costs

- a. Cost of Activities The costs of the community development activities and the total cost of all activities shall be as approved pursuant to Section A.1.c.(3) and d, and in the application submitted to HUD, subject to approval and funding by HUD, and to any modification in the total grant award or cost of activities required by HUD.
- b. Municipal Designation to Carry Out Activities  
The activities to be completed under the Community Development Program will be carried out by the County with participation of the Committees as set forth in Section A.1.c(3) and d. except those being carried out directly by participating municipalities.
- c. Payment Payments for the conduct of activities to be carried out by individual municipalities will be made to the municipality on the basis of vouchers and resolutions submitted by the approving authority of the municipality. The final 10% of the activity cost will be made upon certification by the municipality and verification by the County that the activity has been completed in a satisfactory manner according to paragraph C.4. below of this agreement, and applicable Federal and State requirements.

4. Standards of Performance

Activities to be carried out under the Housing and Community Development Act, the

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HOME Investment Partnership Act of 1990, the Emergency Solutions Grant of 2012 this Agreement shall be performed in accordance with Federal, State and local laws and regulations. In carrying out the activities, the County will be responsible for contact with other local, State and Federal agencies to prevent duplication of effort, and to foster coordination of related activities. Activities to be carried out by individual municipalities shall adhere to County design and construction standards, and shall be based on work proposals and budget outlines submitted to the County for review. The Director of the Division of Community Development or other County staff members, as may be necessary, shall grant approval prior to the commencement of any work involved in carrying out the activity. The County will establish a staff responsible for managing the program, and this staff will prepare timely progress reports of activities to be distributed to the Mayors and governing bodies of participating municipalities and the general public.

**5. Time Period**

In accordance with HUD regulations, activities included in the application shall be completed or substantially underway during the program year, which shall be one year from the date of notification of the grant awarded by HUD. Work on the activities to be carried out directly by municipalities shall commence only upon release of funds by HUD and conformance to local finance board regulations and only upon notification by the County that the municipality is authorized to initiate the project. Work on these activities should begin as soon as possible following issuance of this notice to the municipalities, and should be completed in a timely manner. If a project is not started or implemented in a timely manner as set forth above, after due notice and warnings are given to the municipality in question, the regional CD Committee and the Board of Chosen Freeholders reserve the right to reallocate these funds.

**6. Availability of Records for Audit**

Required records of progress of activities carried out by the County and by individual municipalities will be maintained according to the HOME Investment Partnership Act of 1990 and accompanying regulation; FMC 74-7 the New Jersey Division of Local Finance, and other applicable requirements. All records shall be kept in a manner prescribed by these regulations and shall be available for audit by the proper authorities. Records of

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activities carried out by the County shall be maintained by the Director of the Division of Community Development of the County or his/her designated subordinate, and records of activities carried out by individual municipalities shall be maintained by the municipal clerk of the municipality carrying out the activity.

**D. Signators**

This Agreement shall be executed in similarly worded counterparts, each of which shall be signed by the County Executive and the chief executive of an individual municipality, (the chief executive of a municipality is the mayor except in council manager governments, in which case, the chief executive is the manager) after authorization by the Board of Chosen Freeholders and the governing body of the municipality, to execute this Agreement. Each such signator agrees to cooperate with all other signators and be found as if all had signed the same Agreement.

**E. Modification and Amendment**

**1. Modification of Costs and/or Activities**

In the event that any modifications of the cost of an activity or any activity itself shall become necessary, or is requested by the County or a municipality participating in or carrying out an activity, the County may increase or decrease the cost of an activity or modify the activity, subject to all necessary HUD and municipal approvals, and only after appropriate committee approvals, provided that the total funding does not exceed the total grant award. Municipal requests for cost or activity modifications must be by a resolution of the governing body and shall also require passage of a resolution by the Board of Chosen Freeholders. County requests for cost or activity modifications of a municipal project shall be made in writing by the County Executive subject to approvals by resolutions of the governing bodies of the municipality or municipalities involved.

**2. Addition or Deletion of Projects**

Projects may be added or deleted by the County with such HUD approvals as are required and the approval of the municipality or municipalities involved. Said approvals shall be by resolution of the municipality or municipalities and the County and shall be subject to paragraphs C.4. and C.4., above. Projects will not be added or deleted without appropriate review by the respective Committee(s).

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F. Severability

In the event that any portion of this agreement shall be made inoperative by reason of judicial or administrative ruling, the remainder shall continue in effect.

G. Supersession

This Agreement shall supplement any previous agreements on this subject and shall replace and supersede any previously agreed upon provisions only to the extent of conflict of purpose.

H. Opinion of County Counsel

Pursuant to the requirements of the HUD regulations, this Three Year Cooperative Agreement (July 1, 2021- June 30, 2024) was reviewed by the County's Counsel for compliance therewith and it is the opinion of County Counsel that the terms and provisions of the Agreement are fully authorized under state and local law and that the Agreement provides full legal authority for the County to undertake or assist in undertaking essential community renewal and lower-income housing assistance activities.

County Executive

\_\_\_\_\_  
Mayor, Timothy E Shanley  
Wyckoff

(Seal)

\_\_\_\_\_  
Clerk (Seal)  
Nancy A. Cole  
Acting Municipal Clerk

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Program Years 2021, 2022, and 2023 covering the period July 1, 2021 – June 30, 2024 be executed by the Mayor and Municipal Clerk in accordance with the provisions of law; and

**BE IT FURTHER RESOLVED**, that this resolution shall take effect immediately in accordance with law and that an original copy be made available to the Director of the Bergen County Division of Community Development as soon as possible and no later than Friday, July 17, 2020.

**#20-227      Inclusion in Bergen County Community Development Program for 2021, 2022 & 2023**

**WHEREAS**, certain Federal funds are potentially available to the County of Bergen under Title I of the Housing and Community Development Act of 1974, as amended; the HOME Investment Partnership Act of 1990, as amended; and the Emergency Solutions Grant of 2012; and,

**WHEREAS**, the current Interlocal Services Cooperative Agreement contains an automatic renewal clause to expedite the notification of the inclusion process; and,

**WHEREAS**, each Municipality must notify the Bergen County Division of Community Development of its intent to continue as a participant in the Urban County entitlement programs noted above; and,

**WHEREAS**, it is in the best interest of the Municipality of the Township of Wyckoff and its residents to participate in said Programs.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that the Mayor and Township Committee of the municipality of the Township of Wyckoff hereby notifies the Bergen County Division of Community Development of its decision to be included as a participant Municipality in the Urban County entitlement programs being the Community Development Block Grant Program (CDBG), the HOME Investment Partnership Program (HOME), and the Emergency Solutions Grant Program (ESG) for the Program Years 2021, 2022, and 2023 covering the period July 1, 2021 – June 30, 2024; and,

**BE IT FURTHER RESOLVED**, that an original copy of this resolution be made available to the Director of the Bergen County Division of Community Development as soon as possible and no later than Friday, July 17, 2020.

**#20-228      Authorize Participation in Bergen County CARES ACT Reimbursement Program**

**WHEREAS**, the Bergen County Executive has established a program to assist municipalities with funding from the Coronavirus Aid Relief and Economic Security Act to assist municipalities that have experienced significant economic damage and hardship, as a result of the COVID-19 Virus Pandemic (COVID-19); and,

**WHEREAS**, Bergen County seeks to provide municipalities within Bergen County, access to stimulus funds for COVID-19 related expenditures on a reimbursement basis.

**NOW THEREFORE BE IT RESOLVED**, by The Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey, that participation in the Bergen County CARES Act Reimbursement Program is authorized, and the Mayor and Clerk are hereby authorized to sign said agreement.

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**BERGEN COUNTY CARES ACT MUNICIPALITY  
REIMBURSEMENT AGREEMENT**

**THIS REIMBURSEMENT AGREEMENT** (the Agreement), made this 16th day of June, 2020, between the County of Bergen, a body politic of the State of New Jersey, having a principal office at One Bergen County Plaza, Hackensack, New Jersey, 07601, (the "County"), and The Township of Wyckoff (the "Municipality") located at 340 Franklin Ave. Wyckoff, NJ 07481.

**WHEREAS**, the United States of America, the State of New Jersey, Counties, and Municipalities have experienced significant economic damage and hardship as a result of the COVID-19 Virus Pandemic (COVID-19); and

**WHEREAS**, on March 27, 2020 the Coronavirus Aid Relief and Economic Security Act (the "CARES Act") was enacted, among other purposes, to provide ready funding to address unforeseen financial needs and risks created by the COVID-19 public health emergency and to combat the economic damage caused to states, counties and municipalities because of COVID-19; and

**WHEREAS**, the County has received CARES Act funds from the United States Treasury (the "Stimulus Funds") to be used to reimburse specific COVID-19 related expenditures within the County due to economic damage and hardship caused by COVID-19;

**WHEREAS**, the County, as the recipient of the Stimulus Funds, has the responsibility to disburse the Stimulus Funds to eligible recipients in accordance with the terms and provisions of the CARES Act and any guidelines or regulations issued by United States government or any of its agencies and/or departments;

**WHEREAS**, the County seeks to provide Municipalities (the "Municipalities") within the County access to Stimulus Funds for COVID-19 related expenditures on a reimbursement basis in order to alleviate a degree of the economic damage and hardship caused by COVID-19.

**NOW THEREFORE**, it is stipulated and agreed as follows:

1. *Purpose of Stimulus Funds.* The Municipality understands and agrees that the County shall determine eligibility for the receipt of any Stimulus Funds in accordance with the terms of the CARES Act, the "Coronavirus Relief Fund - Guidance for State, Territorial, Local and Tribal Governments - April 22, 2020" ("the Guidelines"), attached hereto as Schedule A, and any subsequent amendments and/or changes to the Guidelines. Excluded from the Guidelines as an eligible reimbursement are the categories detailed in Number 4, related to long distance learning, and in Number 5, on Page 3 of the Guidelines.

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2. *Role of County.* As the recipient of the Stimulus Funds it shall be the responsibility of the County to establish a reasonable process for the acceptance of an application by the Municipality for an eligible reimbursement from the Stimulus Funds. The Municipality agrees and understands that the decision as to whether the reimbursement sought by the Municipality is not within the discretion of the County but is governed by the Guidelines. Attached hereto as Schedule B is the process to be employed by the County to accept applications for a reimbursement from the Stimulus Funds.

3. *Use of Stimulus Funds.* The Municipality understands that the Stimulus Funds represent an amount of funds for which the County along with the Municipalities in Bergen County are eligible to file a claim for reimbursement. However, neither the County, nor any of the Municipalities in Bergen County, has a vested right to receive any of the funds, and the receipt of funds shall be subject to any claim for reimbursement meeting the eligibility requirements established by the CARES Act and the Guidelines. It should also be noted that the Municipality shall not receive reimbursement for eligible expenses pursuant to this Agreement if reimbursement for those same eligible expenses has been received pursuant to another source including but not limited to FEMA. Please note that claims for Stimulus Funds must be filed and disbursed by no later than December 30, 2020 or the Stimulus Funds must be returned to the Secretary of Treasury, so time is of the essence.

4. *Processing of Claims.* The County shall process and accept all claims for Reimbursements in the order in which the claim is received and shall pay any eligible payment in the order it is determined to be eligible. Subject to the provisions of Paragraph 8 hereinafter written, any claim of the Municipality cannot exceed the initial allocation provided to the Municipality pursuant to the provisions of Paragraph 8 hereinafter contained.

5. *Non-Liability of the County.* The Municipality understands that the County cannot Guaranty that a claim for reimbursement is eligible for payment nor that any claims for reimbursements beyond the amount of the Stimulus Funds can be paid. In the event there is dispute by the Municipality as to determination made by the County, either as to the eligibility for a reimbursement or the amount of a reimbursement, then the County shall, if requested by the Municipality, pursue an appeal or a request for clarification with the United States Treasury, at the cost of the Municipality.

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6. *Indemnification by Municipality.* The Municipality acknowledges that the role of the County as to the distribution of the Stimulus Funds shall be as an intermediary. Consequently, if as the result of any audit performed by the United States Treasury, or any other auditing agency, department or office of the Government of the United States determines that any reimbursement made to the Municipality by the County from the Stimulus Funds was not eligible for reimbursement, then the Municipality shall repay any ineligible reimbursement within the time mandated by the United States Treasury or the agency, department or office of the Government of the United States for the return of any Stimulus Funds. The Municipality shall indemnify and hold harmless the County from any claim made by the United States Treasury or any agency, department or office of the Government of the United States for the return of any payment received by the Municipality from the Stimulus Funds. Included in the claim for reimbursement shall be any legal fees, court costs or professional fees incurred by the County in defense of any claim made for return of any Stimulus Funds received by the Municipality.

7. *Documents Required and Preservation of Records.* Any application for reimbursement must be sufficiently documented so that the County can determine the eligibility of the claim for reimbursement including a provision whereby the Municipality certifies that it has not applied to the State or Federal governments for the reimbursement of the same claim submitted to the County. The Municipality agrees that it will not destroy or discard any documents or records maintained and/or relied upon by the Municipality in filing any claim to the County for the receipt of Stimulus Funds without providing written notice to the County at the address first written, or at any other address provided to the Municipality by the County in writing. Any notice shall be given not less than thirty (30) days prior to the date on which the records are to be destroyed or discarded. The County shall at its sole cost and expense have the right to make copies of any documents or records pertinent to the claim for Stimulus Funds and the Municipality shall provide the County with reasonable access to the documents and records.

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8. *Allocation to Municipality.* The County has allocated Stimulus Funds for the benefit of the Municipalities (the "Allocation"). However, the Municipality understands that the Allocation is not a guaranty of the receipt of a reimbursement to the Municipality from the Allocation. The Municipality understands that each of the Municipalities has also received an Allocation. The Municipality acknowledges that the Allocation is only an estimate of that portion of the Stimulus Funds which the Municipality will be eligible to receive. Any reimbursement will be subject to the claim being eligible for reimbursement as per the Guidelines. By June 29, 2020, the Municipality shall submit reimbursement applications for March and April; by July 31, 2020 for the months of May and June; and by October 23 for the months of July, August and September. Any further claims for reimbursements must be filed by no later than December 18, 2020. Beginning on the date of approval and thereafter on July 31, October 23, and December 18, 2020, the County shall review the Allocation and make an adjustment to the Allocation dependent upon the claims for reimbursement made by and paid to date to the Municipality and the Municipalities and the estimated budgets of future expenditures to be made by the Municipality and the Municipalities in the ensuing time period. The Municipality understands that the decision by the County as to any adjustment to the Allocation shall take into consideration the needs of the County, the Municipalities and the Municipality; the amounts of reimbursements made to the County, the Municipalities and the Municipality to date; and the remaining balance contained in the Stimulus Funds.

9. *Subsequent Funds.* Should the County be in receipt of any additional funds provided by the Government of the United States to combat the Coronavirus, which the Municipality shall be eligible to receive payment, then in the event the Municipality files a claim for those funds the terms and provisions of this Agreement shall apply to the disposition and processing of those claims.

10. *Applicable Law and Attorney Fees.* Any action for the enforcement of any term or provision of this Agreement shall be governed by the law of the State of New Jersey and shall be filed in the Superior Court of the State of New Jersey having a venue in Bergen County. In addition to any other relief which a party may receive, the prevailing party shall receive an award of reasonable attorney fees and court costs against the non-prevailing party.

11. *Duration of Agreement.* This Agreement shall begin on the date first written and shall continue until either party terminates it upon thirty (30) days written notice or the depletion of the Stimulus Funds, whichever event occurs sooner.

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12. *Approval.* By signing below the individual signing this Agreement represents that this Agreement has been approved and ratified by the governing body of the party signing it or that the Party has been advised by its counsel that the approval is not legally necessary.

IN WITNESS WHEREOF, the parties have signed and sealed this Agreement on the date set forth above.

Date \_\_\_\_\_

\_\_\_\_\_  
County of Bergen

\_\_\_\_\_  
Mayor, Timothy E. Shanley  
Township of Wyckoff

\_\_\_\_\_  
Nancy A. Cole  
Acting Municipal Clerk

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**#20-229      Chapter 15- 2020 Clean Communities Program**

**WHEREAS**, NJSA 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any item of revenue in the budget of any county or municipality when such item have been made available by law and the amount was not determined at the time of the adoption of the budget; and,

**WHEREAS**, the Director may also approve the insertion of an item of appropriation for equal amount.

**NOW, THEREFORE, BE IT RESOLVED**, that the Township of Wyckoff, County of Bergen, State of New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2020 in the sum of \$34,951.64 which is now available from the 2020 Clean Communities; and,

**BE IT FURTHER RESOLVED**, that the like sum of \$34,951.64 is hereby appropriated under the caption 2020 Clean Communities; and,

**BE IT FURTHER RESOLVED**, that the above is the result of funds from the 2020 Clean Communities Program in the amount of \$34,951.64.

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0270 Wyckoff Township - County of Bergen

Select your local Government unit by pressing the triangle  
**Budget Amendment Certification Form, Appropriations Offset by Revenue**  
Counties/Municipalities (NJSA 40A:4-87) or Fire Districts (NJSA 40A:14-78.5)

Resolution Date: 6/16/2020 Resolution # 2020-229

|                           |                                                                 |                                   |                   |                     |
|---------------------------|-----------------------------------------------------------------|-----------------------------------|-------------------|---------------------|
| Muni Code                 | 0270 Organization Name 0270 Wyckoff Township - County of Bergen |                                   |                   |                     |
| Fiscal Year               | 2020                                                            | Calendar Year                     | State Fiscal Year | Transitional Year   |
| Revenue Description       | Title                                                           | NJDEP - Clean Communities Program |                   | Amount \$ 34,951.64 |
| Appropriation Description | Title                                                           | NJDEP - Clean Communities Program |                   | Amount \$ 34,951.64 |
| Local Match               | Amount                                                          |                                   |                   |                     |

|                                  |                             |
|----------------------------------|-----------------------------|
| Municipalities and Counties only | Chapter 85 - Title and Text |
| Appropriation (From) Title       | Amount                      |
| Appropriation (To) Title         | Amount                      |

By electronic transmittal of this form the County Clerk of the Board/Municipal Clerk/Fire District Executive Director certify that this resolution, reference above and included as an attachment with this form, is a true resolution and was properly adopted by the respective governing body

By electronic transmittal of this form the County/Municipality CFO or the Fire District Accountant certifies that this revenue has been realized and/or is in receipt of written notification from the funding source cited in the resolution and included as an attachment with this form and that the revenue/appropriation identified above meets all statutory requirements and that the Annual Operating Budget has been amended to include this item of revenue/appropriation.

By checking this box, I am swearing that the above statement is true. (The Email function will not work until you acknowledge the above statement as true)

|                                                                       |                                                  |
|-----------------------------------------------------------------------|--------------------------------------------------|
| Nancy A Cole                                                          | Diana E McLeod                                   |
| County Clerk of the Board, Municipal Clerk, or Fire District Director | County/Municipal CFO or Fire District Accountant |
| Clerk                                                                 | CFO                                              |
| Title of Certifying Officer                                           | Title of Certifying Officer                      |
| wyckoffclerk@wyckoff-nj.com                                           | wyckoffcfo@wyckoff-nj.com                        |
| Email Address                                                         | Email Address                                    |
| 201-891-7000 X100                                                     | 201-891-7000 X 105                               |
| Telephone Number                                                      | Telephone Number                                 |

Approval is hereby given to the cited resolution adopted by the governing body pursuant to N.J.S.A.40A: 4-87

For Director, Division of Local Government Services by:

New

Duly Appointed Designee  
Approved Date:

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**#20-230      Endorsement of Bergen County Open Space Park  
Improvement Application**

**WHEREAS**, the Bergen County Open Space, Recreation, Floodplain Protection, Farmland & Historic Preservation Trust Fund ("County Trust Fund"), provides matching grants to municipal governments and to nonprofit organizations for assistance in the development or redevelopment of outdoor municipal recreation facilities; and

**WHEREAS**, the Township of Wyckoff desires to further the public interest by obtaining a matching grant of \$70,400 from the County Trust Fund to fund the following project: "Improvements to Memorial Field Campus"; and

**WHEREAS**, the Wyckoff Township Committee has reviewed the County Trust Fund Program Statement, and the Trust Fund Municipal Program Park Improvement application and instructions, and desires to make an application for such a matching grant and provide application information and furnish such documents as may be required; and

**WHEREAS**, as part of the application process, the governing body held the required Public Hearing to receive public comments on the proposed park improvements in the application on May 19, 2020; and

**WHEREAS**, the County of Bergen shall determine whether the application is complete and in conformance with the scope and intent of the County Trust Fund; and

**WHEREAS**, the applicant is willing to use the County Trust Fund in accordance with such rules, regulations and applicable statutes, and is willing to enter into an agreement with the County of Bergen for the above-named project and ensure its completion on or about the project contract expiration date.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey as follows:

1. That it is hereby authorized to submit the above completed project application to the County by the deadline of June 29, 2020 as established by the County; and
2. That, in the event of a County Trust Fund award that may be less than the grant amount requested above, the Township Committee of the Township of Wyckoff has, or will secure, the balance of funding necessary to complete the project, or modify the project as necessary; and
3. That the Township Committee of the Township of Wyckoff is committed to providing a dollar for dollar cash match for the project; and
4. That only those park improvements identified and approved in the project application, its Trust Fund contract, or other documentation will be considered eligible for reimbursement; and
5. That the Township Committee of the Township of Wyckoff agrees to comply with all applicable federal, state, and local laws, rules, and regulations in its performance of the project; and

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6. That this resolution shall take effect immediately.

**#20-C7      Closed Session – Negotiation**

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

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

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

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

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey assembled in public session on June 16, 2020 meeting, hereby authorize, that an Executive Session closed to the public shall be conducted on June 16, 2020 Municipal Court Room at Town Hall, 340 Franklin Avenue, Wyckoff, New Jersey 07481, for the discussion of matters relating to the specific items designated above.

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

**II      Ordinance – Introduction**

Mr. Chairman, I have **ORDINANCE # 1917 for Introduction**

**AN ORDINANCE TO AMEND CHAPTER 186 “ZONING” OF THE CODE OF THE TOWNSHIP OF WYCKOFF TO AMEND SECTION 186-26, “OFF-STREET PARKING,” TO AMEND THE PARKING REQUIREMENTS FOR PERSONAL CARE USES**

**ORDINANCE # 1917**

**AN ORDINANCE TO AMEND CHAPTER 186 “ZONING” OF THE CODE OF THE TOWNSHIP OF WYCKOFF TO AMEND SECTION 186-26, “OFF-STREET PARKING,” TO AMEND THE PARKING REQUIREMENTS FOR PERSONAL CARE USES**

**BE IT ORDAINED** by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey, that Section 186-26, “Off-Street Parking,” is amended as follows:

**SECTION 1 – Chapter 186-26. Off-Street Parking.**

- C. Schedule of off-street parking requirements for  
the  
B-1, B-1A, B-2 and B-3 Zones.

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(1) In the B-1, B-1A, B-2 and B-3 Zones, the parking requirements for the use permitted shall be as hereinafter set forth. If a particular use is not listed, the Planning Board or Board of Adjustment, as the case may be, shall determine the parking requirements at the time of development approval, based upon the parking requirements of similar uses.

**Use**

**1 Space Required for Each  
Square Foot of Gross Floor  
Area Designated Below,  
with Calculations Based  
Upon Exterior Use Building  
Dimensions.**

Barbershops and  
beauty salons,  
massage  
therapy/tanning  
salon and the like  
(personal care)

50 1 space per 200  
square feet

**SECTION 2** - Except as hereby amended, all other sections of Chapter 186-26 shall remain in full force and effect.

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

**III Motions**

A. To approve the specifications for road resurfacing and authorize advertised, sealed, competitive bidding.

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: RUBENSTEIN \_\_\_\_\_ SECOND \_\_\_\_\_ MADIGAN \_\_\_\_\_  
BOONSTRA YES \_\_\_\_\_ FISCHER YES \_\_\_\_\_ RUBENSTEIN YES \_\_\_\_\_  
MADIGAN YES \_\_\_\_\_ SHANLEY YES \_\_\_\_\_

**IV Ordinances – Public Hearing / Further Consideration:**

Mr. Chairman, I have

**ORDINANCE # 1915 for Public Hearing / Further Consideration:**

**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  
FINAL PASSAGE

MUNICIPAL CLERK: Mr. Chairman, I have Ordinance No. 1915, entitled:

**TOWNSHIP OF WYCKOFF  
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING  
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**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**

for second reading, by title only, and a copy of this Ordinance has been posted on the bulletin board in Town Hall where public notices are customarily posted, and copies have been made available to members of the general public of the Township who have requested the same.

COMMITTEEMAN MADIGAN: I move the Ordinance on second reading by Title only.

COMMITTEEMAN RUBENSTEIN: Seconded.

ROLL CALL VOTE

**BOONSTRA YES FISCHER YES RUBENSTEIN YES MADIGAN YES SHANLEY YES**

CHAIRMAN: This is the time and place for the Public Hearing on Ordinance No. 1915, and all persons who wish to be heard, please state your name and address before making your statement.

After a period of time, there being no callers who wished to make public comment, the time for public comment was concluded.

COMMITTEEMAN MADIGAN: I move that the Public Hearing on the Ordinance be closed.

COMMITTEEMAN BOONSTRA: Seconded.

VOICE VOTE

**BOONSTRA YES FISCHER YES RUBENSTEIN YES MADIGAN YES SHANLEY YES**

MUNICIPAL CLERK: BE IT RESOLVED, by the Township Committee of the Township of Wyckoff that Ordinance No. 1915 be, and the same is hereby adopted, and the Municipal Clerk is hereby authorized and directed to publish the Notice of Final Passage of said Ordinance in the official newspaper for the Township as provided by law.

COMMITTEEMAN MADIGAN: I move the resolution.

COMMITTEEMAN RUBENSTEIN: Seconded.

ROLL CALL VOTE

**BOONSTRA YES FISCHER YES RUBENSTEIN YES MADIGAN YES SHANLEY YES**

**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,

TOWNSHIP OF WYCKOFF  
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**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.  
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.
- b. The total authorized appropriation in the ordinance is \$76,609.
- c.

**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.

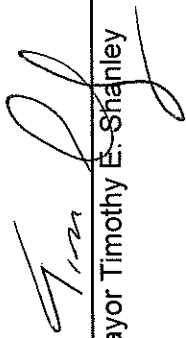
**SECTION 6.** This ordinance shall take effect after publication thereof and final passage as required by law.

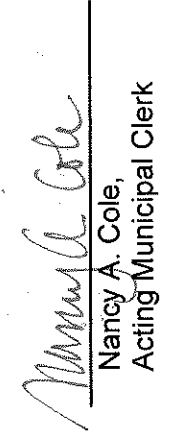
TOWNSHIP OF WYCKOFF  
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING  
SECOND FLOOR MUNICIPAL COURT ROOM  
TUESDAY, JUNE 16, 2020

VI      Adjourned 8:15 pm

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

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

  
\_\_\_\_\_  
Mayor Timothy E. Shanley

  
\_\_\_\_\_  
Nancy A. Cole,  
Acting Municipal Clerk