

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE OPEN WORK SESSION MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, DECEMBER 19, 2017 – 7:30 P.M.**

Mayor Rudolf E. Boonstra opened the Open Work Session Meeting at 7:30 p.m. in the second floor municipal court room.

Municipal Clerk Santimauro 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 Rudolf E. Boonstra, Committeemen Thomas J. Madigan, Brian D. Scanlan, John A. Carolan and Timothy E. Shanley
Also Present: Township Administrator Robert J. Shannon, Jr., Township Attorney Robert Landel, Municipal Clerk Joyce C. Santimauro and Thomas Garlick, Esq.

Mayor Boonstra welcomed Clerk Santimauro back from sick leave and wished her well.

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

There was no public comment.

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

Mayor Boonstra advised that the Finance Committee has reviewed and signed vouchers.

Township Committee Reports:

Timothy Shanley:

1. Mr. Shanley attended the Wyckoff Chamber of Commerce "Santa Comes to Wyckoff" and "Christmas Tree Lighting Ceremony" on Saturday, December 8, 2017. Mr. Shanley thanked the Wyckoff Police Department and the Wyckoff Volunteer Fire Department for their assistance.
2. Mr. Shanley also attended the Menorah Lighting Ceremony on Tuesday, December 12, 2017 and wished everyone a Happy Chanukah.
3. Mr. Shanley thanked the Zabriskie House Board of Trustees for conducting a beautiful candlelight tour of the Zabriskie House and five (5) other Wyckoff Historic Homes.
4. The Board of Adjustment Meeting will be conducted on Thursday, December 21, 2017.

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Thomas Madigan:

1. Last Saturday, December 16, 2017 Mr. Madigan attended the Zabriskie House Candlelight Tour. He thanked the Zabriskie House Trustees for their diligent work.
2. The Environmental Commission continues to work diligently on preparing an environmental resources inventory. The process is nearly completed whereby a number of members have divided themselves into subcommittees to complete their assignments.
3. The Mayor's Selection Subcommittee Report has been completed and distributed to governing body members this weekend from the Township Attorney. Mr. Madigan thanked Mr. Scanlan, Mr. Landel and Mr. Shannon for their work on the committee.

John Carolan:

1. The DPW has been working diligently, despite snow storms and inclement weather to complete the fourth full round of the town-wide leaf collection. Mr. Carolan extended thanks for the dedicated and hard work of the leaf crews. All governing body members agreed.
2. Mr. Carolan wished everyone Happy Holidays!!

Brian Scanlan:

1. This evening on the Consent Agenda, there is a resolution to authorize a shared service for professional health services in 2018. The Wyckoff Board of Health has selected the Bergen County Department of Health as their health provider. The increase for 2018 is .29% or less than 1/3 of 1%.
2. Mr. Scanlan attended the Wyckoff Parks and Recreation Advisory Board Meeting on Monday, December 18, 2018. The annual WOLF Shared Service bid for over 200 items of recreation equipment is due Thursday, December 21, 2017. The Recreation Director expects to receive 10 -12 bids.
At this meeting, there was an extensive discussion regarding parents behavior at the recreational program events specifically, the communication of comments about coaches on social media. The Recreation Board legally discussed how to discourage negative comments being posted on social media and to channel any parents dissatisfaction to the complaint process that has been established for this purpose.
3. Mr. Scanlan complimented the DPW for the hard work and effort in completing the Fall Leaf Collection.
4. Mr. Scanlan thanked the Wyckoff Volunteer Fire Department for transporting Santa through the neighborhoods on Sunday, December 17, 2017.
5. Mr. Scanlan also thanked Committeeman Madigan, Administrator Shannon and Township Attorney Landel for the work performed on the report issued this evening regarding the Mayor's Selection Committee.

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Mayor Boonstra:

1. Mayor Boonstra also attended the Annual Wyckoff Chamber of Commerce “Santa Comes to Wyckoff” and Tree Lighting Ceremony” and the Menorah Lighting on the lawn at Town Hall.
2. The Zabriskie House Candlelight House Tour was a well-attended and wonderful fundraising event.
3. On Saturday, December 16, 2017 Mayor Boonstra and Administrator Shannon attended a grant summit hosted by Congressman Gottheimer in the Westwood Community Center. The program was very informative and well attended.
4. To date, the Wyckoff Police Department has responded to approximately 13,000 calls for service.

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

The 8:00 p.m. has a number of additions for governing body consideration. They include the following:

1. A resolution recommended by the Police Chief to establish towing licenses in 2018 for motorists who experience a mechanical breakdown while driving through Wyckoff.
2. The second and third resolution are similar in that the Township Committee Subcommittee which has been negotiating a successor labor agreement with the PBA has completed the negotiations as of 4:30 p.m. today. The Township Committee are requested to authorize the signing of said labor contract for 2018 thru 2022.
3. The Agenda includes three (3) ordinances scheduled for public hearing and further consideration.

Township Attorney Report:

1. Mr. Landel is working diligently on the Affordable Housing Litigation before the courts. He is currently drafting an agreement with the intervenor as well as a report to the court addressing all of the items. Once those are completed they will be incorporated into an overall agreement which will address the second intervenor’s concern which is the New Jersey Fair Share Housing Advocacy Group. The Municipal Planner continues to provide updates to the Fair Share Plan and anticipates all the components will “come together” in a report that will be available in approximately three (3) weeks.
2. Mr. Landel thanked Committeeman Scanlan, Committeeman Madigan and Administrator Shannon for their work on the Mayor’s Selection Committee. Three (3) meetings were conducted and a very robust discussion ensued at each meeting regarding the options and preferences. An interesting point, by products resulted from the discussions that will improve the process or business of governance. Therefore, regardless of what decision the Township Committee reaches, the business of governance will be improved. Since the Township Committee received this report this evening at 7:30 p.m., a consensus existed that all members of the governing body should further review the report and schedule a discussion early in 2018.

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3. Mayor Boonstra reviewed the process of the negotiations over the past twelve (12) months, the significant number of meetings were held, the purpose of the memorandum of understanding and the contract the municipality is of the opinion that it has obtained a number of improvements to warrant the allowance of a two (2) year trial period for the twelve hour work shift as well as limiting salary increases and abolishing longevity for new hires. Committeeman Scanlan asked a series of questions relating to shift adjustment time. Mayor Boonstra explained that that time has no monetary value and can only be carried into the next quarter.
Committeeman Madigan thanked Police Chief Murphy, Mayor Boonstra, Administrator Shannon and Labor Counsel Wiss for their diligent work.
4. The Township Committee further discussed the report on the selection of mayor. Mr. Scanlan suggested that all members of the governing body first review the report and indicated it begins with the purpose of the Township Committee form of government, a listing of other forms of municipal governments, the role of the mayor and the Township Committee form. Mr. Scanlan also advised that there is a process to request from the legislature a special charter which is essentially a customized form of government which could allow the Township Committee form to remain with a separate re-elected mayor.
Committeeman Madigan thanked Mr. Scanlan for reporting a thorough review of the subcommittee report.
Committeeman Shanley thanked the subcommittee for the report and stated he was in favor of abolishing the deputy mayor position, abolishment of the public policy subcommittee and extending the time Open Work Session Meetings.

The governing body then had a discussion on how such changes would be implemented and how such changes should be enacted. A consensus existed to invoke all three (3) recommendations.

Committeeman Madigan commented that he was pleasantly looking forward to the first invocation from Father Stephen from St. Elizabeth’s Catholic Church. All members of the governing body welcomed Fr. Stephen.

Committeeman Scanlan made comment there was no reporter in the audience this evening.

At 8:08 p.m. the Township Committee recesses the Open Work Session discussion of the Open Public Meeting to conduct the Public Business Meeting.

At 9:00 p.m. the Township Committee reconvenes the Open Work Session discussion of the Open Public Work Session Meeting voting as follows:

MOTION: CAROLAN SECOND SHANLEY
CAROLAN YES MADIGAN YES SCANLAN YES SHANLEY YES
BOONSTRA YES

Policy Action Items:

1. The Administrator has scheduled the Bergen County Joint Insurance Fund Annual Elected Officials Training in Wyckoff on Tuesday, January 23, 2018 at 6:00 p.m. Each governing body member and the Administrator who attends can earn the Township a \$250.00 deduction from its insurance costs.

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2. The JIF Reorganization Meeting is scheduled for Thursday, January 18, 2018.
3. The Administrator is working with the Municipal Clerk to finalize the Reorganization Agenda Packet and the Sine Die Packet for Friday, December 20, 2017.
4. Two (2) ordinance amendments are being drafted by the Administrator. The first ordinance was requested by the Fire Chief to modify the LOSAP Point System. Secondly, the police department has requested a change in the towing ordinance to provide for clarity for violations. These ordinance amendments will be presented to the governing body for introduction at the Reorganization Meeting.
5. The Administrator provided an update with regard to the meetings conducted with Mr. Garlick on various pending matters.
6. The Township received a request from two (2) parents from Indian Hills High School asking the municipality to provide a donation to the high school for Project Graduation. This request was reviewed and the answer provided last year was re-approved.
7. A summary was provided with regard to a resident's request at 121 Robertson Drive concerning an unpaved right-of-way. Pursuant to the Township Committee's instruction, the Township Attorney contacted the homeowner and is working with them on said issue.
8. The 2018 Township Committee meeting dates are provided for review.
9. A report was received to advise the governing body that the Township of Wyckoff is in compliance with ADA Section 508 – website accessibility for individuals with disabilities. This is one of the primary reasons why the Township unveiled a new website on September 1, 2017.
10. The Administrator advised that Mayor Boonstra will comment on the efforts to remove the overflowing dumpster left by the State at the Route 208 South on/off ramp at Russell Avenue.
11. The Construction Code Official issued a \$500 penalty to a commercial property for performing work without a permit.
12. The Administrator will attend a meeting tomorrow at the Northwest Bergen Sewer Authority regarding potential opportunities to sewer additional areas of the municipality.
13. Consistent with a resolution adopted at the yearly Reorganization Meeting, there are no PILOTS in the Township of Wyckoff to be monitored.
14. In accordance with the opinion of the Environmental Commission, the Wyckoff Volunteer Fire Department are now aware of all the homes with solar panels.
15. At last meeting, the Township Committee discussed a request from a new property owner 162 Packard Avenue who as part of the continued Certificate of Occupancy, was notified that he must repair the sidewalk in front of his home. The homeowner is requesting authorization to remove the sidewalk rather than repair the sidewalk. The Township Committee discussed this at last meeting and the matter was essentially carried so that other members may visit the location in question. Committeeman

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Carolán advised that he was in favor of the sidewalk removal. Mayor Boonstra was not in favor of the sidewalk removal.

16. The Administrator, Mayor Boonstra, Township Engineer and DPW Manager are meeting tomorrow with the Northwest Bergen Sewer Authority. There are two (2) current Planning Board applications that are not relatively close to active sanitary sewer lines but do have close proximity to streets with “dry” sewers. The purpose of the meeting is to discuss with the “Authority” if a financial consideration could be established towards the extension of public sanitary sewer mains.

At 9:10 p.m. the Township Committee recesses the Open Work Session discussion of the Open Public Work Session Meeting to enter into Closed Session discussion via Resolution #17-C19.

At 9:45 p.m. the Township Committee reconvenes the Open Work Session discussion of the Open Public Work Session Meeting voting as follows:

MOTION: SCANLAN SECOND CAROLAN
CAROLAN YES MADIGAN YES SCANLAN YES SHANLEY YES
BOONSTRA YES

The Open Work Session meeting adjourned at 9:45 p.m.

Rudolf E. Boonstra
Mayor

Joyce C. Santimauro
Municipal Clerk