

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, OCTOBER 6, 2015**

(Revised 10/6/15)

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE WORK SESSION MEETING
MUNICIPAL COURT ROOM
TUESDAY, OCTOBER 6, 2015 - 7:30 P.M.**

1. 7:30 pm Work Session Meeting called to order by Mayor Kevin J. Rooney
2. Roll call of Township Committee
3. Reading of "Open Work Session" statement by Mrs. Santimauro
4. Meeting open for the Work Session ten minute total public comment period for any item on or off the agenda. Two (2) minutes per speaker.
5. Review of New Jersey Department of Community affairs (NJDCA) Best Practices Checklist
6. Mayor and Municipal Clerk to sign documents
7.
 - a. Finance Committee to review and sign vouchers
 - b. Report of Township Committee
 - c. Report of Administrator
 - d. Report of Attorney
8. Recess Work Session Meeting to conduct 8:00 pm Business Meeting
9. Reconvene Work Session Meeting
10. Adjourn

**PAYMENT OF CLAIMS MAY BE PAID AT ALL WORK SESSION MEETINGS
AND ALL TOWNSHIP COMMITTEE BUSINESS MEETINGS**

FORMAL ACTION MAY BE TAKEN AT THIS WORK SESSION

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TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE BUSINESS MEETING
MUNICIPAL COURT ROOM
TUESDAY, OCTOBER 6, 2015 - 8:00 PM

1. Regular Meeting of the Wyckoff Township Committee called to order by Mayor Kevin J. Rooney
2. Flag Salute
3. Invocation will be given by Reverend Jeff Riley from Power House Church
4. Reading of the "Open Public Meetings Act" statement by Mrs. Santimauro
5. Roll call of the Township Committee
6. Meeting open for public comment on any item on or off the Agenda; five (5)
7. Approval of the following Township Committee meeting minutes:

Township Committee Regular Work Session and Regular Business Meeting Minutes from September 21, 2015.

MOTION: SCANLAN SECOND CAROLAN
BOONSTRA YES CAROLAN YES JEPSEN ABSENT SCANLAN YES
ROONEY 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):

- #15-244 Confirm Best Practices Check List
- #15-245 Shared Service Agreement for Bloodborne Pathogen Compliance
- #15-246 Payment of Vouchers
- #15-247 Return of certain overpaid taxes, escrow monies, etc.
- #15-248 Mental Health Month
- #15-249 Modify Towing Service Fees
- #15-250 Breast Cancer Awareness Month
- #15-251 Road Closures

II Motions

- a. Approve the Wyckoff Fire Department application from Peter Cascardo into Protection Company #1 to regular volunteer firefighter.
- b. Approve the New Jersey State Firefighter application of Austin Espie into Protection Company #3 as a regular volunteer firefighter.
- c. Authorize the request from the Wyckoff Fire Department Ladies Auxiliary for their annual Fish/Chicken & Chips Dinner fundraiser at Protection Fire Company No. 1 on Saturday, October 24, 2015 from 5pm-7pm and temporary signs on the lawn of Town Hall and Protection Fire Company No. 1.

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- d. Approve specifications and authorize bidding for a pole barn building at the Pulis Field Recreational Complex, and the purchase of a Fire Department Command Vehicle.
- e. Authorize the request from Mary Ellen Tafrate to hang pink ribbons on town hall property in recognition of "Breast Cancer Awareness" month in October.

III Ordinance – Introduction

#1783 - AN ORDINANCE TO AMEND THE CODE OF THE TOWNSHIP OF WYCKOFF, CHAPTER 54, "POLICE DEPARTMENT", SECTION 54-4, "ORGANIZATION", TO INCREASE THE RANKS OF THE POLICE DEPARTMENT THAT MAY BE FILLED BY APPOINTMENT BY THE TOWNSHIP COMMITTEE

Following is the vote on the Consent Agenda:

MOTION: SCANLAN SECOND BOONSTRA
BOONSTRA YES CAROLAN YES JEPSEN ABSENT SCANLAN YES
ROONEY YES

IV Motion (Not on Consent Agenda)

- a. Approve the request from the Lions Club for their annual Christmas Tree sale November 21, 2015-December 21, 2015 at 328 Franklin Avenue and for temporary signs advertising the sale at the corner of Godwin and Franklin Avenues, Russell and Wyckoff Avenues and 328 Franklin Avenue.

MOTION: SCANLAN SECOND BOONSTRA
BOONSTRA YES CAROLAN YES JEPSEN ABSENT SCANLAN YES
ROONEY ABSTAIN

V Adjourn

**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

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Meeting Called To Order

Mayor Kevin J. Rooney 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 Kevin Rooney.

Invocation

The Invocation was given by Reverend Jeff Riley from Power House Church .

Attendance

Township Committee Present: Mayor Kevin J. Rooney; Committee Present: Rudolf E. Boonstra, John Carolan, and Brian D. Scanlan

Township Committee Absent: Committeeman Haakon C. Jepsen

Staff Present: Township Administrator Robert J. Shannon, Joyce C. Santimauro, Municipal Clerk and Township Attorney Robert Landel.

Open Public Meeting Act Statement

Deputy Municipal Clerk Shannon read the "Open Public Meeting Act" Statement: "This regular meeting of the Township Committee of the Township of Wyckoff is now in session. In accordance with the provisions of Section 8 of the Open Public Meetings Act, I wish to advise that notice of this meeting has been posted in the lower level of the Memorial Town Hall and that a copy of the schedule of meetings has also been filed with the Township Clerk, and copies of this agenda and the annual notice of meetings, of which this is a part, have been heretofore sent to the Ridgewood News, The Record, and The North Jersey Herald and News all papers with 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."

Meeting Open for Public Comment

The Township Committee voted unanimously to open the public portion of the meeting.

Joy Lengyel, 89 Crescent Avenue. Ms. Lengyel who had addressed the Township Committee during the public portion of the regular business meeting tonight asked again about the survey the township was email blast to the residents on October 7, 2015 asking their opinions on the grass & yard debris picked ups. Committeeman Scanlan explained the email blast will be sent to the 4500 residents who have their email addresses registered on the township website www.wyckoff-nj.com. The grass/yard debris survey will also be on the town website. Mr. Scanlan told Ms. Lengyel how efficient the last survey that was emailed to the residents registered to the town website regarding the recreation program. Ms. Lengyel then asked Mayor Rooney why he does not respond to the Letters to the Editor in the Suburban News. Mayor Rooney said that residents can always contact him by email (through the township website) and during the monthly meet the mayor meetings. In addition there are two (2) Township Committee meetings monthly that residents can attend to speak to the Mayor and Township Committee about any topics they choose.

Susan Winton, 89 Logan Lane. Mrs. Winton said she made a request to the Mayor and it became reality, the Mayor has reinstated "Meet with the Mayor" one (1) Saturday a month for the residents to come to Town Hall and speak with the Mayor. Mrs. Winton also questioned why there was so much traffic on the roads in Wyckoff.

The Township Committee voted unanimously to close the public portion of the meeting.

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Approval of the following Township Committee meeting minutes:

Township Committee Regular Work Session and Regular Business Meeting Minutes from September 21, 2015.

MOTION: SCANLAN SECOND CAROLAN
BOONSTRA YES CAROLAN YES JEPSSEN ABSENT SCANLAN YES
ROONEY YES

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):

#15-244 Confirm Best Practices Check List

WHEREAS, the State's Fiscal Year 2012 Appropriations Act or 2012 State Budget (P.L. 2011, c.85) requires the Division of Local Government Services to determine how much of each municipality's final 5% allocation of its CMPTRA and ETR aid (referred to as State aid) will be disbursed based upon the results of a Best Practices Inventory to be completed by each municipality by October 17, 2014; and,

WHEREAS, the Best Practices Checklist was completed and submitted to the State by October 16, 2015 and was discussed at the Township Committee's October 6, 2015 Public Business Meeting; and,

WHEREAS, the Township Administrator and the Chief Financial Officer have certified the results of the checklist.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that they acknowledge the responses in the checklist, certified by the Township Administrator and the Chief Financial Officer, that were discussed and instruct the Municipal Clerk to certify and transmit to the Division of Local Government Services full completion of this requirement.

BE IT FURTHER RESOLVED that the public is advised that Consolidated Municipal Property Tax Relief Aid (CMPTRA) and Energy Tax Receipts (ETR) are not State aid, they are municipal taxes that were originally assessed and collected by the municipal government to fund municipal programs and services. The State took over their collection and never provided municipal governments with the full statutory distribution of ETR and CMTRA because the State retains for State use the revenue increases in those taxes. These State actions may help the State; however, they simply transfer the obligation to Wyckoff taxpayers to be funded through property taxes; and,

BE IT FURTHER RESOLVED that the Township of Wyckoff response to the Best Practices Checklist require the State of New Jersey to provide full funding of the remaining 5% payment.

#15-245 Shared Service Agreement for Bloodborne Pathogen Compliance

WHEREAS, the Township of Wyckoff is required to comply with the unfunded mandate for bloodborne pathogen training and record keeping; and,

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WHEREAS, Bergen County provides a bloodborne pathogen compliance program; and,

WHEREAS, the Township Committee desires to contract with Bergen County for this mandate compliance.

WHEREAS, in accordance with NJSA 40A:11-15 this contract award is subject to the availability and appropriation of sufficient funds in 2016 & 2017.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that a one (1) year contract with Bergen County is authorized for Bergen County to assist the Township achieve bloodborne pathogen compliance. The Mayor and Municipal Clerk are authorized to sign the contract.

#15-246 Payment of Vouchers

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. Payroll A/C, Direct Deposit Vouchers no., Library Payroll check nos., Library Direct Deposit Vouchers no., Claims Wire nos., check no. Accutrack A/C, Claims check nos. and Voided Claims checks no..

#15-247 Return of certain overpaid taxes, escrow monies, etc.

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

BOARD OF ADJUSTMENT:

Paragon Auto Collision, 290 Franklin Avenue, Wyckoff, NJ; refund Board of Adjustment fee - \$199.50

Mariusz Kowlowski, 522 Ravine Court, Wyckoff, NJ; refund Board of Adjustment fee - \$109.20

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BUILDING DEPARTMENT:

Molla Reisbaum, Coldwell Banker, 360 Franklin Avenue, Wyckoff, NJ; for 280 Wyckoff Avenue refund certificate of compliance \$50.00 & certificate of continuing occupancy \$150.00 Total \$200.00

RECREATION:

Colleen Hamersma, 152 Ridge Road, Wyckoff, NJ; soccer refund for Thomas (90.00), Grade 2 & Liam (\$65.00) Grade K – (-\$25.00 processing fee) – Total \$130.00

#15-248 Mental Health Month

WHEREAS, mental health is essential to everyone's overall health and well-being; and,

WHEREAS, all Americans experience times of difficulty and stress in their lives; and,

WHEREAS, prevention is an effective way to reduce the burden of mental health conditions; and,

WHEREAS, there is a strong body of research that supports specific tools that all Americans can use to better handle challenges, and protect their health and well-being; and,

WHEREAS, mental health conditions are real and prevalent in our nation; and,

WHEREAS, with effective treatment, those individuals with mental health conditions can recover and lead full productive lives; and,

WHEREAS, West Bergen Mental Healthcare was founded in 1963 as a Child Guidance Clinic, and today is a full range community mental health center serving over 3,000 people a year; and,

WHEREAS, West Bergen Mental Healthcare offers a wide range of services that are designed to meet the needs of the people and families that it serves; and,

WHEREAS, West Bergen Mental Healthcare has consistently served residents of Wyckoff and services are not withheld if there is an inability to pay; and,

WHEREAS, each business, school, government agency, healthcare provider, organization and citizen shares the burden of mental health problems and has a responsibility to promote mental wellness and support prevention efforts.

NOW THEREFORE BE IT RESOLVED, by the Wyckoff Township Committee that they do hereby proclaim October 2016 as Mental Health Month in the Township of Wyckoff. The Wyckoff Township Committee calls upon the citizens, government agencies, public and private institutions, businesses and schools in the Township of Wyckoff and State of New Jersey to recommit to increasing awareness and understanding of mental health, the steps our citizens can take to protect their mental health, and the need for appropriate and accessible services for all people with mental health conditions.

#15-249 Modify Towing Service Fees

WHEREAS, resolution #15-36 established fees for towing service; and,

WHEREAS, Police Chief Fox and his staff performed a review of Towing Fees and have recommended modifications of certain fees for motorist and towing contractor clarity and ease of enforcement; and,

WHEREAS, The Chief of Police recommends the attached schedule of towing fees titled "Wyckoff's Schedule of Towing Fees" effective October 8, 2015 at 12:01am; and,

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NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Wyckoff that the schedule of towing fees attached hereto as if set forth at length titled "Wyckoff Schedule of Towing Fees" effective October 8, 2015 at 12:01am; is established; and,

BE IT FURTHER RESOLVED, that the Municipal Clerk provide a certified copy of this complete document to the Police Chief and said schedule shall be posted

#15-250 Breast Cancer Awareness Month

WHEREAS, October is National Breast Cancer Awareness Month, which is an annual campaign to increase awareness of this disease and while we have seen an increase in mammography rates and decline in deaths there is more we can do; and,

WHEREAS, National Breast Cancer Awareness Month remains dedicated to increasing public knowledge about the importance of early detection of breast cancer diagnosis and treatment; and,

WHEREAS, too many women do not utilize mammography at regular intervals even though research indicates it is the best available method of detection to decrease death rates; and,

WHEREAS, the awareness campaign is sending out several key message, most notably, the American Cancer Society continues to advise women to get an annual mammogram screening once they reach age 40; and,

WHEREAS, the National Cancer Institute estimates in the United States, more than 231,000 (female) and 2,000 (male) new cases of breast cancer will be diagnosed this year and over 40,000 people will die; and,

WHEREAS, there are many organizations that continue to search for a cure through vital research, they also work with the Office of Cancer Control and Prevention in New Jersey and its partners to educate our community about the importance of early detection our best protection and the risk of breast cancer; and,

NOW THEREFORE BE IT RESLOVED, that the Township Committee of the Township of Wyckoff does herby recognize all of the above and declare October 2016 as Breast Cancer Awareness Month and urge all women and their families to increase their knowledge.

#15-251 Road Closures

WHEREAS, the Wyckoff Education Foundation will conduct its Annual 5K Run and Fun Run on Saturday, October 17, 2015; and

WHEREAS, the Wyckoff Police Department has recommended road closures of the following roads to allow this event to be performed safely for motorists and pedestrians during the hours of 9:45 a.m. to 12:30 p.m.:

Calvin Court	Cedar Hill Avenue
James Way	Paine Road
Meer Avenue	Ellis Place
George Place	Florence Avenue
	Barbara Avenue

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that they approve

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the road closure as recommended by the Wyckoff Police Department to allow the Wyckoff Education Foundation to conduct its Annual 5K Run and Fun Run.

BE IT FURTHER RESOLVED, that the Municipal Clerk provide a certified copy of this resolution to the Police Chief and Department of Public Works Manager.

II Motions:

- a. Approve the Wyckoff Fire Department application from Peter Cascardo into Protection Company #1 to regular volunteer firefighter.
- b. Approve the New Jersey State Firefighter application of Austin Espie into Protection Company #3 as a regular volunteer firefighter.
- c. Authorize the request from the Wyckoff Fire Department Ladies Auxiliary for their annual Fish/Chicken & Chips Dinner fundraiser at Protection Fire Company No. 1 on Saturday, October 24, 2015 from 5pm-7pm and temporary signs on the lawn of Town Hall and Protection Fire Company No. 1.
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MOTION: SCANLAN SECOND BOONSTRA
BOONSTRA YES CAROLAN YES JEPSEN ABSENT SCANLAN YES
ROONEY YES

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MOTION: SCANLAN SECOND BOONSTRA
BOONSTRA YES CAROLAN YES JEPSEN ABSENT SCANLAN YES
ROONEY ABSTAIN

V Meeting adjourned 8:20 p.m.

Kevin J. Rooney
Mayor

Joyce C. Santimauro
Municipal Clerk

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