

**TOWNSHIP OF WYCKOFF  
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING  
SECOND FLOOR MUNICIPAL COURT ROOM  
TUESDAY, SEPTEMBER 20, 2016**

**(Revised 9/20/16)**

**TOWNSHIP OF WYCKOFF  
TOWNSHIP COMMITTEE WORK SESSION MEETING  
MUNICIPAL COURT ROOM  
TUESDAY, SEPTEMBER 20, 2016 - 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. Mayor and Municipal Clerk to sign documents
6.
  - a. Finance Committee to review and sign vouchers
  - b. Report of Township Committee
  - c. Report of Administrator
  - d. Report of Attorney
7. Recess Work Session Meeting to conduct 8:00 pm Business Meeting
8. Reconvene Work Session Meeting
9. 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, SEPTEMBER 20, 2016 - 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 Scott Bostwick from Grace United Methodist 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) minutes per speaker
7. Approval of the following Township Committee meeting minutes:

Township Committee Regular Work Session and Regular Business Meeting Minutes from September 6, 2016.

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

9. **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):**

- #16-234 Memorialize Road Closures for Wyckoff 911 Ceremony
- #16-235 Authorize Road Closures for Annual ECCR Fair
- #16-236 Approve Wyckoff Education Foundation's Road Closures for their Annual 5K/Fun Run
- #16-237 Designation of October as Cybersecurity Awareness Month
- #16-238 Endorsement of Christian Health Care Center's Community Development Grant Application
- #16-239 Designation of October as Breast Cancer Awareness Month
- #16-240 Payment of Bills
- #16-241 Return of Certain Overpaid Taxes, Escrows, etc.
- #16-242 Designation of October as National Diabetes Month
- #16-243 Appropriation of Municipal Alliance Grant to Prevent Substance Abuse
- #16-244 Change of Custodian for Petty Cash Fund
- #16-245 Endorsement of Eastern Christian Children's Retreat Community Development Grant Application
- #16-246 Modification of OPRA Records Custodian & Deputy Records Custodians
- #16-247 Refund Engineering Escrow Ridgewood Water – Mountain Avenue Project
- #16-248 Award Contract – Lacrosse Camp
- #16-249 Award Contract – Soccer Camp
- #16-250 Award Contract – Middle School Multi-Activity Camp

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- #16-251 Award Contract – Tennis Camp and Clinics
- #16-C11 Closed Session – NJSA 10:4-12b(7) – Pending Litigation

**II Motions**

- a. Approve the request from Township Employee Maryellen Tafrate to place pink ribbons around Town Hall in recognition of the month of October as Breast Cancer Awareness Month.
- b. Authorize Wyckoff Education Foundation’s Annual 5K Run and Family Walk at Eisenhower Middle School, ten (10) temporary signs advertising the October 15, 2016 event and the 5K Run and Family Walk route as approved by the Acting Police Chief.
- c. Approve the temporary ten (10) day sign request from Wyckoff Volunteer Company #3 to advertise their beefsteak fundraiser scheduled for October 6, 2016 on township signboards.

**III Ordinance – Introduction**

#1814 – AN ORDINANCE AMENDING THE CODE OF THE TOWNSHIP OF WYCKOFF, CHAPTER 177, “VEHICLES AND TRAFFIC” ARTICLE XIII, TRAFFIC CONTROL FOR STREETS AND HIGHWAY CONSTRUCTION, SECTION 177-53 “ADOPTION OF MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES FOR STREETS AND HIGHWAYS; PENALTY.”

**Following is the vote on the Consent Agenda:**

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

**IV Ordinance – Introduction**

#1815 - AN ORDINANCE TO AMEND CHAPTER 186-28 OF THE CODE OF THE TOWNSHIP OF WYCKOFF, “SIGNS,” TO REPLACE SUBSECTION 186-28D.(5) REGARDING POLITICAL SIGNS

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

**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 J. Rooney.

**Invocation**

The Invocation was given by Reverend Scott Bostwick from Grace United Methodist Church.

**Attendance**

**Township Committee Present:** Mayor Kevin J. Rooney; Committee Present: Rudolf E. Boonstra, John A. Carolan, Thomas J. Madigan and Brian D. Scanlan  
**Staff Present:** Township Administrator Robert J. Shannon, Joyce C. Santimauro, Municipal Clerk and Township Attorney Robert Landel.

**Open Public Meeting Act Statement**

Municipal Clerk Santimauro 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.

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

Approval of the following Township Committee meeting minutes:

Township Committee Regular Work Session and Regular Business Meeting Minutes from September 6, 2016.

MOTION:       BOONSTRA       SECOND       CAROLAN        
BOONSTRA YES CAROLAN YES MADIGAN YES 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):**

**#16-234      Memorialize Road Closures for Wyckoff 911 Ceremony**

**WHEREAS**, the ceremony requires the use of Scott Plaza and the roads which connect to Scott Plaza; and,

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**WHEREAS**, the Wyckoff Police Department concurs with the request of the Wyckoff Volunteer Fire Department to close these roads for safety.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that they hereby memorialize the closing of Scott Plaza, High Street, Woodland Avenue from Town Hall to Woodland Avenue on Sunday, 9-11-16 from 1:45 p.m. through the close of the ceremony expected to conclude at 3:15 p.m.

**BE IT FURTHER RESOLVED**, that the Municipal Clerk will forward a copy of this resolution to Recreation Director Andy Wingfield, Acting Chief of Police Dave Murphy, DPW Manager Scott Fisher, Library Director Laura Leonard, Fire Chief Lou Graglia and Ambulance Corps Captain Sue Hook for their use in traffic control/detours, awareness and emergency responses.

**#16-235      Authorize Road Closures for Annual ECCR Fair**

**WHEREAS**, the Township Committee allows the use of Memorial Field, the Town Hall Athletic Complex and Scott Plaza for the Annual Eastern Christian Children's Retreat Country Fair Fundraiser; and,

**WHEREAS**, the Wyckoff Police Department concurs with the need for a road closure.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey authorizes the closing of Woodland Avenue from the Library to the Tennis Courts on Saturday, 9-24-16 from 8:00 a.m. to 5:00 p.m. for this annual event, with a rain date of 10-1-16.

**BE IT FURTHER RESOLVED**, that the Municipal Clerk will forward a copy of this resolution to Recreation Director Andy Wingfield, Acting Chief of Police Dave Murphy, DPW Manager Scott Fisher, Library Director Laura Leonard, Fire Chief Lou Graglia and Ambulance Corps Captain Sue Hook for their use in traffic control/detours, awareness and emergency responses.

**#16-236      Approved Wyckoff Education Foundation's Road Closures for their Annual 5K/Fun Run**

**WHEREAS**, the Wyckoff Education Foundation will conduct its Annual 5K Run and Fun Run on Saturday, October 15, 2016; and

**WHEREAS**, the Wyckoff Police Department has recommended road closures of the following roads to allow this project to be performed safely for motorists and pedestrians during the hours of 9:45 a.m. to 3:00 p.m.:

Calvin Court  
James Way  
Meer Avenue  
George Place

Cedar Hill Avenue  
Paine Road  
Ellis 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 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.

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**#16-237      Designation of October as Cybersecurity Awareness Month**

**WHEREAS**, the Township of Wyckoff recognizes that it has a vital role in identifying, protecting and responding to cyber threats that may have significant impact to our individual and collective security and privacy; and,

**WHEREAS**, critical infrastructure sectors are increasingly reliant on information systems to support financial services, energy, telecommunications, transportation, utilities, health care and emergency response systems; and,

**WHEREAS**, the Stop.Think.Connect Campaign ([www.stopthinkconnect.org](http://www.stopthinkconnect.org)) has been designated as the National Public Awareness Campaign, implemented through a coalition of private companies, nonprofit and government organizations and academic institutions aimed at increasing the understanding of cyber threats and empowering the American public to be safe and more secure online; and,

**WHEREAS**, maintaining the security of cyberspace is a shared responsibility in which each of us has a critical role to play and awareness of computer security essentials will improve the security of the Township of Wyckoff information infrastructure and economy; and,

**WHEREAS**, the President of the United States of America, the U.S. Department of Homeland Security, the CIS/Multi-State Information Sharing and Analysis Center, the National Association of State Chief Information Officers, the Council on Cybersecurity and the National Cyber Security Alliance have declared October as National Cyber Security Awareness Month; and all citizens are encouraged to visit [www.StopThinkConnect.org](http://www.StopThinkConnect.org) website to learn about cybersecurity; and put knowledge into practice in their homes, schools, workplaces and businesses.

**NOW, THEREFORE, BE IT PROCLAIMED**, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that the month of October be designated as Cybersecurity Awareness Month.

**#16-238      Endorsement of Christian Health Care Center's Community Development Grant Application**

**WHEREAS**, a Bergen County Community Development grant of One Hundred Ten Thousand Dollars and no cents (\$110,000) has been proposed by Christian Health Care Center (CHCC) for the installation of new roofs on its existing buildings known as Building 2 (the location of CHCC's Christian Health Care Counseling Center) and Building 3 (the location of CHCC's Evergreen Court Senior Housing) in the Township of Wyckoff; and,

**WHEREAS**, pursuant to the State Interlocal Services Act, Community Development funds may not be spent in a municipality without authorization by the Governing Body; and,

**WHEREAS**, the aforesaid project is in the best interest of the people of the Township of Wyckoff; and,

**WHEREAS**, this resolution does not obligate the financial resources of the Township of Wyckoff and is intended solely to expedite expenditure of the aforesaid CD funds.

**NOW, THEREFORE, BE IT RESOLVED** that the Township Committee of the Township of Wyckoff hereby confirm endorsement of the aforesaid project.

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**BE IT FURTHER RESOLVED**, that a copy of this resolution shall be sent to the Director of the Bergen County Community Development Program so that implementation of the aforesaid project may be expedited.

**#16-239      Designation of October as 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 messages, 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 as our best protection and the risks of breast cancer.

**NOW THEREFORE BE IT RESLOVED**, that the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey does hereby recognize all of the above and declares October 2016 as Breast Cancer Awareness Month and urges all women and their families to increase their knowledge. The Township of Wyckoff, under the leadership of Maryellen Taftrate, will further promote Breast Cancer Awareness by tying "Pink Ribbons" to the trees and lamp posts around Town Hall as a symbol to encourage all women and their families to heighten their knowledge about Breast Cancer.

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**#16-240      Payment of 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. 15338 – 15358 Payroll A/C, Direct Deposit Vouchers no. 6372 - 6424, Library Payroll check nos. 1246 - 1249, Library Direct Deposit Vouchers no. 2314 - 2342, Claims Wire nos. 160904, 160905 & 190906, Claims check nos. 074785 – 074883 and Voided Claims check no. 074784.

**#16-241      Return of Certain Overpaid Taxes, Escrows, etc.**

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

**BOARD OF ADJUSTMENT:**

James & Courtney Gray, 452 Louisa Avenue, Wyckoff, New Jersey 07481 – Return of Escrow – Block 491/Lot 46 - \$640.75

688 Birchwood, LLC, 296 Crest Place, Franklin Lakes, New Jersey 07417 – Return of Escrow – Block 436/Lot 23.01 - \$245.68

**TAX REFUND:**

Anthony Brienza, 308 Voorhis Avenue, Wyckoff, New Jersey 07481 – Refund of State Homestead Rebate due to tax exempt status – Block 288/Lot 38 - \$432.53

Charles & Jennifer Kwak, 506 Stonewall Court, Wyckoff, New Jersey 07481 – Refund of 1<sup>st</sup> Quarter 2016 Tax overpayment – Block 497/Lot 56 - \$4,107.78

Brian Wilkin & Susan Prior, 435 Radcliff Street, Wyckoff, New Jersey 07481 – Refund of 2<sup>nd</sup> Quarter 2016 Tax overpayment – Block 487/Lot 17 - \$2,182.36

Matthew Serkes, 110 Ravine Avenue, Wyckoff, New Jersey 07481 – Refund of 2<sup>nd</sup> Quarter 2016 Tax overpayment – Block 483/Lot 44 - \$2,749.79

Michael & Taylor Henzel, 303 Briarwood Drive, Wyckoff, New Jersey 07481 – Refund of 2<sup>nd</sup> Quarter 2016 Tax overpayment – Block 442/Lot 6 - \$3,351.48



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Frank & Agnes Barbagallo, 295 Squawbrook Road, Wyckoff, New Jersey 07481  
– Refund of 2<sup>nd</sup> Quarter 2016 Tax overpayment – Block 437/Lot 15.01 -  
\$3,747.61

Mark Kudlacik, 556 Sparrowbush Road, Wyckoff, New Jersey 07481 – Refund of  
2<sup>nd</sup> Quarter 2016 Tax overpayment – Block 283/Lot 9.03 - \$3,777.17

Mark & Jennifer Mackay-Aug, 254 Franklin Avenue, Wyckoff, New Jersey 07481  
– Block 261/Lot 7 – Refund of 2<sup>nd</sup> Quarter 2016 Tax overpayment – Block 261/7 -  
\$2,347.67

Morteza Shahamat, 543 Terhune Terrace, Wyckoff, New Jersey 07481 – Refund  
of overpayment due to 2016 County Tax Board Reduction – Block 379/Lot 25.02  
- \$560.33

Michael Hepponstall, 423 Woodbury Drive, Wyckoff, New Jersey 07381 – Refund  
of overpayment due to 2016 County Tax Board reduction – Block 204/Lot 16 -  
\$612.51

Lawrence & Diana Haley, 534 Wellington Drive, Wyckoff, New Jersey 07481 –  
Refund of 1<sup>st</sup> Quarter 2016 Tax overpayment – Block 340/Lot 10 - \$4,002.00

Mark & Kim Green, 392 Kingston Street, Wyckoff, New Jersey 07481 – Refund of  
1<sup>st</sup> Quarter 2016 Tax overpayment – Block 481/Lot 17 - \$2,211.49

Michael & Barbara Borys, 527 Lydia Lane, Wyckoff, New Jersey 07481 – State  
Tax Court Judgement – Block 377/Lot 84 - \$3,823.82

Spiotti & Esposito, PC, 271 US Highway 46, Ste F105-106, Fairfield, New Jersey  
07004 – State Tax Court Judgement for attached listings - \$8,819.61

**RECREATION:**

Patricia Travers, 165 Greenhaven Road, Wyckoff, New Jersey 07481 –  
Basketball Refund - \$98.00

Christine Kearney, 109 Wood Street, Wyckoff, New Jersey 07481 – Summer  
Camp Refund - \$60.00

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**#16-242      Designation of October as National Diabetes Month**

**WHEREAS**, in the United States, nearly 30 million people, including 635,000 in New Jersey, have diabetes, a serious disease with potentially life-threatening complications including heart disease, stroke, blindness, kidney disease and amputations; and

**WHEREAS**, an additional 86 million Americans are at risk for developing type 2 diabetes; and

**WHEREAS**, if current trends continue, an estimated one in three American adults will have diabetes by 2050; and

**WHEREAS**, maintaining positive health and wellness can, in many cases, lead to the prevention of prediabetes and type 2 diabetes as well as better diabetes management; and

**WHEREAS**, the American Diabetes Association believes an increase in community awareness is vitally needed to stop the national diabetes epidemic; and

**WHEREAS**, National Diabetes Month is a good reminder for all of us to learn more about diabetes and talk to a health professional about the best ways to prevent or manage this disease.

**NOW, THEREFORE, BE IT PROCLAIMED**, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that the month of November be designated as National Diabetes Awareness Month.

**#16-243      Appropriation of Municipal Alliance Grant to Prevent Substance Abuse**

**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 2016 in the sum of \$11,677.00, which is now available from the 2016 Municipal Alliance to Prevent Substance Abuse; and,

**BE IT FURTHER RESOLVED**, that the like sum of \$11,677.00 is hereby appropriated under the caption 2016 Municipal Alliance to Prevent Substance Abuse; and,

**BE IT FURTHER RESOLVED**, that the above is the result of funds from the 2016 Municipal Alliance to Prevent Substance Abuse in the amount of 11,677.00; and,

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**#16-244      Charge of Custodian for Petty Cash Fund**

**WHEREAS**, Benjamin Fox was custodian of the Police Petty Cash Fund; and,

**WHEREAS**, in accordance with N.J.S.A. 40:5-21, the Township Committee of the Township of Wyckoff is changing custodians to Acting Police Chief David V. Murphy; and,

**WHEREAS**, Acting Police Chief David V. Murphy is bonded in the amount of \$1,000 by virtue of a surety bond through the Municipal Joint Insurance Fund.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey hereby authorizes such action and two (2) copies be filed with the Division of Local Government Services, New Jersey Department of Community Affairs for approval.

**BE IT FURTHER RESOLVED**, that the Municipal Clerk mail two (2) certified copies of this resolution to the Director, Division of Local Government Services, New Jersey Department of Community Affairs for approval.

**#16-245      Endorsement of Eastern Christian Children's Retreat  
Community Development Grant Application**

**WHEREAS**, a Bergen County Community Development Grant of \$88,000 has been proposed by the Eastern Christian Children's Retreat for Emergency Egress Doors & Related Work at Oak Lodge, in the Township of Wyckoff; and,

**WHEREAS**, pursuant to the State Interlocal Services Act, Community Development funds may not be spent in a municipality without authorization by the Governing Body; and,

**WHEREAS**, the aforesaid project is in the best interest of the people of the Township of Wyckoff; and,

**WHEREAS**, this resolution does not obligate the financial resources of the Township of Wyckoff and is intended solely to expedite the expenditures of the aforesaid CD funds.

**NOW THEREFORE, BE IT RESOLVED** that the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey hereby confirms endorsement of the aforesaid project.

**BE IT FURTHER RESOLVED**, that a copy of this resolution shall be sent to the Director of the Bergen Country Community Development Program so that implementation of the aforesaid project may be expedited.

**#16-246      Modification of OPRA Records Custodian & Deputy Records  
Custodians**

**WHEREAS**, in 1997 the Township of Wyckoff adopted a centralized policy to determine if a record is public and available for copying and adopted a form to assist in this process in accordance with New Jersey's Right to Know Law; and,

**WHEREAS**, on July 7, 2002 the Open Public Records Act NJSA 47:A-1 et seq. went into effect and replaced the "Right to Know Law"; and,

**WHEREAS**, in enacting the Open Public Records Act the Legislature reaffirmed it to be the public policy of this State that public records shall be readily accessible for examination by the citizens of this state (with certain exceptions for the protection of the public interest); and,

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**WHEREAS**, OPRA increases the public's accessibility to government records, broadly defines a government record and provides compliance via the Government Records Council; and,

**WHEREAS**, in accordance with OPRA the appointments are recommended:

- Joyce Santimauro, Municipal Clerk, is designated as the Records Custodian
- Lt. David Murphy, Acting Chief of Police is designated Deputy Records Custodian for public records in the Police Department
- The Library Director is the Deputy Custodian for public records at the Wyckoff Free Public Library

**WHEREAS**, a Custodian or Deputy Custodian of Records must grant or deny access to a record as soon as possible, but no later than seven (7) business days after the request is received; and,

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that in accordance with OPRA the following appointments are approved:

- Joyce Santimauro, Municipal Clerk, is designated as the Records Custodian
- Lt. David Murphy, Acting Chief of Police is designated Deputy Records Custodian for public records in the Police Department
- Laura Leonard, Library Director, is the Deputy Custodian for public records at the Wyckoff Free Public Library

**#16-247      Refund Engineering Escrow Ridgewood Water - Mountain Avenue Project**

**WHEREAS**, the Village of Ridgewood posted \$10,000.00 engineering escrow for the construction of a 169 foot tall elevated steel water storage tank on their Mountain Avenue property Block 443 Lot 50.01; and,

**WHEREAS**, in a letter dated July 19, 2016 Mr. Richard Calbi, Jr., Director of Operations, Village of Ridgewood, Ridgewood Water has requested the engineering escrow refund; and,

**WHEREAS**, the Township Engineer, Mark DiGennaro, in an email dated September 20, 2016 is recommending refunding the balance of the engineering Escrow in the amount of \$1,990.00 (plus interest); and,

**WHEREAS**, the Chief Financial Officer, Diana McLeod, has verified the funds.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff, County of Bergen and State of New Jersey that they hereby concur with the recommendation of the Township Engineer to refund the balance of the engineering escrow to Ridgewood Water for the Mountain Avenue storage project in the amount of \$1,990.00 plus interest.

**BE IT FURTHER RESOLVED**, that the Municipal Clerk shall forward a copy of this resolution to the Township Engineer and to Ridgewood Water, c/o Mr. Richard Calbi, 131 North Maple Avenue, Ridgewood, NJ 07451.

**#16-248      Award Contract – Lacrosse Camp**

**WHEREAS**, the Recreation Director has determined it is more cost effective to contract out for summer camp recreation programs rather than performing this service with municipal staffing; and

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**WHEREAS**, the Township Committee approved the specifications and authorized bidding; and

**WHEREAS**, the Township Committee adopted Resolution #16-229 invoking concession bidding; and

**WHEREAS**, a legal advertisement was published in the September 9, 2016 issue of the Ridgewood News; and

**WHEREAS**, a notice of bid package availability was posted on the Township's official website, [www.wyckoff-nj.com](http://www.wyckoff-nj.com) at Bids and Jobs Quick Link easily accessed from the Home Page on September 9, 2016; and

**WHEREAS**, on September 20, 2016 at 11:00 a.m. the following bid was publicly opened and read aloud:

**Bidder**

North Jersey Lacrosse Camp. Inc. 63 Lake Trail East Wayne, New Jersey 07470	\$25.00 per player paid to the Township in 2017 and 2018
---	---

**WHEREAS**, attached please find a recommendation from the Recreation Director for award of this contract to North Jersey Lacrosse Camp, Inc.; and

**WHEREAS**, a certificate of available funds is not required since the bidder is paying the Township for the use of Township facilities to provide this summer camp; and

**WHEREAS**, the Township Administrator and Township Attorney have reviewed this procurement and concur with the recommendation.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Town of Wyckoff that a contract is hereby awarded to North Jersey Lacrosse Camp, Inc., 63 Lake Trail East, Wayne, New Jersey 07470 for years 2017 and 2018 in accordance with the specifications and for the payment of \$25.00 per player to the Township of Wyckoff.

**#16-249      Award Contract – Soccer Camp**

**WHEREAS**, the Recreation Director has determined it is more cost effective to contract out for summer camp recreation programs rather than performing this service with municipal staffing; and

**WHEREAS**, the Township Committee approved the specifications and authorized bidding; and

**WHEREAS**, the Township Committee adopted Resolution #16-230 invoking concession bidding; and

**WHEREAS**, a legal advertisement was published in the September 9, 2016 issue of the Ridgewood News; and

**WHEREAS**, a notice of bid package availability was posted on the Township's official website, [www.wyckoff-nj.com](http://www.wyckoff-nj.com) at Bids and Jobs Quick Link easily accessed from the Home Page on September 9, 2016; and

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**WHEREAS**, on September 20, 2016 at 11:00 a.m. the following bid was publicly opened and read aloud:

**Bidder**

BBSC  
180 Coolidge Terrace  
Wyckoff, NJ 07481

\$25.00 per player paid to the  
Township in 2017 and 2018

**WHEREAS**, attached please find a recommendation from the Recreation Director for award of this contract to North Jersey Lacrosse Camp, Inc.; and

**WHEREAS**, a certificate of available funds is not required since the bidder is paying the Township for the use of Township facilities to provide this summer camp; and

**WHEREAS**, the Township Administrator and Township Attorney have reviewed this procurement and concur with the recommendation.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Town of Wyckoff that a contract is hereby awarded to North Jersey Lacrosse Camp, Inc., 63 Lake Trail East, Wayne, New Jersey 07470 for years 2017 and 2018 in accordance with the specifications and for the payment of \$25.00 per player to the Township of Wyckoff.

**BE IT FURTHER RESOLVED**, that in accordance with the local public contract law as amended this contract may be extended for two one year periods or one two year period if recommended by the Recreation Director and approved by the Township Committee for year 2019 and 2020.

**BE IT FURTHER RESOLVED**, that in accordance with the local public contract law as amended this contract may be extended for two one year periods or one two year period if recommended by the Recreation Director and approved by the Township Committee for year 2019 and 2020.

**#16-250      Middle School Multi-Activity Camp**

**WHEREAS**, the Recreation Director has determined it is more cost effective to contract out for summer camp recreation programs rather than performing this service with municipal staffing; and

**WHEREAS**, the Township Committee approved the specifications and authorized bidding; and

**WHEREAS**, the Township Committee adopted Resolution #16-228 invoking concession bidding; and

**WHEREAS**, a legal advertisement was published in the September 9, 2016 issue of the Ridgewood News; and

**WHEREAS**, a notice of bid package availability was posted on the Township's official website, [www.wyckoff-nj.com](http://www.wyckoff-nj.com) at Bids and Jobs Quick Link easily accessed from the Home Page on September 9, 2016; and

**WHEREAS**, on September 20, 2016 at 11:00 a.m. the following bid was publicly opened and read aloud:

Wyckoff Family YMCA  
691 Wyckoff Avenue  
Wyckoff, NJ 07481

\$100.00 per camper paid by the  
Township in 2017  
\$100.00 per camper paid by the  
Township in 2018

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**WHEREAS**, the attached please find a recommendation from the Recreation Director for award of this contract to the Wyckoff Family YMCA; and

**WHEREAS**, the CFO has provided a certificate of available funds indicating that the 2017 temporary budget will include user fee revenues to fund this camp program. Based on the enrollments of past years, adequate revenue from user fees is anticipated to fund Recreation other expense account # 3-01-28-370-020; and

**WHEREAS**, in accordance with NJSA 40A 11:15 this contract is subject to the availability and appropriation annually of sufficient funds in 2017, 2018 and 2019 and 2020 if extended; and

**WHEREAS**, the Township Administrator and Township Attorney have reviewed this procurement and concur with the recommendation.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Wyckoff that a contract is hereby awarded to Wyckoff Family YMCA, 691 Wyckoff Avenue, Wyckoff, New Jersey 07481 to provide a middle school camp in accordance with the bid specifications at \$100.00 per camper in 2017 and \$100.00 per camper in 2018.

**BE IF FURTHER RESOLVED** that in accordance with the Local Public Contracts Law this contract may be extended for one (1) two (2) year period if recommended by the Recreation Director and approved by the Township Committee for the years of 2019 and 2020.

**#16-251      Award Contract – Tennis Camp & Clinics**

**WHEREAS**, the Recreation Director has determined it is more cost effective to contract out for summer camp recreation programs rather than performing this service with municipal staffing; and

**WHEREAS**, the Township Committee approved the specifications and authorized bidding; and

**WHEREAS**, the Township Committee adopted Resolution #16-227 invoking concession bidding; and

**WHEREAS**, a legal advertisement was published in the September 9, 2016 issue of the Ridgewood News; and

**WHEREAS**, a notice of bid package availability was posted on the Township's official website, [www.wyckoff-nj.com](http://www.wyckoff-nj.com) at Bids and Jobs Quick Link easily accessed from the Home Page on September 9, 2016; and

**WHEREAS**, on September 20, 2016 at 11:00 a.m. the following bid was publicly opened and read aloud:

Tennis Dynamics  
2 Athena Ave.  
Clifton, NJ 07013

Summer Tennis Camp – K through 1<sup>st</sup> Grade  
Summer 2017    \$75 per student  
Summer 2018    \$75 per student

Summer Tennis Camp – Grades 2 through Adult  
Summer 2017    \$220 per student  
Summer 2018    \$225 per student

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Spring and Fall Tennis Clinics – K – Adult  
Summer 2017 \$75 per student  
Summer 2018 \$75 per student

**WHEREAS**, attached please find a recommendation from the Recreation Director for award of this contract to Tennis Dynamics, 2 Athena Ave., Clifton, NJ 07013; and,

**WHEREAS**, in accordance with NJSA 40A11:15 this contract is subject to the availability and appropriation annually of sufficient funds in 2017, 2018, and 2019 and 2020 if extended;

**WHEREAS**, the Township Administrator and Township Attorney have reviewed this procurement and concur with the recommendation; and,

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff that a contract is hereby awarded to Tennis Dynamics, 2 Athena Ave., Clifton, NJ 07013 for year 2013 and 2014 in accordance with the requirements of the specifications for the following costs:

Summer Tennis Camp – K through 1<sup>st</sup> Grade  
Summer 2017 \$75 per student  
Summer 2018 \$75 per student

Summer Tennis Camp – Grades 2 through Adult  
Summer 2017 \$220 per student  
Summer 2018 \$225 per student

Spring and Fall Tennis Clinics – K – Adult  
Summer 2017 \$75 per student  
Summer 2018 \$75 per student

**BE IT FURTHER RESOLVED**, that in accordance with the local public contract law as amended the Township Committee may extend this contract for two future one year periods if recommended by the Recreation Director and approved by the Township Committee for years

**#16-C11      Closed Session – NJSA 10:4-12b(7) – Pending Litigation**

**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 (7) and designated below:

**a. NJSA 10:4-12b(7) - Pending Litigation**

**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 September 20, 2016, hereby authorize, that an Executive Session closed to the public shall be conducted on September 20, 2016, in the Town Hall, 340 Franklin Avenue, Wyckoff, New Jersey 07481, for the discussion of matters relating to the specific items designated above.



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**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 Motions**

- a. Approve the request from Township Employee Maryellen Tafrate to place pink ribbons around Town Hall in recognition of the month of October as Breast Cancer Awareness Month.
- b. Authorize Wyckoff Education Foundation's Annual 5K Run and Family Walk at Eisenhower Middle School, ten (10) temporary signs advertising the October 15, 2016 event and the 5K Run and Family Walk route as approved by the Acting Police Chief.
- c. Approve the temporary ten (10) day sign request from Wyckoff Volunteer Company #3 to advertise their beefsteak fundraiser scheduled for October 6, 2016 on township signboards.

**III Ordinance – Introduction**

#1814 – AN ORDINANCE AMENDING THE CODE OF THE TOWNSHIP OF WYCKOFF, CHAPTER 177, "VEHICLES AND TRAFFIC" ARTICLE XIII, TRAFFIC CONTROL FOR STREETS AND HIGHWAY CONSTRUCTION, SECTION 177-53 "ADOPTION OF MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES FOR STREETS AND HIGHWAYS; PENALTY."

**BE IT ORDAINED** by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that Section 177-53, "Adoption of Manual on Uniform Traffic Control Devices for Streets and Highways; penalty is supplemented and amended as follows:

**SECTION 1** Chapter 177-53 is hereby amended and supplemented to read as follows:

177-53. Adoption of Manual on Uniform Traffic Control Devices for streets and highway; penalty.

The Township Committee hereby finds and declares that problems of traffic control occur when traffic must be moved through or around road or street construction, maintenance operations and utility work, above or below ground, which requires blocking the roadway and obstruction the normal flow of traffic; and that such obstructions are or can become dangerous when not properly controlled. In order to better promote the public health, safety, peace and welfare, it is necessary to establish controls and regulations directed to the safe and expeditious movement of traffic through construction and maintenance zones and to provide safety for the work forces performing these operations. Therefore, the Township Committee does hereby adopt the current Manual on Uniform Traffic Control Devices, 2009 MUTCD with revisions 1 and 2, May 2012, hereafter known as "MUTCD," except as hereby amended and supplemented, as it controls and regulates whenever construction, maintenance operations or utility work obstructs the normal flow of traffic. Any person, contractor or utility work obstructs the normal flow of traffic. Any person contractor or utility who fails to comply with the provision of MUTCD while performing such work is in violation of this section.

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A.

Preconstruction meetings are required. It shall be the responsibility of the person, contractor or utility, in the case of a public utility as required under the public utility agreement, Section 16:25-9.2, [1] wishing to conduct work on, under or above the roadway to contact the Traffic Bureau of the Township of Wyckoff Police Department in order to arrange a preconstruction meeting in order to submit plans for the safe movement of traffic during such period of construction work. Any person, contractor or utility who fails to comply with this section prior to the start of such work or whose plans are not approved by the Traffic Bureau of the Township of Wyckoff Police Department is in violation of this section.

[1]

Editor's Note: The public utility agreement is on file in the Township offices.

B.

Emergency contact phone numbers. The person, contractor or utility shall provide the Traffic Bureau with at least two emergency contact phone numbers to be called in case of emergency problems at the construction or maintenance site prior to the start of any work. If for any reason emergency contacts cannot be reached or if the emergency contact person does not respond to a call from the Police Department to correct a hazardous condition, the Township may respond to correct such hazardous condition. The reasonable fees for such emergency services by the Township shall be charged to the person, contractor or utility responsible for the condition.

C.

Time limits. There shall be no construction, maintenance operations or utility work on any roadway in the Township before the hour of 9:00 a.m. or after 4:00 p.m. This time limit may be adjusted to permit work prior to 9:00a.m. or after 4:00p.m. by the officer in charge of the Traffic Bureau of the Township of Wyckoff Police Department. If it is determined by the officer in charge of the Traffic Bureau that the construction or maintenance operation prior to 9:00 a.m. or after 4:00 p. m. would substantially delay traffic or cause a safety or health hazard, the work shall then be permitted only between 9:00 a.m. and 4:00 p.m.

D.

~~Road closing and detours. Road closings and/or traffic detours shall not be permitted unless approved by the Township of Wyckoff Police Traffic Bureau.~~

Road closing and detours: Road and/or lane closures and traffic detours shall not be permitted unless approved by the Wyckoff Police Department Traffic Safety Bureau. It shall be the responsibility of the person, contractor or utility to provide a detailed outline of the proposed road and/or lane closure and traffic detour prior to any work beginning. This must approved by Wyckoff Police Traffic Bureau (or his /her designee).

E.

~~Traffic control officers. Traffic control officers shall be posted at all construction sites when determined by the Township of Wyckoff Police Traffic Bureau that the same is necessary to provide for the safety and expeditious movement of traffic.~~

Traffic control officers: For the purpose of this article, a traffic control officer is that individual who is responsible for traffic control at a roadway work/maintenance site and is a Township of Wyckoff Police Officer.

1. Traffic control officers and police emergency vehicles shall be posted at all roadway/maintenance work sites when determined by the Wyckoff Police Traffic Safety Bureau that the same is necessary to provide for the safety and expeditious movement of traffic.

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2. Civilian flaggers shall not be used unless the Township of Wyckoff Police Department cannot provide traffic control officers with an emergency vehicle or approved by the Wyckoff Police Traffic Safety Bureau. Civilian Flaggers shall not be used a traffic control officers in any work/maintenance zone, which contains an intersection with traffic control device, or cause an impact/delay, which creates unsafe travel at any intersection with in the Township of Wyckoff. In those cases a traffic control officer must be used.

3. Civilian flaggers must meet qualification set forth in Section 6E of the MUTCD and is a certified flagger by Rutgers University or comparable organization. Civilian flaggers must be in possession of their certification when working in any work/maintenance zone and be able to present them upon request. These assignment shall be approved by the Chief of Police, Wyckoff Police Traffic Safety Bureau (or his/her designee)

F.  
~~Stop work. The Traffic Bureau of the Township of Wyckoff Police Department shall have the authority to stop work, including the removal of equipment and vehicles and stored material within the street right of way, backfilling of open excavations and/or other related work, in order to abate any nuisance and/or safety hazard or for any violation of this section.~~

Stop Work: The Traffic Safety Bureau and Township of Wyckoff Police Officers shall have the authority to stop all work, including the removal of equipment and vehicle and stored material within the work/maintenance zone (street right of way) backfilling of open excavations and/or other related work, in order to abate any nuisance and/or safety hazard or for any violation this section.

G.  
Violations and penalties.

(1)  
Any person, contractor or utility who commits a violation of this article shall, upon conviction thereof for a first offense, pay a fine of not less than \$100 nor more than \$500 and/or be imprisoned in the County Jail for a term not exceeding 90 days; for a second offense, upon conviction thereof, pay a fine of not less than \$250 and/or be imprisoned in the County Jail for a term not exceeding 90 days; for a third or subsequent conviction, pay a fine or not less than \$500 and/or be imprisoned in the County Jail for a term not exceeding 90 days.

(2)  
A separate offense shall be deemed committed on each day during or on which a violation occurs or continues.

**SECTION 2-** Except as herein amended and supplemented, all other provision of Chapter 177 of the Code of the Township of Wyckoff, Vehicles and Traffic, shall remain in full force and effect.

**SECTION 3** – This ordinance shall take effect immediately upon final passage and publication as required by law.

**Following is the vote on the Consent Agenda:**

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

**IV Ordinance – Introduction**

#1815 - AN ORDINANCE TO AMEND CHAPTER 186-28 OF THE CODE OF THE TOWNSHIP OF WYCKOFF, "SIGNS," TO REPLACE SUBSECTION 186-28D.(5) REGARDING POLITICAL SIGNS

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**BE IT ORDAINED** by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey, that Section 186-28 "Signs," is hereby amended to replace subsection 186-28D.(5), as follows:

**SECTION 1 – Section 186-28. Signs**

D. Temporary signs. Temporary signs shall be permitted as follows:

- (5) Signs for political speech purposes provided that such signs are set back from the edge of the pavement or curb of any street, and provided that such signs do not cause a safety hazard by obstructing the view of drivers or pedestrians utilizing the public rights of way. Said signs shall not be permitted on public property, on any improved public roadway, public access easement, county roadway and/or state roadway.

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

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

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

**V** Meeting adjourned 8:19 p.m.

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Kevin J. Rooney  
Mayor

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Joyce C. Santimauro  
Municipal Clerk

**PAGE NO.**

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