

**TOWNSHIP OF WYCKOFF  
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING  
SECOND FLOOR MUNICIPAL COURT ROOM  
TUESDAY, AUGUST 21, 2018**

**(Revised 8-20-18)**

**TOWNSHIP OF WYCKOFF  
TOWNSHIP COMMITTEE WORK SESSION MEETING  
MUNICIPAL COURT ROOM  
TUESDAY, AUGUST 21, 2018 - 7:00 P.M.**

1. 7:00 pm Work Session Meeting called to order by Mayor Brian D. Scanlan
2. Roll call of Township Committee
3. Reading of "Open Work Session" statement by Mrs. Santimauro
4. Ten 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.
5. New Jersey Police Chief's Association Presentation of Certification of Accreditation to Police Chief Murphy and the Township Committee for Achieving Professional Police Accreditation Status.
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**

**TOWNSHIP OF WYCKOFF  
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING  
SECOND FLOOR MUNICIPAL COURT ROOM  
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**TOWNSHIP OF WYCKOFF  
TOWNSHIP COMMITTEE BUSINESS MEETING  
MUNICIPAL COURT ROOM  
TUESDAY, AUGUST 21, 2018 - 8:00 PM**

1. Regular Meeting of the Wyckoff Township Committee called to order by Mayor Brian D. Scanlan
2. Flag Salute
3. Invocation will be given by Reverend Fred Provencher from Cornerstone Christian Church
4. Reading of the "Open Public Meetings Act" statement by Mrs. Santimauro
5. Roll call of the Township Committee
6. 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.
7. Approval of the August 7, 2018 Township Committee Work Session and Regular Business meeting minutes:

MOTION: SHANLEY SECOND BOONSTRA  
 BOONSTRA YES MADIGAN YES RUBENSTEIN YES SHANLEY YES  
 SCANLAN 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):**

- |         |   |
|---------|---|
| #18-237 | Award of Contract for Pay to Play Compliance                    |
| #18-238 | National Immunization Awareness Month                           |
| #18-239 | Declare September as Childhood Cancer Awareness Month           |
| #18-240 | Payment of Bills  |
| #18-243 | Road Closure – 5K Run   |
| #18-244 | Return of certain overpaid taxes, escrow monies, rec. fee, etc. |
| #18-245 | Refund Maintenance Bond – 516 Carlton Road                      |

**II Motions**

- a. Approve the Wyckoff Junior Volunteer Firefighter application from Timothy Murray, Jr. into Volunteer Fire Company #1.

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

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

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**III Resolution - Not on Consent Agenda**

#18-241 2018-2019 Liquor License Renewal – Brownstone Inn Inc.

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

**IV Resolution - Not on Consent Agenda**

#18-242 Person to Person Liquor License Transfer –  
Brownstone Inn Inc. to Gearhead Liquors LLC

MOTION: SHANLEY SECOND RUEBENSTEIN  
BOONSTRA YES MADIGAN YES RUBENSTEIN YES SHANLEY YES  
SCANLAN 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**

**TOWNSHIP OF WYCKOFF  
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Mayor Brian D. Scanlan 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 Brian Scanlon

**Invocation**

The Invocation was given by Reverend Fred Provencher from Cornerstone Christian Church.

**Attendance**

**Township Committee Present:** Mayor Brian D. Scanlan, Committee Present: Rudolf E. Boonstra, Thomas J. Madigan, Melissa D. Rubenstein and Timothy E. Shanley

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

**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**

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

No one came forward.

Committeeman Shanley made a motion to close the public comment time of the regular business meeting; Seconded by Committeeman Boonstra with an affirmative vote.

**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):**

**#18-237 Award of Contract for Pay to Play Compliance**

**WHEREAS**, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c.183 requires the governing body of each municipality and county to certify that their local unit's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," as amended, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012) before

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submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and,

**WHEREAS**, the members of the governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit's hiring practices as they pertain to the consideration of an individual's criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

**NOW, THEREFORE BE IT RESOLVED**, That the Township Committee of the Township of Wyckoff, hereby states that they have complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying that the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Municipal Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

**#18-238      National Immunization Awareness Month**

**WHEREAS**, vaccines have aided in reducing the burden of widespread and often fatal diseases, enabling individuals to lead longer and healthier lives while reducing health care costs; and,

**WHEREAS**, although attention has been paid to the importance of childhood vaccinations, there is a general lack of awareness of adult-recommended vaccines and a misperception that adult vaccinations are unnecessary for those who are healthy; and,

**WHEREAS**, adult vaccine preventable diseases, including diseases such as influenza, shingles and pneumonia are important public health issues in the United States; and,

**WHEREAS**, according to the Center for Disease Control and Prevention (CDC), influenza and pneumonia represent the eighth leading cause of death among adults in the United States who are aged 65 years or older; and,

**WHEREAS**, as the population across the United States continues to age, the impact of vaccine preventable diseases on adults will likely increase; and,

**WHEREAS**, the CDC states that vaccine preventable diseases can result in complications for adults with chronic conditions, including long term illnesses, hospitalization and death; and,

**WHEREAS**, the CDC currently recommends a variety of vaccines for adults aged 18 and older, including some recommendations that are universal and others that are targeted to individuals of a certain age, with specific risk factors, or who may have missed certain childhood vaccines; and,

**WHEREAS**, the CDC has consistently seen adult vaccination compliance fall below targets and aims to increase compliance for influenza and pneumococcal vaccination in adults as part of its Healthy People 2020 goals.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey, do hereby recognize the month of August as ***National Immunization Awareness Month***.

**#18-239      Declare September as Childhood Cancer Awareness Month**

**WHEREAS**, Although rare, childhood cancer is the leading cause of death from disease in American children under the age of 19 and the second leading cause of death after accidents; and

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**WHEREAS**, Very little is known about the causes of childhood cancers but a small percent are known to be hereditary conditions or exposure to diagnostic or therapeutic radiation; and

**WHEREAS**, 10,590 estimated new cases of childhood and adolescent cancer are projected to be diagnosed in 2018; however, because of major treatment advances in recent decades, more than 80% of children with cancer now survive 5 years or more; and

**WHEREAS**, The effects of childhood cancer therapy can have profound physical, emotional and other consequences; and

**WHEREAS**, Many survivors and children battling the disease have difficulty readjusting in school and social settings, and many children experience anxiety, body image concerns and are at risk for developing learning difficulties; and

**WHEREAS**, There is a need to increase awareness, understanding and compassion among youth for children battling cancer; and

**WHEREAS**, The State of NJ has already adopted resolution AJR 106 SJR 49 designating September of each year as "Go Gold for Kids with Cancer Awareness Week"; and

**WHEREAS**, Rebecca Salmis, a 5<sup>th</sup> grader at Sicomac Elementary School in Wyckoff beat cancer and is active in bringing awareness to cancer, assisting other children with cancer and raising money for cancer research and cancer patients; and

**WHEREAS**, Wyckoff resident and child, Peyton Sargenti courageously fought childhood cancer and is now in remission; and

**WHEREAS**, Tommy Fitzpatrick, a brave 6 year old local boy has been strong in his battle against brain cancer and despite having 7 brain surgeries managed, with his family, to raise \$50,000 for pediatric cancer research for the Children's Cancer Institute at Hackensack Medical Center with the "# Tommy Strong" campaign through St. Elizabeth's Church in Wyckoff; and

**WHEREAS**, Wyckoff is still mourning the sad untimely death of Ben Landel, a beloved Wyckoff, resident and former Ramapo High School student to a rare form of childhood cancer; and

**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 September 2018 is hereby designated as Childhood Cancer Awareness Month, and the Township Committee seeks to increase understanding and awareness among all, especially youths, about childhood cancer and encourages its residents and all citizens to participate in activities that inspire youth to develop a better understanding of childhood cancers and build compassion for children battling cancer and to Go Gold for Kids with Cancer Awareness Week.

**#18-240      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,

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**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. 17409 – 17448 Payroll A/C, Direct Deposit Vouchers no. 9839 - 9898, Library Payroll check nos. 1402 & 1403, Library Direct Deposit Vouchers no. 3987 - 4017, check no. 1028 Accutrack A/C, Claims check nos. 079494 – 079583 and Dog Trust - \$40.69.

**#18-243      Road Closure – 5K Run**

**WHEREAS**, public charity “Never End the Fight” whose mission is to educate and raise awareness about the connection between mental illness and opioid addiction and to eliminate the stigmas associated with both diseases will conduct its Annual 5K Run on Saturday September 29, 2018 to spread awareness at athletic events and presentations; 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 8:00 a.m. to 1:00 p.m.:

Calvin Court	Cedar Hill Avenue
James Way	Paine Road
Meer Avenue	Ellis Place
George Place	Florence Avenue
Victor Way	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 public charity –“Never End the Fight” to conduct its Annual 5K Run.

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

**#18-244      Return of certain overpaid taxes, escrow monies, rec. fee, 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:

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**TAX REFUND:**

Spiotti & Esposito, PC, 271 US Highway 46, Suite F105-106, Fairfield, New Jersey 07004 – State Tax Court Judgement – Block 487/Lot 11.01 – 431 Radcliffe Street - \$1,435.90

Spiotti & Esposito, PC, 271 US Highway 46, Suite F105-106, Fairfield, New Jersey 07004 – State Tax Court Judgement – Block 349/Lot 16 – 342 Orchard Road - \$892.53

Spiotti & Esposito, PC, 271 US Highway 46, Suite F105-106, Fairfield, New Jersey 07004 – State Tax Court Judgement – Block 483/Lot 18 – 421 Flaker Drive - \$851.49

Spiotti & Esposito, PC, 271 US Highway 46, Suite F105-106, Fairfield, New Jersey 07004 – State Tax Court Judgement – Block 277/Lot 2 – 48 Leonard Drive - \$2,095.72

**RECREATION:**

Meaghan Hoffman, 210 Franklin Avenue, Wyckoff, New Jersey 07481 – Summer Camp Refund - \$70.00

Tracy DiTolla, 310 Godwin Avenue, Wyckoff, New Jersey 07481 – Soccer Refund - \$75.00

**#18-245      Refund Maintenance Bond – 516 Carlton Road**

**WHEREAS**, D.R. Mullen on behalf of the property owner at 516 Carlton Road Block 311 Lot 7 deposited the following for a road opening permit for a water hook up:

<u>Performance Cash</u>	<u>Escrow</u>
\$1,500.00	\$100.00

**WHEREAS**, Township of Wyckoff resolution #16-192 approved on June 21, 2016 authorized the following refund:

<u>Release</u>	<u>Retain</u>
\$1,000.00 Performance Cash	\$500.00 Two (2) Year Maintenance Cash

**WHEREAS**, Raymond Mullen, DR Mullen Construction Co. in an emailed dated August 10, 2018 has requested the maintenance cash for the 516 Carlton Road project to be refunded; and,

**WHEREAS**, the Chief Financial Officer, Diana McLeod, has verified the funds and the Township Engineer recommends refunding the \$500.00 maintenance cash.

**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 release to Raymond Mullen, D.R. Mullen Construction Co., Inc. the \$500.00 two (2) year maintenance bond.

**BE IT FURTHER RESOLVED**, that the Municipal Clerk shall forward a copy of this resolution to the Township Engineer & Mr. Raymond Mullen, 810 Forepeak Drive, Forked River, NJ 08731



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II Motions

- a. Approve the Wyckoff Junior Volunteer Firefighter application from Timothy Murray, Jr. into Volunteer Fire Company #1.

Following is the vote on the Consent Agenda:

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

III Resolution - Not on Consent Agenda

#18-241 2018-2019 Liquor License Renewal – Brownstone Inn Inc.

**WHEREAS**, the inactive status of the Brownstone Inn, Inc. liquor license commenced on May 8, 2011, the licensee as required by law petitioned the Director of the ABC for an extension of the inactive status of the Brownstone Inn, Inc. liquor license and the State issued Special Rulings since issued allowed the Township Committee to renew the liquor license for the 2014/2015, 2015/2016, 2016/2017, 2017/2018, and 2018/2019 license terms; and,

**WHEREAS**, Township of Wyckoff Resolutions authorized the renewal of the inactive retail consumption liquor license of the Brownstone Inn Inc. for the past years and most recently by resolution #18-157 dated April 17, 2018 authorized renewal of such license for the 2017/2018 license term; and,

**WHEREAS**, the New Jersey Division of Alcoholic Control has instituted a new web based licensing system, POSSE ABC, the new online web portal is for Municipal Clerks and Licensees to electronically renew liquor licenses online; and,

**WHEREAS**, the Municipal Clerk has verified on POSSE ABC that the electronic 2018/2019 inactive liquor license renewal application and electronic payment of \$200.00 has been completed by the licensee to the State of New Jersey ABC; and,

**WHEREAS**, the \$2,500.00 municipal annual liquor license renewal fee has been paid to the Township of Wyckoff and the State of New Jersey Tax Clearance Certificate available in December of 2018 pursuant to P.L. 1995, Chapter 161 has been issued and verified by the Municipal Clerk; and,

**WHEREAS**, the Municipal Clerk has requested reports from the Police Department, Fire Prevention Bureau and Sanitarian in conjunction with said renewal application that are attached as if set forth in length; and,

**WHEREAS**, the Municipal Clerk has reviewed the online renewal application, fees, tax clearance certificate and reports and find them to be in proper order; and,

**WHEREAS**, no written objections have been received by the Municipal Clerk regarding the 2018/2019 renewal of the Brownstone Inn Inc. liquor license.

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**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff, that the recommendation of the Municipal Clerk is hereby accepted, and renewal of the Plenary Retail Consumption Liquor License of the Brownstone Inn Inc. for the 2018-2019 license term is hereby approved and the Municipal Clerk is hereby authorized and directed to retain the original 2018-2019 inactive liquor license of the Brownstone Inn Inc. in the township files until such time that the liquor license is activated; and,

**BE IT FURTHER RESOLVED**, upon the advice of the Municipal Clerk, and subject to the general provision that all Liquor License holders shall notify the Police Department, in writing, within seven (7) days of hiring, of any new or additional employees so they can be scheduled to complete the Wyckoff Police Department training program regarding administration of the Alcoholic Beverage Commission laws of the State of New Jersey as soon as possible and subject also to the applicable specific conditions herein set forth.

**BE IT FURTHER RESOLVED**, that the Municipal Clerk is hereby authorized to electronically download a copy of this Resolution to the State of New Jersey, Department of Law and Public Safety, Director Division of Alcoholic Beverage Control, 140 East Front Street, CN-087, Trenton, New Jersey. A copy of this resolution will also be forwarded to Mrs. Hafi Kastrati, 625 Wyckoff Avenue, Wyckoff, NJ 07481 & Richard D. Nasca, Esq, Skene Law Firm, PC, 2614 Route 516, 2<sup>nd</sup> Floor, Old Bridge, NJ 08857

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

**IV Resolution - Not on Consent Agenda**

**#18-242 Person to Person Liquor License Transfer –  
Brownstone Inn Inc. to Gearhead Liquors LLC**

**WHEREAS**, an application has been filed with the municipal clerk for a person-to-person transfer of inactive plenary retail consumption liquor license number #0270-33-001-005, heretofore issued to The Brownstone Inn Inc.; and,

**WHEREAS**, the submitted application form is complete in all respects, the transfer fees have been paid, the tax clearance certificate and publication affidavits have been provided, and the license was properly renewed for the 2018-2019 license term on this date; and,

**WHEREAS**, the applicant, Gearhead Liquors, LLC, is qualified to be licensed according to all standards established by Title 33 of the New Jersey Statutes, regulations promulgated thereunder, as well as pertinent local ordinances and conditions consistent with Title 33; and,

**WHEREAS**, the applicant has disclosed and the Wyckoff Police Department reviewed the source of all funds used for the purchase of the liquor license; and,

**WHEREAS**, the municipal clerk has received no objections to this liquor license transfer.

**NOW, THEREFORE BE IT RESOLVED** that the Wyckoff Township Committee does hereby approve, effective August 21, 2018 the transfer of the inactive plenary retail consumption liquor license of the Brownstone Inn Inc. to Gearhead Liquors LLC. Inactive plenary retail consumption liquor license #0270-33-001-005 is transferred to Gearhead Liquors LLC as an inactive liquor license as indicated on the transfer application. The Township Committee hereby directs the Municipal Clerk to keep the inactive liquor license of Gearhead Liquors, LLC

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in the township vault until that time that the licensee activates the inactive status of the liquor license.

MOTION: \_\_\_\_\_ SHANLEY \_\_\_\_\_ SECOND \_\_\_\_\_ RUEBENSTEIN \_\_\_\_\_  
BOONSTRA YES MADIGAN YES RUBENSTEIN YES SHANLEY YES  
SCANLAN YES

**V Meeting Adjourned 8:14pm.**

\_\_\_\_\_  
Brian D. Scanlan  
Mayor

\_\_\_\_\_  
Joyce C. Santimauro  
Municipal Clerk

**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**