

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE OPEN WORK SESSION MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, DECEMBER 5, 2017 – 7:30 P.M.**

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

Deputy Municipal Clerk Shannon read the Open Public Work Session statement: "This Open Public Work Session Meeting of the Wyckoff Township Committee is now in session. In accordance with the Open Public Meetings Act, notice of this meeting appears on our Annual Schedule of meetings. A copy of said Annual Schedule has been posted on the Bulletin Board in Memorial Town Hall; a copy has been filed with the Municipal Clerk, The Record, The Ridgewood News and the North Jersey Herald and News – all newspapers having general circulation throughout the Township of Wyckoff. At least 48 hours prior to this meeting the Agenda thereof was similarly posted, filed and mailed to said newspapers."

Present: Mayor Rudolf E. Boonstra, Committeemen Thomas J. Madigan, John A. Carolan and Timothy E. Shanley

Also Present: Township Administrator Robert J. Shannon, Jr., and Thomas Garlick, Esq.

Absent: Committeeman Brian D. Scanlan, Township Attorney Robert Landel and Municipal Clerk Joyce C. Santimauro

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

There was no public comment.

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

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

Township Committee Reports:

John Carolan:

1. The DPW Leaf Crews are in the final round (4th) of leaf collection. Mr. Carolan thanked the DPW for the excellent job.
2. Mr. Carolan attended the Wyckoff Volunteer Fire Department departmental meeting last evening where three (3) students from Ramapo High School donated a drone with a carbon monoxide (CO) detector to the fire department. These three (3) young students began this work at Eisenhower Middle School and completed the project at Ramapo. Money was raised to purchase the drone and then installed the CO detector onto the drone.

Thomas Madigan:

1. The Zabriskie House conducted the Annual Holiday Open House on Saturday, December 2, 2017. Mr. Madigan, Mayor Boonstra and Committeeman Shanley attended this festive event.

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2. Mr. Madigan participated in a “Ribbon Cutting Ceremony” at the Zabriskie House Gardens where Eagle Scout Candidate John Cannizzo from Boy Scout Troop 89, sponsored by Grace Methodist Church, where he rebuilt the pea gravel pathways that meander through the Zabriskie House Grounds and Garden. Mr. Madigan thanked Scout Cannizzo for his great effort and recognized his parents Sal and Barbara for raising a wonderful young man.
3. Mr. Madigan attended the “Toys for Tots” US Marine Corp Train Event on Saturday, December 2, 2017 on Main Street. Area residents, along with the Wyckoff Volunteer Fire Department and Wyckoff Police Department participated in this holiday event.
4. Mr. Madigan stated he was looking forward to recognizing the Ramapo High School Boys Varsity Soccer Team which won the Bergen County State Championship.
5. The PBA Contract was successfully negotiated and late last week the PBA ratified the memorandum of approval with the resolution to be adopted this evening, the actual PBA Contract can now be developed.

Timothy Shanley:

1. Mr. Shanley also attended the Zabriskie House Annual Open House Holiday Tour and recognized Eagle Scout Candidate John Cannizzo and his parents for the beautiful project he completed on the Zabriskie House grounds.
2. Mr. Shanley participated in the “Toys for Tots” US Marine Corp Train at the Main Street Train Depot on Saturday, December 2, 2017. Thanks are extended to the Wyckoff Volunteer Fire Department for their time as well as the US Marine Corp.
3. Mr. Shanley advised all that the next Zabriskie House event will be a “Candlelight Tour” on Saturday, December 16, 2017. Four (4) other historic homes in Wyckoff will be included in the tour. This event is a fundraiser for the Zabriskie House.
4. Mr. Shanley asked that all pray for Ben Landel and family.

Mayor Boonstra:

1. A resolution (#17-291) has been added to the Township Committee meeting agenda this evening to approve the memorandum of agreement between the Township and PBA Local 261. This resolution does not approve the contract language, it simply authorizes the two (2) attorneys to begin work to develop the contract.
Mayor Boonstra made note a significant amount of work has been devoted to this process which began last Winter. He thanked the Negotiation Team of Committeeman Madigan, Police Chief Murphy and Administrator Shannon and PBA members Sgt. Kasak, Officer Tenney, Officer Pinches and Sgt. DeMaio for their willingness to participate in the collective bargaining process. Of note, Police Chief Murphy is in favor of the contract.

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2. Yesterday, Mayor Boonstra had the opportunity to witness a Wyckoff Police Department /New Jersey Department of Motor Vehicle joint inspection program at Wyckoff Avenue and Main Street where the safety of vehicles, both passenger and commercial, were inspected. These inspections are performed to ensure that the vehicles driving on the public roadways in the Township of Wyckoff are operating in a safe manner. As a result, the police department performed fifty-three (53) inspections and issued sixty-three (63) violations.
It was also the implementation of the police department's new electronic ticket program. Mayor Boonstra thanked Committeemen Carolan and Madigan for "spearheading" this expenditure through the budget preparations. Mr. Carolan added that there is also a safety advantage for our police officers. Utilizing the electronic ticket program allows the officers to write a summons in a safer and more expedited manner. Mr. Madigan advised that the new electronic system sends the summons directly to the Court Administrator.
3. Mayor Boonstra also attended the Zabriskie House Holiday Tour Event last weekend as well as the Toys for Tots Event on Saturday, December 2, 2017.

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

A revised Agenda has been prepared and is presented to the governing body this evening. A number of additions are as follows:

1. A request from the Christian Health Care Center to endorse a resolution that allows the approval of a Community Development Block Grant Application to replace windows. This resolution does not commit any funds from the Township but simply a requirement of Bergen County where the municipality must endorse the application of the non-profit.
2. Fire Chief Tim Brock has requested the approval of two (2) applicants who have submitted application to the Wyckoff Volunteer Fire Department.
3. The Agenda this evening includes two (2) salary ordinances for introduction.

Policy Action Items:

1. The Administrator provided correspondence with regard to the \$20,000 grant the Township obtained from the Joint Insurance Fund (JIF) to form the police accreditation. The correspondence indicates that the Township Police Department must complete the process by May 2018 to retain the grant or it must be refunded to JIF.
2. An update was provided on the number of followers on the Township's social media sites as well as the number of site registrants which is increasing.
3. The Township received a recommendation from the Township's Consulting Engineer for a zoning code amendment. This amendment would protect neighbors when an applicant proposes a subdivision which includes a cul-de-sac and the creation of front yards on neighbors property where they were previously sideyards.

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4. There was a memo from the Consulting Engineer that a sidewalk easement may need to be obtained which was discovered while obtaining plans for the Crescent Avenue Phase 3 Specifications (funded by a New Jersey Department of Transportation (NJDOT) Grant).
5. The Fire Chief has requested an ordinance to change the point system on the Wyckoff Volunteer Fire Department Length of Service Award Program (LOSAP). Essentially, five (5) years ago, when the Assistant Fire Chief position was implemented and the three (3) deputy chief positions were abolished, that change was never reflected in the LOSAP Point System. The Administrator has requested the Fire Chief send him a report that clearly lists what exists and what is being proposed. The report will be presented to the governing body for consideration of an ordinance.
6. On a lighter note, NJ.com previously reported on the Ten (10) Most Romantic Spots in the State of New Jersey. Coming in at number three (3) and listed just minutes from the Garden State Parkway was the Gardens of Wyckoff.
7. In terms of transparency, last week the Township experienced seven (7) inquiries through the website. All inquiries were responded to.
8. The Wyckoff Police Department has received a \$5,500 grant which will authorize DWI assignments as part of New Jersey's "Drive Sober or Get Pulled Over" Program. This program is scheduled around the holiday season. The police department is also participating in the National Highway Traffic Safety Administration's "Buzzed Driving is Drunk Driving." Public education and enforcement are included in this program.
9. The meeting minutes from the Environmental Commission Meeting are provided for review.
10. A request was received from the homeowner at 121 Robertson Drive who wishes to have a temporary easement removed from his property at the area where a physical cul-de-sac exists. The Township Committee discussed this at length and due to the history of that development, the fact that Robertson Drive was never extended because the Cedar Hill Condominiums were constructed. A consensus appeared to exist that the temporary easement should be corrected to a permanent easement to assist the homeowner with his concerns about clear title as he expressed in the event he sells his home. The governing body determined that the Township Engineer should contact the property owner and explain the easement situation to him.
11. The Township Committee discussed a request from a property owner at 162 Packard Avenue specifically, the request to remove the sidewalk from in front of his home. This issue came to light when the new owner purchased this home and the Building Inspector, as part of the Certificate of Continued Occupancy, advised that the sidewalk is in need of repair. The Township Committee discussed this item in depth. Committeeman Carolan expressed he had no objection to the removal of the sidewalk. Mayor Boonstra indicated he had reservations. Members of the governing body requested to carry this item in order to visit the property and further consider this request.
12. There were several pieces of correspondence regarding the 370 Clinton Avenue Special Needs Housing Facility. The Administrator continues to monitor this location so that construction may begin. A question was raised with regard to the sewer capitalization recapture charge. The Township Engineer advised that that fee is due in paying and owing.

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13. For the convenience of the Township Committee, the Administrator has scheduled the Annual JIF Elected Officials Training (which results in a \$250 deduction per elected official), on Tuesday, January 23, 2018 at 6:00 p.m. in the Municipal Court Room.
14. Currently, the Township is out to bid on another WOLF Shared Service Regional Bid. The Administrator and Recreation Director are aggregating the recreation equipment needs with Franklin Lakes and Oakland as a joint bid to capture discount pricing based on bulk ordering. This is the ninth year the Township has performed this shared service as the lead agency.
15. A request was received from the Faith Community Christian Reformed Church located at 570 Sicomac Avenue. The property consists of three (3) structures; a sanctuary, dairy barn and parsonage. The parsonage is located in both Wyckoff and Franklin Lakes. A report from the Township Engineer indicated that a sewer connection is possible and will result in three (3) annual sewer usage charges. However, the Township Engineer is requesting an agreement to be prepared by the Township Attorney for clarification and affirmation of the annual sewer charges including the parsonage. The Township Committee agreed.
16. Mayor Boonstra met with the Wyckoff representative to the Northwest Bergen Sewer Utilities Authority (NBCUA) and discussed two (2) projects currently before the Wyckoff Planning Board. The first project is a proposed sewer extension on Hillside Avenue to Paul Court. The second project suggests a sewer extension at the five (5) lot subdivision on Wyckoff Avenue across from Brownstone Court. Mayor Boonstra is attempting to obtain financial support from the NBCUA for the extension of sanitary sewers. The representative advised the NBCUA would not be interested in contributing to a sewer extension regarding Hillside Avenue and Paul Court because a portion of that line would run through private property. However, the NBCUA may be receptive to discuss participation with extending the Wyckoff Avenue sewer from Russell Avenue towards the development.
17. Mayor Boonstra had the opportunity to sit in on the Township's fourth quarter Safety Committee Meeting on Thursday, November 30, 2017. It was suggested that in 2018 a new liaison assignment could be created to include the Safety Committee. Safety truly is a positive fiscal indicator.
18. The Planning Board will conduct their meeting on Monday, December 11, 2017 due to the beginning of Hanukkah.
19. At last evening's Wyckoff Volunteer Fire Department Meeting, the firefighters gave Committeeman Carolan a standing ovation for his devotion to the fire department.

The Open Work Session Meeting adjourned at 7:59 p.m.

Rudolf E. Boonstra
Mayor

Joyce C. Santimauro
Municipal Clerk

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