

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE OPEN WORK SESSION MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, DECEMBER 18, 2018 – 7:00 P.M.**

Mayor Brian D. Scanlan opened the Open Work Session Meeting at 7:00 p.m. in the second floor municipal court room.

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

Present: Mayor Brian D. Scanlan, Committeemen Thomas J. Madigan, Rudolf E. Boonstra, Timothy E. Shanley and Committeewoman Melissa D. Rubenstein

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

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

There was no public comment.

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

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

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

1. A resolution was prepared to appoint an affordable housing planner this evening. Mayor Scanlan, Committeeman Boonstra and the Administrator met numerous times to interview potential candidates to replace the retirement of Planner Elizabeth McKenzie. A consensus existed that three (3) candidates were further considered and Ms. McManus was deemed the unanimous choice. Recently, Ms. McKenzie has advised she will be unable to complete the affordable housing zoning ordinances and suggested the governing body appoint Ms. McManus as her successor. The Township Committee discussed this appointment and a consensus existed to add this to this evening's agenda.
2. A resolution for a closed session discussion has been added to the agenda at the request of Committeeman Shanley and Mayor Scanlan, members of the subcommittee monitoring the Ridgewood Water Litigation. The governing body agreed.
3. The Administrator provided revised recreation policies that address the use of communication devices by volunteer coaches, volunteers in general and volunteer firefighters. The Township Committee reviewed the proposed policy and a consensus existed to add this item to the agenda for approval.

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4. A resolution to express opposition to the proposed gas fired power plant in North Bergen was reviewed. Mayor Scanlan stated that Committeeman Madigan's comments were added to the resolution as well as Committeeman Boonstra's comments regarding over-development. A governing body consensus existed to add this to this evening's agenda.
5. A letter was received from the pastor of St. Elizabeth's Church to advise that the church will be submitting an application to the Board of Adjustment for a daily use chapel and is requesting a waiver of fees. Mayor Scanlan reviewed that the Township's procedure has been to waive 20% of the permit fees unless there is reciprocal service specifically, the two (2) churches that allow the Township to utilize their facilities for voting locations and the Cornerstone Christian Church for use of their parking lot for the park & ride facility and a baseball field. St. Elizabeth Church has been allowing their soccer/baseball field to be used in the recreation programs. Committeeman Shanley asked the Township Attorney if three (3) of the five (5) governing body members could vote on this matter as they are members of the St. Elizabeth Parish. Mr. Landel opined that it is acceptable for the governing body members to vote. This is not an action of significance and any such conflict would be remote. This motion will be placed on the agenda.
6. A request was received by the Municipal Clerk from the Shop Rite requesting temporary signs for their grand opening scheduled for January 2019. The Township Committee discussed this at length and determined the requested signage is highway signage and it is not appropriate in keeping with the style of Wyckoff. Ms. Santimauro will send a letter in this regard.
7. A report was received from the Township Engineer advising that the Bergen County United Way desires to open Clinton Avenue to connect to the sanitary sewer. However, there is a moratorium on road openings during the Winter months with the exception of emergency repairs. This matter was discussed thoroughly and the governing body may be amenable of waiving the moratorium for said purpose. The only stipulation per the Township Engineer would be to have the water, gas and sewer installed at the same time. A consensus existed to take no action this evening but requested the parties meet prior to January 1, 2019 for further plan and action.

Policy Action Items:

1. The Administrator reviewed the police department recommendation to remove the resolution to re-establish the CERT Program from the January 1st Agenda due to lack of interest and participation. This recommendation was forwarded to the Police Committee who endorses the recommendation as per the Township Committee's comments at the last meeting. The Emergency Management Coordinator surveyed the CERTS and sixteen (16) replied that they would be interested if time permits to serving as shelter aides if they were available. The Emergency Management Coordinator will compile a list of volunteers for shelter aides. The Township Committee determined to remove this resolution from the 2019 Reorganization Agenda.
2. The Administrator reminded the governing body that the business meeting agenda is not adjourned this evening but continued to the January 1, 2019 – 11:00 a.m. Sine Die Meeting.

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3. At 8:00 p.m. the Ramapo High School Varsity Football Team will be present to receive proclamations after winning the State Championship. At 8:30 a.m. the U11 Torpedoes Girls Soccer Team will receive proclamations after winning the New Jersey State Cup.
4. The Administrator reminded the Township Committee that any appointments or reappointments to the boards and Township Committee assignments must be provided to the Municipal Clerk as soon as possible. The January 1, 2019 ceremony and agenda process flows more efficiently due to diligent prior planning.
5. Mr. Shannon reviewed the Joint Insurance Fund (JIF) Reorganization Meeting scheduled for Thursday, January 17, 2019 at 5:30 p.m. This is not a requirement of the governing body but as a member of the executive board which governs our consortium, the Administrator will be in attendance. If any governing body wishes to attend, please advise.
6. This evening's agenda includes three (3) resolutions to invoke concession purchasing. This is a requirement for the Township to award contracts to private vendors to conduct a recreational instruction program on Township property where the Township is paid a portion of that fee.

Township Committee Reports:

Thomas Madigan:

1. Mr. Madigan wished everyone a Merry Christmas and a Happy New Year. Last evening, the Environmental Commission conducted their monthly meeting at the Wyckoff Library where the Junior Environmental Commission members present their projects. The five (5) students presented very impressive projects to help the environment.
2. Mr. Madigan attended the Wyckoff Chamber of Commerce Christmas Tree Lighting Ceremony on Friday, December 7, 2018.
3. There was a house fire on James Way this past week and the occupants were safely evacuated from the home. Many thanks to the Wyckoff Volunteer Fire Department for their quick response. The Boroughs of Hawthorne and Franklin Lakes also assisted Wyckoff.
4. Mr. Madigan looks forward to congratulating the U11 Girls Soccer Team and the Ramapo High School Varsity Football Team for their winning accomplishments.

Timothy Shanley:

1. Mr. Shanley attended two (2) recent Parks and Recreation Advisory Board Meetings this month. The first was a special meeting to advise the Recreation Board of an action by a volunteer coach. Two (2) written complaints regarding the football program were received. Two (2) new policies have been written regarding coaches conduct and these new policies will be added to the existing Recreation Department policies. Both parents and coaches must read these policies and acknowledge prior to the start of any recreational program.
2. The Zoning Board of Adjustment Meeting is scheduled for Thursday, December 20, 2018. Mr. Shanley recognized Susan McQuaid on her retirement after twenty-five (25) years of service to the Township.

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3. Mr. Shanley attended the Chamber of Commerce Tree Lighting Ceremony with his family on Friday, December 7, 2018. Mr. Shanley also thanked the Wyckoff Volunteer Fire Department for transporting Santa through town.
4. This evening, Mr. Shanley hosted 4th Grade Webelos, Pack 110 from Washington School and Lincoln School at Town Hall.
5. Mr. Shanley attended the Sicomac Engine Co. #3 “Ugly Sweater Party.”

Melissa Rubenstein:

1. Dr. Kuder, Superintendent of the K-8 Wyckoff Board of Education has resigned and his representative will no longer be Grace White but Barbara Sheera will now serve on the Library Board.
2. The Wyckoff Board of Health has introduced an ordinance requested by the Township Engineer that relates to the installation of septic systems and establishes an expedited process and commensurate fee.
3. Ms. Rubenstein stated that she looks forward to attending the Russell Farms Community Park Project Team in 2019 to implement the Bergen County Open Space Grant received.
4. Ms. Rubenstein advised that there still remains a vacancy on the Design Review Advisory Board.
5. Ms. Rubenstein also attended the Wyckoff Chamber of Commerce Christmas Tree Lighting Ceremony at Town Hall.
6. Ms. Rubenstein wishes all a Happy New Year.

Rudy Boonstra:

1. Mr. Boonstra recognized Police Chief Murphy for receiving the Bergen County Police Chiefs Association 2018 Achievement Award.
2. Mr. Boonstra also recognized the Wyckoff Police Department for obtaining the “Drive Sober or Get Pulled Over” grant to fund patrols to keep Wyckoff roads safer between December 7th and into the New Year.
3. Mr. Boonstra recognized Police Officer Kyle Ferreira for his work to recapture \$414,000 reimbursement from FEMA for the costs incurred responding to Winter Storm Quinn.
4. Sergeant Tom Tully has retired after twenty-five (25) years of service to the Wyckoff Police Department. Committeeman Boonstra explained what the process entails to hire a replacement police officer.
5. Mr. Boonstra reported that a very serious accident took place last week on Route 208 where a vehicle left the roadway and caught fire.
6. Mr. Boonstra and Scott Fisher met with the Bergen County Public Works Officials to discuss improvements for snow plowing. The officials requested the Township send a letter allowing road openings during the Winter moratorium.

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7. The last Planning Board Meeting included an application from a resident on Vance Avenue where a home had three (3) front yards and requested a fence in the front yards. The request was approved.
8. Mr. Boonstra thanked Mr. Fisher, Mr. Shannon, Robert Landel, Peter TenKate and Mark DiGennaro for their assistance with the Wyckoff Avenue sewer extension project. They are expected to break ground next week.
9. Mr. Boonstra attended all of the same events previously referenced and wished everyone a Merry Christmas and Happy New Year.

Mayor Scanlan:

1. The Wyckoff Volunteer Fire Department conducted their annual elections where Tim Brock remains Fire Chief., Joe VanderPlaat, Assistant Fire Chief and Battalion Chiefs are Joe Alvarez, Chris Joachim and Matt Tani.
2. Mayor Scanlan reported on the significant achievement performed by a fire department project team specifically, Joe VanderPlaat to extend fiber to service the emergency service radio systems in advance from notice from Verizon. Verizon will discontinue service for their copper telephone lines. Mayor Scanlan thanked Mr. Shannon for his follow-up.
3. Mayor Scanlan had the honor of welcoming all to the Wyckoff Chamber of Commerce Tree Lighting Ceremony and Santa comes to Wyckoff. Special thanks to the Wyckoff Volunteer Fire Department for the Santa “transport.”
4. On Monday, December 10, 2018 Mayor Scanlan attended the Vista Ground Breaking Ceremony at the Christian Health Care Center Campus.
5. Mayor Scanlan also attended the Sicomac Engine Co. #3 “Ugly Sweater Party.”
6. With regard to the house fire on James Way, Battalion Chief Chris Joachim was first on the scene and advised that the fire started from a cigar that was left on the back deck. The fire department extinguished the fire within ten (10) minutes.
7. Mayor Scanlan congratulated Bob Shannon on being designated the “Hometown Hero” presented by Congressman Gottheimer.
8. Mayor Scanlan wished everyone a Merry Christmas and a Happy New Year. He thanked the governing body for the honor of serving as Mayor in 2018.

The Open Work Session Meeting adjourned at 7:52 p.m.

Brian D. Scanlan
Mayor

Joyce C. Santimauro
Municipal Clerk

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