

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, SEPTEMBER 3, 2019**

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE WORK SESSION MEETING
MUNICIPAL COURT ROOM
TUESDAY, SEPTEMBER 3, 2019 - 7:00 P.M.**

1. 7:00 pm Work Session Meeting called to order by Mayor Thomas J. Madigan
2. Roll call of Township Committee
3. Reading of "Open Work Session" statement by Mrs. Santimauro
4. Confirm Finance Committee has reviewed, and signed vouchers and that Mayor and Municipal Clerk have signed any necessary documents
5. 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.
6. Review of 8:00 p.m. Business Meeting Agenda – Administrator
7. Review of Policy Action Items – Administrator
8.
 - a. Report of Township Committee
 - b. Report of Administrator
 - c. Report of Attorney
9. Recess Work Session Meeting to conduct 8:00 pm Business Meeting
10. Reconvene Work Session Meeting
11. 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

NOTICE TO PUBLIC

As a visitor attending this public meeting, your presence and attendance may be recorded. By remaining in the Court Room during the meeting, it is assumed your consent is given for your image to be broadcast.

There may be situations where, due to technical difficulties, live streaming or the recording of a meeting may not be available. The Township shall not be responsible for and accepts no liability if the recording or live video streaming of the meeting is unavailable.

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TOWNSHIP COMMITTEE BUSINESS MEETING
MUNICIPAL COURT ROOM
TUESDAY, SEPTEMBER 3, 2019 - 8:00 PM

- 1. Regular Meeting of the Wyckoff Township Committee called to order by Mayor Thomas J. Madigan
- 2. Flag Salute
- 3. Invocation by Father Felix from Saint Elizabeth’s 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 20, 2019 Township Committee Work Session and Regular Business meeting minutes:

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

- #19-275 Payment of Bills
- #19-276 Refund Performance Bond – 371 Martom Road
- #19-277 Annual League of Municipalities Conference
- #19-278 Refund Performance Bond-48 Robert Court
- #19-279 Acceptance of Historic Barn

II **Motions**

- a. Approve the two-day Holiday Boutique at the gift shop and temporary signs on the Christian Health Care Center campus.
- b. Approve the New Jersey State Firefighters applications from Steven Missel, Jr. and Jacob Kossowsky into Volunteer Fire Company #1.

Following is the vote on the Consent Agenda:

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

III **Ordinances- Public Hearings/Further Consideration**

#1886 - AN ORDINANCE AUTHORIZING THE TOWNSHIP OF WYCKOFF TO LEASE REAL PROPERTY, TOGETHER WITH IMPROVEMENTS THEREON, TO THE WYCKOFF PTO ECONOMY SHOP, INC., FOR PUBLIC PURPOSES FOR A

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TERM OF FIVE- AND ONE-HALF YEARS PURSUANT TO THE
"LOCAL LANDS AND BUILDINGS LAW", N.J.S.A.:12-1 ET SEQ.

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

IV 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 Thomas J. Madigan 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 Steven Missel, Jr.

Invocation

The Invocation was given by Father Felix from Saint Elizabeth's Church.

Attendance

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

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

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

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

Mr. Robert Craig, 647 Wishingwell Road. Mr. Craig thanked the Township Committee for their kind words, thoughts and prayers regarding his recently deceased wife Margaret Craig. The Committee remembered Margaret Craig as an avid volunteer, she was a PTO President, Treasurer of the Wyckoff PTO Economy Shop, Cub Scout #198 Scout Leader and a founding member of the Ramapo/Indian Hills FLOW Follies. Sympathy was extended to the Craig family.

The Mayor and Township Committee also extended their sympathy to Father Felix who said the Invocation this evening on the recent passing of his mother in Nigeria.

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

Approval of the August 20, 2019 Township Committee Work Session and Regular Business meeting minutes:

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

Consent Agenda: All matters listed below are considered by the Township

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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):

#19-275 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 Claims Wire nos. 190901, 190902 & 190903 and Claims check nos. 081855 - 081879.

#19-276 Refund Performance Bond – 371 Martom Road

WHEREAS, Cipriana Enterprises, Inc dba RFC Excavating and Landscape Construction deposited the following with the Clerk’s office for a road opening permit for Sean and Ajjan Powers, 371 Martom Road, Block 316 Lot 25:

RFC Excavating	Performance Bond	\$6,570.00
RFC Excavating	Performance Cash Bond	\$750.00

WHEREAS, RFC Excavating has requested that the Performance Bond be refunded; and,

WHEREAS, the Township Engineer, Mark DiGennaro in a notation dated August 27, 2019 has recommended refunding the Performance Bond; and,

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 \$6,570.00 Performance Bond to and the Township will retain the \$750.00 Performance Cash Bond as a two (2) year cash maintenance bond.

BE IT FURTHER RESOLVED, that the Municipal Clerk shall forward a copy of this resolution to the Township Engineer and to Sean and Ajjan Powers, 371 Martom Road, Wyckoff, NJ 07481 and Cipriano Enterprises, 74 Ethel Avenue, Hawthorne, NJ 07506

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#19-277 Annual League of Municipalities Conference

WHEREAS, the Township Committee of the Township of Wyckoff authorizes the following officials to attend the 2019 New Jersey League of Municipalities Conference in Atlantic City on November 19, 20 & 21, 2019: Township of Wyckoff Mayor and Township Committee, Township Administrator, Township Clerk, Township Engineer, Department of Public Works Manager, Police Chief, Fire Chief, Assistant Fire Chief and one (1) Planning Board member; and,

WHEREAS, the Township will reimburse attendees for the following expenses with all receipts and presented on a Township of Wyckoff voucher;

- 1. Hotel accommodations at a rate of \$260.00 per night, maximum of two (2) nights \$520.00
- 2. Conference registration entrance badge \$55.00
- 3. Mileage/parking/tolls \$250.00
- 4. Total \$825.00

WHEREAS, authorization for township employees attending the conference is limited to November 19, 20 & 21, 2019; absence on November 22, 2019 is through the use of a personal day or vacation day.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Wyckoff, County of Bergen and State of New Jersey that the allowance for attendance shall not exceed the amount of \$825.00 per attendee. Said amount includes hotel accommodations, conference registrations, mileage, parking and tolls. Meals are the responsibility of the attendees. All requests for reimbursement must be accompanied by receipts and presented on a Township of Wyckoff voucher.

#19-278 Refund Performance Bond – 48 Robert Street

WHEREAS, Branvall Construction and Ryan and Lauren Murphy deposited the following for a sewer extension project at 48 Robert Court Block 305 Lot 22 in April 2018:

Branvall Construction LLC	Performance Bond	\$4,250.00
Branvall Construction LLC	Performance Cash Bond	\$750.00
Ryan & Lauren Murphy	Professional escrow	\$2,500.00

WHEREAS, Branvall Construction has requested that the Performance Bond be refunded; and,

WHEREAS, the Township Engineer, Mark DiGennaro in an email dated August 15, 2019 has recommended refunding the Performance Bond; and,

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 \$4,250.00 Performance Bond to Branvall Construction and the Township will retain the \$750.00 Performance Cash Bond as a two (2) year cash maintenance bond.

BE IT FURTHER RESOLVED, that the Municipal Clerk shall forward a copy of this resolution to the Township Engineer and to Ryan and Lauren Murphy, 48 Robert Court, Wyckoff, NJ 07481 and Branvall Construction, 209 Macopin Road, Bloomingdale, NJ 07403

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#19-279 Acceptance of Historic Barn

WHEREAS, Brooks Builders is renovating the historic Meer Homestead and building single family homes on the Meer Estate previously known as block 346 lot 8; and,

WHEREAS, the Meer Estate included a historic barn built approximately 100 years ago; and,

WHEREAS, Brooks Builders offered to donate the historic barn to the Township; and,

WHEREAS, the Township Committee desired to preserve the 100-year-old barn by relocating it to the adjacent Wyckoff Community Park to save it from demolition and for future generations to admire and to be used for a useful Department of Public Works purpose such as storing of lawn maintenance equipment.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that they do hereby accept the donation of the aforementioned barn and express their intention to utilize it on the Wyckoff Community Park property for historic preservation and any other municipal purpose.

II Motions

- a. Approve the two-day Holiday Boutique at the gift shop and temporary signs on the Christian Health Care Center campus.
- b. Approve the New Jersey State Firefighters applications from Steven Missel, Jr. and Jacob Kossowsky into Volunteer Fire Company #1.

Following is the vote on the Consent Agenda:

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

III Ordinances- Public Hearings/Further Consideration

#1886 - AN ORDINANCE AUTHORIZING THE TOWNSHIP OF WYCKOFF TO LEASE REAL PROPERTY, TOGETHER WITH IMPROVEMENTS THEREON, TO THE WYCKOFF PTO ECONOMY SHOP, INC., FOR PUBLIC PURPOSES FOR A TERM OF FIVE- AND ONE-HALF YEARS PURSUANT TO THE "LOCAL LANDS AND BUILDINGS LAW", N.J.S.A.:12-1 ET SEQ.

ORDINANCE

FINAL PASSAGE

MUNICIPAL CLERK: Mr. Chairman, I have Ordinance No. 1886, entitled:
AN ORDINANCE AUTHORIZING THE TOWNSHIP OF WYCKOFF TO LEASE REAL PROPERTY, TOGETHER WITH IMPROVEMENTS THEREON, TO THE WYCKOFF PTO ECONOMY SHOP, INC., FOR PUBLIC PURPOSES FOR A TERM OF FIVE AND ONE HALF YEARS PURSUANT TO THE "LOCAL LANDS AND BUILDINGS LAW", N.J.S.A.:12-1 ET SEQ.

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for second reading, by title only, and a copy of this Ordinance has been posted on the bulletin board in Town Hall where public notices are customarily posted, and copies have been made available to members of the general public of the Township who have requested the same.

COMMITTEEMAN SCANLAN: I move the Ordinance on second reading by Title only.

COMMITTEEMAN SHANLEY: Seconded.

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

CHAIRMAN: This is the time and place for the Public Hearing on Ordinance No. 1886 , and all persons who wish to be heard, please state your name and address before making your statement.

Public Comments are made here.

At the Conclusion of public comments:

COMMITTEEMAN SCANLAN: I move that the Public Hearing on the Ordinance be closed.

COMMITTEEMAN SHANLEY: Seconded.

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

MUNICIPAL CLERK: BE IT RESOLVED, by the Township Committee of the Township of Wyckoff that Ordinance No. 1886 be, and the same is hereby adopted, and the Municipal Clerk is hereby authorized and directed to publish the Notice of Final Passage of said Ordinance in the official newspaper for the Township as provided by law.

COMMITTEEMAN SCANLAN: I move the resolution.

COMMITTEEMAN SHANLEY: Seconded.

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

ORDINANCE NO. 1886

AN ORDINANCE AUTHORIZING THE TOWNSHIP OF WYCKOFF TO LEASE REAL PROPERTY, TOGETHER WITH IMPROVEMENTS THEREON, TO THE WYCKOFF PTO ECONOMY SHOP, INC., FOR PUBLIC PURPOSES FOR A TERM OF FIVE AND ONE HALF YEARS PURSUANT TO THE "LOCAL LANDS AND BUILDINGS LAW", N.J.S.A.:12-1 ET SEQ.

BE IT ORDAINED, by the Township Committee of the Township of Wyckoff,

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County of Bergen, State of New Jersey, as follows:

SECTION 1. The Township of Wyckoff shall enter into a lease with the Wyckoff PTO Economy Shop, Inc.; a non-profit corporation of the State of New Jersey, for the leasing of real property located in the Township of Wyckoff at Block 271, Lot 1, 399 Main Street, together with all the improvements thereon for public purposes as provided in Section 3.

SECTION 2. The Mayor and Township Clerk of the Township of Wyckoff, pursuant to N.J.S.A. 40A:12-14(c) are hereby authorized to execute a lease with the Wyckoff PTO Economy Shop, Inc. for a term of five and one half (5-1/2) years which shall commence January 1, 2020, with an annual rental of eighty (\$80.00) dollars per year, plus reimbursement to the Township for the cost of fire insurance, plus amount of annual rental determined annually by the New York Susquehanna & Western Railroad Co.; due and payable from the Township of Wyckoff to the New York Susquehanna & Western Railroad Co., pursuant to lease dated June 30, 2025, as annually renewed.

SECTION 3. The described premises shall be used by the Wyckoff PTO Economy Shop, Inc. for the conduct and operation of its PTO Economy Shop for the promotion of education, health, safety, morals and general welfare pursuant to N.J.S.A. 40A:12-15.

SECTION 4. The Township Administrator of the Township of Wyckoff shall be responsible for the enforcement of the terms and conditions of the said lease and shall require the Wyckoff PTO Economy Shop, Inc. to submit an annual report indicating the purposes for which the premises was utilized during each year, the activities of the Wyckoff PTO Economy Shop, Inc. undertaken in furtherance of the public purposes for which the lease is granted, the amount of funds utilized for the said public purpose and an affirmation of the continued non-profit status of the corporation pursuant to both State and Federal laws.

SECTION 5. Copies of the aforementioned lease and annual report to be submitted by the Wyckoff PTO Economy Shop, Inc. shall be kept on file with the Clerk of the Township of Wyckoff for public inspection.

IV Adjourned 8:32 pm

Mayor Thomas J. Madigan

Joyce C. Santimauro, Municipal Clerk