

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE OPEN WORK SESSION MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, SEPTEMBER 17, 2019 – 7:00 P.M.**

Mayor Thomas J. Madigan 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 Thomas J. Madigan, Committeemen Rudolf E. Boonstra, Brian D. Scanlan 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.

Absent @ 7:00 p.m.: Committeeman Timothy E. Shanley (arrived @ 7:55 p.m.)

Mayor Madigan 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 Boonstra, seconded by Committeeman Scanlan.

There was no public comment.

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

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

Review of the 8:00 p.m. public meeting:

1. The agenda is as stated and posted on the internet as of Friday with two (2) recommendations.
2. The Township Committee members to the Planning Board have been working diligently for a Planning Board representative to the Environmental Commission. Kevin Hanly has been recommended for the position. The governing body agreed to add his name to tonight's agenda.
3. The Planning Board provided a memo stating that at last meeting, Zoning Ordinance #1887 was reviewed and recommended adoption of this ordinance.
4. Listed on this evening's agenda for introduction is an ordinance which will remove Mountain Avenue from the weight limit exception which such weight limit establishes a four (4) ton limit due to the culvert status located on Mountain Avenue.
5. The Administrator suggested that the Township Committee could discuss the report from Committeemen Scanlan and Boonstra regarding the interviews they conducted to appoint members of the public to the newly established Historical Preservation Commission. Mr. Scanlan explained that over the past several weeks, he and Mr. Boonstra conducted a series

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of interviews to arrive at this evening's recommendation. Mr. Boonstra agreed with the recommendation. Mayor Madigan thanked both governing body members for their diligent work. A consensus existed to add these names to the 8:00 p.m. agenda for appointment. At that point, it was requested that Mr. Shannon serve as secretary to the newly formed Historical Preservation Commission. As to a Township Committee Liaison, the governing body discussed having co-liaisons, Mr. Scanlan and Mr. Boonstra. However, this will be addressed at the next meeting.

6. The Township Committee has the honor this evening of completing a new 5 ½ year lease extension with the PTO Economy Shop Volunteers to lease 399 Main Street and operate it as a consignment shop to benefit the schools.

Policy Action Items:

1. The request from the Wyckoff Historical Society to utilize the bulletin board at the Russell Farms Community Park to announce their events has been withdrawn after it was indicated that this request had an unintended consequence of creating a public forum.
2. On Saturday, September 14, 2019 the Administrator attended the Bergen County Utilities Authority Hazardous Waste Collection Day at Campgaw Mountain Reservation in Mahwah. The event ran from 9:00 a.m. – 3:00 p.m. Mr. Shannon arrived at 10:20 a.m. and his car was #564 on the drop-off line. It took approximately forty-one (41) minutes to drop-off his hazardous waste. Wyckoff did promote this ever popular county event widely. Committeewoman Rubenstein attended the event as well arriving at 9:15 a.m. At that time, there were very few vehicles on line. Committeeman Scanlan participated later in the afternoon and the line was so extensive he was unable to wait.
3. Mr. Shannon thanked Mr. Boonstra for bringing to his attention the state of disrepair of the pedestrian path on Township property between Blum Court and Kenneth Place. The DPW was dispatched to restore the path area which was completed to perfection.
4. The DPW has completed the rebuilding of fifty-eight (58) drainage catch basins. There are 1,781 catch basins in the Township of Wyckoff.
5. Leaf collection begins on Tuesday, October 15, 2019 as listed in the Municipal Calendar. Advertisements have been placed soliciting part-time leaf collection workers. Testing of the leaf vacuum trucks will be conducted prior to October 14th.
6. The Township has received a communication from FEMA that the Township of Wyckoff's reimbursement request for the cost to respond to the March 7, 2018 Winter Storm Quinn for \$448,000 has been approved. The Township expects receipt of the check prior to 12/31/2019. Once the check is received, it will be deposited in the fund balance and utilized for tax relief in the 2020 budget.
7. The Administrator advised that today is Constitution Day whereby on September 17, 1787, a decision was reached to conduct the first census in 1790. The first director of the census was Thomas Jefferson. The Township of Wyckoff will be promoting the census. The census is utilized to distribute 675 billion of federal funds each year. Additionally, representation in Congress is based on the population count. The State of New Jersey lost one congressional seat each in 1980, 1990 and 2010

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for a total of three (3) congressional seats. To put this in perspective, in 1790, there were 3.9 million people in the United States. The largest urban area was New York City with 33,000 people. Today, there are 330,000,000 U.S. Citizens.

8. The Administrator suggested that the governing body review in detail this Friday's Township Committee Newsletter, under Upcoming Events – there are ten (10) community events scheduled in the next six (6) weeks. The events include the Grand Opening Ceremony for the Special Needs Housing Facility at 370 Clinton Avenue, a concert at the Cedar Hill Christian Reformed Church to benefit the first responders of the Wyckoff Volunteer Fire Department, the Wyckoff Volunteer Ambulance Corp as well as Fire Co. #3 and Fire Co. #2 Fundraisers.
9. Today is the first day of the three (3) day Bergen County Clerk Satellite Office in Wyckoff Town Hall from 10:00 a.m. to 2:00 p.m. The satellite office is receiving passport applications, notary public oaths of office, senior, veterans and exempt firefighters discount cards as well as business trade name registrations. Twenty (20) applications were completed today.
10. On Friday, October 11, 2019 from 7:00 p.m. to 9:00 p.m. the Wyckoff Police Department will be conducting a program entitled "Kids and Cops" at the Wyckoff Family YMCA. Police Chief Murphy has stated this is a great opportunity for our community youth to meet and interact with Township's police officers in a fun and positive environment.
11. The Administrator and Denise Capparelli are actively pursuing grant opportunities from the Gardinier Environmental Fund. There may be two (2) categories that the Township may qualify to receive grants. They include energy efficiency projects and the purchase hybrid vehicles. More information to come.
12. The Township's Cyber Training known as "KnowBe4" is moving forward. Twelve (12) of forty-four (44) staff members have completed the nine (9) module training. The Administrator encouraged everyone to complete the training.

Township Attorney Report:

1. The lease agreement for the PTO Economy Shop's extension of lease has been completed.
2. Mr. Landel has completed the cell tower lease re-write. The Administrator thanked Mr. Landel and his Staff for drafting both of these referenced leases.
3. Over the weekend, Mr. Landel received the overlay zone ordinances from the affordable housing planner. The documents will be forwarded to the governing body for review. The Administrator advised that the ordinances could be introduced on Wednesday, October 2, 2019. The Planning Board will consider these ordinances on Monday, October 7, 2019 with adoption by the governing body on Tuesday, October 15, 2019.
4. With regard to the property at 240 Demarest Avenue, Mr. Landel received a call from the realtor inquiring regarding the status of the property purchase. The Township is still waiting for the financial institution, which owns this property, to sign the agreement of sale.

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Township Committee Report:

Brian Scanlan:

1. On Saturday, September 7, 2019 Mr. Scanlan took an Ecco-Cruise with Captain Bill Sheehan, the Hackensack Riverkeeper through the Meadowlands. A pontoon boat was used for the cruise and Mr. Scanlan enjoyed seeing the wildlife while listening to the history of the Meadowlands.
2. Mr. Scanlan, Committeeman Shanley and Tom Gensheimer, Building Inspector met with five (5) representatives of Orange & Rockland Utilities on Tuesday, September 10, 2019. The impetus of the meeting was a complaint from a James Way resident who experienced a service disruption. The installation of the “Smart Meters” have been completed by Orange & Rockland in their service area. Those smart meters can ascertain an electrical problem electronically. Orange & Rockland’s procedure is to send a letter to the residents advising them of the problem, sending a second follow-up letter and finally shutting off the electric service to the home if it is deemed there is a safety issue. Mr. Scanlan also mentioned that when the resident contacted Orange & Rockland, he did not receive the appropriate or correct information. The governing body discussed this matter and Orange & Rockland advises that sometime in 2020, PSEG will begin to install smart meters in their portion of the municipality. As a policy consideration, does the Township Committee want to be pro-active or informed concerning this information. Mayor Madigan thanked Mr. Scanlan for this information and the very thorough follow-up. It was also mentioned that Orange & Rockland, which had promised the governing body they would perform storm hardening measures by installing the electric lines that serve the homes in Wyckoff that are fed by the Orange & Rockland substation in Allendale, would be constructed underground. That fast tracking of this improvement has been postponed to 2021/2022. The governing body discussed what action to take regarding the eight (8) properties Orange & Rockland has indicated that their smart meters have diagnosed a problem which could be as significant as creating a fire. Orange & Rockland stated the Wyckoff residents have not responded to the company. The Township Committee determined to be pro-active and Mr. Scanlan and the Administrator will draft a letter to be used by the Fire Prevention Official and sent to the residents, drawing attention to the consequence of this Orange & Rockland issue.
3. Mr. Scanlan attended the 9-11 Memorial Service at Fire Co.#1 and opined that it is important to educate our young people to remember this somber date in our country’s history. A trend is emerging that young people ages 15 to 20 do not have an understanding of the 9-11 tragedy and how it impacted Northern New Jersey.
4. On Thursday, September 12, 2019 Mr. Scanlan attended the Chamber of Commerce Breakfast Meeting at the Wyckoff Public Library with Mayor Madigan, Committeeman Boonstra and the Administrator. The meeting included the remarkable story of the resident who worked in the South Tower and survived the 9-11 attack. Mr. Scanlan had the opportunity to speak with Howie Felixbrod and Lee Parker to obtain feedback on the ordinance concerning plastic bag prohibition. It was noted that the plastic bag ordinance was sent to officials at the Wyckoff Shop Rite. The response from Shop Rite was they would prefer that the ordinance not require supermarkets to provide paper bags but to sell reusable bags.

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Melissa Rubenstein:

1. Ms. Rubenstein attended the Board of Health Meeting on Thursday, September 12, 2019 where two (2) Bergen County Health Educators spoke about the dangers of vaping and how prevalent it is in area middle schools and high schools. There have been six (6) deaths relating to vaping. Bergen County has established a three (3) prong approach – 1.) prevention and education, 2.) cessation and 3.) policy. The Wyckoff Board of Health will attempt to connect the Bergen County representatives and their program with the Wyckoff Board of Education and the Wyckoff Family YMCA.
2. Also discussed at the Board of Health Meeting, Lawlins Corporate Park, 190 Lawlins Road has a corporate kitchen which subleases space at this location. This corporate kitchen must develop a fee schedule which would address these corporate kitchens to ensure the proper health precautions are in place (the purpose of the food handlers fee is to ensure the proper State required sanitary conditions are enforced). The fees should apply to the owner of the space as well as the entity that is subletting the space. The Administrator was requested to survey other municipalities to determine what fees they are charging and then draft an ordinance amendment in this regard.
3. The Zabriskie House Trustees met with their historical architect firm, Connolly & Hickey to discuss the improvements to the structural integrity of the Zabriskie House. More information to come.
4. At last evening's Environmental Commission Meeting, a quorum was not available therefore, the meeting was cancelled. Ms. Rubenstein advised that interviews have been conducted with residents interested in serving on the Environmental Commission. Later this evening, the Township Committee will appoint the Planning Board representative to the Environmental Commission.

Rudy Boonstra:

1. Mr. Boonstra will provide a number of updates that relate to the police department. The first update; one of the police sergeants has submitted notice of retirement at the end of this year. The sergeant's promotional process has been activated. The last list, established in compliance with the Township's ordinance, expired in March. The second update indicates an advertisement and solicitation will begin to hire a new replacement probationary police officer.
2. The Police Committee met on Monday, September 16, 2019 and discussed with Chief Murphy his plan for helping to improve safety for various intersections where drivers are not paying attention at these locations.
3. At 8:00 p.m. the Township will introduce an ordinance to establish a temporary vehicle weight restriction of four (4) tons on Mountain Avenue. The Township Committee had previously discussed the weakened culvert on Mountain Avenue. This modification will prohibit heavier trucks of 50,000 – 70,000 pounds from traversing Mountain Avenue. The intent is to extend the life of the culvert as the Township has applied for a NJDOT Grant to fund the replacement of the culvert. Once the grant is received, the engineering will be fast-tracked to reach the point of competitive bidding so the project may begin in early Spring.

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4. Mr. Boonstra was pleased that the “team effort” to obtain reimbursement of \$448,000 from FEMA was successful.
5. The Police Department was able to purchase two (2) portable digital readout signs that flash to indicate “Slow Down” or “Thank You” depending on the speed driven by the motorist. One (1) sign has been placed on Calvin Court at the entrance to Eisenhower School and the second sign was placed on Mason Avenue at the entrance to Lincoln School. These signs are effective in purpose and based on their evaluation, the police department plans to request additional signs in next year’s budget.
Committeeman Scanlan commented that when he bikes to the train station in Glen Rock every day, he passes two of these digital signs and that he is “biking within the speed limit.”
6. There have been several injuries within the police department – one (1) officer injured her ankle while off-duty and will return to modified duty. Last week, three (3) officers were injured in apprehending a violent individual.
7. One (1) of the police desk attendants has submitted her resignation effective Thursday, September 26, 2019. Therefore, an advertisement for the position will be issued.
8. Police Chief Murphy stated at the last Police Committee Meeting that a Saturday Morning Coffee with a Cop Program will be implemented later this Fall. More information to come.
9. Mr. Boonstra and Mayor Madigan attended the PBA Corn Hold Tournament at the Wyckoff Family YMCA on Saturday, September 14, 2019.
10. At the last Planning Board Meeting, four (4) applications were approved. One (1) application was a subdivision at the Grace Methodist Church property. Mr. Boonstra thanked Tom Garlick from Mr. Landel’s Office for his assistance.
11. The Planning Board recommended the adoption of Ordinance #1887.
12. The DPW has completed the road resurfacing and is preparing for leaf collection. Crews are performing tree removal and pothole repairs. The historic barn may be placed on a permeant foundation prior to leaf collection if time permits.
13. Mr. Boonstra attended the Chamber of Commerce Meeting where the speaker at the meeting actually lived part of history on 9-11-2001.
14. Mr. Boonstra attended the opening game rally for the Wyckoff Football Program on Saturday, September 14, 2019.

Mayor Madigan:

1. Mayor Madigan congratulated Committeeman Boonstra for 50 years of service as a member of the Wyckoff Volunteer Fire Department. On Monday, September 16, 2019 the fire department presented Mr. Boonstra with a commemorative clock service award for his gift of time.

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2. Mayor Madigan also attended the 911 Memorial Service conducted on Wednesday, September 11, 2019 at Fire Co. #1. A larger gathering than in previous years attended this year's service.
3. Mayor Madigan attended the Chamber of Commerce Meeting and listened to speaker Brian Clarke, the survivor of the 911 Terrorist Attack.
4. Mayor Madigan thanked Committee Shanley and the volunteers on the Fireworks Committee for continuing the traditional fireworks display event. Excitement is building for this event in the community. The lawn sign sales are brisk.
5. Mayor Madigan expressed his concern for the trend by young people of vaping. This is a major concern for most parents.
6. This weekend, St. Nicholas Greek Orthodox Church on Grandview Avenue will conduct their annual Greek Festival this coming Friday, Saturday and Sunday.

It is now 7:55 p.m. and Committee Shanley has arrived to the Open Work Session Meeting. He was at his son's sixth grade back to school night.

Timothy Shanley:

1. The sale of the fireworks lawn signs is progressing. Mr. Shanley reminded everyone that traditionally, the fireworks display was a fundraising event. Therefore, any proceeds from the sale of the lawn signs will be donated back to the fire department, ambulance corps. and police department.
2. Mr. Shanley thanked Fire Chief Brock, Assistant Fire Chief Vander Plaats and the Administrator for their invaluable assistance with the event planning. Hopefully, the weather will cooperate as there is no rain date.
3. The Fireworks Committee is working diligently to secure food trucks and musical entertainment for the fireworks display on Saturday, September 28, 2019. Mr. Shanley complimented Mrs. Shanley for assisting him with these endeavors.
4. The Wyckoff Recreation Advisory Board conducted their September Meeting and voted to increase only certain specific fees for the Spring Recreation Program.

The Open Work Session Meeting adjourned at 8:00 p.m.

Thomas J. Madigan
Mayor

Joyce C. Santimauro
Municipal Clerk