

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE OPEN WORK SESSION MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
MONDAY, NOVEMBER 6, 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, Brian D. Scanlan, John A. Carolan and Timothy E. Shanley

Also Present: Township Administrator Robert J. Shannon, Jr. and Township Attorney Robert Landel

Absent: Municipal Clerk Joyce C. Santimauro

Mayor Boonstra advised that Township Administrator Shannon is substituting for Municipal Clerk Joyce Santimauro who is convalescing from a medical situation. Everyone wishes Joyce well and a speedy recovery.

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 Scanlan.

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:

Timothy E. Shanley:

1. On Thursday, October 19, 2017 Mr. Shanley attended the Planning Board Meeting where routine business was conducted.
2. The Wyckoff Education Foundation Gala Event was held on Saturday, October 21, 2017 at the Arcola Country Club. Funds were raised for educational enhancements for the K-8 School System.
3. Mr. Shanley met with Mayor Boonstra and elected representatives of Glen Rock and Midland Park to discuss the Ridgewood Water Rate Litigation. A report will be provided in closed session regarding the litigation.
4. Mr. Shanley attended the Veterans Ceremony today at the Wyckoff Family YMCA. Ken Herman, a World War II Veteran, was asked to "pinch hit" as the keynote speaker this evening and performed admirably. Mr. Shanley thanked the YMCA for honoring our veterans.

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Brian Scanlan:

1. On Wednesday, October 18, 2017 Mr. Scanlan attended the presentation by Attorney General Porino at Ramapo High School regarding the opioid epidemic. Later that evening, Mr. Scanlan attended the Library Board Meeting where routine business was conducted.
2. Mr. Scanlan attended the Thursday, October 19, 2017 Christian Health Care Center Fundraiser where the Wyckoff Family YMCA Board and Joy Vottero and Joyce Kwiatkowski were honored at the Venetian Restaurant.
3. Mr. Scanlan attended the Retirement Recognition Dinner for former Wyckoff Volunteer Fire Department Fire Chief Lou Graglia.
4. The Wyckoff Family YMCA sponsored a luncheon for the war veterans today, which Mr. Scanlan attended.

John Carolan:

1. Mr. Carolan attended the Christian Health Care Center Event on Thursday, October 19, 2017 with Mayor Boonstra and Committeeman Scanlan to recognize the Wyckoff Family YMCA Board, specifically Joy Vottero and Joyce Kwiatkowski.
2. Mr. Carolan attended the Wyckoff Education Foundation Fundraiser Gala at the Arcola Country Club on Saturday, October 21, 2017 with Mayor Boonstra and Committeeman Shanley. The Wyckoff Education Foundation has been involved in funding the STEM Lab at the Eisenhower Middle School.
3. The Wyckoff Family YMCA "Oktoberfest" event was conducted on Saturday, October 25, 2017 at the YMCA Campus.
4. Mr. Carolan and Committeeman Madigan attended the Rotary Fundraiser Dinner where Mr. Madigan served as Master of Ceremony.
5. Mr. Carolan also attended the retirement dinner for former Fire Chief Lou Graglia at Fire Company #1.
6. The Wyckoff DPW is conducting the Fall Leaf Collection Program where leaf crews are in the second town-wide round of leaf collection in District 5.
7. Mr. Carolan reported that the areas of drainage concern at the Russell Farms Community Park are being addressed by the DPW.
8. The Wyckoff DPW has accomplished all of the tasks that were assigned this year. Mr. Carolan thanked Scott Fisher and the DPW Staff for their diligent work.
9. Mr. Carolan requested that during the invocation this evening at 8:00 p.m., a moment of silence is observed for a Wyckoff Volunteer Firefighter who was injured during a drill and is having surgery tomorrow.

Tom Madigan:

1. Mr. Madigan reported that he attended most of the events that have been reported this evening.

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2. Mr. Madigan reported that he has agreed to serve on a subcommittee with Committeeman Scanlan to evaluate the form of government in response to the petition signed by 901 residents requesting the Township Committee consider alternatives to the current process of selecting the mayor in the Township Committee form of government.
Mr. Madigan took issue with a phone call he received from a reporter from the Bergen Record asking him to comment on what she stated was a proposal from Mr. Scanlan for a change in government. Mr. Madigan read this article aloud and indicated he was perplexed with the article when each member pledged to be open minded and evaluate the options. Committeeman Scanlan replied that he was contacted by the reporter in relation to various political mailings from individuals running for election against him. A back and forth between Mr. Madigan and Mr. Scanlan ensued with the following dates being mutually agreed upon for the next meeting. They are: Monday, November 13, 2017 at 4:00 p.m. and Tuesday, November 21, 2017 at 5:00 p.m.

Mayor Boonstra:

1. On Friday, October 20, 2017 Mayor Boonstra attended the luncheon at the Christian Health Care Center for all residents who are centenarians.
2. Mayor Boonstra also attended the retirement dinner for Ex-Fire Chief Graglia.
3. Mayor Boonstra has received a request from Brielle Bleeker to volunteer on the Mayor's Wellness Committee and welcomed her participation.
4. The police officers from the Wyckoff Police Department are growing beards this month to raise funds for charity.
5. Mayor Boonstra attended all or most of the fundraising events previously stated.

Administrator Report:

The 8:00 p.m. Agenda is presented to the governing body as issued on Friday. Mr. Shannon asked for any questions regarding the agenda. Committeeman Scanlan inquired if there was any printed material for the Closed Session discussions. Mayor Boonstra advised that there is and he will distribute during the Closed Session discussion.

Policy Action Items:

1. A request was received from Rabbi Kaplan to conduct the Annual Menorah Lighting Ceremony on Tuesday, December 12, 2017 at 4:30 p.m. Please note: Town Hall is open on Tuesday evenings from 6:00 p.m. to 8:00 p.m. The Township Committee approved the request.
2. The Administrator presented a request from a resident who wished to have posted on the Township's website a solicitation for funds related to a civic event. The Township Committee policy was provided and reviewed and the request was denied.

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3. Last week, the Township's police department was presented with the American Automobile Association's (AAA) highest award, Excellence for Community Traffic Safety. Wyckoff was one (1) of ten (10) municipalities within the ninety-eight (98) municipalities in Bergen, Passaic and Hudson counties to receive this distinction. This is the twelfth time in fourteen (14) years that the Township has achieved this honor.
4. The Administrator provided a report from the Tax Collector regarding the statutory obligation to perform a tax sale for unpaid tax and sewer payments. The Tax Collector, members of her staff and other municipal staff concluded this process successfully.
5. The Administrator's participation as an executive board member of the Joint Insurance Fund (JIF) including serving as chairs of the management and safety committees has resulted in three (3) benefits for the Township; 1) the management committee has approved a 2018 JIF Assessment which has an increase of less than half of one percent; 2) the application the Township submitted for land use insurance will be approved for all member JIF's; 3) the Township received a dividend check in the amount of \$15,220.54 which will be applied to decrease the Township's insurance charges in 2018. Of note: in the years that the Township has been a member of the JIF and performing risk management, the Township has received refunds of \$706,956.00 indicating safety is a positive fiscal indicator.
6. Included in this week's packet are a number of memos that indicate further enhancements to the municipal website specifically, the tax map, historical population data and the zoning map. This past Friday, a new form of "e-blasts," designed by Nancy Cole was launched and disseminated to over 5,000 residents who have registered their e-mail addresses. Many positive comments have been received regarding the new format.
7. The Administrator provided an update with regard to the number of followers to the Township's social media accounts.
8. A thank you was received from a resident with a street light issue which Nancy Cole assisted and resolved the matter.
9. Tuesday, November 7, 2017 is Election Day. The Administrator, as well as the staff from the Clerk's Office and assistance from Joyce Santimauro, will open the polling locations at 5:45 a.m. as voting begins at 6:00 a.m. Polls close at 8:00 p.m. after which two (2) poll-workers from each polling location return to Town Hall to drop-off election tallies and supplies. Kudos to Maryellen Tafrate and Anna Coscia for their diligent work in the absence of Joyce.

Township Attorney Report:

1. Mr. Landel was successful in obtaining an extension from the Superior Court extending the grant of immunity in the Affordable Housing Litigation until December 31, 2107. Mr. Landel will report back to the Court on December 8, 2017 and expects to have a draft agreement for a settlement at that time.
2. Mr. Landel is in the process of working alongside the Township Engineer on a number of private sewer extension projects.
3. Mr. Landel has been assisting on a number of OPRA Requests.

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4. An update on the Ridgewood Water Litigation will be presented at the Closed Session discussion this evening.

Committeeman Shanley requested a moment of silence at the beginning of the 8:00 p.m. business meeting for the victims of the massacre at the Baptist Church in Sutherland Springs, Texas this week.

The Administrator indicated that he intended to report that Resolution #17-267 (for clarity) is appropriately described colloquially as:

Everyone loves a bargain, even governments. The winning bidder is usually the one that provides the lowest price. Previous performance is not often a consideration. That is akin to buying the cheapest used car on an auto lot, without checking the condition of the engine.

However, the New Jersey local Public Contracts Law requires not only the price bid to be the lowest, but it also requires the bids to be in compliance with the regulations and requirements of the specification.

Municipalities are required to “dig deeper” and verify that the apparent low bid is “responsive” to the specification (or rules of the procurement). Does the bid comply with all “material” requirements of the procurement? The concept of “responsive bid” allows municipalities to look into prior experience, financial ability, equipment and facilities. A “vendor report card” --- you could describe it as. “Responsiveness” allows municipalities to craft a bid specification to describe the quality and performance of the service to achieve the lowest price predicated upon the “best value” as described by the rules of the game (specification requirements).

Resolution 2017-267 reflects compliance with the Local Public Contracts Law. In other words, the responsiveness requirements and the service, equipment, vehicle and performance verifications performed are in place to ensure our taxpayers don’t suffer the situation of bait and switch when you pay for the A Team and the B Team shows up to do the work.

At the 11/21/17 8:00 p.m. Meeting, Brian Scanlan made a motion to add the following to the 11/6/17 Open Work Session Meeting Minutes just before adjournment.

Mayor Boonstra told a resident sitting in the fourth row isle seat to stop videoing the meeting and the resident complied.

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

Rudolf E. Boonstra
Mayor

Joyce C. Santimauro
Municipal Clerk