

**TOWNSHIP OF WYCKOFF  
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING  
SECOND FLOOR MUNICIPAL COURT ROOM  
TUESDAY, OCTOBER 2, 2018**

**TOWNSHIP OF WYCKOFF  
TOWNSHIP COMMITTEE WORK SESSION MEETING  
MUNICIPAL COURT ROOM  
TUESDAY, OCTOBER 2, 2018 - 7:00 P.M.**

1. 7:00 pm Work Session Meeting called to order by Mayor Brian D. Scanlan
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**

**TOWNSHIP OF WYCKOFF  
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**TOWNSHIP COMMITTEE BUSINESS MEETING  
MUNICIPAL COURT ROOM  
TUESDAY, OCTOBER 2, 2018 - 8:00 PM**

1. Regular Meeting of the Wyckoff Township Committee called to order by Mayor Brian D. Scanlan
2. Flag Salute
3. Invocation will be given by Reverend Kabazian from Wyckoff Reformed 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 September 4, 2018 Township Committee Work Session and Regular Business meeting minutes:

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

Approval of the September 17, 2018 Township Committee Work Session and Regular Business meeting minutes:

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

8. **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):**

- |         |   |
|---------|---|
| #18-265 | Establish Lien – 312 James Way – Block 349 Lot 72                 |
| #18-266 | Reduction of 2018 Tax Levy Due to County Board Judgements         |
| #18-267 | Authorize Redemption of Tax Sale Certificate #13-00018            |
| #18-268 | Extend Contract for Spring/Fall Tennis Clinics                    |
| #18-269 | Extend Contract for Soccer Skills Program                         |
| #18-270 | Extend Contract for Middle School Summer Recreation Camp          |
| #18-271 | Extend Contract for Lacrosse Camp                                 |
| #18-272 | Claimant Certification Requirements as per NJAC 5:30 and 5:31-4.1 |
| #18-273 | Proclaim October 2, 2018 as Put the Brakes on Fatalities Day      |
| #18-274 | Payment of Bills  |
| #18-275 | Return of Certain Overpaid Taxes, Escrow, etc.                    |
| #18-276 | Fire Prevention Month   |
| #18-277 | Breast Cancer Awareness Month                                     |
| #18-278 | Authorize Change Order #1-Decreasing Contract Cost                |
| #18-279 | Final Approval of Plan and Design of Public Improvement           |
| #18-280 | Authorize Acceptance of Bergen County Open Space Grant            |

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**II      Motions**

- a.      Authorize the request from the Wyckoff Fire Department Ladies Auxiliary's fish/chicken and chips dinner fundraiser at Company #1 on October 13, 2018 from 5:00 pm to 7:00 pm.
- b.      Approve the Wyckoff Volunteer Fire Department application from Junior Volunteer Firefighter Andrew Rotello to regular Volunteer Firefighter status.
- c.      Approve the Wyckoff Volunteer Fire Department application for Matthew Litchult as a Junior Volunteer Wyckoff Firefighter.

**III      Ordinances – Introductions**

#1862 - AN ORDINANCE TO AMEND ARTICLE XII "SCHEDULES" IN CHAPTER 177 OF THE CODE OF THE TOWNSHIP OF WYCKOFF "VEHICLES AND TRAFFIC" FOR THE PURPOSE OF AMENDING SECTION, "177-52.2: RIGHT TURN PROHIBITIONS FOR VEHICLES OF CERTAIN WEIGHT OR GREATER"

#1863 – AN ORDINANCE TO PROVIDE A CAPITAL IMPROVEMENT IN THE TOWNSHIP OF WYCKOFF AND TO PROVIDE FOR THE RECEIPT, ACCEPTANCE AND DEPOSIT OF GRANT FUNDS THEREFORE

**Following is the vote on the Consent Agenda:**

MOTION:      BOONSTRA      SECOND      RUBENSTEIN  
BOONSTRA YES    MADIGAN YES    RUBENSTEIN YES    SHANLEY YES  
SCANLAN 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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Mayor Brian D. Scanlan 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 Mayor Brian Scanlon

**Invocation**

The Invocation was given by Reverend Kabazian from Wyckoff Reformed Church

**Attendance**

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

**Staff Present:** Joyce C. Santimauro, Municipal Clerk, Township Administrator Robert J. Shannon, 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 Shanley made a motion to open the meeting for public Comment; Seconded by Committeewoman Rubenstein. All voted in favor.

No one came forward.

Committeeman Shanley 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 September 4, 2018 Township Committee Work Session and Regular Business meeting minutes:

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

Approval of the September 17, 2018 Township Committee Work Session and Regular Business meeting minutes:

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

**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:

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**I      Resolutions (Adoption of the following):**

**#18-265      Establish Lien – 312 James Way – Block 349 Lot 72**

**WHEREAS**, the residential home and land at 312 James Way, Block 349/Lot 72 is owned by Ronald & Darlene Gilmore; and,

**WHEREAS**, the Township Committee of the Township of Wyckoff has established a property maintenance code known as Chapter 152 of the Code of the Township of Wyckoff; and,

**WHEREAS**, all the owners of property in the Township of Wyckoff are required to comply with the provisions in Chapter 152 of the Code of the Township of Wyckoff; and,

**WHEREAS**, adjacent property owners and neighbors have brought property maintenance violations to the attention of the Zoning Administrator and the Zoning Administrator has issued an abatement notice in compliance with Chapter 152 to the owner and mortgagee of 312 James Way. The Zoning Administrator has attempted to obtain compliance through letters and telephone calls as detailed on the attached certification with the result that the owner and mortgagee have failed to abate the violations enumerated in the abatement notice; and,

**WHEREAS**, the property owner has the duty to remove the violations after notice has been issued; and,

**WHEREAS**, the Zoning Administrator has filed a certification dated July 11, 2018 (attached as if set forth at length) in compliance with Chapter 152 which certifies the cost of \$ 525.00 as the verified charge to abate certain violations; and,

**WHEREAS**, the attached certificate with attachments is presented to the Township Committee for their examination and if found correct, to be charged against the lands upon which the violation existed.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that they have examined the certification dated July 11, 2018 from the Zoning Administrator and find it to be correct and cause the cost of \$525.00 to be charged against the land, namely Block 349/Lot 72, known as 312 James Way as a lien on the property for the cost to abate the property maintenance violation.

**BE IT FURTHER RESOLVED**, that the amount of \$ 525.00 charged shall become a lien upon such lands and shall be added to and become, in form, part of the taxes next to be assessed and levied upon Block 349 Lot 72, 312 James Way. This amount shall bear interest at the same rate as taxes and shall be collected and enforced by the Tax Collector and in the same manner as taxes.

**BE IT FURTHER RESOLVED**, that the Municipal Clerk shall provide a certified copy of this resolution and certification to the property owner, the Wyckoff Tax Collector, and the Zoning Administrator.

**#18-266      Reduction of 2018 Tax Levy Due to County Board Judgements**

**WHEREAS**, N.J.S.A. 54:3-21 – 29, allows for property owners to appeal their assessed valuation for the taxing year; and,

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**WHEREAS**, judgements from the County Board of Taxation and the State Tax Court have been made and received reducing the assessed value after the certification of the 2018 Tax Duplicate, and,

**WHEREAS**, these judgements cause a reduction in the total amount of taxes to be levied and collected in 2018; and,

**WHEREAS**, these reductions result in a reduction to the collectable amount of the 2018 Tax Levy of \$105,584.84.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff that the Tax Collector is hereby authorized and directed to adjust 2018 taxes due for the listed properties.

**BE IT FURTHER RESOLVED**, to make the appropriate reductions to the 2018 Tax Levy for these judgements and any future judgements as received.

**#18-267      Authorize Redemption of Tax Sale Certificate #13-00018**

**WHEREAS**, the Tax Collector of the Township of Wyckoff has previously determined that there was due and owing to the Township of Wyckoff outstanding tax and interest for tax year 2012 on Block 468/Lot 4, aka Amherst Street, within the Township of Wyckoff, County of Bergen, State of New Jersey; in the amount of \$5,291.39; and,

**WHEREAS**, on the 24th day of October 2013, the Township of Wyckoff executed a "Certificate of Sale of Unpaid Municipal Liens" numbered 13-00018, hereinafter referred to as a Tax Sale Certificate on the above-described property in the amount above-recited; and,

**WHEREAS**, said Tax Sale Certificate was struck off to the municipality, Township of Wyckoff ; and,

**WHEREAS**, subsequent to the execution and filing of said Tax Sale Certificate and prior to the commencement of foreclosure proceedings against the property owner's right to redemption of said Tax Sale Certificate, the mortgagor has paid to the Tax Collector of the Township of Wyckoff any and all charges deemed due and owing on the above-described property and the property owner is therefore entitled to a redemption of said Tax Sale Certificate pursuant to N.J.S.A. 54:5-55.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff, that the Tax Collector be, and the same is hereby authorized and directed to cancel and endorse Tax Sale Certificate 13-00018 for redemption and make refund as of October 9, 2018 in the amount of \$5,291.36 being lien amount of \$438.02, subsequent taxes, and interest in the amount of \$4,845.34 recording fees in the amount of \$8.00 to the Township of Wyckoff, and deliver said Tax Sale Certificate to the mortgagor for cancellation with the County Clerk in accordance with N.J.S.A. 54:5-55.

**#18-268      Extend Contract for Spring/Fall Tennis Clinics**

**WHEREAS**, the Township Committee awarded a two (2) year contract for tennis clinics in 2017 & 2018 vis Resolution 2016-251; and,

**WHEREAS**, the bid speciation and the aforementioned resolution of award included language which allows the Township of Wyckoff at its sole discretion to extend the contract for a two (2) year period if the contract has been provided in our efficient and effective manner; and,

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**WHEREAS**, the Recreation Director has recommended the contract extension due to its efficient and effective contract service; and,

**WHEREAS**, the Townships Administrator concurs with this recommendation; and,

**WHEREAS**, the Township Attorney has approved this procurement; and,

**WHEREAS**, in accordance with NJSA 40A:11-15(3) this contract is for a term not exceeding two (2) years and it is subject to the availability and appropriation annually of sufficient funds on January 1, 2019 and January 1, 2020 as required and in accordance with recently enacted regulations requiring certification of funds. The budgetary accounting encumbrance process as set forth in NJAC 5:30-5.3(c) and 5:30-5.4(b) for each fiscal year shall take the place of, and be used instead of, written certification of available funds set forth in NJAC 5:3-5.4(a).

**NOW THEREFOR BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff that a contract is hereby extended to Tennis Dynamics, Inc., 2 Athenia Avenue, Clifton, NJ 07013 for the provision of Spring & Fall Instructional Tennis Clinics in 2019 and 2020 for the payment of \$25.00 per participant paid by the Township in accordance with the bid specifications.

**BE IT FURTHER RESOLVED**, that the Municipal Clerk shall provide a certified copy of this resolution to the Recreation Director, Accounts Payable Clerk and the CFO.

**CERTIFICATE OF AVAILABLE FUNDS**

I, DIANA MCLEOD, CHIEF FINANCIAL OFFICER OF THE TOWNSHIP OF WYCKOFF, CERTIFY THAT SUFFICIENT FUNDS HAVE BEEN APPROPRIATED IN ACCOUNT 8-1-28-370-020. THIS ACCOUNT REPRESENTS THE MAXIMUM NOT TO EXCEED APPROPRIATION AS SET FORTH IN THIS RESOLUTION AND ALLOWABLE BY LAW AND IN ACCORDANCE WITH NJAC 5:30-5.5(B) SUBJECT TO THE AVAILABILITY OF FUNDS APPROPRIATED IN THE 2019 AND 2020 ANNUAL BUDGET. THE BUDGETORY ACCOUNTING ENCUMBRANCE PROCESS AS SET FORTH IN NJAC 5:30 (c) and 5:30 – 5.4(b) FOR EACH FISCAL YEAR SHALL TAKE THE PLACE OF AND BE USED INSTEAD OF, WRITTEN CERTIFICATION OF AVAILABLE FUNDS SET FORTH IN NJAC 5:30-5.4(a).

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DIANA MC LEOD  
CHIEF FINANCIAL OFFICER

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**#18-269      Extend Contract for Soccer Skills Program**

**WHEREAS**, the Township Committee awarded a two (2) year contract for Instructional Soccer Skills for 2017 and 2018 via Resolution 2016-249; and,

**WHEREAS**, the bid specification and the aforementioned resolution of award included language which allows the Township of Wyckoff at its sole discretion to extend the contract for a two (2) year period if the contract has been provided in our efficient and effective manner; and,

**WHEREAS**, the Recreation Director has recommended the contract extension due to its efficient and effective contract service; and,

**WHEREAS**, the Townships Administrator concurs with this recommendation; and,

**WHEREAS**, the Township Attorney has approved this procurement of service; and,

**WHEREAS**, the payment to the Township of Wyckoff remains at \$25.00 per participant; and,

**WHEREAS**, sufficient funds are not required to be budgeted for this procurement of service because it is a procurement under the "concession" statute, NJSA 40a:11-2(37).

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff that a contract is hereby extended to Bergen Best Soccer Camp, 180 Coolidge Terrace, Wyckoff, New Jersey 07481 in accordance with the bid specifications and for the payment of \$25.00 per participant to the Township of Wyckoff.

**BE IT FURTHER RESOLVED**, that the Municipal Clerk shall provide a certified copy of this resolution to the Recreation Director, Accounts Payable Clerk and the CFO.

**#18-270      Extend Contract for Middle School Summer Recreation Camp**

**WHEREAS**, the Township Committee awarded a two (2) year contract for recreational camp for middle school age children in 2017 and 2018 via resolution #16-250; and,

**WHEREAS**, the bid specification and the aforementioned resolution of award included language which allows the Township of Wyckoff at its sole discretion to extend the contract for a two (2) year period if the contract has been provided in our efficient and effective manner; and,

**WHEREAS**, the Wyckoff Recreation Director has recommended the contract extension due to its efficient and effective contract service; and,

**WHEREAS**, the Townships Administrator concurs with this recommendation; and,

**WHEREAS**, the Township Attorney has approved this procurement; and,

**WHEREAS**, in accordance with NJSA 40A:11-15(3) this contract is for a term not exceeding two (2) years and it is subject to the availability and appropriation annually of sufficient funds on January 1, 2019 and January 1, 2020 as required and in accordance with recently enacted regulations requiring certification of funds. The budgetary accounting encumbrance process as set forth in NJAC 5:30-5.3(c) and 5:30-5.4(b) for each fiscal year shall take the place of, and be



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used instead of, written certification of available funds set forth in NJAC 5:3-5.4(a).

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff that a contract is hereby extended to the Wyckoff Family YMCA, 691 Wyckoff Avenue, Wyckoff, New Jersey, 07481 for the provision of a summer recreation camp for middle school aged children for the cost of \$100.00 per camper paid by the Township to the Wyckoff Family YMCA in accordance with the bid specifications; and,

**BE IT FURTHER RESOLVED**, that the Municipal Clerk shall provide a certified copy of this resolution to the Recreation Director, Accounts Payable Clerk and the CFO.

**CERTIFICATE OF AVAILABLE FUNDS**

I, DIANA MCLEOD, CHIEF FINANCIAL OFFICER OF THE TOWNSHIP OF WYCKOFF, CERTIFY THAT SUFFICIENT FUNDS HAVE BEEN APPROPRIATED IN ACCOUNT 8-1-28-370-020. THIS ACCOUNT REPRESENTS THE MAXIMUM NOT TO EXCEED APPROPRIATION AS SET FORTH IN THIS RESOLUTION AND ALLOWABLE BY LAW AND IN ACCORDANCE WITH NJAC 5:30-5.5(B) SUBJECT TO THE AVAILABILITY OF FUNDS APPROPRIATED IN THE 2019 AND 2020 ANNUAL BUDGET. THE BUDGETORY ACCOUNTING ENCUMBRANCE PROCESS AS SET FORTH IN NJAC 5:30 (c) and 5:30 – 5.4(b) FOR EACH FISCAL YEAR SHALL TAKE THE PLACE OF AND BE USED INSTEAD OF, WRITTEN CERTIFICATION OF AVAILABLE FUNDS SET FORTH IN NJAC 5:30-5.4(a).

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DIANA MC LEOD  
CHIEF FINANCIAL OFFICER

**#18-271      Extend Contract for Lacrosse Camp**

**WHEREAS**, the Township Committee awarded a two (2) year contract for a summer recreational skills camp for Lacrosse from March 3, 2017 to December 31, 2018 via resolution #17-130; and,

**WHEREAS**, the bid speciation and the aforementioned resolution of award included language which allows the Township of Wyckoff at its sole discretion to extend the contract for a two (2) year period if the contract has been provided in our efficient and effective manner; and,

**WHEREAS**, the Recreation Director has recommended the contract extension due to its efficient and effective contract service; and,

**WHEREAS**, the Townships Administrator concurs with this recommendation; and,

**WHEREAS**, the Township Attorney has approved this procurement of services; and,

**WHEREAS**, the payment to the Township of Wyckoff remains at \$25.00 per participant; and,

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**WHEREAS**, sufficient funds are not required to be budgeted for this procurement of services because it is a procurement under the “concession” statute, NJSA 40a:11-2 (37).

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff that a contract is hereby extended to Thomas Albano, 689 Plum Terrace, Mahwah, New Jersey 07430 for the period of January 1, 2019 through December 31, 2020 in accordance with the specifications and for the payment to the Township of Wyckoff of \$25.00 per participant; and,

**BE IT FURTHER RESOLVED**, that the Municipal Clerk shall provide a certified copy of this resolution to the Recreation Director, Accounts Payable Clerk and the CFO.

**#18-272      Claimant Certification Requirements as per NJAC 5:30 and 5:31-4.1**

**WHEREAS**, the Township of Wyckoff’s purchasing policy requires that all vendors and claimants originally sign claimant certifications on vouchers and purchase orders, and,

**WHEREAS**, vendors cannot be paid without an original signature from the claimant, and,

**WHEREAS**, in 2018, the Division of Local Government Service has adopted new regulations, NJAC 5:30-9A.6 and 5:31-4.1, allowing the acceptance of signature stamps, facsimile signature or electronic signatures in addition to original signatures by claimants; and,

**WHEREAS**, NJAC 5:30-9A.6 c and 5:31-4.1 allows the requirement of claimant signatures to be at the discretion of the local unit; and,

**WHEREAS**, the CFO and the Administrator recommend allowing for vendors or claimants use of signature stamps, facsimile, signature, or electronic signatures in addition to a “wet” signature in certain circumstances where it is prudent for efficiency of municipal operations.

**NOW THEREFORE BE IT RESOLVED**, that the Township of Wyckoff Governing Body authorizes a change in the Township of Wyckoff Purchasing Policy and accounts payable procedures to allow for acceptance signatures on scanned or faxed vouchers and purchase orders if an original “wet” signature cannot be obtained.

**BE IT FURTHER RESOLVED**, that the Township of Wyckoff will allow stamped, scanned or faxed signatures for payment of vouchers and purchase orders for statutorily required payments only, such as but not limited to, School and County Tax payments, payments to State or Federal Government entities, debt service maturity payments, Board of Public Utilities company payments, if an original, stamped, scanned, or faxed signature could not be obtained.

**#18-273      Proclaim October 2, 2018 as Put the Brakes on Fatalities Day**

**WHEREAS**, across the nation, traffic crashes caused 37,461 fatalities in 2016, (the latest year statistics are available) and are the leading cause of death for young people ages 15 to 34; and,

**WHEREAS**, in New Jersey, 604 individuals lost their lives in traffic crashes in 2016; and,

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**WHEREAS**, pedestrian related crashes accounted for 27.3 percent of the State's traffic fatalities; and,

**WHEREAS**, motorcyclists, bicycle riders and pedestrians face increased risks on New Jersey's roadways, as people opt for alternative modes of transportation; and,

**WHEREAS**, 66 motorcyclists, 18 bicyclists and 165 pedestrians were killed in New Jersey in traffic-related crashes in 2016; and,

**WHEREAS**, safer driving behaviors such as buckling up, every-ride; obeying posted speed limits, stopping for pedestrians in crosswalks and using crosswalks when walking; avoiding aggressive driving behaviors; never driving impaired; wearing proper safety gear while riding a motorcycle or bicycle; and, focusing solely on driving by avoiding distractions, can dramatically reduce the number of traffic-related injuries and deaths; and,

**WHEREAS**, Wyckoff Police Chief David V. Murphy requests the Township Committee to proclaim October 10, 2018 as "Put the Brakes on Fatalities Day."

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey, that October 10, 2018 is hereby proclaimed "Put the Brakes on Fatalities Day", and the Wyckoff Police and the Township Committee call upon everyone to put these lifesavings behaviors into practice to improve safety on the roadways in our community and throughout the State.

**#18-274      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 checks no. 17504 – 17535 Payroll A/C, Direct Deposit Vouchers no. 10037 - 10093, Library Payroll check no. 1406, Library Direct Deposit Vouchers no. 4095 - 4127, Claims Wire nos. 181001, 181002 & 181003, check nos. 1031, 1032 & 1033 Accutrack A/C, Claims check nos. 079733 - 079820 and Voided Claims check nos. 079730 & 079732.

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**#18-275      Return of Certain Overpaid Taxes, Escrow, etc.**

**BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff that the Treasurer is hereby authorized and directed to return certain monies as follows:

**BOARD OF ADJUSTMENT:**

Peter & Lillyan Scalfani, 770 Albemarle Street, Wyckoff, New Jersey 07481 –  
Return of Escrow – Block 423/Lot 17 - \$392.70

Robert Decker, 174 Cottage Road, Wyckoff, New Jersey 07481 – Return of  
Escrow – Block 456/  
Lot 23 - \$584.54

Anne-Marie Ferentinos, 539 Farview Avenue, Wyckoff, New Jersey 07481 –  
Return of Escrow – Block 366/Lot 7 - \$527.76

Michael Kalogianni, 172 Franklin Avenue, Wyckoff, New Jersey 07481 – Return  
of Escrow – Block 231/Lot 17 – 503 Old Woods Road - \$64.01

**PLANNING BOARD:**

Ela Financial Group, Inc., 642 Wyckoff Avenue, Wyckoff, New Jersey 07481 –  
Return of Escrow – Block 236/Lot 7 - \$321.87

**TAX REFUND:**

Chasan, Lamparello, Mallon & Cappuzzo, PC, 300 Lighting Way, Suite 200,  
Secaucus, New Jersey 07094 – State Tax Court Reduction – See Attached -  
\$5,141.83

Chasan, Lamparello, Mallon & Cappuzzo, PC, 300 Lighting Way, Suite 200,  
Secaucus, New Jersey 07094 – State Tax Court Reduction – See Attached List -  
\$2,227.74

Chasan, Lamparello, Mallon & Cappuzzo, PC, 300 Lighting Way, Suite 200,  
Secaucus, New Jersey 07094 – State Tax Court Reduction – See Attached List -  
\$1,478.22

Jeffer, Hopkins & Vogel, 1600 Route 208 North, Hawthorne, New Jersey 07506 –  
State Tax Court Reduction – See Attached List - \$22,449.60

Douglas Standriff, 60 West Ridgewood Avenue, Ridgewood, New Jersey 07450  
– State Tax Court Reduction – See Attached List - \$14,516.18

Conti, Bediner & DeMarco, 117 West Mount Pleasant Avenue, Livingston, New  
Jersey 07039 – State Tax Court Reduction – Block 425.01/Lot 1.01 – 664 Laurel  
Lane - \$3,191.69

Douglas Standriff, 60 West Ridgewood Avenue, Ridgewood, New Jersey 07450  
– State Tax Court Reduction – See Attached List - \$35,812.90

Bittiger, Elias & Triolo, 12 Route 17 North, Suite 206, Paramus, New Jersey  
07652 – State Tax Court Reduction – Block 279/Lot 5 – 559 Fairmont Road -  
\$10,726.72

Michael Pasquale, 146 Rea Avenue, Hawthorne, New Jersey 07506 – State Tax  
Court Reduction – Block 434/Lot 18 – 743 Mountain Avenue - \$1,206.12

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**#18-276      Fire Prevention Month**

**WHEREAS**, Fire Prevention Month is celebrated because fire is a serious public safety concern both locally and nationally; and,

**WHEREAS**, the Wyckoff Township Committee and Wyckoff Volunteer Fire Department are committed to ensuring the safety and security of all those living in and visiting the Township of Wyckoff; and,

**WHEREAS**, people are at greatest risk from fire in their homes, and the Wyckoff's first responders are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and protection education; and,

**WHEREAS**, we encourage all Wyckoff residents to have a planned, practiced home-fire escape plan, which increases the chances of survival during a home fire; and,

**WHEREAS**, we also encourage all residents to install smoke alarms in every sleeping room, outside each separate sleeping area, and on every level of the home, and to ensure that those devices meet the needs of those who are deaf or hearing-impaired; and,

**WHEREAS**, the Township of Wyckoff will provide a series of home fire prevention best practices on its' social media sites to assist residents and property owners.

**NOW, THEREFORE, BE IT PROCLAIMED**, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that the month of October be designated as Fire Prevention Month and all residents and property owners are encouraged to review and practice home fire prevention best practices.

**#18-277      Breast Cancer Awareness Month**

**WHEREAS**, October is National Breast Cancer Awareness Month, which is an annual campaign to increase awareness of this disease and while we have seen an increase in mammography rates and decline in deaths there is more we can do; and,

**WHEREAS**, National Breast Cancer Awareness Month remains dedicated to increasing public knowledge about the importance of early detection of breast cancer diagnosis and treatment; and,

**WHEREAS**, too many women do not utilize mammography at regular intervals even though research indicates it is the best available method of detection to decrease death rates; and,

**WHEREAS**, the awareness campaign is sending out several key messages, most notably, the American Cancer Society continues to advise women to get an annual mammogram screening once they reach age 40; and,

**WHEREAS**, the National Cancer Institute estimates in the United States, more than 231,000 (female) and 2,000 (male) new cases of breast cancer will be diagnosed this year and over 40,000 people will die; and,

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**WHEREAS**, there are many organizations that continue to search for a cure through vital research, they also work with the Office of Cancer Control and Prevention in New Jersey and its partners to educate our community about the importance of early detection as our best protection and the risks of breast cancer.

**NOW THEREFORE BE IT RESLOVED**, that the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey does hereby recognize all of the above and declares October as Breast Cancer Awareness Month and urges all women and their families to increase their knowledge. The Township of Wyckoff, under the leadership of Maryellen Tafrate, will further promote Breast Cancer Awareness by tying "Pink Ribbons" to the trees and lamp posts around Town Hall as a symbol to encourage all women and their families to heighten their knowledge about Breast Cancer.

**#18-278      Authorize Change Order #1-Decreasing Contract Cost**

**WHEREAS**, the Township Committee of the Township of Wyckoff has awarded a contract to the lowest bidder to D and L Paving Contractors, 675 Franklin Avenue, Nutley, NJ 07110 for improvements to Crescent Avenue Section 3 via Resolution #18-131 dated May 18, 2018 for \$204,579.35; and,

**WHEREAS**, the Township Administrator has filed with the Township Committee, in accordance with a recommendation from the DPW Manager, a written request for a change order in accordance with NJAC 5:34-4.4 prior to the adoption of this resolution; and,

**WHEREAS**, a Certification of Funds is not required because this resolution decreases the total price by \$14,144 or -7%; and,

**WHEREAS**, the Township Attorney has reviewed this information and NJAC 5:34-4 and recommends the Township Committee adopt this resolution as for form and procedure.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that the Change Order is hereby authorized decreasing the final cost by -7% or \$14,144.34 to \$190,435.01.

**BE IT FURTHER RESOLVED** that the attached amendatory contract be approved.

**#18-279      Final Approval of Plan and Design of Public Improvement**

**WHEREAS**, the Township of Wyckoff has received a NJDOT Trust Fund grant to improve Crescent Avenue Section 3; and,

**WHEREAS**, the Township Committee of the Township of Wyckoff has appointed Boswell Engineering, 330 Phillips Avenue, P.O. Box 3152, South Hackensack, NJ 07606 as its consulting professional engineer to design this public improvement in accordance with all relevant construction, ADA and safety standards; and,

**WHEREAS**, Crescent Avenue is a municipal public roadway; and,

**WHEREAS**, the Township Committee has approved the bid specifications and authorized public bidding; and,

**WHEREAS**, the plan and design for soil public improvement was previously authorized by the Governing Body and advertised competitive sealed bidding was approved; and,

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**WHEREAS**, the Township's consulting Professional Engineer, Boswell Engineering, has advised that the improvement project has now been completed in accordance with the plans and specifications; and,

**WHEREAS**, during the construction of this improvement, various changes to the original plan or design have been made with the knowledge and approval of the governing body.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that we hereby formally approve the final "as built" plan and design of the plan entitled "Improvement to Crescent Avenue Section 3" dated January 23, 2018 as prepared by Boswell Engineering, 330 Phillips Avenue, P.O. Box 3152, South Hackensack, New Jersey 07606 for the public improvement designed in the aforementioned plan for Crescent Avenue, a public municipal road.

**BE IT FURTHER RESOLVED** that this resolution approving the final plan and design of the aforementioned improvement, which was designed by the Township's consulting Professional Engineer of Record, invokes plan and design immunity in accordance with the New Jersey Torts Claim Act, NJSA 59:4-6.

**BE IT FURTHER RESOLVED** that the Township Administrator shall place a certified copy of this resolution in the permanent project file together with a copy of the plan referred to above with a notation referring to the Resolution of Approval placed thereon.

**#18-280      Authorize Acceptance of Bergen County Open Space Grant**

**WHEREAS**, the Township Committee received notice on September 28, 2018 that its 2017, Bergen County Open Space Park Improvement Grant for improvements to the Russell Farms Community Park was approved for \$48,000.00.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that it desires to enter into a Bergen County Trust Fund Project Contract ("Contract") with the County of Bergen for the purpose of using a \$48,000.00 matching grant award from the 2017 Funding Round of the Bergen County Open Space, Recreation, Floodplain Protection, Farmland and Historic Preservation Trust Fund ("Trust Fund") for the municipal park project entitled – "Improvements to Russell Farms Community Park", located in the Township of Wyckoff and known as block 377 lot 18.05 on the tax maps of the Township of Wyckoff.

**BE IT FURTHER RESOLVED**, that the Township Committee authorizes Mayor Brian D. Scanlan and Municipal Clerk Joyce Santimauro to be signatories to the aforementioned contract; and,

**BE IT FURTHER RESOLVED**, that the Township Committee hereby acknowledges that, in general, the use of this Trust Fund grant towards this approved park project must be completed by or about August 1, 2020; and,

**BE IT FURTHER RESOLVED**, that the Township Committee acknowledge that the grant disbursement to the municipality will be equivalent to fifty (50) percent of the eligible construction cost incurred (not to exceed total grant award) applied towards only the approved park improvements identified in the aforesaid Contract in accordance with the Trust Fund's requirements. Professional Services Costs may be reimbursed from grant award's unexpended balance, should there be a balance.

**II      Motions**

- a. Authorize the request from the Wyckoff Fire Department Ladies Auxiliary's fish/chicken and chips dinner fundraiser at Company #1 on October 13, 2018 from 5:00 pm to 7:00 pm.

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- b. Approve the Wyckoff Volunteer Fire Department application from Junior Volunteer Firefighter Andrew Rotello to regular Volunteer Firefighter status.
- c. Approve the Wyckoff Volunteer Fire Department application for Matthew Litchult as a Junior Volunteer Wyckoff Firefighter.

**III      Ordinances – Introductions**

**ORDINANCE NO. 1862**

**AN ORDINANCE TO AMEND ARTICLE XII “SCHEDULES” IN CHAPTER 177 OF THE CODE OF THE TOWNSHIP OF WYCKOFF “VEHICLES AND TRAFFIC” FOR THE PURPOSE OF AMENDING SECTION, “177-52.2: RIGHT TURN PROHIBITIONS FOR VEHICLES OF CERTAIN WEIGHT OR GREATER”**

**BE IT ORDAINED** by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey, that Section 177-52.2: Right turn prohibition for vehicles of certain weight or greater” is hereby amended as follows:

**SECTION 1**

177-52.2: ~~Schedule V.~~ Right turn prohibitions for vehicles of certain weight or greater.

Trucks with a vehicle weight of 10 tons or greater when traveling on Wyckoff Avenue in the southbound direction are prohibited from making a right turn to travel westbound on Franklin Avenue.

**SECTION 2 -** Except as hereby modified all other sections of Article XII, Schedules, in Chapters 177-33 – through Chapters 177-52.1 shall remain in full force and effect.

**SECTION 3 -** This Ordinance shall take effect upon final passage and publication accord.

**ORDINANCE #1863**

**AN ORDINANCE TO PROVIDE A CERTAIN CAPITAL IMPROVEMENT IN THE TOWNSHIP OF WYCKOFF AND TO PROVIDE FOR THE RECEIPT, ACCEPTANCE AND DEPOSIT OF GRANT FUNDS THEREFORE.**

**WHEREAS**, the Township of Wyckoff has made an application to the Bergen County Open Space Trust Fund Municipal Program for Park Improvement and Development to receive grant funds for improvements to the Russell Farms Community Park, Block 377/Lot 18.05; and,

**WHEREAS**, the Township of Wyckoff has received a notice that it is the recipient of a grant in the amount of \$48,000 for the improvements to Russell Farms Community Park; and,

**WHEREAS**, the Township of Wyckoff shall enter into a contract with the Bergen County Open Space Trust Fund Program to participate in the receipt of grant funds made available; and,



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**NOW THEREFORE, BE IT ORDAINED**, by the Township Committee of the Township of Wyckoff, County of Bergen, as follows:

**SECTION 1.** The Township of Wyckoff, in the County of Bergen shall proceed with improvements to Russell Farms Community Park which shall include; construction of a sensory garden, purchase and installation of up to four (4) concrete park tables and benches with chess boards inlaid into the surface of the tables, purchase and installation of an irrigation system, purchase and install up to ten (10) mature deciduous trees.

**SECTION 2.** The cost of implementing said improvements in Section 1 shall be paid by the Township out of funds to be received specifically for said purpose through the Bergen County Open Space Trust Fund Grant Program.

**SECTION 3.** It is hereby determined and stated:

- a. Said purpose is not a current expense. The same is an Improvement which the Township of Wyckoff may lawfully make or acquire and no part of the cost of said improvement has been or shall be specifically benefited.
- b. It is not necessary to finance this authorization by the issuance of obligations by the Township of Wyckoff pursuant to the Local Bond Law of the State of New Jersey.
- c. The total authorized appropriation in the ordinance is \$48,000.

**SECTION 4.** The monies which the Township of Wyckoff is authorized to receive pursuant to the terms of the Bergen County Open Space Trust Fund Program, shall, when received, be placed in a capital improvement fund of the Township of Wyckoff for the purpose set forth in Section 1 of this ordinance.

**SECTION 5.** It is hereby determined and stated that no supplemental debt statement is required to be made and signed in connection with said purpose, since the gross debt of the Township of Wyckoff as defined under the Local Bond Law is not increased by this Ordinance, and no obligations in the matter of notes or bonds are authorized by this Ordinance.

**SECTION 6.** This ordinance shall take effect after publication thereof and final passage as required by law.

**Following is the vote on the Consent Agenda:**

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

**IV Meeting Adjourned 8:21pm.**

\_\_\_\_\_  
Brian D. Scanlan  
Mayor

\_\_\_\_\_  
Joyce C. Santimauro  
Municipal Clerk

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