

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE OPEN PUBLIC WORK SESSION
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MAY 20, 2014 – 7:30 P.M.**

Mayor Douglas J. Christie opened the Work Session Meeting at 7:30 p.m. in the second floor municipal conference 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 Douglas J. Christie, Committeemen Kevin J. Rooney, Haakon C. Jepsen, Brian D. Scanlan and Rudolf E. Boonstra
Also Present: Township Administrator Robert J. Shannon, Jr., Township Attorney Robert Landel and Municipal Clerk Joyce C. Santimauro

Mayor Christie opened the meeting for the ten (10) minute total public comment period for any item on or off the Agenda, two (2) minutes per speaker, with a motion from Committeeman Scanlan, seconded by Committeeman Jepsen.

There was no public comment.

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

Mayor Christie advised that the Finance Committee was reviewing and signing vouchers.

Township Committee Reports:

Haakon Jepsen:

1. On Wednesday, May 7, 2014 Mr. Jepsen attended a drug awareness program at Ramapo High School sponsored by the police chiefs of Wyckoff, Franklin Lakes and Oakland. The purpose of the program was to educate parents regarding the drug epidemic. Two (2) parents, who recently lost their children due to a drug overdose, spoke to the audience with very moving and traumatic experiences.
2. Mr. Jepsen attended the K-8 Board of Education District Meeting on Monday, May 12, 2014. At that meeting, the Board of Education honored students for their achievements in math, science and student government.
3. On Friday, May 16, 2014 Mr. Jepsen attended a presentation sponsored by the Christian Health Care Center, the Wyckoff Family YMCA and the Wyckoff Board of Health entitled "Road to Recovery." This presentation was provided by a recovering drug addict as well as stories from residents from the Spring House in Ridgewood.
4. Mr. Jepsen met with Committeeman Scanlan on Saturday, May 17, 2014 to begin work on the 2015 Municipal Calendar. The theme for the calendar is "Drug Abuse Prevention and Healthy Families."

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE OPEN PUBLIC WORK SESSION
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MAY 20, 2014 – 7:30 P.M.**

5. Mr. Jepsen attended the Wyckoff Environmental Commission Meeting on Monday, May 19, 2014 where a number of significant items were discussed. They included a retroactive vote by the Wyckoff Environmental Commission approving all four (4) films that have an environmental purpose. This Thursday will be the third of the four (4) films. The Environmental Commission also discussed establishing criteria for residents who wish to volunteer to become members of the Green Team Task Force. A proposal was presented for the Environmental Commission to establish a facebook account. The proposal would include two (2) members of the Environmental Commission and two (2) members of the Green Team Task Force who would manage and control the facebook site known as "Green Team." The governing body conducted a detailed discussion with Mr. Jepsen regarding the concept and consequences of allowing public comments, private messaging, compliance with the Open Public Records Act Law and the need to have the Township Committee Liaison to the Environmental Commission as one of the managers of the facebook page to avoid liability. It was mentioned that the Library Facebook Page, specifically is an informational page and does not solicit comments for these reasons.

At 8:00 p.m. the Township Committee recessed the Work Session Meeting to conduct the public business meeting.

At 8:20 p.m. the Township Committee reconvened the Work Session Meeting voting as follows:

MOTION: SCANLAN SECOND ROONEY
BOONSTRA yes JEPSEN yes ROONEY yes SCANLAN yes CHRISTIE yes

6. Mr. Jepsen reviewed the status of the previous discussion regarding the Environmental Commission's request to establish a facebook page. A Township Committee consensus appeared to exist requiring the Administrator to perform some research from a Township policy perspective by inquiring as to the experience of other municipalities and to obtain copies of their social media policy and provide a report for the June 10, 2014 business meeting.

Rudy Boonstra:

1. On Monday, May 12, 2014 Mr. Boonstra attended the Ramapo/Indian Hills High School District Board of Education Meeting and congratulated Beverly McKay on her appointment of Superintendent of Schools. It was mentioned at the meeting that three (3) Wyckoff residents have expressed interest in the two (2) vacant seats on the board. The Board of Education also discussed goals for the future.
2. Mr. Boonstra attended the Planning Board Meeting on Thursday, May 15, 2014 as governing body member to the board. An informal application was submitted by the Wyckoff Historical Society and presented by President Robert Traitz to construct a new masonry gate way fence and sign structure at the Franklin Avenue pedestrian entrance to the Union Cemetery. Mr. Traitz was unable to respond to the question, if the location of the sign was in the Bergen County right-of-way. That information will require Mr. Traitz to perform research for that answer and because there is no ownership of this cemetery, another question is, who may make an application to the Building Department when there is no owner. The Wyckoff Historical Society has asked that their application

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE OPEN PUBLIC WORK SESSION
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MAY 20, 2014 – 7:30 P.M.**

fee be refunded. The Construction Code Official will be asked for his input.

This meeting also included the first application requesting a variance to the new sideyard setback ordinance which was adopted to control and limit the size of residential structures. The application was before the Planning Board because it also included a soil movement application. The applicant requested a decision that evening even though the Board suggested the applicant consider alternate plans and return at the next Planning Board Meeting. The applicant was denied.

3. Committeeman Rooney asked if an application was submitted to the Planning Board regarding a home expansion on Monroe Avenue. Mr. Boonstra advised that an application had not been submitted.

Brian Scanlan:

1. Mr. Scanlan reported that he distributed the language for the Russell Farms Community Park story board signs to governing body members. Any comments, please submit as soon as possible.
2. Mr. Scanlan attended the drug awareness program on Wednesday, May 7, 2014 and described the presentation as excellent.
3. Mr. Scanlan attended the CERT Meeting on May 13, 2014 and assisted at the Recreation Department's Summer Program sign-up session that same evening.
4. Mr. Scanlan described the May 15, 2014 presentation at the Christian Health Care Center, sponsored by the Wyckoff Board of Health, Wyckoff Family YMCA and Christian Health care Center as excellent. Mr. Scanlan suggested to the alliance coordinator that the two (2) recovering alcoholics, who conducted the presentation, speak to the high schools in the future.
5. Mr. Scanlan attended the Parks and Recreation Advisory Board Meeting on Monday, May 12, 2014 and indicated the Board made a determination to change the third and fourth grade baseball program to allow coaches to pitch to the players the first half of the games.
6. Mr. Scanlan provided his recommendation for a Recreation Planning Task Force to address issues in the recreation program. The governing body was asked to review the recommendation and provide comments and or changes in this regard.
7. Mr. Scanlan reported he has been attending numerous Zabriskie House Trust Meetings and planning is underway for the restoration and preservation of the Zabriskie House as well as the discussions on how the house could be opened more frequently to the general public. Recent discussions have included converting the garage into a meeting facility as the start location for possible tours of the house.
8. The Wyckoff Board of Health is in the process of planning for Wyckoff Day on Saturday, June 7, 2014 and the Fall Health Fair.
9. Tonight, the Wyckoff Board of Health will conduct a program concerning mental health and aging at the Christian Health Care Center at 7:00 p.m. Full attendance is expected.

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE OPEN PUBLIC WORK SESSION
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MAY 20, 2014 – 7:30 P.M.**

10. Concerning the 2015 Municipal Calendar, Mr. Scanlan noted that at their May 17th meeting, he and Committeeman Jepsen selected themes for each month of the calendar.

Kevin Rooney:

1. Mr. Rooney asked Committeeman Scanlan if the Zabriskie House Trustees were amenable to applying for grants. Mr. Scanlan replied that the discussions are progressing and hopefully will include multiple avenues to obtain funds.
2. Mr. Rooney also attended the outstanding drug awareness educational program at Ramapo High School.
3. On Thursday, May 8, 2014 Mr. Rooney attended a Police Committee Meeting.
4. A subcommittee meeting concerning the Boulder Run Performance Bond was conducted on Friday, May 9, 2014. A resolution is scheduled for consideration and adoption this evening. Mr. Rooney will meet with Mr. Hekemian to tour the shopping center for the purpose of obtaining upgraded or replacement plantings.
5. On Tuesday, May 13, 2014 Mr. Rooney, Mayor Christie, Township Attorney and the DPW Manager attended the Wyckoff Parks and Recreation Foundation Golf Outing Fundraising Event.
6. Mr. Rooney, Mayor Christie, Committeeman Boonstra and Gordon Stanley attended the Sicomac School Healthy Families Fair as former Wyckoff mayors.

Mayor Christie:

1. Mayor Christie and the Administrator attended the May 8th Wyckoff Volunteer Fire Department Fire Officers Meeting. Mr. Shannon spoke to the fire officers concerning safety and the need to avoid accidents and injuries.
2. On Saturday, May 10, 2014 Mayor Christie attended the Northwest Bergen Mayors Association Meeting in Wyckoff Town Hall. Committeeman Scanlan, Elaine Booth and Bob Shannon, playing "Happy Birthday" on his bagpipes, surprised Mayor Christie to wish him a terrific birthday.
3. Mayor Christie noted the following community events:
 - a) On Sunday, June 1, 2014 Temple Beth Rishon event at Coolidge School.
 - b) On Monday, June 2, 2014 the Wyckoff Volunteer Fire Department Golf Outing Fundraiser.
 - c) Saturday, June 7, 2014 is Wyckoff Day at the Wyckoff Family YMCA Campus.
 - d) Between June 18 and 22, 2014 the Wyckoff Lions Club will conduct its annual carnival fundraiser in Franklin Lakes. The Wyckoff Volunteer Fire Department participates with the Lions Club volunteering at the carnival and a portion of the proceeds will be donated to the fire department.

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE OPEN PUBLIC WORK SESSION
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MAY 20, 2014 – 7:30 P.M.**

4. Mayor Christie reported that a letter was received from a resident who fell at the Bergen County Wildlife Center on Crescent Avenue. The resident was very appreciative of the compassion and assistance provided to him in his time of need by Sgt. Kevin Kasak. Mayor Christie asked Committeeman Rooney to convey to Police Chief Fox the great job he and his officers perform every day for the community.
5. The dress code in July and August for governing body members will be "business casual."

Policy Action Items:

1. Wyckoff continues to provide public information reminding residents that Wyckoff recycles weekly.
2. A request was received from the Social Services Association of Ridgewood for permission to be linked to the Wyckoff web page. This association serves residents in five (5) municipalities (including Wyckoff) and information has been provided to the governing body. The Township Committee agreed consistent with its policy to allow a link to its website.
3. A recommendation from the Public Policy Committee is presented that would require the Township of Wyckoff to bill registered owners or drivers of motor vehicles that spill, deposit or dump debris on a public roadway to reimburse the Township for the actual cost of the cleanup and removal of such debris. This policy shall apply to any person, business or entity that causes debris to be in a roadway that requires the road to be cleared for public safety reasons. The registered owner, driver or person responsible for debris in the roadway that requires the immediate response of the Township of Wyckoff to return the roadway to a safe condition shall receive an invoice for the cost from the Township to clear the debris from the roadway. After receipt of the invoice, payment shall be made to the Township of Wyckoff within thirty (30) days. The Township Committee unanimously approved this policy.
4. A request was received from Eagle Scout Ethan Bell for \$700.00 for his Eagle Scout Community Service Project from the Township to allow him to purchase fire hydrant markers. The Township Committee discussed this at length and although they would like to support Eagle Scout Bell's project, a decision was unanimous that the governing body could not set a precedent and approve one project with financial support and not approve funds for every other Girl Scout or Boy Scout project.
5. The Administrator is working on a road opening moratorium ordinance which would limit the time that a road could be excavated after it has been recently paved to five (5) years.
6. The Municipal Clerk provided information concerning the New Jersey Ethics Law. The annual financial disclosure statements must be filed online by June 13, 2014 or the New Jersey Local Finance Board will mandate monetary fines to local government officials and volunteers. Mrs. Santimauro has followed the instructions from the State and has submitted a roster of those officials and volunteers who must file an annual financial disclosure statement.
7. The Annual Fishing Derby is scheduled to take place on Saturday, June 7, 2014 beginning at 8:30 a.m. at Zabriskie Pond Park. This annual event, sponsored by the Wyckoff Environmental Commission seeks to educate the public from polluting water by creating respect for our public

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE OPEN PUBLIC WORK SESSION
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MAY 20, 2014 – 7:30 P.M.**

waterways and the enjoyment of clean, public water, “only rain in the drain.” Volunteers are needed for this event.

8. Also on June 7, 2014 at 10:00 a.m. is a ceremony at the Russell Farm Community Park whereby Girl Scout Troop 76 from Sicomac School has identified and labeled the species of trees at the arboretum tree farm at the park.
9. The Administrator advised the governing body that the garbage contractor has indicated that some residents are incorporating grass with their household trash materials. Grass is not collected curbside. The Township continues to advise residents not to mix their grass in the household garbage because then all of the contents in the can will not be collected. Residents can recycle their grass in the following ways:
 - Cut it and leave the clippings on your lawn.
 - Have your landscaper take the grass clippings away for recycling.
 - Bring your grass clippings to the Wyckoff Recycling Center at 476 West Main Street.
 - Home compost your grass with flowers, leaves and twigs.
10. The Township was advised by Peter TenKate, the Township’s Consulting Engineer that the Township did not receive funding for its 2013 NJDOT grant application to pave Ravine Avenue.
11. The Administrator will be attending an Alliance Meeting (anti-drug and alcohol coalition) on Wednesday, May 21, 2014 at 1:00p.m. in Town Hall.
12. The Administrator will attend a Wyckoff Environmental Commission/ Chamber of Commerce Meeting on Friday, May23, 2014 at 8:00 a.m. regarding the Green Wyckoff Business Program and how to expand the program to more business operators.
13. The “Recyclometer” on the Township’s official website indicates that in the month of April, residents recycled 31.92%. “Don’t Treat your recyclables like Trash!, Recycle Weekly!
14. A report from the Zoning Enforcement Officers indicates that fourteen (14) notices to residents whose property abuts Route 208 where fences are in varying states of disrepair have been issued. As of today’s date, twelve (12) properties have abated the violation, one (1) property has removed the dilapidated fence and one (1) property owner has not abated the condition. The letter requests guidance whether a second letter should be sent. The Township Committee determined that the initial thirty (30) day notice was sufficient therefore, a summons should be issued to the property owners who have failed to abate the violation.
15. There will be no garbage and recycling collections on Memorial Day, Monday, May 26, 2014. Garbage collections for areas normally picked up on Mondays will be collected on Tuesday, May 27. ***There will be a Special Recycling Collection for Districts 2 & 6 and 3 & 7 on Wednesday, May 28, 2014.*** The collections for the remainder of the week remain the same.

HOLIDAY SCHEDULE FOR MEMORIAL DAY

Wyckoff Town Hall will be closed on Monday, May 26, 2014 for Memorial Day. The municipal offices will reopen on Tuesday, May 27, 2014 at 9:00 a.m.

The Township Recycling and Conservation Center will be closed on Saturday, May 24, Sunday, May 25 and Monday, May 26, 2014 for

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE OPEN PUBLIC WORK SESSION
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MAY 20, 2014 – 7:30 P.M.**

Memorial Day. The Center will reopen on Tuesday, May 27, 2014 at 11:00 a.m.

16. Public information has been posted on our website, e-blasted and issued to the press regarding the 2014 Memorial Day Remembrance Services, Parade and Awareness of Wyckoff Residents who have made the Ultimate Sacrifice.
17. Public information has been issued also encouraging Wyckoff Voters to please read the sample ballot that is mailed to all registered voters from the Bergen County Clerk. The sample ballot provides the location of your polling place. This information as well as the listing of voting districts and current polling places has been published in the Spring Resident Newsletter mailed to all homes and e-blasted for the past three (3) Fridays on our website.
18. With the adoption of the budget and the capital improvement authorization ordinances, the Department Managers have been provided with spread sheets of the improvements each department must achieve in 2014. Bidding and purchases from regional cooperative pricing agreements with favorable pricing has begun. Resolutions in this regard will begin.

At 9:05 p.m. the Township Committee recessed the Work Session Meeting to enter into Closed Session discussion via Resolution #14-C3.

At 9:20 p.m. the Township Committee re-enters the Work Session Meeting voting as follows:

**MOTION: SCANLAN SECOND BOONSTRA
BOONSTRA YES JEPSEN YES ROONEY YES SCANLAN YES
CHRISTIE YES**

1. Mayor Christie will contact a representative from the PTO Economy Shop to discuss the rental fees during the second and third years of the lease agreement.
2. Mayor Christie provided an update with regard to a conversation at the recent Northwest Bergen Mayors Association Meeting where the Mayors from Franklin Lakes and Allendale criticized the Township for charging the amount of the fee to the Borough of Midland Park for the dispatch shared service. The Township Committee discussed briefly the costs items that are required to provide a reliable, efficient and professional dispatch function and consider the fee charge reasonable.
3. Mayor Christie suggested that whenever an e-mail is received to all governing body members (for example, the resident requesting his grass to be collected curbside) the e-mail is to be forwarded to the Administrator for response.

The Work Session Meeting adjourned at 9:35 p.m.

Douglas J. Christie
Mayor

Joyce C. Santimauro
Municipal Clerk

PAGE NO.

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE OPEN PUBLIC WORK SESSION
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MAY 20, 2014 – 7:30 P.M.**