

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE OPEN WORK SESSION
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MARCH 4, 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 regular 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 Jepsen, seconded by Committeeman Rooney.

1. James Savage, 448 Bromley Place, questioned Resolution #14-109, adopted at the February 18, 2014 meeting which authorized the New Jersey Department of Community Affairs to establish a Dedication by Rider Trust Account to receive donations for the improvements to Pulis Field. Mr. Savage asked a series of questions specifically, questioned the reference to the fire department equipment in the resolution. Mr. Shannon indicated that was a typographical error and under Section 1 the governing body requested permission of the Director of the New Jersey Division of Local Government Services for the Township to pay expenditures for the improvement of Pulis Field. The Administrator explained that this resolution is a State required resolution to request permission from the State of New Jersey to establish an account to receive donations. It is not a financial housekeeping item which would be utilized to expend funds.

2. Susan Yudin, 424A Bromley Place, inquired as to the purpose of the ordinance adopted last week regarding sliding sideyard setbacks to limit the size of homes. Mayor Christie replied that the ordinance does not apply only to ingress and egress into garages but also expands sideyard setbacks and limits the size of homes in both the R15 and RA 25 zones.

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

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

Review of the 8:00 p.m. Agenda:

1. The Administrator reported that the Agenda is presented as submitted. Four (4) ordinances are scheduled for public hearing and further consideration this evening. For purposes of clarity, those four (4) ordinances increase certain specific fees. As part of the Governor's Best Practice Checklist and a recommendation from the New Jersey Department of Community Affairs, the State government branch that supervises financial operations of municipalities, it is recommended that every two (2) years, municipalities review their user fees to determine that the cost of delivering those services funded by those user fees are commensurate with the effort and expense to issue those user fees.

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Ordinance #1730 simply increases ten (10) of 147 fees in Section 108-3 within the five (5) mandated construction subcodes or 7% of the fees. Those fees that comprise the ten (10) that are being increased address emergency generators, inground swimming pools and smoke detection.

2. A replacement resolution to authorize the purchase of two (2) replacement police vehicles was modified to reflect the accurate cost of both vehicles. The Township of Wyckoff belongs to approximately five (5) cooperative pricing systems. Cooperative Pricing Systems are a form of shared services to obtain competitive pricing based on volume discount. The Cranford Police Cooperative Pricing System provides a lower price than the State contract in 2014.

Policy Action Items:

1. The Administrator reported that the budget review process continues. The Finance Committee comprised of Committeemen Scanlan and Rooney continue to work diligently on the budget. With the assistance of the Chief Financial Officer and the Administrator, the budget is realizing completion however, difficult decisions continue to be made among many valid competing requests.
2. The Joint Insurance Fund (JIF) of which the Township is a member, is holding its annual Safety Awards Breakfast on Tuesday, March 11, 2014 at 8:30 a.m. at Seasons Restaurant. Please advise the Administrator if you wish to attend. The Administrator reminded the governing body that an efficient safety program is not only a positive fiscal operation, it is also aimed at making our employees and visitors safe on our facilities.
3. Reminders continued to be issued regarding Wyckoff Recycles Weekly.
4. The Finance Committee has authorized the Township to provide an online tax and sewer payment program for residents who wish to pay their taxes or sewer charges online. The effective date is slated for May 1, 2014.
5. A similar project is ongoing at the Recreation Office to provide online recreation registration and payment for recreation programs. The effective for this program would coincide with the next available registration date, September 1, 2014.
6. The Administrator reminded residents that Sunday, March 9, 2014 is "Daylight Savings" whereby clocks are advanced one (1) hour. Smoke detector batteries should be replaced at this time.
7. The Township's Annual "Team Up to Tide Up" will be conducted on Saturday, April 5, 2014 with a rain date of Saturday, April 12, 2014. This is the day that resident volunteers come together to clean up those quasi-public areas where litter collects and to raise our collective conscientiousness as a community of the ills of litter. Approximately forty-four (44) letters were sent to non-profit and community groups as well as the New Jersey Department of Transportation which has a Route 208 Cleanup Program.
8. Also conducted on Saturday, April 5, 2014 is the Free Personal Document Shredding Event at the DPW Garage, 475 West Main Street from 9:00 to noon. Volunteers are needed for this event as well.

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9. On Saturday, April 26, 2014 the Police Department will participate in the “Operation Drug Takeback” from 10:00 a.m. to 2:00 p.m. at Town Hall.
10. A significant amount of time has been devoted to the annual mandated Recycling Tonnage Report due on April 30, 2014. Meeting minutes provided reflect the efforts of the project team of existing staff who have been assigned from their core duties to work on completing this report. A number of years ago, the State of New Jersey mandated that municipalities must pay a \$3.00 per ton tax on every ton of garbage and trash collected by residences and businesses. If the Township completes this report, it is possible to collect that amount paid in the form of a recycling rebate grant. The Township’s effort is to obtain the greatest maximum grant possible.
11. A significant amount of time has been devoted last week to provide information to the community forestry program to satisfy their mandated reporting requirements which seem to change every year.
12. The flags at Town Hall have been lowered to half-staff at the request of County Executive Kathleen Donovan in memory of veteran Fire Captain Gregory Barnas of Wallington who lost his life while fighting a fire in Wallington last week. This is a solemn reminder of the sacrifice that every emergency responder and his family share when the emergency responder walks out the door on an alarm.
13. The Wyckoff Fire Department visited the Wallington Fire Department and served breakfast on Saturday, March 2, 2014 to approximately one hundred (100) firefighters and their families to assist them in their time of grieving.
14. On Saturday, March 1, 2014 the second in a series of three (3) public information sessions regarding the State mandated revaluation was conducted on Saturday, March 1, 2014 at the Wyckoff Public Library from 10:30 a.m. to noon. The public information session was presented by the Wyckoff Tax Assessor and a representative from Realty Appraisal Company provided a brief presentation and answered questions. Approximately 44 residents attended and a thorough question and answer forum followed. The session adjourned at 12:15 p.m.
15. The Wyckoff Board of Health is conducting another presentation in their series of educational programs for parents in conjunction with the Wyckoff Municipal Alliance. The topic is “Raising Thriving Children” to be conducted on Monday, March 10, 2014 from 10:30 a.m. to noon at the Wyckoff Public Library.

Township Committee Reports:

Haakon Jepsen:

1. On Monday, February 10, 2014 Mr. Jepsen attended the K-8 Board of Education Meeting where parents expressed their dissatisfaction concerning the impact of snow days on the educational process of their children.
2. On Monday, February 24, 2014 Mr. Jepsen, Liaison to the Environmental Commission, attended the Environmental Commission monthly meeting. A discussion focused on the Team Up to Tidy Up Day as well as volunteering for the Shred Fest Event on Saturday, April 5, 2014. The Environmental Commission also discussed how to engage the Recreation

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Department and the various sports teams to volunteer to clean the fields during Team Up to Tidy Up Day to further reinforce the no plastic bottle pledge.

3. Mr. Jepsen suggested to the Administrator that at the April 5th Personal Paper Shredding Event that the Township should solicit e-mail registrations for the “Be Storm Informed” Program from residents as they deposit their documents for shredding.
4. Mr. Jepsen attended the Wyckoff Municipal Alliance Meeting in February where health and wellness was suggested as a potential theme for the 2015 Municipal Calendar.

Rudy Boonstra:

1. Mr. Boonstra reported that an opinion letter has been issued by John Spizziri, Board of Adjustment Attorney to Thomas Gensheimer, Construction Code Official regarding the proposal from the Eastern Christian Children’s Retreat to place developmentally disabled residents at a residential location at 832 Mountain Avenue. Attorney Spizziri indicated that a use variance is not required. This information was verified with the Municipal Planner and then questioned after the Building Inspector reviewed the use groups under the Uniform Construction Code since the residents at this location will be non-ambulatory. Committeeman Boonstra advised he would speak to Attorney Spizziri regarding a possible informal hearing. Committeeman Rooney reminded all that pursuant to the Township’s zoning ordinance, any residential home requires a garage and if a garage is not on the property, then a variance would be required. Mr. Boonstra explained that a recent State law deinstitutionalized individuals with disabilities residing in institutions. Therefore, the Eastern Christian Children’s Retreat must vacate its building as a hospital for non-ambulatory folks with disabilities and relocate its patients into small group residential homes with continuous care. A question was raised regarding the use of the main building and the impact on traffic if the building has a different use. These questions will be raised when an application is received for use of the hospital building once vacated.
2. Mr. Boonstra thanked Bob Shannon for informing the governing body in advance of lowering the flags to half-staff in memory of Wallington Firefighter Gregory Barnas. The Wyckoff Fire Department has also suffered the loss of Firefighter George Vaughan who passed away on Friday, March 1, 2014 and Firefighter John Marrinan who passed away on February 21, 2014. Both of these gentlemen, along with Charles Cole, who passed away last year, were invaluable members of the Township’s Fire Desk Operation.

Brian Scanlan:

1. Mr. Scanlan attended a budget meeting today with Committeeman Rooney, the Chief Financial Officer and the Administrator. The Township continues to work diligently on the budget with the final draft nearing completion.
2. Mr. Scanlan thanked Bob Shannon for his intervention in obtaining a traffic safety training course for the CERTS which is scheduled for Wednesday, April 16, 2014 at the Bergen County Fire Safety Training Academy.

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3. Mr. Scanlan attended the Wyckoff Board of Health Meeting on Thursday, February 19, 2014 whereby, at the suggestion of Committeeman Jepsen, a project to develop a more resident friendly informational bulletin explaining the reason and public health benefit for one day food handler's license was discussed.
4. Also in February, Mr. Scanlan attended a positive and productive meeting with Mayor Christie, the Township Attorney, the Administrator and members of the Zabriskie House Trustees to address various aspects of the Zabriskie House Museum in Wyckoff.
5. Mr. Scanlan reported on the status of the Russell Farm Community Park historical signs. Trion Railings, owned by Wyckoff residents Ralph and Phyllis Marchione are working in conjunction with Art Ammerman to create three (3) signs. One sign will encompass the history of the site's role in agriculture, the second will incorporate the history of the site and the third sign will include the history of the area. Great photos were received from Dave Brown and Jim and Judy Abma.
6. Mr. Scanlan thanked the Administrator and Fred Depken, Zoning Enforcement Officer for their follow-up regarding the numerous complaints received from residents concerning the deplorable state of the parking lot at the United States Post Office on Greenwood Avenue in Wyckoff.
7. On Sunday, February 23, 2014 Mr. Scanlan attended the 94th Birthday Party for his mother-in-law Dora Kauflin who has resided in Wyckoff for 72 years.
8. Beginning Tuesday, March 11, 2014 there will be another session in the series of presentations provided by the Wyckoff Board of Health at the Wyckoff Family YMCA to focus on aging parents. This session will focus on paying for their care. These prior presentations have attracted approximately 40 – 50 residents and were very well received.

At 8:04 p.m. the Township Committee recessed the Work Session Meeting to conduct the public business meeting.

At 8:25 p.m. the Township Committee reconvenes the Work Session Meeting voting as follows:

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

Continuation of Township Committee Reports:

Kevin Rooney:

1. Beginning this morning at 7:30 a.m., Mr. Rooney attended a Public Policy Subcommittee Meeting with Mayor Christie, the Township Attorney and the Administrator.
2. This afternoon, Mr. Rooney attended a budget development meeting with Committeeman Scanlan, the Chief Financial Officer and the Administrator for approximately four (4) hours today. After the meeting, Mr. Rooney attended a Shade Tree Commission Meeting at 6:30 p.m.

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3. Significant headway is being realized with the 2014 Municipal Budget and the budget will address a number of comments that were made at the 8:00 p.m. public comment period specifically, comments by Mrs. Winton concerning the need to fund road improvements and funding the investment to maintain and preserve the Larkin House facility. The budget will also address many capital needs of the Police Department to assist them with safety concerns and the protection of residents.

Mayor Christie:

1. On Wednesday, February 19, 2014 Mayor Christie attended the Library Board of Trustees Meeting. Brian Saxton, a volunteer member of the Library Board of Trustees has identified a State Farm insurance program that provides grants of approximately \$25,000. After receipt of 4,000 applications, 400 applications will be reviewed by high school and eighth grade students to determine which of the grants will become available to be voted on Facebook. Last year, Mr. Saxton submitted a grant application and received a \$25,000 grant to refurbish the Washington School Playground which was damaged by fallen trees during Hurricane Sandy.
It was noted that the Wyckoff Library will submit a grant regarding marker spaces, a program to provide teens with group programs.
The Wyckoff Volunteer Fire Department via Megan Graham will submit an application to construct solar powered flashing signals at Sicomac Fire Company #3 on Sicomac Avenue to alert motorists and pedestrians when fire trucks enter and leave the firehouse.
2. Mayor Christie attended the recent Municipal Alliance Meeting as well as the meeting with the Zabriskie House Board of Trustees.
3. On Thursday, February 27, 2014 Mayor Christie attended a "Ribbon Cutting Ceremony" at St. Nicholas Greek Orthodox Church on Grandview Avenue where a nursery school was recently opened.
4. At 7:30 a.m. this morning, Mayor Christie attended a Public Policy Subcommittee Meeting where a number of topics were discussed including the Pulis Recreation Field Facility and the efforts to provide an artificial turf playing surface, sidewalks and landscaper permits.
5. In his role as Fire Commissioner, Mayor Christie reported that last week the Wyckoff Volunteer Fire Department responded to assist three (3) other fire departments through mutual aid fire alarms when they suffered house fires.
6. Mayor Christie was very proud of the members of the Wyckoff Volunteer Fire Department who visited the Wallington Fire Department on Sunday, March 2, 2014 and served the firefighters and members of their family breakfast in their time of loss.

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7. The Firemen's Service for Volunteer Firefighter George Vaughan will be held on Thursday, March 6, 2014 at 6:30 p.m. at Vander Plaat Funeral Home. George was a Two Tour Vietnam veteran and a Deputy Chief in Fire Company #1. Committeeman Rooney reminded everyone that George was honored by Governor Christie in October 2011 for his work with the fire department during the recovery after the ice storm which left 99% of the homes without electric power.

The Work Session Meeting adjourned at 8:33 p.m.

Douglas J. Christie
Mayor

Joyce C. Santimauro
Municipal Clerk