

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE OPEN WORK SESSION MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, FEBRUARY 5, 2019 – 7:00 P.M.**

Mayor Thomas J. Madigan opened the Open Work Session Meeting at 7:00 p.m. in the second floor municipal court room.

Municipal Clerk Santimauro read the Open Public Work Session statement: "This Open Public Work Session Meeting of the Wyckoff Township Committee is now in session. In accordance with the Open Public Meetings Act, notice of this meeting appears on our Annual Schedule of meetings. A copy of said Annual Schedule has been posted on the Bulletin Board in Memorial Town Hall; a copy has been filed with the Municipal Clerk, The Record, The Ridgewood News and the North Jersey Herald and News – all newspapers having general circulation throughout the Township of Wyckoff. At least 48 hours prior to this meeting the Agenda thereof was similarly posted, filed and mailed to said newspapers."

Present: Mayor Thomas J. Madigan, Committeemen Rudolf E. Boonstra, Timothy E. Shanley, Brian D. Scanlan and Committeewoman Melissa D. Rubenstein

Also Present: Township Administrator Robert J. Shannon, Jr., Township Attorney Robert Landel, Thomas Garlick, Esq. and Municipal Clerk Joyce C. Santimauro

Mayor Madigan opened the meeting for the ten (10) minute public comment period, two (2) minutes per speaker for public comment on any governmental issue that a member of the public feels may be of concern to the residents of the Township of Wyckoff, with a motion from Committeeman Scanlan, seconded by Committeeman Shanley.

There was no public comment.

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

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

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

This evening's Agenda is as submitted with all resolutions and ordinances to the governing body and similarly posted on the municipal website since Friday, February 1, 2019.

Resolution #19-123 has been modified slightly to add additional State and County officials that this resolution is to be forwarded to if adopted this evening by the Township Committee.

Issues requiring Township Committee Action:

1. The Administrator thanked the governing body for wearing red this evening to support "Women's Heart Health Month" in February. A photo will be taken for the Township website.
2. The Administrator displayed the Environmental Resource Inventory Booklet which is the culmination of a two (2) year project organized by the Environmental Commission. Specific chapters were authored by a subcommittee consisting of the Environmental Commission. Mr. Shannon recognized Denise Capparelli for her hard work in proofreading and tying the chapters together into this booklet. The Environmental Resource Inventory is posted on the Township's website and copies have

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been filed with the Wyckoff Library, the Eisenhower Middle School Library and the Ramapo and Indian Hills Regional High School libraries.

3. The Township Committee weekly newsletter has a column titled "Upcoming Events, Mark Your Calendar" where two (2) upcoming events are listed; Team Up to Tidy Up Day on Saturday, April 27, 2019 and the Wyckoff Community Free Personal Paper Shredding Event also on April 27, 2019. Volunteers are needed for both programs.
4. The Township has been advised by the Clerk to the Bergen County Freeholders that Wednesday, March 6, 2019 at 7:00 p.m. in the Freeholders 5th Floor Meeting Room at One Bergen County Plaza, Hackensack, there will be the opportunity to provide public comments regarding the recommendations from the Bergen County Open Space Advisory Board which include a recommendation for a \$900,000 grant for the Maple Lake Property Acquisition. Mr. Shannon complimented the Township Committee for attending the Bergen County Open Space Advisory Board's Public Hearing in which Wyckoff was the only municipality present with any governing body members in attendance. The Administrator will prepare an Open Public Meetings Act compliance statement for the March 6, 2019 meeting.
5. A communication was received from a resident at 493 Eugene Way (two houses from William Way near Route 208) to request the Township commit to the New Jersey Department of Transportation (NJDOT) to water bushes the NJDOT may plant on their right-of-way. The property owner is attempting to sell their home and believes that since the highway can be seen from her house, it is a detriment to the sale of the house. The reply from the Public Works Manager indicates that he does not have a tanker truck or water facility to transport water to that location. It was noted that in 2018 it rained over 100 days and in the past, the Township has allowed property owners to plant or install stockade fences on the municipal unpaved right-of-way to shield the highway. After careful consideration, the Township Committee agreed with the Public Works Manager's recommendation.
6. The Township Committee discussed the notice from Fire Chief Tim Brock that the Wyckoff Fire Department will no longer conduct the annual Labor Day fireworks due to the lack of revenue in recent years. This is a fundraising event and at best, the fire department has only realized several hundred dollars. Another major circumstance disclosed is that patrons to the fireworks sit in the adjacent commercial parking lots to watch the display free of charge without realizing this is a fire department fundraising event. This is a significant amount of work for the firefighters and when revenue is not earned, the department questions why they should continue to provide this annual event. The governing body discussed this matter at length and was of the opinion to possibly have another entity conduct the fireworks event or on a different date and/or location. The Administrator was asked to contact the Wyckoff Chamber of Commerce, Committeeman Scanlan will contact the Wyckoff Family YMCA, Committeeman Boonstra to contact the Eastern Christian Children's Retreat to inquire if these entities would be interested in providing the fireworks fundraiser. However, it was pointed out that if the event does not result in a positive cash flow for the fire department, it most likely would not result in a positive fundraiser for these private groups as well. It was also mentioned that this year's budget is a difficult budget year and the Township does not have excess funds to provide this event.

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7. Last evening, Committeemen Scanlan, Shanley and the Administrator met with a number of residents who ride the commuter bus from the Wyckoff Park & Ride Facility and Operating Manager of Coach USA to discuss the need for additional buses during high commuting times. Mr. Scanlan advised that the meeting was productive which lasted approximately one hour. The representative from Coach USA was sympathetic to these problems and the issue at hand is that there just isn't enough buses from 6:30 a.m. to 7:30 a.m. – the prime commuting time from the facility. The meeting did include a discussion to possibly redirect Coach USA resources to this bus route. The representative would communicate back to this subcommittee in a few weeks. As matter of record, Coach USA has been purchased by a California hedge fund and it is expected that the company will become technologically improved specifically, with online ticketing. One last note, New Jersey Transit, as part of reforming their operation, has taken an aggressive approach to obtain qualified bus drivers consequently, a number of drivers have left Coach USA employ due higher salaries at NJ Transit. More information will be forth-coming.
8. The Township Committee reviewed a recommendation from the Township Engineer regarding a proposal by the owners of 733 Highview Drive and 736 Thomas Place to perform a sanitary sewer extension and paid by the property owners. The governing body approved this privately funded sewer extension project consistent with the Township Engineer's requirements and oversight.
9. The Township received a thank you note from the Ramapo/Indian Hills High School Superintendent, Ms. McKay thanking Mayor Madigan and Committeeman Boonstra for attending an event entitled Student Council Leadership Team to discuss with them government structures and committees within the municipality.
10. The Administrator reviewed with the governing body a potential new subscription (\$3,500) to ensure the municipal website is ADA compatible. When the Township purchased its website, the website was ADA compatible however, recent regulations have since been adopted. A JIF Bulletin was issued regarding these recent additional requirements. The governing body discussed the cost and possible options to decrease that cost. Mr. Shannon will contact JIF to ascertain whether this service could be procured at a lower cost.
11. A draft letter, modified by the Administrator and proposed by the Green Team, describes a New Jersey Board of Public Utility (NJBPU) program for owners of business property to obtain energy saving opportunities. A subcommittee of the Environmental Commission has requested this letter be sent along with a list of owners of commercial property in the Township. This subcommittee indicates that it is able to obtain points towards the Sustainable Jersey Recertification if this letter is sent and Sustainable Jersey requires the letter to be on municipal letterhead. The modification of the State form of the letter is to make clear that the governing body is not endorsing a vendor, but states that this is a Board of Public Utilities Program where after competitive bidding, the NJBPU selected a vendor to perform this type of energy analysis and savings. The governing body was asked to review the letter – the letter was approved and will be provided to the Environmental Commission Subcommittee Liaison to mail it and to share it with the Wyckoff Chamber of Commerce.

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12. The Administrator and the Township Attorney reviewed a letter received this from Planner McManus. Ms. McManus recommends that because of the complexity of the Third Round COAH Rules that the Township obtain a service to perform the bulk of the affordable housing compliance and implementation. The Administrator would remain as the Municipal Housing Liaison however, the changes that have been made by the courts to this third round have rendered this process and compliance overly complex. The Township Committee asked the Administrator to move forward and secure price quotations for governing body consideration.
13. The Administrator met with the leadership team of the Wyckoff Volunteer Fire Department to explain safety and the procedure for reporting accidents.
14. 2019 is a Chemical Right to Know update year requiring the Township to survey its workplaces, label chemicals and provide specific reporting. The Township will complete this update in house by a project team headed by Scott Fisher to avoid significant costs.
15. Work on the Spring Newsletter has begun.
16. The 2019 Municipal Budget process is in full swing. Resources are significantly limited requiring the Township Committee to make difficult decisions among valid competing requests.
17. The Township had the use of the Bergen County Joint Insurance Fund Safety Simulator from January 14 – 17, 2019. Fifty-nine (59) individuals from the fire department, police department, the ambulance corps and the DPW were trained on the simulator.
18. The Dispatch Agreement with Bergen County expires on December 31, 2019. The Administrator is working with the Police Committee on this matter.
20. Elected Officials Training where governing body members can earn a \$250 discount for each member has been scheduled at Town Hall on Tuesday, February 12, 2019 at 7:00 p.m.

Township Committee Reports:

Rudy Boonstra:

1. Mr. Boonstra and Mayor Madigan attended a student leadership meeting at the Ramapo/Indian Hills High School and were very impressed with the students.
2. The Reorganization Meeting for the Wyckoff Chamber of Commerce was conducted at the Blue Moon Café.
3. Mr. Boonstra and Mr. Shannon attended the Reorganization of the Joint Insurance Fund (JIF) in January.
4. Mr. Boonstra received a letter today from the Northwest Bergen Sewer Utilities Authority Engineer, Mr. Hurwitz advising that the Wyckoff Avenue sewer project has been delayed due to the need for a \$39,000 change order.

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Melissa Rubenstein:

1. The Finance Committee is working diligently on the 2019 Municipal Budget. Mayor Madigan, a member of the Finance Committee, stated that this will be a tough year because of the number of substantially large increases in State unfunded mandates such as pension system payments. Ms. Rubenstein noted that an emphasis will continue on road resurfacing. Difficult decisions among valid competing needs for limited funding.
2. Ms. Rubenstein recognized the Environmental Commission Volunteers who worked on the Environmental Resource Inventory Booklet that is available at the Wyckoff Library and the school libraries.
3. Mr. Rubenstein advised that 1,106 residents are utilizing the Recycling Coach App as way of reminding residents of which recyclables are collected each week.
4. Ms. Rubenstein reported that the Environmental Commission has proposed two (2) grant applications – the first application is to apply for a \$2,000 grant to encourage the use of reusable shopping bags while reducing the reliance on plastic shopping bags. This grant request resolution is listed on the Agenda. The second grant application request (not listed on the agenda) would perform a yearlong meat composting program at the Wyckoff Recycling Center. A thorough and complete report was not provided prior to the meeting and this proposed use by the Environmental Commission of the Recycling Center for said purpose has resulted in multiple health concerns and maintenance effects as expressed by the DPW Manager. Therefore, due to the insufficient time to evaluate this report, the recommendation from the Staff and the Liaison is not to move forward with this project. The Township Committee all agreed.
5. Ms. Rubenstein recognized the Junior Commissioners from the Environmental Commission – a group of young people with much enthusiasm that are volunteering their time for the environment.

Brian Scanlan:

1. Mr. Scanlan noted that no reporter is in attendance this evening.
2. Mr. Scanlan attended the Library Board of Trustees Meeting on Wednesday, January 16, 2019 and as Township Committee Liaison to the Library has requested circulation figures of the use of library materials in a different format. Mr. Scanlan will report to the governing body when this information is received.
3. Mr. Scanlan and Committeeman Boonstra met to discuss a historic preservation committee in the Township of Wyckoff. A brief summary of feasibility options patterned after the Historic Preservation Committee in Vernon will be provided for governing body review. A discussion can follow regarding a process to determine if such an approach may work in Wyckoff.
4. In reply to Mayor Madigan's request from the past meeting for enrollment figures at the Wyckoff Schools, Mr. Scanlan is awaiting submission of those figures. However, Mr. Scanlan was informed that the enrollment has decreased and the K-8 school district has contracted with a consultant to advise them how to address this situation.

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5. The Wyckoff K-8 Board of Education will conduct their second round of interviews for the position of superintendent. The difficulty in hiring superintendents is due primarily to the State salary cap on superintendent salaries. Most school principals are earning a salary greater than most school superintendents.

Timothy Shanley:

1. Mr. Shanley, Committeeman Scanlan and the Administrator met with the representative from Coach USA where the meeting was productive and Township Officials feel optimistic there may be good news (additional buses during peak commuter times) in the near future.
2. The next Recreation Advisory Board Meeting is scheduled for Monday, February 11, 2019.
3. Mr. Shanley attended the last Board of Adjustment Meeting where routine business transpired with the exception of an application regarding a treehouse in the rear yard of a home on Wyckoff Avenue in the vicinity of Heights Road. A neighbor objector indicated that the treehouse was built 24 feet in the air, is very close to the property line and can look into their master bedroom window. The property owner thought he did not need a permit because the Township Code did not reference treehouses. It was pointed out that in the State of New Jersey, there is a system of permissive statutes. The property owner has submitted a use variance application. This matter may be occurring in others areas of the municipality due to a television series entitled "Treehouse Masters" where property owners from other areas of the country build very elaborate and large treehouses. Mr. Shanley suggested a prohibition in the Township Code against treehouses. It was indicated that the ordinance lists permitted uses and anything not listed is not permitted. The Township Committee will further consider this suggestion.
4. Mr. Shanley welcomed three (3) new members of the Board of Adjustment. Mr. Shannon advised that all new members of the Zoning Board and Planning Board are registered to attend the five (5) hour State of New Jersey Mandated Land Use Board Member Orientation Course.

Mayor Madigan welcomed Rabbi Beni Wagnberg to the Municipal Court Room this evening. Rabbi Wagnberg will provide the opening prayer and inspiration to start the 8:00 p.m. Business Meeting.

Mayor Madigan:

1. The Township Committee will introduce a bond ordinance this evening to purchase a replacement fire apparatus pumper.
2. Mr. Madigan made comment that the governing body is wearing red this evening and will adopt a resolution at the 8:00 p.m. business meeting for "America Heart Month" and designating February 2, 2019 as "National Wear Red Day."
3. Mayor Madigan stated he is pleased to have representatives from the Wyckoff Chamber of Commerce in attendance this evening. They will present the awards to the winners of their Wyckoff Photo Contest.
4. Several members of the St. Nicholas Greek Orthodox Church and the American Hellenic Education Progressive Association were present this

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evening to provide a \$7,000 donation to the Wyckoff Volunteer Fire Department and the Wyckoff Ambulance Corp.

Township Attorney Report:

1. The 8:00 p.m. business meeting includes a closed session discussion Mr. Landel has requested to update the governing body regarding litigation.
2. Mr. Landel has completed a number of developer agreements for privately funded sewer extension projects.
3. Mr. Landel has spoken to Planner McManus and is hopeful to obtain the first draft of the zoning ordinance as it relates to the Maple Lake Property by the end of February.
4. The Sherriff's Sale for 240 Demarest Avenue will be conducted on Friday, February 8, 2019. Either Mr. Landel or Mr. Garlick will be present during this process.
5. Mr. Landel has been speaking with Patrolman Bill Christopher and he is working on a waiver of liability for the police department's new Summer Junior Police Officer Program.

At 7:50 p.m. the Township Committee recesses the Open Work Session discussion of the Open Public Meeting to conduct the Public Business Meeting.

At 8:20 p.m. the Township Committee reconvenes the Open Work Session discussion of the Open Public Work Session Meeting voting as follows:

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

At 8:21 p.m. the Township Committee recesses the Open Work Session discussion of the Open Public Meeting to enter into Closed Session discussion via Resolution #19-C01.

At 8:33 p.m. the Township Committee reconvenes the Open Work Session discussion of the Open Public Work Session Meeting voting as follows:

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

The Open Work Session Meeting adjourned at 8:34 p.m.

Thomas J. Madigan
Mayor

Joyce C. Santimauro
Municipal Clerk

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