

**TOWNSHIP OF WYCKOFF  
TOWNSHIP COMMITTEE OPEN WORK SESSION MEETING  
SECOND FLOOR MUNICIPAL COURT ROOM  
TUESDAY, FEBRUARY 19, 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, Municipal Clerk Joyce C. Santimauro and Thomas Garlick, Esq.

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 Rubenstein.

There was no public comment.

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

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

**Review of the 8:00 p.m. Business Meeting Agenda:**

1. The Municipal Clerk has provided the governing body with a revised Agenda. Resolution #19-133 indicates this document approved the LOSAP award payments for the fire and ambulance members who achieved 100 points in 2018.
2. Ordinance #1873 which appropriates funds from the Sewer Capital Improvement Account to a Sewer Capital Account to be utilized for appropriate sewer expenses is listed on this evening's agenda.
3. The Administrator reminded the governing body there will be closed session discussions this evening. After the Open Work Session, the meeting will be recessed and after the conclusion of the 8:00 p.m. public business meeting, the Open Work Session Meeting will reconvene and the governing body will enter into Closed Session discussions.
4. With the adoption of Ordinance #1871, the Township Committee will be closer to savings or avoiding the \$26,000 price increase for the fire pumper which is effective March 20, 2019. This ordinance requires four (4) of five (5) Township Committee affirmative votes.

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**Policy Action Items:**

1. The Bergen County Freeholders Meeting on Tuesday, March 6, 2019 at 7:00 p.m. will include a consideration of the Bergen County Open Space Advisory Board's grant funding recommendations which includes the \$900,000 grant for the Township of Wyckoff to purchase twenty (20) acres at the former Maple Lake Property. Committeeman Scanlan inquired if the Freeholders will actually vote on that award that evening. Mr. Shannon responded that based on the numerous conversations that have transpired, he believes the Freeholders will vote. However, the Freeholders are not comparable to the Township Committee meaning, on the Friday before every Township Committee Meeting, the agenda is posted as well as the resolutions and ordinances which the governing body will consider that evening to vote on. The Freeholders do not attach their action items for the public to review.
2. On Thursday, March 7, 2019 the JIF Award Ceremony will present the highest safety award to the Township of Wyckoff.
3. The Administrator provided a certificate that certifies and lists reasons why the competitive bidding for firefighter turnout gear should include two (2) proprietary brands; one is a globe and one is a lion brand. These two (2) brands of firefighter safety equipment have various patented features. Since the Township of Wyckoff is the lead agency for a three (3) municipality cooperative pricing system, it will allow the bid process to service all three (3) municipalities where each municipality has invested in different brands. The Township Committee approved the certification.
4. A proposal was received from Committeemen Scanlan and Boonstra who serve as the Township Committee's Historic Preservation Subcommittee. This proposal explains how a historic preservation commission would be established and how it would function. Mr. Scanlan explained that when the Township Subcommittee interviewed Planner McManus, she recommended the Township consider the ordinance from Vernon, New Jersey. The ordinance essentially slows down a process and creates a discussion if a builder plans to demolish a historic home. Mr. Scanlan has spoken with the Township of Vernon's Mayor who is the son of the Borough of Midland Park's Mayor and he had a positive opinion of Vernon's ordinance. Mr. Boonstra explained that the Township could also establish a historic district such as the four (4) buildings located at the corner of Wyckoff and Franklin Avenue. It was noted that the Zabriskie House would be exempt from such a historic district because it has its own trustees and its own historical controls. Mayor Madigan asked if there was any feedback from property owners who own historic homes. Mr. Scanlan and Mr. Boonstra explained they had previously conducted an information meeting and sent invitations to approximately twenty-five (25) owners of historic homes. The feedback was essentially positive with the exception of the new historical homeowner on Newtown Road who was concerned with such an ordinance if it would hinder his efforts to upgrade and modernize the interior of his historic home (the ordinance would not concern the interior of a home). Mr. Boonstra noted that in the Borough of Saddle River last year, a builder obtained a building permit from the borough construction office. No one observed the location and as a result, a historic home was demolished. It was possible the home could have been saved even allowing for development. Most municipalities even with preservation districts do not have restrictions on these historic structures. Committeewoman Rubenstein inquired how the potential bidders would be made aware of the historical commission and process. The Township Attorney responded that such information could be listed on the tax search. Before adopting such an ordinance, it would

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be best to send out another invitation and/or meeting of the owners of the historic homes. A consensus existed that Mr. Boonstra and Mr. Scanlan continue to work with Mr. Landel to prepare an ordinance for governing body consideration.

5. The Administrator reviewed a cost savings determination memo included in the packet. This terminology is specific when a municipality utilizes a national contract to procure a specific item. The Wyckoff Volunteer Fire Department purchase which is anticipated to be included on the Township Committee Agenda on Tuesday, March 19, 2019, is moving forward in a positive direction. With the adoption of Ordinance #1871 this evening, a resolution to award a contract will be listed on the March 19, 2019 Agenda as well as a change order resolution for unpublished items. The funding will be in place and the cost savings determination is presented this evening. Essentially, the law does not define what a cost savings determination is however, it requires one. In this case, the Township Committee required the fire department to evaluate three (3) vendors for a replacement fire truck to the thirty-three (33) year old 1986 Mack Pumper. The Wyckoff Volunteer Fire Department spent the better part of a year speaking with three (3) fire truck manufacturer representatives. The lowest price quote was received from a Spartan fire truck dealer and the fire department has requested to purchase this apparatus. Therefore, the cost savings determination is extremely concise and straightforward.
6. Mayor Madigan requested a discussion regarding the Annual Fireworks Fundraiser Event. As way of background, the Wyckoff Volunteer Fire Department, for many years, has provided a fireworks display on Labor Day Weekend as their primary fundraiser for the department. In the last two (2) years, the fire department has essentially “broke even.” Fire Chief Brock has advised the governing body that the fire department can no longer provide this fundraising event due to the incredible volume of work entailed and the lack of revenue realized from this event. Mayor Madigan expressed disappointment that so many people watch the fireworks display from the area shopping center parking lots oblivious to the fact that this event is a fundraiser. The Township Committee expressed their concern and assigned its members to speak with other community organizations to determine any entity would be willing to coordinate and present the fireworks display. The cost if the fireworks display is approximately \$20,000. Committeeman Scanlan spoke to the Wyckoff Family YMCA who are very receptive to participate on a committee. However, the YMCA does not want to take ownership of the event and would be willing to have the fireworks display remain a fire department fundraiser. The Administrator spoke with the Wyckoff Chamber of Commerce who had previously discussed assuming the responsibility for the fireworks event. However, it was determined that it would be too massive of an endeavor for the Chamber of Commerce to oversee.

Committeeman Boonstra spoke to the Eastern Christian Children's Retreat Leadership and discussed their proposal for elimination of the Annual Country Fair due to significant costs and the inability to obtain insurance for several of the amusement rides. A suggestion was made to have the fair begin at noon the day of the fireworks and then possibly “flow” through the fireworks display that evening. The Eastern Christian Children's Retreat believes they could fund the fireworks through sponsorships. The governing body discussed this matter at length. A subcommittee of Committeemen Shanley and Boonstra will review this matter with the fire department and the Eastern Christian Children's Retreat and submit an update to the governing body.

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7. The Administrator requested and received approval to contact the three (3) Affordable Housing Consultants to request price quotations (that were recommended by Planner McManus).
8. Interviews for Court Administrator Candidates are scheduled for Monday morning.
9. Upcoming community events have been posted on municipal social media accounts and on the weekly e-news communication.
10. The resolution to award nine (9) contracts on individual low bid price basis for 112 items the Wyckoff Volunteer Fire Department purchases in a year resulted in 46% of those items costing less than the price paid in 2018 or at 2018 prices with no increase. Another example of using procurement to stretch limited tax dollars.

**Township Committee Reports:**

**Rudy Boonstra:**

1. The Northwest Bergen County Sewer Utilities Authority is conducting a meeting this evening to consider two (2) change orders. These change orders are for the extension of the Wyckoff Avenue sewer trunk main which will allow a large number of homes in Knolls section of Wyckoff (Sunset Blvd, Martom Road and Brownstone Court) to connect to the public sewers should they extend the sewer laterals up those streets. The first change order addresses an unforeseen manhole and the second change order addresses the lowering of the pipe of approximately 1,000 feet to match up to the sewer connection for the first home in the Meer residential subdivision. Mr. Boonstra advised the change orders are expected to be approved this evening and the Chief Engineer from the "Authority" will pursue alternate means to fund these change orders.
2. Mr. Boonstra was contacted by four (4) property owners on Evers Street that are not included in the subdivision sewer extension on Hillside Avenue. Three (3) additional homes may wish to participate in the sewer extension.
3. Mr. Boonstra and Committeewoman Rubenstein have researched two (2) vendors that can live-stream and archive meetings on the Township's website for one (1) year so that governing body meetings could be filmed and available for the public to view.

**Melissa Rubenstein:**

1. Two (2) vendors have been researched (one is prohibitively expensive) to video Township Committee Meetings. The subcommittee has been cost sensitive and funding will be available for one (1) year on a trial period.
2. The Finance Committee continues to work diligently preparing the 2019 Municipal Budget. Unfunded mandates such as pension costs increases have amounted to much of the increase. Limited funds are being evaluated against many competing projects and because of the scarce resources, difficult decisions have to be made among many valid projects.

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3. Ms. Rubenstein attended the first quarter Safety Meeting today. Mr. Shannon explained how to report injuries and accidents in the workplace. However, the focus continues to be accident and injury prevention and keeping all staff members safe.
4. The Environmental Commission will meet next week and has asked for an ordinance to achieve Sustainable New Jersey points which would prohibit recyclables in the garbage. The Township's ordinance includes the listing of recyclables however, this is a modification of the ordinance to ascertain that the recyclables must be recycled and are prohibited from being placed in the solid waste stream.
5. At the March Board of Health Meeting, the Bergen County Health Officer will be in attendance for an informal discussion.
6. The press has been reporting on the issue of selling CBD and food products containing CBD. A "watchful eye" is suggested for future developments.
7. Condolences to the family of Tommy Fitzpatrick who recently passed.
8. Ms. Rubenstein asked what the procedure is to have a local Daisy Troop participate in the Team Up to Tidy Up (TUTU) Day on Saturday, April 27, 2019. The Administrator replied that Fran Piskadlo, a part-time staff member coordinates the TUTU event where various child friendly sites are available on clean-up day. Information will be provided in the Spring Newsletter as well as the Friday e-blasts.

**Brian Scanlan:**

1. Mr. Scanlan observed that no reporter was in the audience this evening.
2. Mr. Scanlan was happy to learn that the 2019 Municipal Budget will include funds for video-taping Township Committee meetings.
3. Mr. Scanlan, Mayor Madigan and Mr. Boonstra attended the President's Day Services at Temple Emanuel.
4. Mr. Scanlan commented that this is the 25<sup>th</sup> Anniversary of "Scooter Bowl" at Lincoln School. Also, the Ramapo/Indian Hills Regional High School District is initiating steps to plan for the reduction of students by sharing department supervisors. However, Mr. Scanlan has requested from the Wyckoff K-8 School District the current enrollment figures.
5. A letter was mailed from the school board president to parents indicating the K-8 school board did not find a suitable superintendent. The interim superintendent's contract will be extended and reopen the search for that position this Summer.

**Timothy Shanley:**

1. Last weekend, Mr. Shanley attended the Wyckoff Volunteer Fire Department Fundraiser at the Wyckoff Family YMCA and thanked all the restaurants in Wyckoff for their participation at this very successful fundraiser.

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2. Mr. Shanley attended the Parks and Recreation Advisory Board Meeting last week. The Zoning Board of Adjustment Meeting will be conducted on Thursday, February 21, 2019.
3. Mr. Shanley advised the Township Attorney that the application before the Board of Adjustment to allow a use variance for a tree house was withdrawn by the applicant. However, Mr. Shanley suggested that Mr. Landel continue to move forward with the research effort previously requested concerning the construction of tree houses in Wyckoff due to the popular cable program Treehouse Masters.

**Mayor Madigan:**

1. Mayor Madigan also attended the Wyckoff Volunteer Fire Department Fundraiser at the YMCA and thanked the YMCA for hosting this event. There was plenty of delicious food for all in attendance.
2. Mayor Madigan also attended the President's Day Service at Temple Emanuel.
3. The February meeting of the Wyckoff Chamber of Commerce is scheduled for Thursday, February 28, 2019 at 8:00 a.m. at the Larkin House. The meeting will include a member of the Green Team Task Force to explain a New Jersey Board of Public Utilities Program regarding energy savings for owners of business property.
4. The budget review process is moving forward. A fourth meeting is scheduled for Monday, February 25, 2019. Mayor Madigan expressed his disappointment regarding unfunded mandate increases and how they force tough decisions on which valid programs to fund while wanting to limit the total budget increase since funding is limited.

At 8:02 p.m. the Township Committee recesses the Open Work Session discussion of the Open Public Meeting to conduct the Public Business Meeting.

At 8:10 p.m. the Township Committee reconvenes the Open Work Session discussion of the Open Public Work Session Meeting voting as follows:

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

At 8:10 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-C02.

At 8:40 p.m. the Township Committee reconvenes the Open Work Session discussion of the Open Public Work Session Meeting voting as follows:

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

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At 8:42 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-C03.

At 9:05 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

At 9:07 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-C04.

At 9:30 p.m. the Township Committee reconvenes the Open Work Session discussion of the Open Public Work Session Meeting voting as follows:

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

At this time, Mayor Madigan advised that a consensus exists for the Township to move forward with a contract with Glen Rock to provide a shared service for a Court Administrator function, subject to contractual review by the Township Attorney and other usual and customary verifications with a possible start date of March 1, 2019. Motion by Committeeman Scanlan, seconded by Committeeman Boonstra, all voting affirmatively to approve the shared service contract award after comparison to direct and indirect personnel costs.

The Open Work Session Meeting adjourned at 9:31 p.m.

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Thomas J. Madigan  
Mayor

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Joyce C. Santimauro  
Municipal Clerk