

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, OCTOBER 1, 2013**

(Revised 10/1/13)

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE WORK SESSION MEETING
MUNICIPAL COURT ROOM
TUESDAY, OCTOBER 1, 2013 - 7:30 P.M.**

1. 7:30 pm Work Session Meeting called to order by Deputy Mayor Doug Christie
2. Roll call of Township Committee
3. Reading of "Open Work Session" statement by Mrs. Santimauro
4. Meeting open for the Work Session ten minute total public comment period for any item on or off the agenda. Two (2) minutes per speaker.
5. Mayor and Municipal Clerk to sign documents
6.
 - a. Finance Committee to review and sign vouchers
 - b. Report of Township Committee
 - c. Report of Administrator – Discussion - NJDCA Best Practices Checklist
 - d. Report of Attorney
7. Recess Work Session Meeting to conduct 8:00 pm Business Meeting
8. Reconvene Work Session Meeting
9. 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
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, OCTOBER 1, 2013**

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE BUSINESS MEETING
MUNICIPAL COURT ROOM
TUESDAY, OCTOBER 1, 2013 - 8:00 PM**

1. Regular Meeting of the Wyckoff Township Committee called to order by Deputy Mayor Doug Christie
2. Flag Salute led by Deputy Mayor Doug Christie
3. Invocation given by Deputy Mayor Doug Christie
4. Reading of the "Open Public Meetings Act" statement by Mrs. Santimauro.
5. Roll call of the Township Committee
6. Meeting open for public comment on any item on or off the Agenda; five (5) minutes per speaker
7. Approval of the following Township Committee meeting minutes:

Township Committee Work Session and Business Meeting Minutes from September 17, 2013

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

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):

- | | |
|---------|---|
| #13-235 | Close Current Complete Grant Reserves |
| #13-236 | Cancellation of Sewer Account #5514 |
| #13-237 | Cancellation of Sewer Accounts #788-794 |
| #13-238 | Award Contract to Improve Newtown Road |
| #13-239 | Professional Service Appointment for Licensed Surveyor |
| #13-240 | Road Closure for Wyckoff Education Foundation Annual 5K and Fun Run |
| #13-241 | Award Contract for the Construction of DPW Pole Building |
| #13-242 | Put the Brakes on Fatalities Day |
| #13-243 | Payment of Bills |
| #13-244 | Review of Best Practices Checklist |
| #13-C8 | Closed Session NJSA 10:4-12b (5) & (7) |

II Motions

- a. Authorize request from Township Employee to recognize October as "Breast Cancer Awareness Month" by placing pink ribbons on the decorative light fixtures around Town Hall for the month of October.
- b. Approve the temporary sign request from Eastern Christian School Association advertising their annual open house for ten days October 8-October 18, 2013.
- c. Approve the "Grand Opening" front window banner request from Pizzeria Mandara for ten days October 13-October 22, 2013.
- d. Authorize the temporary sign request from the Christian Health Care Center advertising their "Christmas Open House" from October 31-November 9, 2013 (ten days).

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, OCTOBER 1, 2013**

- e. Approve the New Jersey State Firemen’s Association Membership Application for Joseph Salerno Fire Police Wyckoff Volunteer Fire Department.
- f. Approve the appointment of Mohammad Ismael to the Alternate #2 position on the Recreation and Parks Advisory Board.
- g. Authorize the temporary sign request from the Wyckoff Education Foundation advertising their “Annual 5K Run & Family Walk” for ten days October 10-October 19, 2013.

III Ordinance - Introduction

#1719 - 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.

Following is the vote on the Consent Agenda:

MOTION: SCANLAN SECOND JEPSEN
CHRISTIE YES JEPSEN YES ROONEY ABSTAIN SCANLAN YES
BOONSTRA ABSENT

IV Motion (Not on Consent Agenda)

- a. Approve the temporary sign request from the Wyckoff Parks and Recreation Foundation for their Oktoberfest October 7- October 17, 2013.

MOTION: SCANLAN SECOND JEPSEN
CHRISTIE YES JEPSEN YES ROONEY ABSTAIN SCANLAN YES
BOONSTRA ABSENT

V Ordinances (Further Consideration/Public Hearings)

1718 - AN ORDINANCE AUTHORIZING AN EMERGENCY APPROPRIATION UNDER NJSA 40A:4-53 TO CONDUCT A PROPERTY REVALUATION FOR THE PURPOSES OF TAX ASSESSMENTS FOR THE TOWNSHIP OF WYCKOFF

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

VI 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

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, OCTOBER 1, 2013**

Meeting Called To Order

Deputy Mayor Doug Christie 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 Deputy Mayor Doug Christie.

Invocation

The Invocation was given by Deputy Mayor Doug Christie.

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."

Attendance

Township Committee Present: Committee Present: Deputy Mayor Douglas J. Christie, Kevin J. Rooney, Brian D. Scanlan and Haakon C. Jepsen;

Absent: Mayor Rudolf E. Boonstra

Staff Present: Township Administrator Robert J. Shannon, Joyce C. Santimauro, Municipal Clerk and Township Attorney Robert Landel.

Meeting Open for Public Comment

The Township Committee voted unanimously to open the public portion of the meeting.

No one came forward to speak.

The Township Committee voted unanimously to close the public portion of the meeting.

Approval of the following Township Committee minutes:

Township Committee Work Session and Business Meeting Minutes from September 17, 2013

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

Consent Agenda:

The Municipal Clerk read the following: "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".

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, OCTOBER 1, 2013**

I Resolutions (adoption of the following):

#13-235 Close Current Complete Grant Reserves

WHEREAS, certain Un-appropriated and Appropriated Grant Reserves for 2012 Alcohol Traffic Safety and Drive Sober Receivables and Reserves remain dedicated to programs now completed and closed; and

WHEREAS, as Township Municipal Accountant and Chief Financial Officer have stated that the grant year 2012 has been completed and are considered closed, and

WHEREAS, the 2012 Annual Audit has been completed and the final balances of the Un-appropriated and Appropriated Grant Reserves Current Fund and Receivables have been verified and closed, and

WHEREAS, it is necessary to formally cancel said balances so that unexpended balances, if any, may be moved to fund balance:

NOW THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Wyckoff, that the Chief Financial Officer is instructed to cancel the following dedicated balances of the Un-appropriated and Appropriated Reserves Current Fund as follows:

2012 Alcohol Traffic Safety Program Unappropriated Reserve	\$3,488.88
2012 Drive Sober or Get Pulled Over Unappropriated Reserve	2,139.64
2012 Alcohol Traffic Safety Program Appropriation Reserves	\$3,488.88
2012 Drive Sober or Get Pulled Over Appropriation Reserves	2,239.64

#13-236 Cancellation of Sewer Account #5514

WHEREAS, 511 Goffle Road known as Block 498 Lot 103 and 517 Goffle Road known as Block 498 Lot 104 in the Township of Wyckoff has applied for and completed demolition of the residential homes on this property; and,

WHEREAS, Peter Salerno (GSA,LLC) requested the 2013 sewer usage billing be canceled until a new structure is completed and sewer usage is resumed; and,

WHEREAS, the Wyckoff Building Department has produced documentation and has confirmed the homes were demolished in 2012 and therefore this resolution is provided.

WHEREAS, a new connection was established and rebilled as sewer account 6177, Block 498 Lot 104.01 as a new commercial building.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that the sewer usage billing for 2013 is hereby canceled for the time after the residential structures were demolished and re-established at the time of the certificate of occupancy for the commercial building.

BE IT FURTHER RESOLVED, that the Municipal Clerk will forward a copy of this resolution to the Tax Collector, Sewer Utility Clerk and Township Engineer.

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, OCTOBER 1, 2013**

#13-237 Cancellation of Sewer Accounts #788-794

WHEREAS, 430 Greenwood Avenue known as Block 216.01 Lot 21.02 sub account 1-7 in the Township of Wyckoff has received site plan approval that includes demolition of the vacant commercial structures on this property; and,

WHEREAS, the sewer billing dept. requests that the 2013 sewer usage billing be canceled because water service has been disconnected until a new structure is connected or the existing structure receives a permit to renovate and sewer usage is resumed; and,

WHEREAS, the Wyckoff Building Department will confirm demolition of the vacant commercial structures and therefore this resolution is provided.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that the sewer usage billing for 2013 is hereby canceled until the replacement structure is connected to the sewer and a Certificate of Occupancy is issued.

BE IT FURTHER RESOLVED, that the Municipal Clerk will forward a copy of this resolution to the Tax Collector, Sewer Utility Clerk and Township Engineer.

#13-238 Award Contract to Improve Newtown Road

WHEREAS, the Township of Wyckoff has successfully submitted a grant application and has been awarded a \$150,000 NJ DOT trust fund grant to improve Newtown Road; and,

WHEREAS, the Township Committee approved the bid specification and authorized competitive bidding; and,

WHEREAS, a legal advert soliciting competition sealed bids was published in the September 6, 2013 issue of the Ridgewood News; and,

WHEREAS, a legal advert soliciting competitive sealed bids was posted on the Township of Wyckoff's web site at the "bids and jobs" quick link easily accessed from the home page; and,

WHEREAS, on September 20, 2013 at 11:00 a.m. the following sealed bids were received, opened and their contents announced:

<u>Bidder Name</u>	<u>Bid Amount</u>	<u>Alternate A</u>
D&L Paving Contractors, Inc. 681 Franklin Avenue Nutley, NJ 07110	\$141,623.06	\$15,400.00
AJM Contractors Inc. 300 Kuller Road Clifton, NJ 07011	\$147,387.50	\$5,200.00
Haskell Paving Inc. 30 Greenwood Lake Turnpike Ringwood, NJ 07456	\$146,995.00	\$10,000.00
New Prince Concrete Construction Company, Inc. 21 Eileen Terrace Hackensack, NJ 07601	\$133,020.50	\$5,600.00

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, OCTOBER 1, 2013**

WHEREAS, Boswell Engineering, the Township's Consulting Engineer has provided the attached recommendation, (attached as if set forth at length) that recommends a contract award to the lowest responsive and responsible bidder, New Prince Construction Company, Inc.; and,

WHEREAS, the Township Administrator and the Township Attorney have reviewed this procurement and they concur with the recommendation; and,

WHEREAS, the CFO has attached a certificate of available funds indication adequate funds exist in account number C-04-56-913-001 for this procurement.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that a lump sum contract for \$138,620.50 is hereby awarded to New Prince Concrete Construction Company Inc., 21 Eileen Terrace, Hackensack, NJ 07601 to perform and complete the Base Bid and Alternate 1 improvements to Newtown Road in accordance with the specifications.

#13-239 Professional Service Appointment for Licensed Surveyor

WHEREAS, the Township of Wyckoff has a real need and requires the professional services of a licensed surveyor to update its municipal tax map in accordance with the latest requirements of the NJ Division of Taxation; and,

WHEREAS, the Township Committee has determined to appoint Eid and Lapatka, LLC because of partner Steve Eid's, familiarity with the Wyckoff Tax map, his extensive experience as a licensed surveyor, and the excellent work and reasonable billing he has performed during the last fifteen years as the Township's licensed surveyor.

WHEREAS, the Purchasing Agent and the Chief Financial Officer have determined that the cost of these services may exceed \$17,500 and believe it is prudent to anticipate the value of these services in excess of \$17,500 to ensure compliance with NJSA 19:44A-20.5 et.seq.; and,

WHEREAS, each business entity has completed and submitted a Business Entity Disclosure Certification which certifies that each business entity has not made any reportable contributions (\$300 or more) to a political or candidate committee in the Township of Wyckoff with the elected officials in the previous one year, and that the contract will prohibit each business entity from making any reportable contributions (\$300 or more) through the term of the contract; and,

WHEREAS, the Township Committee awards this contract in accordance with the alternate process pursuant to the provisions of NJSA 19:44A-20.5; and,

WHEREAS, the Local Public Contracts Law NJSA 40A:11-5 requires the resolution authorizing award of contracts for professional services without competitive bids and the contract itself to be made available for public inspection; and,

WHEREAS, the Chief Financial Officer, in accordance with the Local Public Contracts Law, has duly executed a Certificate of Available of Funds indicating that adequate funds have been appropriated in funding ordinance number 1718.

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, OCTOBER 1, 2013**

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Wyckoff that a professional service contract is awarded to Eid and Lapatka, LLC, 795 Susquehanna Avenue, Franklin Lakes, NJ 07417 to perform revisions to the Wyckoff Municipal tax map as required by the NJ Division of Taxation and the Bergen County Board of Taxation revaluation order for a cost not to exceed \$27,000.00

BE IT FURTHER RESOLVED THAT,

1. The Township Committee Chairman and Clerk are hereby authorized and directed to execute a professional service provider contract and to take all other steps necessary to carry this resolution into effect.
2. Said appointments are made without competitive bidding under the provisions of the Local Public Contracts Law which excepts from competitive bidding "Professional Services" rendered by persons authorized law to practice a recognized profession and whose practice is regulated by law in accordance with NJSA 40A:11-1 et seq and in accordance with NJSA 19:44A-20.5 alternate process.
3. The Business Entity Disclosure Certification and the Political Contribution Disclosure Forms are in the professional services files.
4. The Municipal Clerk shall execute a public notice of said appointments in the official newspaper of the Township as required by law.

BE IT FURTHER RESOLVED that this contract has been awarded to this professional service provider based on the merits and abilities of the professional service provider to provide the services as described herein. This contract was not awarded through a "fair and open process" pursuant to N.J.S.A. 19:44A-20-4 et seq. As such, the undersigned does hereby attest that this professional service provider, their subsidiaries, assigns or principals controlling in excess of 10% of the company has neither made a contribution, that is reportable pursuant to the Election Law Enforcement Commission pursuant to N.J.S.A. 19:44A-8 or 19:44A-16, in the one (1) year period preceding the award of the contract that would, pursuant to P.L. 2004, c.19, affect its eligibility to perform this contract, nor will it make a reportable contribution during the term of these one (1) year contracts to any political party committee in the Township of Wyckoff if a member of that political party is serving in an elective public office of the Township of Wyckoff when the contract is awarded, or to any candidate committee of any person serving in an elective public office of the Township of Wyckoff when the contract is awarded.

#13-240 Road Closure for Wyckoff Education Foundation Annual 5K and Fun Run

WHEREAS, the Wyckoff Education Foundation will conduct its Annual 5K Run and Fun Run on Saturday, October 19, 2013; and

WHEREAS, the Wyckoff Police Department has recommended road closures of the following roads to allow this project to be performed safely for motorists and pedestrians during the hours of 9:45 a.m. to 1:30 p.m.:

Calvin Court
James Way
Meer Avenue
George Place

Cedar Hill Avenue
Paine Road
Ellis Place
Florence Avenue
Barbara Avenue

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, OCTOBER 1, 2013**

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that they approve the road closure as recommended by the Wyckoff Police Department to allow the Wyckoff Education Foundation to conduct its Annual 5K Run and Fun Run.

BE IT FURTHER RESOLVED, that the Municipal Clerk provide a certified copy of this resolution to the Police Chief, and Department of Public Works Manager.

#13-241 Award Contract for the Construction of DPW Pole Building

WHEREAS, the Township of Wyckoff has a need for a building to shelter its rolling stock and emergency response equipment and supplies; and,

WHEREAS, the Township Committee approved the bid specification and authorized competitive sealed bidding; and,

WHEREAS, a legal advert soliciting competitive sealed bids was published in the September 13, 2013 issue of the Ridgewood News; and,

WHEREAS, a legal advert soliciting competitive sealed bids was posted on the Township of Wyckoff’s web site at the “bids and jobs” quick link easily accessed from the home page; and,

WHEREAS, on September 24, 2013 at 11:00 a.m. the following sealed bids were received, opened and their contents announced:

<u>Bidder Name</u>	<u>Bid Amount</u>
1. Security Structure Inc. 125 Martinsville Road Basking Ridge, NJ 07920	\$74,256.00
2. CB Structures Inc. 202 Orlan Road New Holland, PA 17557	\$52,475.00
3. Pioneer Role Building, Inc. 716 South Route 183 Schuylkill Haven, PA 17972	\$53,777.00

WHEREAS, Scott Fisher, the Township of Wyckoff Certified Public Works Manager has provided the attached recommendation, (attached as if set forth at length) that recommends a contract award to the lowest responsive and responsible bidder, C B Structures, 202 Orlan Road, New Holland, PA 17557; and,

WHEREAS, the Township Administrator and the Township Attorney have reviewed this procurement and they concur with the recommendation; and,

WHEREAS, the CFO has attached a certificate of available funds indication adequate funds exist in account number C-04-55-928-503 for this procurement.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that a lump sum contract for the construction of a pole building at 476 West Main Street is hereby awarded in accordance with the specifications to CB Structures, Inc., 202 Orlan Road, New Holland, PA 17972 for the not to exceed amount of \$52,475.00.

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, OCTOBER 1, 2013**

#13-242 Put the Brakes on Fatalities Day

WHEREAS, across the nation, traffic crashes caused approximately 34,000 fatalities in 2012, and are the leading cause of death for young people ages 15 to 34; and,

WHEREAS, in New Jersey, 589 individuals lost their lives in traffic crashes in 2012; and,

WHEREAS, alcohol-related crashes accounted for 27% of the State's traffic fatalities, while 26% of all fatal crashes involved traveling at unsafe speeds; 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, 70 motorcyclists, 14 bicyclists and 163 pedestrians were killed in New Jersey in traffic-related crashes in 2012; 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 drinking impaired; wearing proper safety gear when riding a motorcycle or bicycle; and, focusing solely on driving by avoiding distractions, can dramatically reduce the number of traffic-related injuries and deaths.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey hereby proclaim October 10, 2013,

"Put the Brakes on Fatalities Day" and call upon everyone to put these lifesaving behaviors into practice to improve safety on the roadways in our community and throughout the State.

#13-243 Payment of Bills

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,

WHEREAS, the two (2) Committeemen acting as the Finance Committee recommend payment; 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 proper officers of the Township be, and they are hereby authorized and directed to draw checks against the funds of the Township of Wyckoff in payment of such vouchers covered by checks no. 11813 – 11844 Payroll A/C, Direct Deposit Vouchers no. 2371 - 2420, checks no. 067477 – 067565 Claims A/C, check no. 02269 Accutrack A/C, Claims Wire nos. 131001 & 131002 and Voided Claims checks no. 067476, 067523 & 067560.

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, OCTOBER 1, 2013**

#13-244 Review of Best Practices Checklist

WHEREAS, the State's Fiscal Year 2012 Appropriations Act or 2012 State Budget (P.L. 2011, c.85) requires the Division of Local Government Services to determine how much of each municipality's final 5% allocation of its CMPTRA and ETR aid (referred to as State aid) will be disbursed based upon the results of a Best Practices Inventory to be completed by each municipality by October 15, 2013; and,

WHEREAS, the Best Practices Checklist was discussed at the Township Committee's October 1, 2013 Work Session Meetings; and,

WHEREAS, the Township Administrator and the Chief Financial Officer have certified the results of the checklist.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that they acknowledge the responses in the checklist, certified by the Township Administrator and the Chief Financial Officer, that were discussed and instruct the Municipal Clerk to certify and transmit to the Division of Local Government Services full completion of this requirement.

BE IT FURTHER RESOLVED that the public is advised that Consolidated Municipal Property Tax Relief Aid (CMPTRA) and Energy Tax Receipts (ETR) are not State aid, they are municipal taxes that were originally assessed and collected by the municipal government to fund municipal programs and services. The State took over their collection and never provided municipal governments with the full statutory distribution of ETR and CMTRA because the State retains for State use the revenue increases in those taxes. These State actions may help the State; however, they simply transfer the obligation to Wyckoff taxpayers to be funded through property taxes; and,

BE IT FURTHER RESOLVED that the Township of Wyckoff response to the Best Practices Checklist require the State of New Jersey to provide full funding of the remaining 5% payment.

#13-C8 Closed Session NJSA 10:4-12b (5) & (7)

WHEREAS, the Township Committee of the Township of Wyckoff is subject to certain requirements of the "Open Public Meetings Act", N.J.S.A. 10:4-12, et seq.; and,

WHEREAS, the "Open Public Meetings Act", N.J.S.A. 10:4-12, provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by Resolution; and,

WHEREAS, it was necessary for the Township Committee of the Township of Wyckoff to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12b and designated below:

- A. **NJSA 10:4-12b (5)**
- B. **NJSA 10:4-12b (7)**

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey assembled in public session on October 1, 2013 hereby authorize, that an Executive Session closed to the public shall be conducted on October 1, 2013, in the Town Hall, 340 Franklin Avenue, Wyckoff, New Jersey 07481, for the discussion of matters relating to the specific items designated above.

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, OCTOBER 1, 2013**

BE IT FURTHER RESOLVED, that the minutes of the said closed session will be made public when the Township Committee of the Township of Wyckoff determines the reason for the minutes to remain closed no longer exists and the Municipal Clerk shall attach to this resolution when completed the Closed Session Meeting Minutes related to the specific items designated above.

II Motions

- a. Authorize request from Township Employee to recognize October as “Breast Cancer Awareness Month” by placing pink ribbons on the decorative light fixtures around Town Hall for the month of October.
- b. Approve the temporary sign request from Eastern Christian School Association advertising their annual open house for ten days October 8-October 18, 2013.
- c. Approve the “Grand Opening” front window banner request from Pizzeria Mandara for ten days October 13-October 22, 2013.
- d. Authorize the temporary sign request from the Christian Health Care Center advertising their “Christmas Open House” from October 31-November 9, 2013 (ten days).
- e. Approve the New Jersey State Firemen’s Association Membership Application for Joseph Salerno Fire Police Wyckoff Volunteer Fire Department.
- f. Approve the appointment of Mohammad Ismael to the Alternate #2 position on the Recreation and Parks Advisory Board.
- g. Authorize the temporary sign request from the Wyckoff Education Foundation advertising their “Annual 5K Run & Family Walk” for ten days October 10-October 19, 2013.

III Ordinance - Introduction

ORDINANCE #1700

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 the construction of recreational paths and other improvements at the Russell Farms Community Park located Block 377, Lot 18.05; and,

WHEREAS, the Township of Wyckoff has been advised it is the recipient of a grant in the amount of \$20,000.00 for the construction of improvements at the 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,

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

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, OCTOBER 1, 2013**

SECTION 1. The Township of Wyckoff, in the County of Bergen shall proceed with the construction of improvements at the Russell Farms Community Park with a Bergen County Open Space Trust Fund Grant of \$20,000.00.

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 \$20,000.00.

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: SCANLAN SECOND JEPSEN
CHRISTIE YES JEPSEN YES ROONEY YES SCANLAN YES
BOONSTRA ABSENT

IV Motion (Not on Consent Agenda)

- a. Approve the temporary sign request from the Wyckoff Parks and Recreation Foundation for their Oktoberfest October 7- October 17, 2013.

MOTION: SCANLAN SECOND JEPSEN
CHRISTIE YES JEPSEN YES ROONEY ABSTAIN SCANLAN YES
BOONSTRA ABSENT

V Ordinances (Further Consideration/Public Hearings)

ORDINANCE 1718

AN ORDINANCE AUTHORIZING AN EMERGENCY APPROPRIATION UNDER NJSA 40A:4-53 TO CONDUCT A PROPERTY REVALUATION FOR THE PURPOSES OF TAX ASSESSMENTS FOR THE TOWNSHIP OF WYCKOFF

TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, OCTOBER 1, 2013

ORDINANCE

FINAL PASSAGE

MUNICIPAL CLERK: Mr. Chairman, I have Ordinance No. 1, entitled:

AN ORDINANCE AUTHORIZING AN EMERGENCY APPROPRIATION UNDER NJSA 40A:4-53 TO CONDUCT A PROPERTY REVALUATION FOR THE PURPOSES OF TAX ASSESSMENTS FOR THE TOWNSHIP OF WYCKOFF

for second reading, by title only, and a copy of this Ordinance has been posted on the bulletin board in Town Hall where public notices are customarily posted, and copies have been made available to members of the general public of the Township who have requested the same.

COMMITTEEMAN ROONEY: I move the Ordinance on second reading by Title only.

COMMITTEEMAN SCANLAN: Seconded.

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

CHAIRMAN: This is the time and place for the Public Hearing on Ordinance No. 1718, and all persons who wish to be heard, please state your name and address before making your statement.

COMMITTEEMAN ROONEY: I move that the Public Hearing on the Ordinance be closed.

COMMITTEEMAN SCANLAN: Seconded.

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

MUNICIPAL CLERK: BE IT RESOLVED, by the Township Committee of the Township of Wyckoff that Ordinance No. 1718 be, and the same is hereby adopted, and the Municipal Clerk is hereby authorized and directed to publish the Notice of Final Passage of said Ordinance in the official newspaper for the Township as provided by law.

COMMITTEEMAN ROONEY: I move the resolution.

COMMITTEEMAN SCANLAN: Seconded.

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

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, OCTOBER 1, 2013**

**TOWNSHIP OF WYCKOFF
ORDINANCE #1718**

**AN ORDINANCE AUTHORIZING A SPECIAL EMERGENCY
APPROPRIATION UNDER NJSA 40A:4-53 TO CONDUCT A
PROPERTY REVALUATION FOR THE PURPOSES OF TAX
ASSESSMENTS FOR THE TOWNSHIP OF WYCKOFF**

Be it ordained by the Township Committee of the Township of Wyckoff,
County of Bergen, State of New Jersey as follows:

Section 1. The Bergen County Board of Taxation has ordered the Township of Wyckoff to perform a program of revaluation of all real property in the Township of Wyckoff.

Section 2. Pursuant to NJSA 40A:4-53, the sum of five hundred and fifty two thousand and one hundred and twenty eight dollars (\$552,128.00) is hereby appropriated to conduct a property revaluation for purposes of tax assessments for the Township of Wyckoff and shall be deemed a special emergency appropriation as defined and provided for in NJSA 40A:4-55.

Section 3. The authorization to finance the appropriation shall be provided for in succeeding annual budgets by the inclusion of at least 1/5 of the amount authorized pursuant to this act (NJSA 40A:4-55).

Section 4. This ordinance shall take effect upon its passage, approval, publication and filing according to law.

VI Meeting adjourned 8:11 pm.

Doug Christie
Deputy Mayor

Joyce C. Santimauro
Municipal Clerk