

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE OPEN WORK SESSION
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, FEBRUARY 5, 2013 – 7:30 P.M.**

Mayor Rudolf E. Boonstra 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 Rudolf E. Boonstra, Committeemen Kevin J. Rooney, Haakon C. Jepsen, Brian D. Scanlan and Douglas J. Christie
Also Present: Township Administrator Robert J. Shannon, Jr., Township Attorney Robert Landel and Municipal Clerk Joyce C. Santimauro

Mayor Boonstra 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 Rooney, seconded by Committeeman Scanlan.

1. Eleanor Fields, 612 Sugarbush Court came forward and stated that water is a natural resource and should not be depleted. The Township of Wyckoff (Midland Park and Glen Rock) is suing Ridgewood water regarding the inappropriate expenses connected with the current water rates being charged to the community. However, Ms. Fields is concerned with her sewer usage tax and suggested that the Township Committee base the sewer usage tax on the amount of water utilized by each home. The Administrator explained that the Township participates in a regionalized sewer treatment operation as one (1) of thirteen (13) towns in the Northwest Bergen County Utilities Authority. Approximately 98% of the Township's sewer charges are for the treatment of sewerage into clean water. It costs more to clean water than it does to create potable water. The water usage of a typical residential equivalent dwelling unit is estimated and a base fee is charged for that to residents without any additional charge based on their water usage. Commercial properties are charged the same base rate plus an additional charge for any extra water usage based on 100 gallons of water.

It is not correct that sewer usage charges are based on the size of a lot. The only time a sizable lot enters into the picture with sewers is when a sewer main is being extended and if a resident has two (2) buildable lots they would receive two (2) sewer assessments. But again, a sewer assessment only is related to the cost of constructing the extension of sewer mains, not the annual sewer usage charge.

Ms. Fields indicated she has paid taxes to Wyckoff for many years, does not contribute any children into the school system and feels a lower sewer treatment cost should be based on water usage. The Administrator responded that in order to accomplish such a suggestion, the outflow pipe in everyone's home would require a meter to precisely measure the exact amount of waste water produced by each home. It is estimated that the cost to achieve that for all 5,700 properties would greatly exceed the current equivalent dwelling unit charge.

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

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

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Township Committee Reports:

Brian Scanlan:

1. Mr. Scanlan reported that the 2012 West Bergen Mental Health Annual Report was received. In 2012, 255 residents utilized mental health services. The services are established in conjunction with a resident's ability to pay based on a sliding scale.
2. Dr. Lauren Schoen, the Superintendent for the Ramapo/Indian Hills Regional School District has submitted a letter of resignation.
3. The Parks and Recreation Advisory Board has been discussing the establishment of criminal background checks for all coaches. The program fees will be increased \$5.00 per registration to cover the cost of the background checks.
4. The Parks and Recreation Advisory Board has implemented grades 1 and 2 boys and girls basketball.
5. Mr. Scanlan was unable to attend the Board of Public Utilities hearing regarding Orange and Rockland Utilities, however he forwarded written comments.

Doug Christie:

1. Mr. Christie has spent a considerable amount of time with Committeeman Rooney interviewing residents who have expressed an interest in serving on the Russell Farms Advisory Committee.
2. On January 21, 2013 Mr. Christie attended the hazardous communication training, a State mandate for all firefighters and ambulance corps volunteers.
3. On Tuesday, January 22, 2013 Mr. Christie attended the Design Review Advisory Committee Meeting. At this meeting, the Advisory Committee received the architectural and aesthetic plans for the gas station located on Franklin Avenue, also a car wash.
4. On Saturday, January 26, 2013 Mr. Christie attended the annual Fire Company #1 Fire Officers Party. This event has been held for the past forty (40) years and is a great way to establish camaraderie between the fire officers in the Northwest Bergen Mutual Aid Association.
5. On Monday, January 28, 2013 Mr. Christie attended the Environmental Commission Meeting where a number of items were discussed. They included: education and outreach to residents regarding the once a week recycling collection; providing a lecture series on recycling to encourage residents to increase their recycling and to move forward with a rain garden at the library. Also at this meeting, the presentation provided by a Green Team Task Force member to the Board of Education to encourage more recycling in the schools was well received. The Environmental Commission appointed Randy Hoogerheyde to serve on the Russell Farms Advisory Board.
6. On Tuesday, January 29, 2013 Mr. Christie attended the second Design Review Advisory Committee Meeting where they reviewed new plan submissions for the gas station/car wash on Franklin Avenue which were approved.

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7. On Thursday, January 31, 2013 Mr. Christie attended a Joint Insurance Fund Annual Elected Officials Training and the New Jersey Department of Community Affairs Best Practices Training.
8. Also, on January 31, 2013 Mr. Christie attended the Zabriskie House Board of Trustees Meeting where a determination was reached to include the Zabriskie House in a brochure that features a number of historic homes in Northwest Bergen County.

Haakon Jepsen:

1. On Monday, January 21, 2013 Mr. Jepsen attended the K-8 Board of Education Meeting where the new members of the Board of Education were administered the Oath of Office. Also at this meeting, the staggered kindergarten 3/2 schedule was reviewed and its success explained.
2. Mr. Jepsen attended the Wyckoff Family YMCA Reorganization Meeting on Wednesday, January 23, 2013. The YMCA Board of Trustees have requested a meeting with a subcommittee of the Township Committee to encourage collaboration in the new year.
3. Also on January 23, 2013 Mr. Jepsen attended the first meeting of the year of the Wyckoff Community Emergency Response Team (CERTS). At this meeting, Debbie Chen stepped down as Chair of the CERTS however, new volunteers were also introduced. Mr. Jepsen described the CERTS as very professional with "lots" of enthusiasm.
4. On Thursday, January 24, 2013 Mr. Jepsen attended a presentation at the Wyckoff Family YMCA entitled: "How to Survive the High School Years."
5. On Thursday, January 31, 2013 Mr. Jepsen, a member of the Wyckoff Alliance, attended the Wyckoff Alliance Meeting. The recently awarded grant was discussed and how the grant could be best utilized.

Kevin Rooney:

1. On Wednesday, January 16, 2013 Mr. Rooney and Committeeman Christie conducted interviews with residents interested in serving on the Russell Farms Advisory Committee. Following this meeting, both Mr. Rooney and Mr. Christie attended a Finance Committee meeting to review the budget.
2. Mr. Rooney attended a Finance Committee Meeting on Thursday, January 17, 2013.
3. On Saturday, January 19, 2013 Mr. Rooney attended the Ambulance Corps Installation Dinner.
4. On Monday, January 21, 2013 Mr. Rooney attended a Police Committee Meeting where various police matters were discussed.
5. On Sunday, January 27, 2013 Mr. Rooney attended an early morning Finance Committee Meeting and later in the evening conducted interviews for the Russell Farms Advisory Committee.

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6. Mr. Rooney participated in a Finance Committee Meeting on Monday, January 28, 2013 and later that evening he and Mr. Christie conducted an interview with a resident who could not appear at the previous interview meetings. Mr. Rooney advised that all the interviews have been conducted with interested residents and the governing body must determine the next step in the process.
7. On January 29, 2013 Mr. Rooney attended the Wyckoff/Midland Park Rotary Beefsteak Dinner Fundraiser.
8. On Wednesday, January 30, 2013 Mr. Rooney attended yet another Finance Committee meeting where the budget was further reviewed.
9. During the evening hours of Thursday, January 31, 2013 Mr. Rooney, as well as Bob Shannon attended the annual Joint Insurance Fund (JIF) Training and the New Jersey Department of Community Affairs Best Practices Training. The participation by the Township Committee and the Administrator earns the Township a \$250 credit on the insurance coverage per member.
10. On Monday, February 4, 2013 Mr. Rooney and Mayor Boonstra met with a subcommittee of the Wyckoff Chamber of Commerce. The purpose of the meeting was a review of the process of State building permit procedures. Also present at the meeting was the Administrator, Township Engineer, Construction Code Official and Zoning Enforcement Code Official where the process was explained in detail.
11. Mr. Rooney and Mayor Boonstra attended a meeting with Governor Christie on Tuesday, February 5, 2013.
12. On February 6, 2013 Mr. Rooney attended a Shade Tree Commission Meeting. At this meeting, Mr. Rooney and Shade Tree Commission member Glenn Sietsma met with four (4) Eisenhower Middle School students who requested information regarding the Asian Longhorned Beetle. Mr. Rooney provided to the students the public service announcements prepared by the Township and issued to the press which is also located on the Township's website.

Mayor Boonstra:

1. Mayor Boonstra attended the Wyckoff Family YMCA Installation Dinner with Committeeman Jepsen.
2. On Saturday, January 19, 2013 Mayor Boonstra attended the Annual Ambulance Corps Installation Dinner.
3. On January 21, 2013 Mayor Boonstra attended the Wyckoff/Midland Park Rotary Beefsteak Dinner Fundraiser at the Brownstone in Paterson.
4. On Saturday, January 26, 2013 Mayor Boonstra attended the Annual Fire Officers Party at Fire Company #1 and remarked that many of the mutual aid fire officers from the surrounding communities were present.
5. On Wednesday, January 30, 2013 Mayor Boonstra attended the PTO Coordinating Council Breakfast Meeting with Police Chief Fox where the discussion focused on school security and safety. The Township is pursuing this matter.

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6. On January 31, 2013 Mayor Boonstra attended the Elected Officials Training and obtained a \$250 discount for his attendance.
7. Mayor Boonstra reported to the press that the next meeting of the Township Committee has been changed to February 26, 2013 and it will not be conducted on February 19th. A 48 Hour Notice has been issued and posted on the Township's website.
8. Mayor Boonstra proposed adding two (2) resolutions to this evening's Agenda – both resolutions have been recommended by the New Jersey State League of Municipalities, a non-profit group which lobbies for the interest of the 566 municipalities in New Jersey. The first resolution requests legislative change to rectify the situation where Verizon is interpreting an old statute to escape taxation. The second resolution requests that the State of New Jersey stop "skimming" the energy taxes and return same to the municipality as per the original legislation that established the energy taxes.
9. Mayor Boonstra will read a resolution this evening regarding the individuals from the Blue Star Mothers Chapter who will present the Township with the Honor and Remembrance Flag.
10. Mayor Boonstra will attend the Northwest Bergen Mayors Association Meeting on Saturday, February 9, 2013 at 8:00 a.m. The guest speaker will be County Executive Kathy Donovan to discuss the possible County provision of dispatch services to the seventy (70) Bergen County municipalities at no cost. Mayor Boonstra will meet with Police Chief Fox prior to the meeting. Committeeman Scanlan requested that Mayor Boonstra ask Bergen County how long the service will continue to be free. Mayor Boonstra advised that the Township is actively researching this option should it become a realistic offer to the municipalities.

At 7:58 p.m. the Township Committee recessed the Work Session Meeting to conduct the public business meeting.

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

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

Policy Action Items:

1. The Administrator reported that the two (2) resolutions that were adopted this evening by the governing body which oppose cost generative actions will be mailed immediately to the Governor, key legislators and the District 40 Legislators who represent Wyckoff.
2. As stated by Mayor Boonstra, the next Township Committee Meeting will be Tuesday, February 26, 2013 not February 19, 2013.
3. The Administrator received a request from Wyckoff resident Mitch Roman for a proclamation to honor a host family in Guatemala in relation to a trip where eighteen (18) Eisenhower Middle School students and Ramapo students are embarking on to assist local Guatemalan charities and families. The Township Committee approved the request.

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4. Mr. Shannon reported that the unfunded mandate requiring Bloodborne Pathogen training for police, fire, ambulance and DPW was completed in January.
5. Mr. Shannon thanked the governing body members for completing the Elected Official Training on Thursday, January 31, 2013.
6. The Township has forwarded the fourth JIF Safety Report in early January to achieve the 2012 JIF Safety Program. However, in 2013 the Township is still performing the compliance requirements for the 2013 employment practices liability coverage.
7. The Administrator has sent out reminder letters to the appropriate Township officials regarding the new fees for variances which are affected January 1, 2013.
8. The Administrator reported that the Township has spent a significant amount of time responding to very complex OPRA Requests. One (1) request took over twenty-five (25) hours to complete. Please note that State law requires core duties set aside so that these requests may be fulfilled.
9. The Administrator advised that on Tuesday, February 12, 2013 he must travel to Trenton to complete a mandated affordable housing training course required of all municipal housing liaisons.
10. A resident from Newtown Road stopped by Town Hall and indicated that he and a few neighbors would like to combine their properties on Newtown Road to build condominiums. The Administrator advised that the properties in question are zoned for single family residential homes.
11. The Township's curbside Christmas tree collection program was completed on January 18, 2013.
12. A letter of intent was filed with FEMA for mitigation activity grants specifically, the purchase of generators and the clean-up of a section of the Ho-Ho-Kus Brook.
13. The Joint Insurance Fund (JIF) has adopted the Wyckoff anti-drug and alcohol policy for its fire department and has posted the policy on its website as a best practice. This is not the first time that JIF has adopted a Wyckoff practice as one (1) of its best practices for its members.
14. The Administrator has sent a memo to the Township Engineer asking him to contact and persuade PSE&G to schedule the road restorations where PSE&G installed gas mains last summer for a full lane of traffic resurfacing in late Spring and/or Summer.
15. The Administrator reported that the Spring Newsletter preparation is underway.
16. The Cablevision franchise payment of \$127,804.00 was received.
17. Police Chief Fox attended a meeting with Ridgewood Water to discuss the upcoming water restrictions specifically, a request that all member municipalities of the Ridgewood Water System establish the same water restriction ordinance. Currently, only Wyckoff's ordinance mirrors the Ridgewood ordinance. The purpose of the meeting was in response to a DEP fine Ridgewood Water incurred for utilizing too much water. Committeeman Rooney indicated that if Ridgewood would cease their last

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minute surprise Stage III water restrictions, implement alternating days earlier in the season and remove the no watering on Mondays, residents would be more receptive and palatable to water restrictions.

- 18. The Administrator reported that Friday, March 1, 2013 is the annual Wyckoff Volunteer Fire Department Inspection Contest. The Township Committee participates in the inspection process. Committeeman Jepsen asked the Administrator if the governing body should consider a resolution or proclamation recognizing the fire company that wins the inspection contest. The Administrator commented that this action could be considered by the governing body but considering the time and effort that the three (3) fire companies expend to reach this optimum level of firematic knowledge, it is disappointing only (1) fire company can win. Mayor Boonstra stated that the residents of Wyckoff are the real winners from this very thorough fire department inspection process and the winning company receives a trophy which is proudly displayed.

Township Attorney Report:

- 1. Mr. Landel reported that he has completed a draft ordinance requested last week regarding the placement of natural gas generators on commercial properties. Feedback was obtained from the Township Engineer and is available for governing body review. Committeeman Scanlan expressed a concern that the draft ordinance should address the existing noise ordinance to ensure that when these generators, requiring a once a week test run, is regulated to a time of day not objectionable to residents. The Township Committee discussed this at great length and instructed the Administrator to advise the Construction Code Official and the Township Engineer that specific language needs to be placed on every permit indicating the weekly generator test can only be from 9:00 a.m. to 4:00 p.m. Monday thru Friday.
- 2. The sale of Rousseau’s Nursery is expected to take place next week. Mr. Landel plans to attend the closing to ensure the money owed to the municipality is collected.
- 3. Mr. Landel reported that the Superior Court has ruled in favor of the Township of Wyckoff Planning Board with regard to the relocation of Aldo’s Restaurant to the former Wyckoff Bakery located at the corner of Wyckoff and Highland Avenues.
- 4. Mr. Landel opined that the time required by the municipal staff and his involvement to respond to these OPRA requests is significant.

At 8:45 p.m. the Township Committee recessed the Work Session Meeting to enter into Closed Session discussion via Resolution #13-C2.

At 9:10 p.m. the Township Committee reconvenes the Work Session Meeting with the following vote:

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

Committeeman Rooney reported that the budget requests will include the construction of a pole barn with a cement slab at the DPW site in order to park the municipal vehicles under cover from the weather as well as plans for the parking of an OEM trailer and emergency equipment.

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Mayor Boonstra reported that progress is being made concerning the request from the Wyckoff Board of Education to change the polling place at Sicomac School to the Barn at the Faith Community Church. Further detailed information will be provided. Committeeman Scanlan suggested holding back the Spring Newsletter to ensure that this information can be conveyed to the residents through the newsletter.

Mayor Boonstra reported that he and Mr. Shannon attended a meeting on Thursday, January 31, 2013 with the six (6) original municipalities that formed the Northwest Bergen Sewer Authority and discussed the return of the debt service reserve fund. The Borough of Waldwick has requested each of the six (6) original municipalities pay \$1,500 towards the cost of the Waldwick Bond Counsel and municipal attorney to provide a review of the bond documents and case law as to the next step in a process to obtain the return of the debt service reserve fund to the original six (6) municipalities and not for the benefit of all members.

The Work Session Meeting adjourned at 9:20 p.m.

Rudolf E. Boonstra
Mayor

Joyce C. Santimauro
Municipal Clerk