

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE OPEN WORK SESSION
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, JUNE 18, 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.

There was no public comment.

Committeeman Rooney 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.

Township Committee Reports:

Brian Scanlan:

1. On Wednesday, June 12, 2013 the monthly Planning Board Meeting was cancelled due to a lack of applications.
2. On Monday, June 17, 2013 the Parks and Recreation Advisory Board Meeting was cancelled primarily due to scheduling conflicts of board members. Mr. Scanlan stated that he has drafted a complaint form which has been reviewed by the Recreation Director and Administrator. The purpose of this form is to obtain all necessary information when a parent complains about a coach or the playing time his/her child is receiving on a recreation team or the way the recreation program is provided. This form will be considered at the next meeting.
3. Mr. Scanlan attended the Wyckoff Board of Health Meeting on Thursday, June 6, 2013. At this meeting, the Board of Health introduced an ordinance to license massage facilities. A July date has been scheduled for public hearing and further consideration.
4. Mr. Scanlan attended the June 8th "Wyckoff Day" at the Wyckoff Family YMCA, 691 Wyckoff Avenue where he assisted with staffing the Wyckoff Board of Health booth. Mr. Scanlan also participated in the "Mayor's" booth and enjoyed the chili. Mr. Scanlan thanked the Wyckoff Family YMCA for a great event.
5. On Sunday, June 9, 2013 Mr. Scanlan attended St. Elizabeth's Roman Catholic Church Parish Picnic.

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6. On Tuesday, June 11, 2013 Mr. Scanlan attended a meeting of the Russell Farms Advisory Board where a multi-year plan was developed.
7. This evening, Mr. Scanlan and Committeeman Christie attended a Personnel Subcommittee meeting.
8. Mr. Scanlan thanked Bob Shannon for his perseverance and follow up to ensure the Julie Court subdivision final paving was completed. The paving was performed today.

Douglas Christie:

1. Mr. Christie also attended “Wyckoff Day” on Saturday, June 8, 2013. Approximately 5,000 – 6,000 attendees enjoyed the beautiful day and events.
2. In Tuesday, June 11, 2013 Mr. Christie attended a Public Policy Meeting with Mayor Boonstra, Township Attorney Landel and Administrator Shannon.
3. Mr. Christie attended the annual dinner provided by the Christian Health Care Center on Thursday, June 13, 2013 to recognize volunteer firefighters, ambulance corps members and the police department.
4. The Flag Retirement Ceremony sponsored by Boy Scout Troop 77 last week was cancelled due to the heavy rains. It has been rescheduled for Thursday, June 20, 2013 at 7:00 p.m. at Fire Company #1.
5. Mr. Christie reported that he attended the Environmental Commission Meeting last evening and advised the commission is moving forward with an application for the Sustainable Jersey Silver Award.
6. Mr. Christie and Committeeman Rooney, members of the Police Committee met and conducted interviews for a new police officer. The result is the appointment of a police officer this evening at 8:00 p.m.

Haakon Jepsen:

1. Mr. Jepsen also attended “Wyckoff Day” and described the event as a great family day.
2. Mr. Jepsen attended the Municipal Alliance Meeting where the focus of the meeting centered on leveraging technology for the dissemination of the anti-drug message specifically, programming library and school computers and iPads with the anti-drug message may be helpful.
3. On Friday, June 14, 2013 Mr. Jepsen attended the Voting Location Project Team Meeting and reported that the Primary Election was conducted successfully. The purpose of the meeting was to review the preparations and execution of the new voting locations and take a “lessons learned” perspective. This summer, Governor Christie has established two (2) Special Elections, a primary election on August 13, 2013 and a General Election on October 16, 2013 to fill the vacancy of Federal Senator seat previously held by Frank Lautenberg who recently passed. The General Election will be conducted on Tuesday, November 5, 2013.

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The comments from the meeting focused on the setup arrangements at each polling location. The Municipal Clerk will draft a floor plan of each location in order to achieve adequate space for both voters and poll workers.

4. Mr. Jepsen attended the Wyckoff K-8 Board of Education Meeting whereby the security measures at each school were broadly discussed. Additional information will be forthcoming from the school administration. Also at the meeting, a presentation from the Wyckoff Family YMCA regarding a proposal to provide after school programs. Committeeman Rooney asked Mr. Jepsen a question with regard to the K-8 Meeting specifically, his thoughts on the iPad distribution program for students. Mr. Jepsen replied that he is a fan of technology however, the key question is technology at what cost. Mr. Jepsen hoped the school administration will provide some data to objectively determine if the funding of iPads for each student increases test scores.
5. Mr. Jepsen will be unable to attend the Joint Insurance Fund Command Incident training session due to vacation plans. Mr. Jepsen requested alternate date information.

Kevin Rooney:

1. Mr. Rooney advised that this evening at 8:00 p.m. the Township Committee will appoint a probationary police officer.
2. Mr. Rooney also attended "Wyckoff Day" and enjoyed the event.
3. The Wyckoff Lions Club is conducting their Annual Carnival at McBride Field in Franklin Lakes beginning June 19, 2013 thru June 23, 2013. This is the last year the Lions Club may utilize McBride Field in Franklin Lakes and therefore the fundraiser is in jeopardy of vanishing in future years as alternate locations are not available.
4. Mr. Rooney reported that a public service announcement has been issued for the paving that PSE&G will perform beginning next week on Bergen County roads. The electronic digital message board advising motorists of the road closures and detours was posted today on Wyckoff Avenue next to the Wyckoff Reformed Church.
5. Mr. Rooney advised that the milling of various roads in Wyckoff will commence on Thursday, June 20, 2013 in anticipation of the annual paving with a budget of \$300,000.
6. The Shade Tree Commission will not be conducting meetings in July and August however the Shade Tree Commission Secretary will be directing calls to the appropriate Shade Tree Commissioner.
7. Mr. Rooney announced that last year the Township Committee allowed the Coast Guard Auxiliary to utilize the Larkin House. As part of this arrangement, the Coast Guard Auxiliary was to provide a discounted cost of \$35.00 for Wyckoff residents and Wyckoff First Responders to take the Coast Guard Boating Safety Course. This course is currently being conducted.

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Mayor Boonstra:

1. Mayor Boonstra commented on the Primary Election Day on Tuesday, June 4, 2013. This was a historic election in Wyckoff because new polling places were utilized that were not in public schools. Mayor Boonstra recognized the municipal officials who arrived at 4:30 a.m. to open these new polling places. They are Municipal Clerk Joyce Santimauro, Administrator Bob Shannon, Clerk's Office Assistant Maryellen Taftrate and Scott Fisher, DPW Manager as well as the DPW crew. During Election Day, Mayor Boonstra visited all four (4) voting locations and spoke to poll workers. There were a variety of positive responses and negative complaints from pollworkers. This year, there will be two (2) additional election dates due to the passing of Senator Lautenberg. The two (2) church facility polling locations have been notified and have authorized permission for the municipality to utilize their facilities for these dates. Committee Rooney asked who will pay for these special elections, the State or municipality. The Municipal Clerk replied that the information received from the Bergen County Clerk's Office is that the municipality will be reimbursed from the State of New Jersey for the costs of these two (2) additional special elections.
2. On Saturday, June 8, 2013 Mayor Boonstra attended a Northwest Bergen Mayors Association Meeting in Midland Park. Although he left early to attend "Wyckoff Day", Mayor Boonstra thanked his Township Committee colleagues for assisting him at the Mayors Booth at "Wyckoff Day." Mayor Boonstra also recognized three (3) individuals from the Wyckoff Family YMCA for their great efforts coordinating Wyckoff Day, Lee Parker, Jennifer Sauer and Kris Pepper.
3. Committeeman Jepsen asked the governing body who would be attending the Celebration of a Century of Living at the Christian Health Care Center on Thursday, June 27, 2013 at 2:00 p.m. Mayor Boonstra has prepared congratulatory letters to each centurion and Mayor Boonstra will attend.
4. Mayor Boonstra attended the "Ribbon Cutting Ceremony" at KoKo Fitness Center in the Boulder Run Shopping Center. The owners of the facility donated a portion of the daily revenue from enrollments that day to the Wyckoff Moms Group.
5. Mayor Boonstra attended the Municipal Alliance Meeting last week and opined that Wendy Coffey is doing an excellent job. Police Detective Joe Soto provided valuable input at the meeting.
6. Last evening, Mayor Boonstra attended the Fire Department's Annual Department Meeting at Fire Co. #2 and indicated that the volunteer fire department's only fundraiser, the annual fireworks display will be held on Saturday, August 31, 2013.

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

1. With regard to the 8:00 p.m. Agenda, a resolution to authorize road closures and detours for the PSE&G paving on Bergen County roads was proposed. The Township Committee agreed
2. The Agenda has been amended to reflect that Peter Tani is being appointed to the Volunteer Fire Police and not as a volunteer firefighter.

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Policy Action Items:

1. A letter was received from the Joint Insurance Fund providing an analysis demonstrating Legislative Bill S-1778/A-1196 is excessively cost generative to the taxpayers. The Township Committee adopted a resolution against this legislation a meeting ago and may have to adopt an additional resolution to persuade State Lawmakers from passing this cost generative legislation.
2. The public meeting on Tuesday, July 2, 2013 will include the promotion of a police officer to the rank of sergeant. This Township Committee action will complete the extensive work the Police Committee has performed in planning for retirements in the rank of sergeants and the recommendations to the Township Committee. Committeeman Rooney reported that this year the police department will experience three (3) retirements, of which two (2) officers are sergeants. Mr. Rooney commended Police Chief Fox and the panel of police officers who performed the candidate interview process.
3. The Administrator advised that the Julie Court paving and paving of a section of Farview Avenue (which was previously a gravel road) was completed today by the sub-divider.

At 8:00 p.m. the Township Committee recessed the Work Session Meeting to conduct the public business meeting.

At 8:40 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

Continuation of Policy Action Items:

4. The Tax Collector's Office is preparing and will be able to mail the estimated tax bills later this week. The estimated bills are for the 3rd QUARTER 2013 ONLY and include the Homestead Rebate Credit for qualifying properties. Taxes are due on August 1st. Once the 2013 tax rate is struck by the County Board of Taxation, a regular bill for the 2013/2014 tax quarters will be mailed and will be due on November 1, 2013. Due to the continued failure by the State to certify tax rates in time to meet the required statutory billing deadline and no relief for municipalities from the requirement to turn school tax monies over to the Board of Education's by statutory dates, estimated bills are necessary.
5. This Sunday, June 23, 2013, from 9:00 a.m. to 3:00 p.m., rain or shine, the Bergen County Utilities Authority (BCUA) has scheduled a regional service – Household Hazardous Waste Collection at Bergen Community College, 400 Paramus Road, Paramus, NJ. All hazardous waste products including paint will be accepted, free of charge.
6. D & L Paving Contractors (the successful bid contractor from the thirteen (13) town shared service consortium competitive bid) will begin raising manholes and milling roads on Thursday, June 20, 2013. Resurfacing will begin on Monday, June 24th or Tuesday, June 25th, weather permitting. The following streets are scheduled to be paved: Carlton Road, Cherry Lane, Colgate Avenue, Geigel Court, Howard Street, Louisa Avenue, Sunrise Drive and Waddell Court. Since funds are not

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unlimited and the Township Committee held the budget increase low, a decision to fund \$300,000 of paving was made. Due to scarce resources, many other roads will not be paved this year.

7. Valuable public service announcements were presented to the press this evening that include an explanation of the renewal of the liquor license process (which took place at the public business meeting), to Summer safety guides for pet owners, to protection from extreme heat, to how to make your home looked lived in when away on vacation to avoid burglaries and on July 1st the Township returns to twice a week curbside trash collection.
8. The Administrator and the Environmental Commission Chair participated in a teleconference with Sustainable New Jersey on Thursday, June 6, 2013. Sustainable New Jersey is very interested in the Township of Wyckoff's Green Business Program.
9. The Administrator reported that he volunteered at the Wyckoff Family YMCA Triathlon on Saturday, June 15, 2013 in Franklin Lakes as a member of the Wyckoff/Midland Park Rotary Club.
10. A communication was received from the Bergen County Open Space Program that they will be accepting applications to the Open Space Park Improvement Grant Program until August 29, 2013. The Administrator asked the governing body to furnish grant ideas.
11. The Administrator is working with Lt. Dave Murphy and Assistant Fire Chief Tim Brock on the fire siren project team in an attempt to decrease costs by substituting the system based on radio waves.
12. The Administrator received a letter from Partners in Pride which clarified their change to their by-law that contemplates what will transpire when and if the Partners in Pride group dissolves. The letter states that there is no expectation or responsibilities for the Township to continue the planting and watering of their flowering tubs and traffic islands.
13. A memo was reviewed regarding grant deadlines for usage of certain grants specifically, the purchase of the Maple Lake property. It was determined that this issue should be discussed in Closed Session this evening regarding the strategy to purchase the property with grant funds.
14. The Township's OEM Staff is forging ahead with the reimbursement requests from Hurricane Sandy last Fall 2012 to FEMA. One (1) application for the removal of debris has been submitted for a total amount due of \$312,099.85. The Township should realize approximately 75% reimbursement of that amount. The State of New Jersey is to reimburse the remaining 25% however, based on previous emergencies, the State has not provided the 25%.
15. The Township Engineer presented a letter to the governing body indicating that the property owners who performed the Wiley Place privately funded sewer main extension have requested a license agreement for the maintenance. The Township Attorney indicated that he is working with the Township Engineer on this matter and has recommended the Township Committee authorize Mr. Landel to prepare such a license agreement. The Township Committee agreed. Committeeman Rooney asked the Administrator if there has been any contact or information regarding the privately funded sewer project at the corner of Crescent and Brookside Avenue proposed last year. The Administrator replied there has been no contact from those residents.

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16. The Administrator has been in communication with Mr. Landel concerning the revised ordinance on the prohibition of smoking in parks and playgrounds.
17. A request was received from PSE&G asking for a supportive resolution in support of their plan to spend \$3.9 billion dollars over ten (10) years to safeguard their PSE&G infrastructure entitled "Energy Strong." A number of municipalities have adopted this resolution which PSE&G is submitting to the Board of Public Utilities to approve a rate increase to fund these improvements. The Administrator inquired if the governing body wishes to adopt such a resolution. The governing body instructed the Administrator to contact PSE&G and ask what impact will result on ratepayers specifically, what the additional cost will be to an average gas and electric ratepayer in Wyckoff for this program.
18. The Township received from the Village of Ridgewood Clerk an e-mail with a new ordinance adopted by the Mayor and Council of Ridgewood concerning water restrictions. Both the Administrator and Police Chief Fox were disappointed with this ordinance because a number of suggestions were made by Chief Fox to no avail. Committeeman Scanlan stated that he does not approve the provision whereby Ridgewood Water would have the authority to cut off water to a home and considers this action a serious public health issue. Mr. Scanlan would rather see fines in lieu of a shutoff provision. The Administrator advised that both he and Police Chief Fox have strong reservations if that is an appropriate action of municipal government. Ridgewood may only enforce provisions included in the Wyckoff ordinance.
19. Mayor Boonstra complimented Committeeman Rooney and the Shade Tree Commission for obtaining plants and shrubs at no cost that have been replanted at the Russell Farms Community Park. Committeeman Christie commented that at the Environmental Commission Meeting last evening this matter was discussed and it appears the Township Committee will obtain five (5) points from Sustainable New Jersey due to this policy. This policy exists between the Construction Official and the Shade Tree Commission however, Mr. Christie advised the policy may have to be more formally memorialized with the Planning board and the Zoning Board of Adjustment. Committeeman Scanlan made comment he was grateful for the donations however, the donated shrubbery should be reviewed in accordance with the Russell Farms Community Park Planting Plan. A discussion ensued with regard to the planting of rhododendrons placed on the berm and front area where the facility sign will be located.

Township Attorney Report:

1. Mr. Landel confirmed that he received Township Committee authorization this evening to prepare a license agreement for the residents who funded the Wiley Place privately funded sewer extension project.
2. Mr. Landel verified that he is preparing a redraft of the smoking prohibition ordinance at public parks, playgrounds and fields.
3. Mr. Landel spoke with the resident from Canterbury Lane referred to him by Committeeman Scanlan regarding questions concerning Maple Lake.

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4. Mr. Landel proposed an idea for the August 29th Bergen County Open Space Park Improvement Grant Application. The suggestion is to build a second small sided artificial Township soccer practice field similar to the facility constructed privately as a donation by the Torpedo Soccer Club in Memorial Field. Mr. Landel estimated the cost to be between \$50,000 and \$60,000.
5. Committeeman Scanlan inquired as to the status of the efforts to provide an anti-glare ordinance to obtain sustainability points. Committeeman Christie advised, that ordinance is being reviewed.

At 8:40 p.m. the Township Committee recesses the Work Session Meeting to enter into Closed Session discussion via Resolution #13-C6.

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

At 9:45 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

The Work Session Meeting adjourned at 9:46 p.m.

Rudolf E. Boonstra
Mayor

Joyce C. Santimauro
Municipal Clerk