

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE OPEN WORK SESSION
SECOND FLOOR MUNICIPAL COURT ROOM
MONDAY, NOVEMBER 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., Attorney Ari Bernstein, Esq., Partner with Robert Landel and Municipal Clerk Joyce C. Santimauro

Absent: Township Attorney Robert Landel

At this time, Mayor Boonstra reported that a presentation was scheduled this evening by the Library Board of Trustees however, in their absence Mayor Boonstra will conduct the public comment period now.

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.

Hiam Tobias, 789 Charnwood Drive asked the governing body a number of questions regarding the development of the High Mountain Golf course in Franklin Lakes specifically, if any part of the golf course is located in Wyckoff. The Township Committee responded no. Mr. Tobias inquired if the governing body had any influence over the Franklin Lakes decision to develop the golf course. The reply was no. However, Township Committee members indicated they were monitoring the issue.

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

Vincent Antonacci, Library Board of Trustees President and Mary Witherell, Library Director entered the Work Session Meeting to conduct a brief presentation to the governing body regarding the library's three (3) year strategic plan.

The Library Director explained that the State of New Jersey requires every library to develop a three (3) year strategic plan as a requisite to returning any funds to the municipality and to assist the Library Board address its' mission and the services it provides to the residents of its' municipality. Ms. Witherell expounded that the existing strategic plan is three (3) years old and expires as of 12/31/2013. A questionnaire survey was available on line and at the library and nine (9) stake holders were interviewed. A planner consultant was utilized to write the strategic plan with the Library Director. It will eventually be posted on the library website.

The strategic plan identifies six (6) service objectives which are broad but becomes more specific within each service objective followed by action steps which are further specific within each objective.

The Wyckoff staff will be meeting quarterly to address and implement the six (6) service objectives. The governing body asked the Library Director a series of questions which included staffing, reporting library usage to the governing body on a routine interval and the library's plan if funding to the library is decreased due to the effect of the revaluation.

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The Library Director opined that she would like to improve the programming at the library such as “The Big Read Program.” As of 10/31/13, the Library had 127,000 visitors come through its’ doors.

At 8:05 p.m. the Township Committee recesses the Open Work Session Meeting to conduct the open public business meeting.

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

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

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

Township Committee Reports:

Brian Scanlan:

Mr. Scanlan made special mention of the response of the Wyckoff Volunteer Fire Department to a gas leak at a residence on Spencer Drive on Saturday, November 9, 2013. A contractor working at the home struck a gas line and ruptured the line. The response required an enormous amount of time including evacuation of nearby homes. Mr. Scanlan recognized the responding police officer, Ryan Noon, the Wyckoff Volunteer Fire Department, the Wyckoff Ambulance Corps, the fire departments of Midland Park and Oakland, providing mutual aid and Assistant Fire Chief Tim Brock, the Commanding Fire Officer at the scene.

Kevin Rooney:

Mr. Rooney expressed disappointment with the response letter from Ridgewood Water to the Township Committee’s letter concerning the inadequate letter sent to homeowners regarding elevated lead levels in drinking water. The letter from Ridgewood Water was very vague, misleading and indicated the problem was lead in the service lines where previously, Ridgewood Water verbalized it was the leaded pipes within the property owner’s plumbing. This was the first time that Ridgewood Water stated it was lead in the Ridgewood service lines. The letter does not reflect Ridgewood Water’s plan to replace their lead service lines to homes and businesses and/or in what area they exist. Mr. Rooney commented that the letter does not address businesses such as entities with automatic coffee systems. Committeeman Scanlan concurred with Mr. Rooney and also expressed his disappointment in the letter. The Administrator was instructed to redirect a strongly worded response letter to Mr. Moritz, Director of the Village of Ridgewood Water Utility, with copies to the governing bodies of Ridgewood, Midland Park, Glen Rock, State Officials and the press.

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Mayor Boonstra:

Mayor Boonstra reported that two (2) weeks ago he attended a Northwest Bergen Mayors Association Meeting. An informative presentation that morning was conducted by an attorney who is the Franklin Lakes COAH legal counsel.

The Mayor of Oakland commended the Wyckoff Volunteer Fire Department for their outstanding firefighting efforts in assisting Oakland with a house fire on Skyline Drive several weeks ago.

The Russell Farms Community Park Grand Opening took place on Saturday, November 16, 2013. The ceremony was well attended. Mayor Boonstra congratulated Committeemen Scanlan and Rooney for a job well done.

Policy Action Items:

1. The Administrator has begun the process of rewriting or drafting eight (8) resolutions for governing body consideration at the Reorganization Meeting on Wednesday, January 1, 2014. As of today's date, eight (8) have been rewritten. 2014 Liaison assignments have been issued for Township Committee review for the new year.
2. The Township of Wyckoff has been notified by the Rutgers Public Information Contest that the municipality has received a Special Recognition in the Annual Public Information Contest in the category for Overall Public Information Award. This is similar to a second place.
3. Elaine Booth received a request from a resident wishing to donate a watercolored painting of Town Hall to the Township of Wyckoff. The owner would like to present the painting at the December 3, 2013 business meeting. The Township Committee approved the request.
4. With regard to the complaint received from the resident on 413 Lincoln Avenue, who reports that PSE&G workers informed her that the underground repair work would not be performed by PSE&G and she should call the Mayor. The complaint was forwarded to David Hollenbeck of PSE&G. Police Chief Fox also contacted Mr. Hollenbeck to provide additional information for the purpose of obtaining the required underground electrical repairs from PSE&G.
5. The New Jersey Department of Transportation \$150,000 Grant that is funding the Newtown Road Improvement Project has been completed and the road reopened. The only remaining work is the road striping scheduled for Wednesday, November 20, 2013, weather permitting. The work was completed on time and under budget. Committeeman Scanlan requested if the County could be contacted and ask if the curb could be extended from the point where Newtown Road meets Cedar Hill Avenue to the railroad track right-of-way.
6. The 2014 Municipal Calendar is at the printer. The calendar will include timely and useful information for 2014 but it will also be a valuable reference tool in years to come. The calendar includes important information to be "Storm Informed" and how to prepare your home in the event of an emergency. The Administrator recognized Elaine Booth who sold twenty-two (22) of twenty-four (24) possible advertisements.

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7. The next meeting of the governing body will be on December 3, 2013. Police Chief Fox and his Traffic Safety Officers will be present to present the American Automobile Association (AAA) Award of Excellence. This is the highest award issued and Wyckoff was one of six (6) municipalities within four (4) North Jersey Counties to receive this award in October.
8. The Administrator provided an update regarding the Township's Intern, Rad Krol from Montclair State University. Intern Krol has been working with the Township Engineer and has identified many utility trenches which Ridgewood Water is responsible to return perform final restoration to those trenches. Ridgewood Water has been contacted and they will perform the trench restoration.
9. The Administrator will attend the Joint Insurance Fund Meeting on Monday, November 25, 2013 to review the Joint Insurance Funds budget at 5:30 p.m. in Westwood.
10. The Administrator reported that the leaf collection crews are working diligently to collect the leaves in each district. The crews are in the second town wide round and entering District 3 tomorrow. Residents should anticipate approximately four (4) days of work in each district. Last evening's rain and wind storm resulted in the balance of leaves falling.
11. The preparations have been completed for the first snow of the year. The DPW has mounted the plows, all snow plowing vehicles have been serviced and an adequate amount of salt has been delivered to the "salt dome." These preparations are in place in the event there is an early snowfall.
12. The Administrator recognized the great job the DPW Crews performed in "stretching" the Township's dollar by providing the manpower to complete the phase 1 improvements at the Russell Farms Community Park. This great effort allowed the Township to avoid contracting with a more expensive private contractor. A \$20,000 Bergen County Open Space Grant the Township obtained was used to fund the improvements.
13. With the completion of the football season, the football field has been reseeded and fertilized and the turf blanket is covering the Memorial field in anticipation for the Spring Recreation Program.
14. The Administrator advised that four (4) individuals have signed up to donate benches at the Russell Farms Community Park.
15. The Administrator attended a Northwest Bergen County Open Space Committee Meeting where Wyckoff's grant application to fund replacement baseball/softball backstops and foul line fencing at Sicomac and Eisenhower Schools was approved for recommendation to the Board of Freeholders. This specific project was proposed to improve the safety of the school ballfield area since the Township's Recreation Program utilizes the school fields.
16. Committeeman Scanlan referenced a letter from a resident that resides most of the year outside of Wyckoff and requested the ability to pay his taxes online. The Administrator indicated that the Chief Financial Officer spent a considerable amount of time on the phone with this resident. The Chief Financial Officer is preparing a precise report in this regard to be distributed on Friday, November 22, 2013.

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- 17. Committeeman Scanlan questioned the information regarding the board appointments and the requirement that Recreation Board members are only limited to serving two (2) terms. A general discussion resulted on whether that requirement is relevant today. The Administrator was asked to provide additional information.

Township Attorney Report:

- 1. Mr. Bernstein indicated that he was honored to be present this evening at this very well run Township Committee Public Meeting.
- 2. Mr. Landel reviewed this evening's Agenda in detail with Mr. Bernstein.

At 9:05 p.m. the Township Committee recesses the Open Work Session Meeting to enter into Closed Session discussion via Resolution #13-C10:

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

At 9:40 p.m. the Township Committee reconvenes the Open Work Session Meeting voting as follows:

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

The Open Work Session Meeting adjourned at 9:41 p.m.

Rudolf E. Boonstra
Mayor

Joyce C. Santimauro
Municipal Clerk