TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE OPEN WORK SESSION
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, FEBRUARY 18, 2014 – 7:30 P.M.

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

Mayor Christie 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 Scanlan, seconded by Committeeman Boonstra.

There was no public comment.

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

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

Township Committee Reports:

Brian Scanlan:

1. Mr. Scanlan attended the February 10, 2014 Parks and Recreation Advisory Board Meeting. Mr. Scanlan is pleased to report there will be a Youth 13 Spring Travelling Baseball season this year.

2. On Saturday, February 8, 2014 Mr. Scanlan volunteered and assisted the Recreation Department Spring Program registrations at Eisenhower School.

3. Mr. Scanlan attended the CERT Meeting on Tuesday, February 11, 2014. The CERT Program in Wyckoff continues to grow in both member commitment and expertise. Future traffic control training for CERT members was discussed. The Administrator advised that, with the assistance of the JIF Safety Consultant, there will be traffic control training scheduled by Lt. Charles Van Dyk.

4. On Wednesday, February 12, 2014 Mr. Scanlan attended a Lions Club Meeting and inquired as to a possible donation from the Lions Club to the Russell Farms Community Park.

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5. Mr. Scanlan attended a dinner on Wednesday, February 12, 2014 with members of the Wyckoff Board of Health where Dr. Klopp was honored for his years of service on the Board of Health. Dr. Klopp was presented with a proclamation from the board members.

6. Last evening, Mr. Scanlan attended a meeting with Mayor Christie, Administrator Shannon and members of the Zabriskie House Trustees where various business matters were discussed.

7. As per Mr. Shannon's request, Mr. Scanlan reported that he contacted the District 40 Legislators via e-mail and directed they support the law that would extend the 2% cap on binding arbitration police salary awards.

8. Mr. Scanlan congratulated the Administrator on his easy recycling slogan.
"Recycle weekly, it is Easy!"
Every week curbside pickups.
As many containers as you want.
Single Stream – no sorting required.
You can help us reach the "Nifty-Fifty."

9. Mr. Scanlan thanked Clerk Santimauro for the report that reflects the number of OPRA requests that the Clerk's Office satisfies each month. Mr. Scanlan asked if the report could incorporate the number of pages of documents included for each OPRA request. Mrs. Santimauro replied that could be added to the report.

10. Mr. Scanlan is working with the Township Attorney on an ordinance that would limit the amount of "snowfall" in Wyckoff. However, there have been a number of problems with the enforcement of such. Mr. Scanlan thanked Scott Fisher and the DPW Staff for the tremendous effort they perform plowing snow and salting roads in this very extraordinary winter in Wyckoff.

Rudy Boonstra:

1. Mr. Boonstra echoes the same comments and provides "KUDOS" to Scott Fisher and the Public Works Staff on the great job maintaining the roads during this extreme winter season. Mr. Boonstra also extends compliments the police department, fire department and ambulance corp who respond to resident assistance in all types of weather conditions.

2. Mr. Boonstra attended the February Planning Board Meeting where site plans regarding the placement of generators occupied a large portion of the Agenda. One (1) application that was deemed complete focused on the former TD Bank Building at 690 Wyckoff Avenue. The bank building is proposed by Capital One to be demolished and a new modern bank building constructed with less square footage.

3. Mr. Boonstra provided a report as Deputy Police Commissioner that due to extended absences by police officer off-duty injuries, the police overtime has increased in 2013.

Mayor Christie:

1. Mayor Christie recognized Joe Kalosieh, a partner with Robert Landel, who is "pinch-hitting" at tonight's meeting as Mr. Landel is taking a well-deserved vacation.

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2. Today, Mayor Christie received a resignation letter from Bill Bushman, a volunteer member of the Zabriskie House Board of Trustees. It was suggested that the Township Committee accept the resignation with regrets and appoint Richard Lynch to fulfill the unexpired term held by Mr. Bushman. This item will be added to the Agenda this evening.

3. On Thursday, February 6, 2014 Mayor Christie participated in a "Ribbon Cutting Ceremony" at the new cigar shop at the Mayflower Shopping Center.

4. On Saturday, February 8, 2014 Mayor Christie attended a Northwest Bergen Mayors Meeting where a speaker discussed the topic of wellness programs. Also discussed was the number of potholes each municipality has incurred due to the extraordinary winter weather conditions. A number of towns are completely without salt. Currently, Wyckoff has enough salt for two (2) more storms. Several towns have resorted to placing down grits, however the DEP requires municipalities must certify in writing that the grits will be swept up and deposited at an appropriate disposal site.

5. On Friday, February 14, 2014, Valentine's Day, Mayor Christie performed his first wedding ceremony in the Municipal Court Room at Town Hall.

6. Mayor Christie attended a meeting with Committeeman Scanlan, Mr. Shannon and members of the Zabriskie House Board of Trustees last evening.

7. Mayor Christie received a letter from a second grade student at Sicomac School requesting a water park in Wyckoff.

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

The Administrator reviewed the 8:00 p.m. Agenda and indicated the Agenda is as submitted. A public hearing and further consideration on Ordinance #1727, establishing enhanced sideyard setbacks is scheduled for this evening. The Agenda also includes four (4) ordinances to increase user fees. As per Township Committee guidance, fees have been evaluated and certain fees have been proposed to be increased. The Agenda also includes authorization to continue in 2014 a shared service with the Village of Ridgewood by providing teleconferencing for the municipal court.

Policy Action Items:

1. With regard to the calendar theme for 2015, the Township has received three (3) suggestions. The governing body determined to carry this item until such time as Committeeman Jepsen is present.

2. The Administrator reported that the budget development continues with budget meetings being conducted by the Finance Committee consisting of Committeemen Rooney and Scanlan. A budget review will take place on Saturday, February 22, 2014 and Tuesday, March 4, 2014. At this point, it is clear that resources are not unlimited and the governing body will have to make difficult decisions among many valid competing resources. The budget development process has been even more challenging due to; the amount of snow this winter (72.5 inches) the frequency of snow and ice storms requiring an emergency response (17), cold weather followed by short respites of warm weather, thawing, snow

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melting, the melted snow re-refreezing and breaking up the asphalt roads. Both weather impacts will require additional resources and increase taxes.

3. On Tuesday, March 11, 2014 the Township has been invited to the Bergen County Joint Insurance Fund Safety Awards Breakfast. If any member of the governing body wishes to attend, please advise the Administrator.

4. The Township has sent out letters to nine (9) area high schools advising them that any Wyckoff residents attending those high schools may participate in the New Jersey State League of Municipalities Essay Contest entitled "What My Mayor and Township Committee do Best." In the past, the Township has experienced Wyckoff students who have won the scholarship as well as ranking very high in the contest responses.

5. In accordance with Township Committee direction at the last meeting, the Administrator advised that a public service announcement was developed to inform residents that recycling is collected weekly. This information has been posted on the municipal website, e-mail blasted and appeared in local newspapers.

6. The Administrator has re-written three (3) emergency management annexes and added additional documentation attached. 2014 is the year all municipal governments must update their emergency management plan and submit to the New Jersey State Police for approval.

7. With regard to the discussion at the Public Policy Committee Meeting concerning when to provide a volunteer board or commission member a proclamation and/or plaque, the following policy has been recommended by the Public Policy Committee.

    1. PROCLAMATION – When a majority of a board requests a proclamation for a retiring member, the Administrator shall write a proclamation for that retiring volunteer board or commission member.

    2. PLAQUE – The board member who has served a minimum of two (2) terms and if the majority of the board or commission requests a plaque, a cost not to exceed $75.00 for the plaque will be provided as a municipal expense to said board or commission member.

8. As per Township Committee instruction, a Personnel Document Shredding Event will be provided for Wyckoff residents only on Saturday, April 5, 2014 from 9:00 a.m. to noon at the DPW Building, 475 West Main Street. The only expense incurred will be the rental of the shredding vehicle. It is hopeful that that rebate from the shredded documents will cover the cost of the truck rental. However, this is not a guarantee. The layout of the event will differ from the last two (2) events in that vehicles will be queued up inside the public works parking lot to provide a smooth and orderly flow around the public works garage. The Administrator advised that volunteers are needed. Any member of the governing body who wishes to join the Administrator to volunteer, please advise him.

9. Police Chief Fox submitted a report concerning the commuter parking spaces. It is recommended that the selling of additional commuter parking permits be suspended until such time that the extraordinary winter weather conditions subsides. There appears to be new pattern emerging from past years whereby the commuter lot and the adjacent

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overflow parking lot are completely full on a daily basis. The Township Committee agreed and referred the matter to the Public Policy Committee.

10. The requirements for the revaluation contract are now complete and the revaluation inspections have resumed.

11. The next revaluation public information session will be conducted on Saturday, March 1, 2014 from 10:30 a.m. to 12:00 noon at the Wyckoff Public Library.

12. The third and final revaluation public information session is scheduled for Wednesday, April 2, 2014 at the Wyckoff Library from 7:30 p.m. to 9:00 p.m.

13. The Annual Team Up to Tidy Up Day, funded by a Clean Communities Grant, is scheduled for Saturday, April 5, 2014 beginning at 9:00 a.m. The rain date is Saturday, April 12, 2014. This is the annual event where residents volunteer to clean up those quasi-public places where litter gathers and to also raise our collective conscientiousness as a community to the ills of litter.
The Wyckoff Township Committee and the Environmental Commission invite residents of all ages to join their neighbors on **Saturday, April 5, 2014 at 9:00 a.m**. for the Township's annual Team Up to Tidy Up Day.

Please call 201-891-7000 ext. 101 before the event to request a specific location. Volunteers are asked to meet about 8:30 a.m. in the second floor court room at Town Hall, where clean-up assignments will be finalized and a group photo taken before the work begins. Clean up supplies will be provided so all you have to bring is your enthusiasm, community pride and a desire to fight litter!

Special consideration is given to Wyckoff's younger volunteers. Many "child-friendly" clean-up sites will be available. The rain date for the event is Saturday, April 12. If the event is postponed, an e-mail will be sent to all e-mail addresses registered on our website. To sign up, simply log onto Wyckoff on the Web at www.wyckoff-nj.com and click on the 'sign up for E-news' link on our homepage.

The Environmental Commission is looking for a great turnout this year in their ongoing campaign promoting litter-consciousness. Volunteers from Partners in Pride will be participating in the Team Up To Tidy Up Day event. If you are unable to join us in the town wide effort to tidy up, you can help by not creating litter and also reminding those who may forget that littering is against the law. Help to control litter by placing your trash in closed containers and making sure your own property is litter free. By following these few suggestions, we can all help keep Wyckoff clean and beautiful.

Raising awareness regarding the consequences of litter also benefits the community effort to keep our lakes, streams and rivers clean. Litter often is washed into storm drains which lead to our streams and lakes and impacts our drinking water supply. The Environmental Commission requests all residents to help by not creating litter.

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14. The Drug Takeback Day, where residents may deposit their expired over-the-counter medications and prescriptions at the police department will be held on Saturday, April 26, 2014 from 10:00 a.m. to 2:00 p.m.
For the 9th time in five years the Township will participate in the United States Drug Enforcement Agency's (DEA) program on **Saturday, April 26, 2014 from 10 am to 2 pm**, which allows residents to drop-off at the Wyckoff Police Department in Town Hall (340 Franklin Avenue) unused or expired prescription medicine as well as any over the counter medicines. Two hundred fifty one (251) residents dropped off two hundred fifteen (215) pounds of medication on Saturday, October 26, 2013. The Wyckoff Police Department has participated in these events since 2010 and has collected over 1,269 pounds of unused or expired prescription medicine or over the counter medicine that has been safely disposed. (The DEA then incinerates the medicine and the prescription container, protecting any personal information on the label). Wyckoff submitted the highest total pounds of drugs collected in last fall's program in Bergen County. The DEA congratulated the Wyckoff Police Department for their efforts to promote resident participation in the program. Many residents expressed thanks for providing Operation Take Back which allowed them to safely dispose their medications. Any questions, call Detective Sergeant Musto at 201-891-2121.

15. As of today's date, the Wyckoff DPW has responded to seventeen (17) snow emergencies this winter. Snowfall thus far during the period from December 9, 2013 to today is 72.5 inches. Last winter (2012-2013), the Township experienced 51 inches of snow. The last snow event in 2013 was March 21st.

16. The Administrator advised the governing body there is a study being conducted among certain municipalities in the Northwest Bergen area for regional dispatch services. The Township should participate in the study.

17. The Administrator has completed the Office of State Comptroller Cell Tower Survey.

18. Work continues on the Spring Resident Newsletter.

19. After the last meeting, the Administrator indicated that the WOLF Shared Service bid for recreation equipment was implemented. The resolution and the prices were provided to Franklin Lakes and Oakland. The Township of Wyckoff is the Lead Agency and 81 out of the 231 items were at a lower price point than last year.

20. Police Chief Fox advises that the New Jersey Alcoholic Beverage Control Commission (ABC) has issued an approval to La Sera Restaurant, 393 Franklin Avenue to sell a New Jersey Vineyard wine at this location only. As matter of record, La Sera Restaurant does not own a liquor license, they are a "bring your own bottle" (BYOB) establishment. However, a law has been adopted that allows a New Jersey based licensed winery to conduct wine sales at a restaurant or any retail outlet. There are forty-one (41) licensed winery locations in New Jersey. Each winery can lease space at fifteen (15) different commercial locations in the State where they display and sell wine. The winery enters into a written lease agreement with the restaurant. The wine that is sold can only be produced in the New Jersey by this specific winery. In this case with La Sera, it is Chelsea Forge Vinters doing business as Alba Vineyard. The restaurant staff can serve a small 1.5 ounce glass of wine for tasting. The staff cannot serve the typical size glass of wine. The customer can then choose to purchase a full bottle of the wine at which point the BYOB rules are in effect. The license to sell is held by the winery, not the

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restaurant. The authority comes from the ABC in the State, not the Township of Wyckoff. The $938.00 license fee is collected by the ABC and the Township cannot charge a fee. The restaurant profits in two (2) ways; 1) It sells via the lease the rights to the winery to display their wine in their restaurant, 2) the restaurant is part of the lease, is paid a restocking fee whenever the wine is delivered. The restaurant cannot sell any other wine labels, and cannot sell any distilled spirits. For purposes of clarity, the only liquor that can be consumed in a BYOB restaurant by the customer is wine or beer. The ABC provides the training to the restaurant by ABC employees. There is no requirement for the Township to do anything. It is recommended by the ABC that the Township prepare a resolution to attest that the restaurant has complied with all ABC regulations and inspections.

21. With regard to Ordinance #1727, a public hearing and further consideration is scheduled at the business meeting this evening. At the Planning Board Meeting, a discussion resulted in that the purpose of the ordinance is to take properties which have garages facing the sideyards whether they are in the R15 zone or the RA25 zone. The ordinance intent is to provide a twenty-seven (27) foot minimum area for the driveway between the nearest point of the garage or structure in the property line. This is the legislative intent to ensure there is enough room for vehicles to actually maneuver into the garage and back out safely.

22. Mayor Christie noted that an ordinance on the agenda would increase the application fee for a police candidate from $25.00 to $80.00. There is a significant amount of work when conducting a police test. This fee increase will help the municipality recoup some of those costs.

23. A letter was received from the Wyckoff Family YMCA regarding the artificial turf field project. The letter will be provided for governing body review this week.

24. Mayor Christie was invited to Temple Emanuel in Franklin Lakes on President's Day for a ceremony. The Mayors from Franklin Lakes and Oakland were also in attendance. The Rabbi transcribed the Gettysburg Address at the enjoyable ceremony.

At 8:02 p.m. the Township Committee recessed the Work Session Meeting to conduct the public business meeting.

At 8:15 p.m. the Township Committee reconvenes the Work Session Meeting voting as follows:

MOTION: _____SCANLAN_____ SECOND _____BOONSTRA____
BOONSTRA_YES_ JEPSEN _ABSENT_ ROONEY_ABSENT_SCANLAN_YES_
CHRISTIE _YES_

25. The Administrator thanked Township Committee members for implementing their procedure on contacting legislators regarding their positive and/or negative opinion on legislation recently proposed. Especially the bill regarding capping binding arbitration awards for police salaries.
Mayor Christie noted that at the Northwest Bergen Mayors Association Meeting, based on a recommendation from Mr. Shannon, all thirteen (13) mayors signed a letter sent to the State legislators advocating for the continuation of the 2% cap on binding arbitration for police salary awards. Mr. Christie advised that the Mayors appreciate Mr. Shannon's efforts.

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26. An event specific public service announcement has been developed for the Personal Document Shredding Event. It has been distributed to the press tonight, posted on the Wyckoff web and it will be e-blasted weekly. It is; The Township of Wyckoff has scheduled a mobile paper shredding vehicle available on Sat., April 5, 2014 at the Recycling Center, 476 W. Main Street, from 9 am to 12 noon or when the truck has reached its capacity, for residents who wish to bring their confidential personal paper documents and paper correspondence for shredding at no charge. **Residents will be limited to four (4) bags or boxes weighing no more than 10 lbs. each on a first come, first serve basis**. Residents should bring their confidential paper documents and correspondence in their own containers that residents can take home and re-use for the next shredding event. Recyclable paper that is not personal papers such as magazines, travel guides and junk mail, etc. will not be accepted for shredding. The vehicle will transport the shredded paper to the recycling market where it will enter the recycling stream. A video display allows residents to witness the shredding of their personal documents.

Confidential personal paper documents without metal tabs are accepted, no plastic bags and no x-rays can be shredded. All other recyclables from single layer cardboard to double layer cardboard, glass, plastics #1-#7 and tin cans, can be deposited at the Recycling Center in their appropriate containers while you are at the Recycling Center.

Visit the Recycling Center at 476 West Main Street on April 5, 2014 from 9 am to 12 noon for one-stop recycling of your personal paper documents and household recyclables!

According to the United States Environmental Protection Agency, for every ton of paper that is recycled and re-directed into post-consumer production, 17 trees are allowed to grow and are not required as raw material for the production of paper.

It is requested that residents register their email address at 'sign up for e-news' link on the home page of www.wyckoff-nj.com to receive notices of recycling events. Any questions, call Maryellen at 201-891-7000, ext 101.

27. The press was provided tonight with two (2) public service announcements that are intended to; raise the community awareness for recycling and clean air, help us achieve the "Nifty-Fifty" and encourage green practices. They are:
The Wyckoff Township Committee after utilizing the competitive bidding process receives payments from two vendors who have placed their bins for residents to deposit clothing and shoes. This additional opportunity is located conveniently around town and it benefits the Township, the volunteer Fire Department and the Wyckoff Ambulance Corps.

Due to the slump in the economy, the decrease in revenues and the State imposed caps, the Township explores areas to generate non-tax revenue that can partially relieve a portion of the tax burden.

Anytime of the year, but especially Spring is an excellent time to clean your closets of unwanted or outdated clothes and shoes. Recycling your old clothes and shoes is another way of reducing the amount of curbside trash collection. By reducing your residential garbage "footprint" through recycling your used or unwanted clothing or shoes, you help the Township save tax dollars. You also help preserve the environment by recycling these items.

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28. **STOP YOUR IDLING!**

DID YOU KNOW:

- Children are especially vulnerable to fumes emitting from vehicles: They breathe faster than adults, inhale more air per pound of body weight and stand at tailpipe level.
- Just 10 seconds of idling uses more gasoline than restarting your car.
- Idling harms your engine and exhaust system.
- Exposure to some pollutants from idling is actually higher inside the vehicle than at the roadside.
- Vehicles emit carcinogens, smog-forming chemicals and greenhouse gases.*

To help protect our children and the environment:

- Turn off your vehicle engines when dropping off or picking up children from school or other events.
- Don't let vehicles idle for more than 3 minutes at any time .

The Work Session Meeting adjourned at 8:20 p.m.

Douglas J. Christie Mayor	Joyce C. Santimauro Municipal Clerk