

**CITY OF NORTHFIELD WORK SESSION MEETING
JANUARY 17, 2006**

This meeting was called to order by Carol A. Raph, Municipal Clerk. It was properly advertised under Public Law 75, Chapter 231.

ROLL CALL: Present: Carew, Notaro, Kern, Martinez, Schlachter, Mazzeo
Absent: Turon

Solicitor Alfred Scerni, Jr., Engineer Edward Stinson of Doran Engineering, and City Administrator Jeffrey Bruckler were present.

Council President Mazzeo reviewed the agenda. Engineer Stinson responded to a question from Mazzeo on Resolution 27-2006, that the work design had been completed.

COMMITTEE REPORTS

Councilman Martinez will meet with Emergency Management Coordinator Ray Adams, Sr., members of the Police, Fire and Rescue Squad Departments, to clarify the radio issues.

Martinez reported bids will be received for heating and cooling work in the City Hall Rescue Squad area and for the Public Works mechanic's bay/garage. Discussion followed regarding options for a new building at Dolphin Avenue.

Councilman Schlachter reported the playground project at Birch Grove Park was moving forward and asked Engineer Stinson to address the drainage problems. Stinson explained the installation process for two of the playground areas, which would elevate the areas and allow a run off to the existing inlet that will be cleaned.

Councilman Carew reported all was going well in the Building Department.

Councilwoman Kern reported the first Cultural Committee meeting of 2006 is scheduled for 7:30 pm, January 19th at the Museum. Kern said items from the Museum will be displayed at the Northfield Community School. After the items have been selected and display arrangements finalized, Kern will report back to Council.

Reporting on the Municipal Alliance, Kern said the DARE Program has been started with Officer Kristina Ramsi from the Police Department. Officer Ramsi will administer the Program to 5th graders, with an evening event planned for parents. The Municipal Alliance is sponsoring a Drug Prevention Program at Mainland Regional High School for freshman and junior classes.

**CITY OF NORTHFIELD WORK SESSION MEETING
JANUARY 17, 2006**

Councilwoman Kern was welcomed graciously by the Library Board at their meeting on January 12th. Kern congratulated Seth Brilliant for his position of President of the Board. A “Stone Soup” event and Valentine program are upcoming. She said the Mayor would be appointing someone to fill a vacancy on the Board shortly.

Kern, newly appointed to the Violations Committee, has been working with Court Administrator Donna Clark to learn about the Department. At the recommendation of the Police Department, new safety patrols comprised of 7th and 8th graders will be assisting younger students from 8:00 a.m. to 8:20 a.m. The patrol members will be outfitted with yellow vests and badges.

Councilman Notaro reported meeting with Public Works Manager Jim Clark. Notaro said they discussed ideas for the Public Works Building and improvements for service. The no-parking signs for Northfield Avenue have been ordered and will be installed shortly.

Notaro met with Fire Department Assistant Chief Lees. The Department had minimal overtime and operations were running smoothly.

Council President Mazzeo reported meeting with Municipal Clerk Carol Raph, Administrator Bruckler, CFO Dolcy and reaching out to Council to ensure Resolutions were received by the Clerk the Wednesday prior to the Council Meeting. Discussions would take place the next day to enable agenda distribution on Friday.

Mazzeo announced the Budget Meetings will be held January 30th through February 1st. Capital projects and other financial matters will be discussed at that time. Mazzeo requested Department Heads and Council Members contact Administrator Bruckler or CFO Dolcy regarding budget issues.

MAYOR’S REPORT

Mayor Perri asked to have the Inter-Local Sewer Agreement with the City of Linwood and Resolution 16-2006 reviewed with regard to prior year negotiations. Perri requested interpretation and from the City Solicitor for timely actions on the Agreement. Solicitor Scerni advised, upon the approval of Council, passing a subsequent resolution authorizing signing the Agreement for a specified period, which should be adopted prior to negotiations. Perri requested Administrator Bruckler and Solicitor Scerni provide input for the subsequent resolution.

Mayor Perri indicated the drainage problem at Sutton Woods had not been resolved and he requested the Solicitor review the issue.

**CITY OF NORTHFIELD WORK SESSION MEETING
JANUARY 17, 2006**

Perri asked Council to consider annual contracts for licensed professionals, such as electrician, plumber, locksmith, carpenter, irrigation specialist. He would like to have services contracted through a bidding process in order to select the fee lowest in cost to the City. Perri requested Administrator Bruckler and Solicitor Scerni to review the issue for presentation to Council at the next meeting.

Perri said he was looking forward to having the no parking signs on Northfield Avenue installed, and reported the stop light is in place at Oak and Cedarbridge.

ADMINISTRATOR'S REPORT

Administrator Bruckler is proceeding with changing and redesigning the City Web Page and utilizing the County's Town Net Services. The County will provide maintenance and updating on the web site at no cost to the City, resulting in a savings of approximately \$10,000.00 per year.

Bruckler gave an update on problems with the City Eyecare Plan. The Finance Department and City Clerk are rectifying the situation. With regard to the Dental Insurance, Bruckler said, the State Plan offers several providers, including current provider Benecare, at a savings of approximately 25% per year. He will update Council at the next meeting.

Bruckler announced the Budget Meetings are scheduled for January 30th, January 31st and February 1st beginning at 6:30 p.m. in the Caucus Room. All Departments have submitted operational and capital budgets and he will continue to meet with Council chairpersons regarding justification, explanation and concerns. Bruckler said he will continue looking for new funding sources, grants and ways to reduce spending and increase revenue.

Bruckler brought attention to Resolution 28-2006 concerning the internet administration services for the City. The lowest quote was received from Eastern IT Group of Northfield.

Administrator Bruckler will follow up on concerns regarding the City Hall telephone system. Bruckler also responded to questions regarding the scope of services to be provided by the internet service provider.

ENGINEER'S REPORT

**CITY OF NORTHFIELD WORK SESSION MEETING
JANUARY 17, 2006**

Engineer Stinson reported the Municipal Aid Fiscal Year 2006 will cover the reconstruction of Roosevelt Avenue Phase II design with bid opening scheduled for February. Projects for reconstruction of First Street and installation of playground equipment at Birch Grove Park are on hold due to weather conditions.

Stinson has spoken with the County Engineer regarding standing water at Mill Road and Forrest Drive. He was advised the County will be repaving Mill Road, tentatively scheduled for the summer, and the standing water issue would be addressed at that time.

Stinson also spoke with the Sutton Woods developer who is having their engineer provide a report on all three basins, which would include soil boring, analyses addressing improper functioning and recommendations to bring the area into compliance. Stinson was also given assurances that the existing conditions would be cleaned and debris removed. Mayor Perri requested the Solicitor review all correspondence, etc., from the past three years, and provide recommendations regarding action on the bond. Perri asked for update on the environmental study done for Birch Grove Park and adjoining properties. Stinson responded the wetlands delineation for the property on Burton Avenue indicated insufficient available uplands, and the environmental report provided by Mr. Kiejdan for the Tilton Road property also indicated insufficient available uplands. Perri requested the Governing Body receive written reports to be kept on file for access in the future. Stinson also responded to a question from Councilman Notaro regarding the Burton Avenue site. Councilman Schlachter questioned the time frame for design of the new all purpose practice field, asking if it could be done in less than four weeks. Stinson responded, clarifying the bidding process and time restraints, and offered to provide an estimate of the bid amount based on his expertise.

PUBLIC SESSION/3 MINUTES PER SPEAKER

Council President Mazzeo opened this meeting to the public and asked if anyone from the public wished to speak.

Wayne Thomas, 29 Jackson Avenue, asked the City Solicitor if the Resolutions appearing on the agenda could be posted prior to the meeting. Solicitor Scerni responded the opportunity for public input on resolutions appearing on the current Council Meeting Agenda takes place during the Work Session.

Seth Brilliant, President, Board of Trustees of Northfield Public Library, questioned the absence of the first quarter payment to the Library from the payment of bills list. Council President Mazzeo responded that the City Budget Meetings had not taken

**CITY OF NORTHFIELD WORK SESSION MEETING
JANUARY 17, 2006**

place yet, the City property taxes are due February 1st and the payment was scheduled for the February bill list. Discussion followed regarding the payment schedule.

Scott Read, 6 Leslie Lane, offered his congratulations to the newly elected Council Members. He asked for clarification on open space no longer being available in the City for recreational purposes. Mayor Perri responded areas, within Birch Grove Park that would not be environmentally sensitive, continue to be researched. Councilwoman Kern asked if Read had approached property owners of the previous Kresge School site on Oak Avenue. They were contacted and the property is available for a fee, Read said.

Mazzeo asked if anyone else from the public wished to speak. Seeing no one, the Public Session was closed.

Motion to adjourn by Schlachter, seconded by Martinez, all in favor, this meeting was adjourned.

Respectfully submitted,

Carol A. Raph, RMC/CMC
Municipal Clerk